

**LONG HILL TOWNSHIP BOARD OF EDUCATION  
WORKSESSION MEETING**

**Long Hill Township Municipal Building**

**September 23, 2013**

**7:30 P.M.**

**AGENDA**

**CALL TO ORDER**

**ROLL CALL**

**Ms. Barone**

**Mr. Blocker**

**Mr. Brown**

**Mr. LoCascio**

**Mr. Meringolo**

**Ms. Nyquist**

**Mr. Russo**

**Mr. Stevens**

**Mrs. Scanlon**

**PLEDGE OF ALLEGIANCE**

**MEETING NOTICE**

Adequate notice of this meeting of the Long Hill Township Board of Education was given as required by the Open Public Meetings Act as follows:

Notice was sent to the Courier News, Echoes Sentinel and the Daily Record on January 3, 2013. Notice was posted on the bulletin board in the first floor entrance hall of the School District Administration Building, Gillette, New Jersey. Notices were filed with the Township Clerk; and notices were mailed to all persons who have requested individual notice pursuant to the Open Public Meetings Act.

**COMMUNICATIONS**

**BOARD COMMITTEE REPORTS**

**SUPERINTENDENT'S UPDATE**

**BOARD SECRETARY'S UPDATE**

**COMMENTS FROM THE PUBLIC**

At this point, the Board of Education welcomes comments from any member of the public. Please note that as per Board Policy #1120, a total of fifteen (15) minutes is allocated for public comments at any single Board meeting. In order to provide residents the opportunity to comment, individual speakers are limited to three minutes each at any particular Board meeting. The Board may extend these time limits at its discretion.

**RESOLUTIONS**

**Minutes**

1. RESOLVED that the following minutes of the Long Hill Township Board of Education be accepted as presented and made part of the public record:

September 9, 2013 Regular Meeting – Public Session

ACTION OF THE BOARD \_\_\_\_\_

**Financials**

2. RESOLVED that the Long Hill Township Board of Education approve the List of Bills for), August 21, September 17 and September 23, 2013 (as attached):

Bill List for 8/21/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$435.12
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$435.12</b>

Bills for 09/17/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$304,872.28
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$304,872.28</b>

Bills for 09/23/2013	Amount
Fund 10	\$23,784.49
Current Expense - Fund 11	\$267,824.37
Capital Outlay - Fund 12	\$17,700.00
Special Rev. Fund - Fund 20	\$61,618.50
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$370,927.36</b>

ACTION OF THE BOARD \_\_\_\_\_

3. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transfers for May 31, 2013.

ACTION OF THE BOARD \_\_\_\_\_

4. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of May 31, 2013 after review of the Board Secretary’s monthly financial report (appropriations section) and upon consultation with appropriate district officials, to the best of our knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6:20-2.13(B), and sufficient funds are available to meet the district’s financial obligations for the remainder of the year.

ACTION OF THE BOARD \_\_\_\_\_

- 5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the financial reports of the Board Secretary and Treasurer of School Funds for the month ending May 31, 2013.

ACTION OF THE BOARD \_\_\_\_\_

- 6. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transfers for June 30, 2013.

ACTION OF THE BOARD \_\_\_\_\_

- 7. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of June 30, 2013 after review of the Board Secretary’s monthly financial report (appropriations section) and upon consultation with appropriate district officials, to the best of our knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6:20-2.13(B), and sufficient funds are available to meet the district’s financial obligations for the remainder of the year.

ACTION OF THE BOARD \_\_\_\_\_

- 8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the financial reports of the Board Secretary and Treasurer of School Funds for the month ending June 30, 2013.

ACTION OF THE BOARD \_\_\_\_\_

- 9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the cancellation of the following old checks from the operating account:

#32097	\$ 20.09
#32166	\$ 89.95
#32227	\$567.00

ACTION OF THE BOARD \_\_\_\_\_

- 10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the Travel/Conference registration for the staff indicated for professional improvement or development as per the attached listing.

ACTION OF THE BOARD \_\_\_\_\_

**Personnel**

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the resignation of Anne Marie Heithmar from the position of Part Time Milk Aide at Central Middle School effective September 1, 2013.

ACTION OF THE BOARD \_\_\_\_\_

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Cynthia Carpenter to the position of Part Time Milk Aide at Central Middle School effective September 18, 2013.

ACTION OF THE BOARD \_\_\_\_\_

13. RESOLVED that the Long Hill Township Board of Education, that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator, and the Director of Special Services, approve Ms. Anne Elmowitz, a Wilson Language and Reading Consultant, to provide reading instruction during the 2013-2014 school year, at a rate of \$75.00 per hour. Cost not to exceed \$20,000.00

ACTION OF THE BOARD \_\_\_\_\_

14. RESOLVED that the Long Hill Township Board of Education, that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator, and the Director of Special Services approve Michele Lawton, BCBA (Board Certified Behavioral Consultant), to provide Behavioral Consulting Services during the 2013-2014 school year, at a rate of \$125.00 per hour. Cost not to exceed \$25,000.00

ACTION OF THE BOARD \_\_\_\_\_

15. RESOLVED that the Long Hill Township Board of Education, that the Long Hill Township Board of Education, approve the lateral advancement on the salary guide for Suzanne Parker from Step 2 BA+30/MA \$52,478.00 to Step 2 MA + 30 \$55,278.00 based on submission of transcribed graduate credit effective October 1, 2013.

ACTION OF THE BOARD \_\_\_\_\_

16. RESOLVED that the Long Hill Township Board of Education, that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a revision to the appointment of Kerri Altebrando as Booster Club Advisor at Central Middle School for the 2013-2014 school year. This position shall now be shared between two teachers as listed below:

Kerri Altebrando	Co-Booster Club Advisor	\$1,024.50*
Deborah Celmer	Co-Booster Club Advisor	\$1,024.50*

\*Stipends to be paid from existing activity account balances and/or pay to play/participate fees paid.

ACTION OF THE BOARD \_\_\_\_\_

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the addition of the following persons to the Substitute List for the 2013-2014 school year:

Jeyanthi Ponnusamy	Barbara Lombardi
Sally Lauderdale (also substitute secretary)	Christine Mahoney
Stephanie Herkert (also substitute secretary)	

ACTION OF THE BOARD \_\_\_\_\_

- A1. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Lauren Scolaro to the position of maternity leave replacement 21<sup>st</sup> Century Communications Teacher at Central Middle School [PCS Number: CMS0000044] at the BA Step 1 salary of \$49,000.00 prorated for the period September 23, 2013 through February 28, 2014.

ACTION OF THE BOARD \_\_\_\_\_

### **Curriculum**

18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator and the Director of Curriculum, approve the following revised curriculum documents for implementation effective September 1, 2013:

Grade 6 Mathematics  
Grade 7 Mathematics  
Grade 8 Mathematics

ACTION OF THE BOARD \_\_\_\_\_

20. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of Superintendent, the Business Administrator and the Building Principal, approve the field trips listed below:

January 30, 2014	6 <sup>th</sup> - 8 <sup>th</sup> Grade Music Students	Avery Fisher Hall at Lincoln Center
8:00 a.m. to 1:30 p.m.		New York, New York
\$18.00 per person, parent paid		80 students, 2 teachers, School nurse, and 8 parents

ACTION OF THE BOARD \_\_\_\_\_

**Policy**

21. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, readopt the following policies which have been reviewed by the Policy Committee.

6141	Curriculum Design and Development
6142.2	English as a Second Language and Bilingual Programs
6142.6	Basic Skills
6142.13	HIV Prevention Education
6147.1	Evaluation of Individual Student Performance
6164.1	Intervention and Referral Services of General Education Students

ACTION OF THE BOARD \_\_\_\_\_

22. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, adopt the following policy on a second reading.

Policy 6142.10 Internet Safety and Technology Use

ACTION OF THE BOARD \_\_\_\_\_

**ITEMS FOR DISCUSSION**

**OLD BUSINESS**

**NEW BUSINESS**

**COMMENTS FROM THE PUBLIC**

**ADJOURNMENT**

**FUTURE MEETING DATES**

October 14, 2013 – Worksession Meeting– 7:30 p.m. – Township Municipal Building

October 28, 2013 – Regular Meeting– 7:30 p.m. – Township Municipal Building