

LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION MEETING
June 13, 2016

The Long Hill Township Board of Education held a Workession Meeting on Monday, June 13, 2016 in the Long Hill Township Town Hall. The meeting was called to order by Board President Nicholas Stevens at 7:30 p.m.

MEMBERS PRESENT: Ms. Barone, Mrs. Butler, Mr. Carn, Mr. DiGiorgio, Mrs. Moakley, Miss Nyquist, Ms. Raban, Mr. Stevens.

MEMBERS ABSENT: None.

OTHERS PRESENT: Dr. Acevedo, Superintendent of Schools
Mr. Esposito, Business Administrator/Board Secretary
Mr. Villar, Central School Principal
Mrs. Dawson, Millington School Principal
Dr. Jones, Gillette School Principal/Curriculum Director
Ms. Dilkes, Dean of Students
Mr. Blinder, Coordinator of Technology Services
Mrs. Connelly, Coordinator of Instructional Technology
Mrs. Franklin, LHEA President
Four Township Residents
One Reporter for the Echoes-Sentinel

PLEDGE OF ALLEGIANCE: Mr. Stevens led the Pledge of Allegiance.

ADEQUATE NOTICE OF MEETING:

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 October 12, 2015. 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: Mr. Stevens asked for a moment of silence for the victims of the shooting in Orlando, Florida.

Moved by Miss Nyquist and seconded by Mr. DiGiorgio, the Board accepted 8-0 with a voice roll call vote the resignation of Richard Girards, Jr., from the office of member of the Long Hill Township Board of Education effective June 2, 2016. The Board expressed its gratitude to Mr. Girards for his service. Mr. Stevens noted that the Board will look to fill his vacant seat as per procedure.

BOARD COMMITTEE REPORTS

Educational Services Commission of Morris County – Miss Nyquist stated that the rates have changed for their services.

Buildings and Grounds Committee– Mr. DiGiorgio noted the Committee met earlier in the evening and talked about:

1. Temco Issues- Dr. Acevedo and Mr. Esposito met with Temco to review the issues.
2. Half of the punch list items for the HVAC project are completed.
3. New tents will be purchased for Millington and Central Schools.
4. Summer projects include several maintenance items such as sidewalk repairs, fence work, and the path at the Gillette playground.
5. Lockers are to be replaced at Central School.
6. The costs/expenses for the winter snowstorm will be submitted to FEMA for reimbursement.
7. Lead testing protocol has not yet been established.

Curriculum Committee–They met and Dr. Jones will present this evening.

Negotiations–Mrs. Moakley stated negotiations are ongoing.

Policy Committee–Mrs. Moakley noted three policies are on the agenda this evening.

PTO–Mr. Carn stated that the PTO dinner is tomorrow night and the Book Fair will be starting.

SUPERINTENDENT’S UPDATE

Dr. Acevedo reported on the following:

- He and Dr. Jones will train teachers for Summer Curriculum Writing.
- He thanked parents for coming to Field Day and Medieval Day.
- The District is looking to increase classroom instructional time for Math. Geometry will be “in-house” next year.
- He met with Township representatives to discuss partnerships.
- The Technology projects are moving forward.

ADMINISTRATORS AND SUPERVISORS UPDATE

The reports of the administrators are aligned with the District’s Action Plan.

Central Middle School

Mr. Villar reported on the following:

Student Achievement

-Mrs. Phelan and Mr. Twiler, Math teachers from Watchung Hills Regional High School, visited Central School in May and sat in on 6th, 7th and 8th grade math classes. They met with Mrs. Sepe, Mrs. Stepanian and Mr. Nevolo to discuss programs.

Finances and Facility

-He submitted his summer work requests to Temco.

Culture and Climate/Communication

- The 6th grade Medieval Day was held on 6/10.
- The 8th grade trip to Washington DC was held on 6/9-6/10.

Drills

- A Fire Drill was held on 5/31.

Millington School

Mrs. Dawson reported on the following:

Goal 1 – Student Achievement

- She attended a PLC training, entitled “Blended Online Learning Modules Supporting Professional Learning Communities” and presented by the New Jersey Department of Education, on 6/6 with Ms. Dilkes and Dr. Acevedo. They were given great ideas and online modules to aid in the implementation of PLCs next year.
- She, Dr. Jones and Ms. Minerva, the District’s Reading Specialist, will visit Hazel Avenue School in West Orange to meet with their reading specialists to discuss the district’s vision and proper implementation of the literacy program for next year.

Goal 2 – Technology

- She will be meeting with Mrs. Connelly after school is out to discuss the plan for Chromebook implementation as a 1:1 initiative in grade 5. She explained this initiative to parents at the 4th grade parent orientation for the 5th grade program.
- She has been finalizing all close out procedures with the grade levels and faculty members. The end of the year activities have all been great. The Millington School faculty and staff want to thank the many parent volunteers who have supported and worked all of the special days this year.

School Safety Drills:

- There was a Fire Drill on 5/19/16 and an Evacuation Drill with the Police Department on 5/20/16.

Gillette/Curriculum

Dr. Jones provided a presentation entitled, “Curriculum in Review 2015-2016”. She presented an explanatory, summative overview of the various curriculum programs being implemented in the district.

Dean of Students

Ms. Dilkes thanked the Board. She stated that she enjoyed her time in Long Hill and will look back on it fondly as she moves forward.

Coordinator of Instructional Technology

Mrs. Connelly reported:

- The E-Rate form 471 has been filed and the District should receive its Funding Commitment Decision letter this summer.
- She attended the New Jersey Innovation Summit at Monmouth University where she gathered information on digital curriculum.
- She attended the Future Ready Schools work session with Mr. Blinder. Ms. Raban told her about it. There was some great information on implementing a technology plan.
- The Morris County Superintendent indicated all districts should complete a technology plan by the end of September.

Technology Goal 2, Objective 2 – Provide a 1:1 Chromebook initiative

-She is meeting with the 5th Grade team next week. They will be piloting Chromebooks in the fall. The meeting will set the stage for September.

Technology Supervisor

Mr. Blinder reported that he is working on three major projects: the VoIP Phone system, Wireless Project and Firewall installation.

BUSINESS ADMINISTRATOR UPDATE

Mr. Esposito reported on the following:

- The end-of-year procedures are up and running.
- The NCLB allocations are on the agenda tonight. It is currently uncertain how the Title II allocation for St. Vincent de Paul School will be handled.
- The attachment for resolution #4 was not included so it will be pulled and placed on the next agenda.
- He commented on the remarks from Mr. Donahue, NJSBA President, which advised holding off on water testing until specific protocols have been determined.
- He met with Temco and the Building and Grounds Committee. Summer cleaning was reviewed and it must be completed around all groups using the District’s facilities.

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 #1130, 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.

Mr. O’Leary asked about changes in the Language Arts curriculum as they will affect his son. He talked about the “whole language” approach.

Mr. Paris stated that FORCE is looking for a group to run after school classes.

ADMINISTRATIVE RECOMMENDATIONS

1. It was moved by Miss Nyquist and seconded by Mr. DiGiorgio that the following minutes of the Long Hill Township Board of Education be accepted as presented and made part of the public record:

APPROVAL OF MINUTES

- a. May 23, 2016 Regular Meeting-Public Session
- b. May 23, 2016 Regular Meeting-Private Session
- c. June 1, 2016 Special Meeting-Public Session

ROLL CALL VOTE on resolutions #1a,1b,1c:

YES: Ms. Barone Mrs. Moakley
 Mrs. Butler Miss Nyquist
 Mr. Carn Ms. Raban
 Mr. DiGiorgio Mr. Stevens

NO: None.

Resolutions #1a,1b carried 8-0.

Resolution #1c carried 6-0. Miss Nyquist and Ms. Raban abstained.

1d. It was moved by Ms. Barone and seconded by Mr. DiGiorgio that resolution #1d be tabled.

Motion to table resolution #1d:

YES: Ms. Barone Mrs. Moakley
 Mrs. Butler Miss Nyquist
 Mr. Carn Ms. Raban
 Mr. DiGiorgio Mr. Stevens

NO: None.

Motion to table resolution #1d carried 8-0.

It was moved by Mr. DiGiorgio and seconded by Ms. Barone that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 2,3,5,6.

Any Board Member who takes exception to any of the following actions may reserve the right to object now, and a separate motion for each of the excepted actions will be entertained.

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

APPROVAL OF TRAVEL

3. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, renew the contract with Delta Dental for the 2016-17 and 2017-18 school years. There is a 3 percent increase for 2016-17 and no increase for 2017-18.

DELTA DENTAL CONTRACT RENEWAL

	Premium Rates				
	Current	2016-17	Change	2017-18	Change
One Party	\$50.77	\$ 52.29	3.0%	\$ 52.29	0.0%
Family	\$133.51	\$137.52	3.0%	\$ 137.52	0.0%

4. Resolution #4 was pulled from the agenda.

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the submission of the Fiscal Year 2017 No Child Left Behind Grant Application in the following amounts as provided by the New Jersey Department of Education. The Title III monies will be administered through a Consortium with the School District of the Chathams.

APPROVAL OF NCLB APPLICATION

Title I	\$22,859.00
Title IIA (Professional Development)	\$18,443.00
Title III (English Language Acquisition)	\$5,315.00
Title III Supplemental Immigrant Student Aid	\$1,604.00

6. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, acknowledge, with gratitude, the contribution of \$10,000.00 from S.P.O.R.T. (Students and Parents Organizing Resources for Teams) to subsidize the cost of the pay to play athletic program at Central Middle School. This donation has been reflected in the reduced pay to play fees that have already been calculated and applied for the 2015-2016 school year for all the sports teams. The Board of Education is very appreciative of the continuing efforts of the SPORT organization to help defray the cost of pay to play athletics at the middle school.

ACCEPTANCE OF SPORT DONATION

ROLL CALL VOTE on resolutions #2,3,5,6:

YES: Ms. Barone Mrs. Moakley
 Mrs. Butler Miss Nyquist
 Mr. Carn Ms. Raban
 Mr. DiGiorgio Mr. Stevens

NO: None.

Resolutions #2,3,5,6 carried 8-0.

It was moved by Ms. Barone and seconded by Mr. DiGiorgio that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 7,8,9.

Any Board Member who takes exception to any of the following actions may reserve the right to object now, and a separate motion for each of the excepted actions will be entertained.

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator, and the Director of Special Services approve the payment of \$6,684.64 to the Bernards Township Board of Education for ESY tuition at William Annin Middle School for student #1066917865 which runs July 5 through August 4, 2016.

APPROVAL OF SP.ED. PLACEMENT AND TUITION

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator, and the Director of Special Services approve the payment of \$63,680.00 to the Bernards Township Board of Education for tuition at William Annin Middle School for student #1066917865 for the 2016-2017 school year.

APPROVAL OF SP.ED
PLACEMENT AND
TUITION

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the contract with Brookwood Consulting for the provision of special education services consulting for the period July 1, 2016 through June 30, 2017 (as attached).

APPROVAL OF
BROOKWOOD
CONSULTING
CONTRACT

ROLL CALL VOTE on resolutions #7,8,9:

YES: Ms. Barone Mrs. Moakley
 Mrs. Butler Miss Nyquist
 Mr. Carn Ms. Raban
 Mr. DiGiorgio Mr. Stevens

NO: None.

Resolutions #7,8,9 carried 8-0.

It was moved by Mr. Carn and seconded by Mrs. Moakley that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 10,11,12,13,14,15,16.

Any Board Member who takes exception to any of the following actions may reserve the right to object now, and a separate motion for each of the excepted actions will be entertained.

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the resignation of Deborah Celmer from the position of Reading Teacher at Central School effective June 30, 2016

D. CELMER
RESIGNATION

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Alex Nevarez to the position of First Grade Teacher at Gillette School for the 2016-2017 School year at the Step 1 BA salary of \$ 49,750.00.

A. NEVAREZ
APPOINTED FIRST
GRADE TEACHER

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Gina Marie Neumann as maternity leave replacement part time (.65 FTE) 21st Century Communications Teacher at Central Middle School for the 2016-2017 school year. Ms. Neumann’s salary will be \$32,337.50, prorated based on Step 1 BA of the Teacher salary guide.

G. NEUMANN
APPOINTED
MATERNITY
LEAVE REPLACEMENT

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Kelly Egan to the position of Part Time (.50 FTE) SKIP Teacher at Gillette School for the 2016-2017 school year. Ms. Egan’s salary will be \$24,875.00, prorated based on Step 1 BA of the Teacher salary guide.

K. EGAN APPOINTED
SKIP TEACHER

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Jennifer Gottlick to the position of Part Time (.50 FTE) Teacher Assistant at Millington School for the 2016-2017 school year. Ms. Gottlick’s salary will be \$16,908.50, prorated based on Step 1 of the Teacher Assistant salary guide.

J. GOTTLICK APPOINTED
TEACHER ASSISTANT

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Emily Jones to the position of Part Time (.50 FTE) Teacher Assistant at Gillette School for the 2016-2017 school year. Ms. Jones’ salary will be \$16,908.50, prorated based on Step 1 of the Teacher Assistant salary guide.

E. JONES APPOINTED
TEACHER ASSISTANT

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Kristine Scavo to the position of Part Time (.50 FTE) Teacher Assistant at Gillette School for the 2016-2017 school year. Ms. Scavo’s salary will be \$16,908.50, prorated based on Step 1 of the Teacher Assistant salary guide.

K. SCAVO APPOINTED
TEACHER ASSISTANT

ROLL CALL VOTE on resolutions #10,11,12,13,14,15,16:

YES: Ms. Barone Mrs. Moakley
 Mrs. Butler Miss Nyquist
 Mr. Carn Ms. Raban
 Mr. DiGiorgio Mr. Stevens

NO: None.

Resolutions #10,11,13,14,15,16 carried 8-0.

Resolution #12 carried 7-0-1. Miss Nyquist abstained.

It was moved by Mrs. Moakley and seconded by Mr. DiGiorgio that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 17,18,19,20,21,22,23.

Any Board Member who takes exception to any of the following actions may reserve the right to object now, and a separate motion for each of the excepted actions will be entertained.

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Eve Schmidt to the position of Part Time (.50 FTE) Teacher Assistant at Gillette School for the 2016-2017 school year. Ms. Schmidt’s salary will be \$16,908.50, prorated based on Step 1 of the Teacher Assistant salary guide.

E. SCHMIDT
APPOINTED
TEACHER
ASSISTANT

18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, revise the appointment of support staff- tenured and non-tenured - for the 2016-2017 school year (as attached).

REVISION OF
SUPPORT STAFF
APPOINTMENTS

19. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of the following staff for summer curriculum writing not to exceed 25 hours per project at a rate of \$50.85 per hour per Schedule C of the LHEA contract.

APPROVAL OF
SUMMER
CURRICULUM
WRITING
APPOINTMENTS

Balanced Literacy	Name	Number of Hours
Kindergarten	Jeni Clark	12.5
Kindergarten	Danielle Bauer	12.5
1 st Grade	Michele Pisciotti	12.5
1 st Grade	Pam Kmetz	12.5
2 nd Grade	Mary Jean Snow	12.5
2 nd Grade	Beth Nusser	12.5
3 rd Grade	Colleen Clifford	25
4 th Grade	Pam Fitzsimmons	12.5
4 th Grade	Andrew Nestler	12.5
5 th Grade	Brianna Franco	12.5
5 th Grade	Cynthia Coster	12.5

STEM	Name	Number of Hours
Grades 3-5	Patrick Golub	12.5
Grades 6-7	Matt Laubscher	12.5

Grade 8 Math	Name	Number of Hours
Algebra	Linda Sepe	25
Geometry	Tara Stepanian	25

20. RESOLVED that the Long Hill Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Lydia Rodrigues to serve as Technology Assistant on as needed basis as indicated below:

APPOINTMENT OF
TECHNOLOGY
ASSISTANT

\$25.00 per hour effective from 06/21/2016 to 08/05/2016
Start date is contingent upon successful completion of the Criminal History Review process.
Total payment shall not exceed \$ 4,000.00.

21. 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 people to the Substitute List for the 2015-2016 and 2016-2017 school years pending successful completion of criminal history review:

APPOINTMENT OF
SUBSTITUTES

NAME	POSITION
Rosetta Fogarty	Substitute Teacher
Kaitlyn Mattheiss	Substitute Teacher
Patricia Paradiso	Substitute Nurse

22. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator and the Building Principal, approve the following person for a Junior Practicum experience placement at Gillette School for 3 hours per week from September 3, 2016 through December 20, 2016:

APPROVAL OF
JUNIOR PRACTICUM
EXPERIENCE
PLACEMENT

Cory Hanna

23. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator and the Building Principal, approve the following person for a Junior Practicum experience placement at Gillette School for 20 hours of observations from September 3, 2016 through December 20, 2016:

APPROVAL OF
JUNIOR PRACTICUM
EXPERIENCE
PLACEMENT

Kayla Dionisio

ROLL CALL VOTE on resolutions #17,18,19,20,21,22,23:

YES: Ms. Barone Mrs. Moakley
 Mrs. Butler Miss Nyquist
 Mr. Carn Ms. Raban
 Mr. DiGiorgio Mr. Stevens

NO: None.

Resolutions #17,18,19,20,21,22,23 carried 8-0.

It was moved by Mrs. Butler and seconded by Ms. Raban that the Long Hill Township Board of Education approve the following recommendation of the Superintendent numbered 24.

Any Board Member who takes exception to any of the following actions may reserve the right to object now, and a separate motion for each of the excepted actions will be entertained.

24. RESOLVED that the Long Hill Township Board of Education, upon recommendation of the Superintendent, the Business Administrator and the Policy Committee, adopt the following policies on a second reading:

ADOPTION OF POLICIES

- Policy 3381 Protection Against Retaliation
- Policy 5141.23 Medical Marijuana
- Policy 5756 Transgender Students

ROLL CALL VOTE on resolution #24:

YES: Ms. Barone Mrs. Moakley
 Mrs. Butler Miss Nyquist
 Mr. Carn Ms. Raban
 Mr. DiGiorgio Mr. Stevens

NO: None.
Resolution #24 carried 8-0.

ITEMS FOR DISCUSSION: None.

OLD BUSINESS: None.

NEW BUSINESS: The Board will follow procedures for replacing Mr. Girards. Mr. Carn stated that an e-blast was successful for the PTO so it may be effective to use it for the vacant seat.

COMMENTS FROM THE PUBLIC: None.

It was moved by Mrs. Moakley and seconded by Ms. Raban that the Board enter into private session for the purpose of discussing the salary determinations for non-unit employees for the 2016-2017 school year and a non-tenure teacher personnel matter.
Motion carried 8-0. Into private session at 9:00 p.m.

PRIVATE SESSION

The Board returned to public session at 10:30 pm.

PUBLIC SESSION

It was moved by Mr. DiGiorgio and seconded by Ms. Barone that the meeting adjourn. Motion carried 8-0. Meeting adjourned at 10:30 p.m.

ADJOURNMENT

FUTURE MEETING DATES

- June 27, 2016 – Regular Meeting – 7:30 p.m. – Township Municipal Building
- July 18, 2016 – Worksession & Regular Meeting – 7:30 p.m. - Township Municipal Building

Respectfully submitted,

John Esposito
Business Administrator/Board Secretary

Edwin Acevedo, Ed. D.
Superintendent of Schools