

**LONG HILL TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING AND PUBLIC HEARING ON THE 2011-2012 BUDGET  
Long Hill Township Administration Building  
March 28, 2011  
7:30 p.m.**

**AGENDA**

**CALL TO ORDER**

**ROLL CALL**

Ms. Barone  
Mr. Blocker  
Mr. Carbone, Sr.

Mr. Meringolo  
Mrs. Nyquist  
Dr. Rae

Mr. Russo  
Dr. Verlezza  
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 April 27, 2010. 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**

**PUBLIC HEARING ON THE 2011-2012 BUDGET**

Presentation of the Budget by Dr. Rovtar and Mr. Esposito  
Questions and answers on the proposed budget  
Board Member and Public Comment

**ADOPTION OF THE 2011-2012 BUDGET**

RESOLVED, upon the recommendation of the Superintendent and the Business Administrator, that the Long Hill Township School District Board of Education, in the County of Morris, New Jersey approves the 2011-2012 school district budget for submission to the voters as follows:

General Fund	\$14,613,607.00
Special Revenue Fund	\$ 334,021.00
Debt Service Fund	\$ 1,179,668.00

BE IT FURTHER RESOLVED, that there should be raised for the General Fund \$13,873,821 and for the Debt Service Fund \$1,179,668 for the ensuing School Year (2011-2012); and

BE IT FURTHER RESOLVED, that the 2011-2012 budget reflects a deposit in the amount of \$115,165 into the district's capital reserve account; and

BE IT FURTHER RESOLVED, that the Board of Education approves the following capital projects for the 2011-2012 school year:

State assessment on prior referendum projects \$24,177

WHEREAS, school district policy and N.J.A.C. 6A:23B-1.2(b) provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2011-2012 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2010-2011 school year was \$25,000; and

WHEREAS, travel and expense reimbursement has reached a total amount \$13,909 as of March 1, 2011;

NOW, THEREFORE, BE IT RESOLVED, that the Long Hill Township School District Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2011-2012 school year at the sum of \$30,000.00; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

WHEREAS, N.J.A.C. 6A:23A-5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuring school year; and

WHEREAS, the tentative budget includes the following appropriations:

Legal	\$ 40,000.00
Accounting	\$ 20,000.00
Election	\$ 6,000.00
Extraordinary Services	\$ 25,000.00
Professional Development	\$ 5,000.00

WHEREAS, the Administration needs to notice the board if there arises a need to exceed said maximums. Upon which the board may adopt a dollar increase in the maximum amount through formal board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

WHEREAS, the Long Hill Township School District Board of Education establishes maximums for professional development in the areas listed above at a level of 120% of the amounts listed for the 2011-2012 school year.

The budget reflects no use of adjustments to the tax levy limit in 2011-2012, even though the district qualified for an adjustment of \$67,889 which represents \$62,061 in health care costs and \$5,828.00 in unused tax levy below the 2% cap. The Board of Education requests that \$62,061 be applied as banked cap for future use.

NOW, THEREFORE BE IT RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, adopt the 2011-2012 Annual School District Budget (copy on file in the Board Office) as set forth in the amount of:

General Fund	\$14,613,607
Special Revenue Fund	\$ 334,021
Debt Service Fund	<u>\$ 1,179,668</u>
Total Base Budget	\$16,127,296

BE IT FURTHER RESOLVED that these figures result in the following amount to be raised by tax levy:

General Fund	\$13,873,821
Debt Service Fund	<u>\$ 1,179,668</u>
Total Tax Levy	\$15,053,489

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

### **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:

March 14, 2011 – Worksession – Public Session

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

#### **Financials**

2. RESOLVED that the Long Hill Township Board of Education approve the Payrolls for February 15 and 27, 2011 and the List of Bills for March 2, 16, and 28, 2011 (as attached):

Payroll for February 15, 2011	
Fund 10	\$ 22,302.12
Current Expense-Fund 11	\$ 364,627.80
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ -
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 386,929.92

Payroll for February 27, 2011	
Fund 10	\$ 22,293.39
Current Expense-Fund 11	\$ 354,435.54
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ -
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 376,728.93

Bill List for March 2, 2011	
Fund 10	\$ -
Current Expense-Fund 11	\$ 121,806.01
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ -
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 121,806.01

Bill List for March 16, 2011	
Fund 10	\$ -
Current Expense-Fund 11	\$ 165,366.47
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ -
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 165,366.47

Bill List for March 28, 2011	
Fund 10	\$ -
Current Expense-Fund 11	\$ 340,709.87
Capital Outlay-Fund 12	\$ 3,570.00
Special Revenue Fund-Fund 20	\$ 27,285.71
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 371,565.58

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 Travel/Conference registration for the staff indicated for professional improvement or development as per the attached listing.

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

**Special Education**

4. 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 a contract for Itinerant Teacher services with Summit Speech School, beginning the week of March 21, 2011 - June 24, 2011. The services are provided at the rate of \$145.00 per hour. Services are requested for student # 6397860680, 2 x 60 minutes per week, as per student's IEP. Service cost not to exceed \$3,770.00.

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

**Personnel**

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a maternity leave for Lori Jones, Principal of Gillette School/Director of Curriculum, from September 16, 2011 through December 18, 2011.

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

6. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the resignation of Kristen Segreto, special education teacher at Central Middle School, effective June 30, 2011.

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

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, grant an unpaid family leave of absence for Anne Campbell, Teacher Assistant, for the period April 1, 2011 through June 30, 2011.

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

**Curriculum**

8. RESOLVED that the Long Hill Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the revised guidelines and selection criteria for the district's gifted and talented programs (Futures/Horizon/QUEST) for implementation in the 2011-2012 school year.

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

9. 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:

April 12, 2011 Trip sponsored by DARE	DARE Trip – 5 <sup>th</sup> Grade	Strike and Spare Lanes Green Brook, NJ 119 students/7 teachers
March 15 and 16, 2012 Cost: \$36.50* *Parent paid	5 <sup>th</sup> Grade	Buehler Challenger and Science Center Paramus, NJ 109 students, 5 <sup>th</sup> grade teachers, teacher assistants and nurse

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

**Policy**

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

Policy 5111	Admission of Students
Policy 5111R	Admission of Students – Administrative Regulations
Policy 5112	Ages of Attendance
Policy 5131.6	Drugs, Alcohol, Tobacco – Substance Abuse
Policy 5134	Married/Pregnant Students
Policy 5145.4	Equal Educational Opportunity
Policy 5145.11	Questioning and Apprehension

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

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, approve the following revised policies on a first reading:

Policy 5114	Suspension and Expulsion
Policy 5114R	Suspension and Expulsion – Administrative Regulations

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

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, readopt the following policies following a review that has been conducted by the Policy Committee:

Policy 5144	Student Discipline
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ACTION OF THE BOARD \_\_\_\_\_

**Other**

**ITEMS FOR DISCUSSION**

**OLD BUSINESS**

**NEW BUSINESS**

**COMMENTS FROM THE PUBLIC**

**ADJOURNMENT**

**FUTURE MEETING DATES**

April 11, 2011 – Worksession Meeting – 7:30 p.m. Township Administration Building

April 27, 2011 – Annual School Election – polls open from 2:00 p.m. to 9:00 p.m.

May 2, 2011 – Reorganization/Worksession Board Meeting – 7:30 p.m. Township Administration Building