

**LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION MEETING
Long Hill Township Administration Building
January 9, 2012
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
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 May 3, 2011. 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

INTERVIEW OF CANDIDATES FOR BOARD MEMBER VACANCY

Interviews of the three candidates will take place between 7:35 and 8:20 p.m.

APPOINTMENT OF CANDIDATE TO BOARD SEAT

PRESENTATION BY BOND COUNSEL ON REFUNDING OF 2004 DISTRICT BONDS

BOARD COMMITTEE REPORTS

SUPERINTENDENT'S UPDATE

ADMINISTRATORS AND SUPERVISORS UPDATES

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:

December 12, 2011 – Regular Meeting – Public Session

ACTION OF THE BOARD _____

Financials

2. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of November 30, 2011 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 _____

3. RESOLVED that the Long Hill Township Board of Education accept the financial reports of the Board Secretary and Treasurer of School Funds for the month ending November 30, 2011.

ACTION OF THE BOARD _____

4. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transfers for November 30, 2011.

ACTION OF THE BOARD _____

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the agreement with On-Tech of Red Bank, New Jersey, for E-rate Application Completion Services for the 2012-2013 school year. The cost of this service is 20% of any funding received, to be reimbursed by the savings realized from funding the application.

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 an agreement with Parette Somjen Architects to provide professional services for: a review and analysis of all three roofs in the district; and an

analysis of the middle school gymnasium lighting. Specific documentation and reporting to be provided are detailed in the proposal dated January 4, 2012. Cost of the project is a lump sum of \$4,100, which includes any reimbursable expenses.

ACTION OF THE BOARD _____

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the submission of the following amendments to the district's NCLB application to reflect carryover funds:

FY 2011	Title II	\$8,878.00
	Title IV	\$1,793.00

ACTION OF THE BOARD _____

8. 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 _____

9. **RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF LONG HILL IN THE COUNTY OF MORRIS, NEW JERSEY, AUTHORIZING CERTAIN ACTIONS NECESSARY IN CONNECTION WITH THE SALE AND ISSUANCE OF NOT TO EXCEED \$11,400,000 AGGREGATE PRINCIPAL AMOUNT OF REFUNDING SCHOOL BONDS AND AUTHORIZING THE APPROPRIATE OFFICIALS TO DO ALL ACTS AND THINGS DEEMED NECESSARY AND ADVISABLE IN CONNECTION WITH THE SALE, ISSUANCE AND DELIVERY OF SAID BONDS**

RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the following resolution regarding the refunding of school bonds:

WHEREAS, on April 13, 2004, The Board of Education of the Township of Long Hill in the County of Morris, New Jersey (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed by the Board) issued \$12,164,000 aggregate principal amount of tax-exempt School Bonds dated April 1, 2004 (the "2004 School Bonds"); and

WHEREAS, the Board has determined that the current tax-exempt interest rate environment may enable it to realize going-forward debt service savings for property taxpayers residing in the School District through the issuance by the Board of Refunding School Bonds, Series 2012 (the "Refunding School Bonds") to refund all or a portion of the \$10,364,000 aggregate principal

amount of the outstanding 2004 School Bonds maturing on January 15 in the years 2015 through 2029, inclusive (the "Refunded Bonds"); and

WHEREAS, in efforts to realize such taxpayer savings, the Board now desires to adopt and enact a refunding school bond ordinance (the "Refunding Bond Ordinance") authorizing the issuance of the Refunding School Bonds in an aggregate principal amount not to exceed \$11,400,000, the net proceeds of which shall be used to refund all or a portion of the Refunded Bonds in accordance with their terms.

WHEREAS, the Board, pursuant to a resolution duly adopted by the Board on December 12, 2011, authorized the filing of an application with the Local Finance Board, in the Division of Local Government Services, New Jersey Department of Community Affairs (the "Local Finance Board"), in accordance with N.J.S.A. 18A:24-61 et seq., seeking the Local Finance Board's consent to enact and adopt the Refunding Bond Ordinance and its endorsement to be placed thereon and to authorize the issuance of the Refunding School Bonds; and

WHEREAS, on January 11, 2012, it is anticipated that the Local Finance Board will consider and approve the Board's application in connection with the issuance of the Refunding School Bonds and the Board's adoption and enactment of the Refunding Bond Ordinance; and

WHEREAS, on this date, the Board held a public hearing on the Refunding Bond Ordinance; and

WHEREAS, the Board has determined to issue and sell such Refunding School Bonds in accordance with the approval expected to be granted by the Local Finance Board; and

WHEREAS, the Board now desires to finally adopt the Refunding Bond Ordinance and to authorize certain actions in connection with the sale and issuance of the Refunding School Bonds.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF LONG HILL IN THE COUNTY OF MORRIS, NEW JERSEY, AS FOLLOWS:

SECTION 1. The Refunding Bond Ordinance is hereby adopted and shall take effect immediately.

SECTION 2. The Refunding School Bonds are hereby authorized to be sold to, and the Board hereby appoints RBC Capital Markets to serve as the Underwriter (the "Underwriter"), upon the terms set forth herein and as set forth in its proposal dated December 12, 2012 as adjusted to an underwriting spread of \$5.50 per bond and hereby appoints Phoenix Advisors, LLC as Financial Advisor (the "Financial Advisor") in accordance with its proposal dated November 11, 2011.

SECTION 3. There is hereby delegated to the Business Administrator/Board Secretary, subject to the limitations contained herein and in consultation with Wilentz, Goldman & Spitzer, P.A., Woodbridge, New Jersey, Bond Counsel to the Board (“Bond Counsel”) and the Financial Advisor, the power with respect to the Refunding School Bonds to determine and carry out the following:

a) the sale of the Refunding School Bonds at private sale, provided that the purchase price paid by the purchaser thereof shall not be less than ninety-five percent (95%) of the principal amount of the Refunding School Bonds so sold;

b) the principal amount of Refunding School Bonds to be issued, provided that (i) such amount shall not exceed \$11,400,000, and (ii) such amount shall not exceed the amount necessary to pay the costs of issuance associated with the Refunding School Bonds and to fund the deposit to the escrow fund as set forth in the Escrow Deposit Agreement (as defined herein) in an amount that, when invested, will be sufficient to provide for the timely payments required for the Refunded Bonds;

c) the maturity dates and the principal amount of each maturity or sinking fund redemption amount of the Refunding School Bonds, provided that no Refunding School Bonds refunding the Refunded Bonds shall mature later than January 15, 2029.

d) the interest payment dates and the interest rates on the Refunding School Bonds, provided that the true interest cost on the Refunding School Bonds shall produce a present value debt service savings of at least three percent (3%) of the principal amount of the Refunded Bonds;

e) the denomination or denominations of and the manner of numbering and lettering the Refunding School Bonds, provided that all Refunding School Bonds of like maturity shall be identical in all respects, except as to denominations, amounts, numbers and letters;

f) provisions for the sale or exchange of the Refunding School Bonds and for the delivery thereof;

g) the form of the Refunding School Bonds shall be substantially in the form set forth in Exhibit A attached hereto, with such additions, deletions and omissions as may be necessary for the Board to market the Refunding School Bonds in accordance with the requirements of The Depository Trust Company, New York, New York, (“DTC”) and the Purchase Contract (as defined herein);

h) the direction for the application and investment of the proceeds of the Refunding School Bonds;

i) the terms of redemption of the Refunding School Bonds; and

j) any other provisions deemed advisable by the Business Administrator/Board Secretary not in conflict with the provisions hereof.

The Business Administrator/Board Secretary shall execute a certificate evidencing the determinations or other actions taken pursuant to the authority granted hereunder, and any such certificate shall be conclusive evidence of the actions or determinations of the Business Administrator/Board Secretary as to the matters stated therein.

SECTION 4. The President and Vice President of the Board are hereby authorized and directed to execute by manual or facsimile signature the Refunding School Bonds in the name of the Board and the corporate seal (or facsimile thereof) shall be thereunto affixed, imprinted, engraved or otherwise reproduced thereon. The Business Administrator/Board Secretary is hereby authorized and directed to attest to such signature and to the affixing of said seal to the Refunding School Bonds.

SECTION 5. The Business Administrator/Board Secretary, in consultation with Bond Counsel and the Financial Advisor, is hereby authorized and directed to approve the Bond Purchase Contract (the "Purchase Contract") for the Refunding School Bonds, to be dated the date of sale of such Refunding School Bonds and to be executed by the Underwriter. The President, Vice President and Business Administrator/Board Secretary are hereby authorized and directed on behalf of the Board to execute and deliver said Purchase Contract.

SECTION 6. The Business Administrator/Board Secretary, in consultation with Bond Counsel and the Financial Advisor, is hereby authorized and directed to apply and qualify for the issuance of any policy of municipal bond insurance and to approve a Commitment for Municipal Bond Insurance (the "Commitment") setting forth the terms and conditions (including premium charges) upon which a bond insurer proposes to issue its bond insurance policy covering the Refunding School Bonds. The Business Administrator/Board Secretary is hereby authorized and directed on behalf of the Board to execute and deliver said Commitment.

SECTION 7. The Business Administrator/Board Secretary, in consultation with Bond Counsel, is hereby authorized and directed to approve the Escrow Deposit Agreement (the "Escrow Deposit Agreement") with an escrow agent (the "Escrow Agent") to be selected by the Business Administrator/Board Secretary, in consultation with Bond Counsel, with respect to the Refunded Bonds, to be dated the date of the closing on the Refunding School Bonds. The President and Vice President of the Board are hereby authorized and directed to execute and deliver the Escrow Deposit Agreement in the name of the Board and the corporate seal (or facsimile thereof) shall be thereunto affixed, imprinted, engraved or otherwise reproduced thereon. The Business Administrator/Board Secretary is hereby authorized and directed to attest to such signature and to the affixing of said seal to the Escrow Deposit Agreement. The Underwriter is hereby authorized to act as the agent and representative of

the Board for the purpose of subscribing for the purchase of United States Treasury Securities – State and Local Government Series to be held by the Escrow Agent.

SECTION 8. The Business Administrator/Board Secretary is hereby authorized and directed to select a verification agent (the “Verification Agent”), if required, in consultation with Bond Counsel, with respect to the Refunded Bonds. The Verification Agent shall prepare the verification report required to verify the sufficiency of the escrowed monies to refund the Refunded Bonds.

SECTION 9. It is hereby delegated to the Business Administrator/Board Secretary the authority to “deem final” (as defined under the Rule (as hereinafter defined)) a Preliminary Official Statement (the “Preliminary Official Statement”) and such official is hereby authorized and directed to execute and deliver a certificate to the Underwriter evidencing the same. The preparation and distribution by the Board, in consultation with Bond Counsel, and counsel to the Underwriter, if any, of a Preliminary Official Statement for the Refunding School Bonds to be used in connection with the marketing of such Refunding School Bonds, is hereby approved and any previous actions undertaken by various representatives and officers of the Board with respect thereto are hereby ratified and confirmed. Upon the sale of the Refunding School Bonds to the Underwriter, the Preliminary Official Statement shall be so modified by the Business Administrator/Board Secretary, in consultation with Bond Counsel, to reflect the effect of the pricing of the Refunding School Bonds and the Purchase Contract and any other revision not inconsistent with the substance thereof deemed necessary or advisable by Bond Counsel, and said Preliminary Official Statement as so modified shall constitute the final Official Statement (the “Official Statement”). The Business Administrator/Board Secretary is authorized and directed on behalf of the Board to execute and deliver said Official Statement.

SECTION 10. The Board hereby covenants and agrees that it will comply with and carry out all of the provisions of a Continuing Disclosure Certificate (the “Certificate”) which will set forth the obligation of the Board to file budgetary, financial and operating data on an annual basis and notices of certain enumerated events deemed material in accordance with the provision of the Rule. The Business Administrator/Board Secretary is hereby authorized and directed to execute and deliver this Certificate evidencing the Board’s undertaking with respect to the Rule. Notwithstanding the foregoing, failure of the Board to comply with the Certificate shall not be considered a default on the Refunding School Bonds; however, any Bondholder may take such actions as may be necessary and appropriate, including seeking mandamus or specific performance to cause the Board to comply with its obligations hereunder.

SECTION 11. The President, Vice President and Business Administrator/Board Secretary or any other appropriate officer or representative of the Board, are hereby authorized and directed to execute and deliver any and all documents and to do and cause to be done any and all acts and things necessary or proper

for carrying out the transactions contemplated by this resolution, the Purchase Contract, the Escrow Deposit Agreement and the Commitment, and for the authorization, sale and issuance of the Refunding School Bonds. The execution by such officials and officers of any such documents, with changes, insertions or omissions approved by the Business Administrator/Board Secretary, in consultation with Bond Counsel, as hereinabove provided, shall be conclusive and no further ratification or other action by the Board shall be required with respect thereto.

SECTION 12. The Board hereby covenants to maintain the exclusion from gross income under Section 103(a) of the Internal Revenue Code of 1986, as amended, of the interest on the Refunding School Bonds.

SECTION 13. All other resolutions adopted in connection with the Refunding School Bonds and inconsistent herewith are hereby rescinded to the extent of such inconsistency.

SECTION 14. This resolution shall take effect immediately upon approval of the Local Finance Board.

ACTION OF THE BOARD _____

Special Education

10. RESOLVED that the Long Hill Board of Education, upon the recommendation of the Superintendent, the Director of Special Services, and the Business Administrator, approve the payment of \$2,239.54 to Phonak for the purchase of an Inspiro Multi Channel Transmitter and accessories for student #1597713160 as per student's IEP.

ACTION OF THE BOARD _____

11. RESOLVED that the Long Hill Board of Education, upon the recommendation of the Superintendent, the Director of Special Services, and the Business Administrator, approve home instruction for student #1958405734. Home instruction will be provided by Mrs. Maryann Infantini and Mrs. Susan Berlin for a maximum of 2 hours per day, 10 hours per week. Instruction will begin December 21, 2011 and continue until the student is able to return to school. Instruction will take place in the student's home. As per the LHEA contract the instructors will be paid at the rate of \$35.30 per hour

ACTION OF THE BOARD _____

12. 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 Itinerant Teacher services with Summit Speech School, beginning January 2012 – June 2012 for student #1597713160, 2 times per week for 60 minutes each, as per student's IEP. The services are provided at a rate of \$145.00 per hour.

ACTION OF THE BOARD _____

Curriculum

13. 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:

May 17, 2012 8:30 a.m. to 3:00 p.m. Student Cost - \$34.40* *To be paid by parents	Third Grade Students	The American Museum of Natural History – NY, NY Approximately 88 students 4 teachers, 1 teacher assistant, 1 nurse, 16 parents
January 10, 2012 9:47 a.m. to 11:10 a.m.. 3 students, 1 teach, 1 teacher assistant	STAR Program Students	Shop Rite of Stirling To buy supplies for a cooking project

ACTION OF THE BOARD _____

Personnel

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, revise the appointment of Jeffrey Sutherland as a leave replacement Physical Education and Health teacher at Central Middle School to continue through January 13, 2012 at the Step 1 BA salary of \$47,405.00 prorated.

ACTION OF THE BOARD _____

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the resignation of Jeffrey Sutherland from the part time Physical Education Teacher position he had previously been appointed to at the November 11, 2011 meeting effective January 13, 2012.

ACTION OF THE BOARD _____

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, revise the appointment of Tracy Barragan as a part time (.20) Physical Education and Health teacher at Central Middle School to continue through June 30, 2012 at the Step 1 BA salary of \$47,405.00 prorated.

ACTION OF THE BOARD _____

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, extend through December 23, 2011 the medical leave of absence for Michele Piscioti originally approved from November 17, 2011 through December 16, 2011. This leave shall be granted at full pay as per the Superintendent's discretion in accordance with Article X, Section C of the 2009-2012 LHEA Contract.

ACTION OF THE BOARD _____

18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, extend through December 23, 2011 the appointment of Lisa DelGaudio as a leave replacement first grade teacher at Gillette School originally approved for the period November 17, 2011 through December 16, 2011 at the Step 1 BA salary of \$47,405.00 prorated.

ACTION OF THE BOARD _____

19. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, revise the approved maternity leave for Lauren Franklin, teacher at Millington School as follows:

January 3, 2012 through March 25, 2012	Paid maternity leave utilizing accumulated sick days
March 26, 2012 through June 15, 2012	NJ Family Leave for childcare (unpaid)
June 16, 2012 through June 30, 2012	Unpaid leave of absence

ACTION OF THE BOARD _____

20. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Kathleen Cunningham as a part time (.35) special education teacher at Gillette School at the BA Step 12 salary of \$22,732.50 (.35) prorated for the period January 10, 2012 through June 30, 2012.

ACTION OF THE BOARD _____

Other

21. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, hereby endorses the SAGE application SRS-I-2012- LHT-00159 to be submitted by the Mayor and Long Hill Township Committee to the New Jersey State Aid Program for Safe Streets to Schools. The project will connect the Gillette school to the existing path into Riverside Park adjacent to the municipal building, thus creating a walking route along Valley Road and will serve as the evacuation route for all students from the school. The Long Hill Board of Education considers this to be a project of critical importance for the safety of the students and staff members in Gillette School.

ACTION OF THE BOARD _____

ITEMS FOR DISCUSSION

OLD BUSINESS

NEW BUSINESS

COMMENTS FROM THE PUBLIC

PRIVATE SESSION

The Board shall enter into Private Session for the purpose of discussing the upcoming negotiations with the Long Hill Education and a report to the Board on an incidence of harassment, bullying and intimidation. Disclosure of the negotiations discussion will be permitted following formal action by the Board at an open public meeting.

ADJOURNMENT

FUTURE MEETING DATES

January 23, 2012 – Regular Meeting – Township Administration Building – 7:30 p.m.

February 13, 2012 – Worksession Meeting – Township Administration Building – 7:30 p.m.

February 27, 2012 – Regular Meeting – Township Administration Building – 7:30 p.m.