

**LONG HILL TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
Long Hill Township Municipal Building
February 27, 2012
7:30 p.m.**

AGENDA

CALL TO ORDER

ROLL CALL

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

**Mr. LoCascio
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

BOARD COMMITTEE REPORTS

SUPERINTENDENT'S UPDATE

Presentation of the Tentative 2012-2013 Annual School Budget

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:

February 13, 2012 – Worksession – Public and Private Session

ACTION OF THE BOARD _____

Financials

2. RESOLVED, that the Long Hill Township School District Board of Education, in the County of Morris, New Jersey approves the 2012-13 school district budget for submission as follows:

General Fund	\$15,123,936.00
Special Revenue Fund	\$ 313,617.00
Debt Service Fund	<u>\$ 1,244,143.00</u>
Total Budget 2012-13	\$16,681,696.00

BE IT FURTHER RESOLVED, that there should be raised for the General Fund \$13,841,574.00 and for Debt Service \$1,244,143.00 for the ensuing School Year 2012-13; and

WHEREAS, the district has a taxing authority which is composed of \$0.00 for health benefits adjustment and \$0.00 for enrollment adjustment and \$0.00 for PERS Deferment are available to the district for the school budget for 2012-13.

The 2% cap increase over the prior year, which totals \$277,476.00, results in a maximum district general fund tax levy of \$14,151,297.00. The proposed negative tax levy for 2012-2013 generates an additional \$32,247.00 in unused taxing authority, resulting in a total banked cap amount of \$309,723.00 for the district.

WHEREAS, The Board has approved that there should be raised for the General Fund a tax levy of \$13,841,574.00 for the ensuing School Year (2012-2013).

BE IT RESOLVED, that the Long Hill Township School District Board of Education, in the County of Morris, New Jersey approves that the unused taxing authority of \$309,723.00 be banked for potential use in the subsequent three fiscal years.

BE IT RESOLVED, that the Long Hill Township School District Board of Education, in the County of Morris, New Jersey approves the withdrawal of \$250,000.00 from the Capital Reserve to provide funding for the following Projects:

- District-wide replacement and repair of aging, leaking roofs (including professional fees, bidding costs, etc.): \$150,000
- Development and installation of district-wide energy management system (including professional fees, bidding costs, etc.): \$100,000

BE IT FURTHER RESOLVED, that the Long Hill Township School District Board of Education, in the County of Morris, New Jersey approves the following capital projects for the 2012-2013 school year:

- Assessment on prior referendum projects (State mandatory deduction): \$33,181
- District-wide replacement and repair of aging, leaking roofs (including professional fees, bidding costs, etc.): \$150,000
- Development and installation of district-wide energy management system (including professional fees, bidding costs, etc.): \$100,000

WHEREAS, school district policy and N.J.A.C. 6A:23A-7.3(a) 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 2012-2013 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2011-2012 school year was \$30,000.00; and

WHEREAS, travel and expense reimbursement has reached a total amount \$16,000.00 as of March 1, 2012;

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 2012-2013 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 ensuing school year; and

WHEREAS, the tentative budget includes the following appropriations

Legal	\$ 30,000.00
Accounting	\$ 20,000.00
Election	\$ 4,000.00

Other Admin Svcs	\$ 25,000.00
Repair Svcs	\$ 104,055.00
Extraordinary Svcs	\$ 98,400.00
Nonpublic Svcs	\$ 79,167.00
Prof Dev	\$ 48,830.00
Transportation	\$ 965,043.00; and

WHEREAS, the Administration needs to notify 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;

BE IT RESOLVED, that the Long Hill Township School District Board of Education, in the County of Morris, New Jersey establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2011-2012 school year.

It is duly noted that this budget represents an increase of 3.49% in general fund appropriations and a 0.23% decrease in the general fund tax levy.

ACTION OF THE BOARD _____

3. RESOLVED that the Long Hill Township Board of Education approve the Payrolls for January 13 and 30, 2012 and the List of Bills for February 1, 2, 3, and 27, 2012 (as attached):

Payroll for January 13, 2012

Fund 10	\$ 23,148.22
Current Expense-Fund 11	\$ 382,083.50
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ -
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 405,231.72

Payroll for January 30, 2012

Fund 10	\$ 22,873.58
Current Expense-Fund 11	\$ 370,702.61
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ -
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 393,576.19

Bill List for February 1, 2012	
Fund 10	\$ -
Current Expense-Fund 11	\$ -
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ -
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ 441,394.00
Total	\$ 441,394.00

Payroll for February 2, 2012	
Fund 10	\$ -
Current Expense-Fund 11	\$ 246,203.16
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ -
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 246,203.16

Bill List for February 3, 2012	
Fund 10	\$ -
Current Expense-Fund 11	\$ 524.97
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ -
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 524.97

Bill List for February 27, 2012	
Fund 10	\$ -
Current Expense-Fund 11	\$ 467,243.66
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ 38,770.01
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 506,013.67

ACTION OF THE BOARD _____

- 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 _____

Curriculum

5. 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:

March 21, 2012 9:15 a.m. to 11:30 a.m.	Fourth and Fifth Grade Students	Central School Play Stirling, NJ 218 students, 13 teachers
April 19, 2012 9:30 a.m. to 2:00 p.m.	Fifth Grade Students	D.A.R.E. trip to Strike and Spare Greenbrook, NJ 111 students, 7 teachers, D.A.R.E. Officers
May/June 2012 9:15 a.m. to 11:00 a.m.	Fifth Grade Students	Central School Orientation Visit Stirling, NJ 111 students, 7 teachers
May 2, 2012 2 Groups (1st-9:05 to 11:30, 2 nd -10:00-1:30) \$5.00 per student – parent paid	Second Grade Students	The Great Swamp Harding Township, NJ 92 students, 5 teachers, 2 teacher assistants, 20 parents
May 16, 2012 10:15 a.m. to 2:45 p.m.. Cost of the trip paid by a FORCE grant	Fifth Grade Students	The Newark Museum Newark, NJ 110 students, 6 teachers, 1 nurse, 2 teacher assistants, 3 or 4 parents

ACTION OF THE BOARD _____

Personnel

6. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator appoint Jaye Barre to the following positions in connection with the Central Middle School production of Willy Wonka Jr. The stipends for these positions are set forth in Schedule C of the LHEA contract.

Theater Arts Construction	\$978.63
Scenery Advisor	\$367.00

ACTION OF THE BOARD _____

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator accept the resignation of Kimberly Celeste from the position of Milk Aide at Central School effective February 21, 2012.

ACTION OF THE BOARD _____

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator appoint Christina Clark to the position of Milk Aide at Central School effective February 22, 2012 at the hourly rate of \$9.75.

ACTION OF THE BOARD _____

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator appoint Elysse Orzepowski to the position of Lunch/Recess Aide at Gillette School effective February 22, 2012 at the hourly rate of \$9.75.

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 maternity leave for Christina Lattoz, teacher at Millington School for the period May 28, 2012 through November 26, 2012 as follows:

May 28, 2012 through June 22, 2012	Paid maternity leave utilizing accumulated sick days
September 1, 2012 through Nov. 26, 2012	NJ Family Leave for childcare (unpaid)

ACTION OF THE BOARD _____

Other

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, change the scheduled meeting time for the April 23, 2012 Meeting of the Board of Education to 7:00 p.m. to permit the Board to hold a half hour private session to conduct the annual evaluation of the Superintendent with Joanne Borin, Field Service Representative from New Jersey School Boards Association.

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 following schedule of meetings until the Board's Reorganization meeting on January 7, 2013. These additional meeting dates are necessary due to the Board's action to move the annual school election to November.

May 14, 2012	Town Hall	Worksession
May 21, 2012	Town Hall	Regular Monthly Meeting
June 11, 2012	Town Hall	Worksession
June 25, 2012	Town Hall	Regular Monthly Meeting
July 16, 2012	Town Hall	Worksession & Reg. Meeting

August 20, 2012	Town Hall	Worksession & Reg. Meeting
September 10, 2012	Town Hall	Worksession
September 24, 2012	Town Hall	Regular Monthly Meeting
October 8, 2012	Town Hall	Worksession
October 22, 2012	Town Hall	Regular Monthly Meeting
November 12, 2012	Town Hall	Worksession
November 26, 2012	Town Hall	Regular Monthly Meeting
December 17, 2012	Town Hall	Worksession & Reg. Meeting
January 7, 2013	Town Hall	Reorganization and Regular Meeting

ACTION OF THE BOARD _____

Other

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, accept the Harassment, Intimidation, and Bullying report and affirm the Superintendent's decision for the period ending February 13, 2012.

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 Association and a personnel matter. Disclosure of the negotiations discussion will be permitted following formal action by the Board at an open public meeting. Action on the personnel matter is anticipated this evening. It is anticipated that the private session will last no more than one hour.

ADJOURNMENT

FUTURE MEETING DATES

March 12, 2012 – Worksession Meeting – 7:30 p.m. Township Municipal Building
March 26, 2012 – Regular Board Meeting including Public Hearing on the 2012-2013 Budget– 7:30 p.m. Township Municipal Building