

**LONG HILL TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING AND PUBLIC HEARING ON THE 2013-2014 ANNUAL BUDGET
Long Hill Township Municipal Building
March 25, 2013
7:30 p.m.**

AGENDA

CALL TO ORDER

ROLL CALL

**Ms. Barone
Mr. Blocker
Mr. Brown**

**Mr. LoCascio
Mr. Meringolo
Mrs. 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 22, 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

Report on New Jersey Department of Education Quality Single Accountability Continuum District Performance Review

BOARD SECRETARY'S UPDATE

PUBLIC HEARING ON THE 2013-2014 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 2013-2014 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 2013-2014 school district budget as follows:

General Fund	\$15,965,322.00
Special Revenue Fund	\$ 266,553.00
Debt Service Fund	\$ 1,259,900.00

BE IT FURTHER RESOLVED, that there should be raised for the General Fund \$14,105,638.00 and for the Debt Service Fund \$1,211,892.00 for the ensuing School Year (2013-2014); and

BE IT FURTHER RESOLVED, that the 2013-2014 budget reflects a deposit in the amount of \$250,000 into the district's capital reserve account; and

BE IT FURTHER RESOLVED, that the Board of Education approves the following capital projects for the 2013-2014 school year:

State assessment on prior referendum projects	\$ 51,163
Central School Roof Replacement	\$532,172
Central School Metal Roof Replacement	\$ 86,852

WHEREAS, school district policy and N.J.A.C. 6A:23A-7.1 et seq. 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 2012-2013 school year was \$30,000; and

WHEREAS, travel and expense reimbursement has reached a total amount \$16,000 as of March 1, 2013;

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 2013-2014 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	\$ 15,000.00
Accounting	\$ 10,000.00
Other Admin Svcs	\$ 25,000.00
Repair Svcs	\$238,076.00
Extraordinary Services	\$ 98,400.00
Nonpublic Services	\$ 90,715.00
Professional Development	\$ 48,830.00
Transportation	\$839,561.00

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;

WHEREAS, the Long Hill Township School District Board of Education establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2013-2014 school year.

The budget reflects no use of adjustments to the tax levy limit in 2013-2014 even though the district qualified for adjustments totaling \$155,098.00 in unused tax levy below the 2% cap. The Board of Education requests that \$155,098.00 be applied as banked cap for future use, bringing the total banked cap available for use in 2014-2015 to \$633,759.00.

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 2013-2014 Annual School District Budget (copy on file in the Board Office) as set forth in the amount of:

General Fund	\$15,965,322
Special Revenue Fund	\$ 266,553
Debt Service Fund	<u>\$ 1,259,900</u>
Total Base Budget	\$17,491,775

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

General Fund	\$14,105,638
Debt Service Fund	<u>\$ 1,211,892</u>
Total Tax Levy	\$15,317,530

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 4, 2013 – Worksession – Public and Private Sessions

ACTION OF THE BOARD _____

Financials

2. RESOLVED that the Long Hill Township Board of Education approve the Payrolls for February 15 and 28, 2013 and the List of Bills for March 6, 7, 12, 19 and 25, 2013 (as attached):

Payroll for 02/15/2013	Amount
Fund 10	\$24,022.35
Current Expense - Fund 11	\$415,339.12
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
TOTAL	\$439,361.47

Payroll for 02/28/2013	Amount
Fund 10	\$23,739.11
Current Expense - Fund 11	\$396,703.71
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
TOTAL	\$420,442.82

Bills for 03/06/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$116,416.36
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
TOTAL	\$116,416.36

Bills for 03/07/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$29,701.00
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
TOTAL	\$29,701.00

Bills for 03/12/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$44.21
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
TOTAL	\$44.21

Bills for 03/19/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$153,487.21
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
TOTAL	\$153,487.21

Bills for 03/25/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$280,797.02
Capital Outlay - Fund 12	\$52,768.00
Special Rev. Fund - Fund 20	\$25,314.02
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$358,879.04

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 _____

Personnel

4. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the resignation of Rebecca Hoy, Speech Language Specialist at Gillette School [position SS004], effective June 30, 2013.

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 appointment of Tatana Pitts, as 7th grade mathematics teacher at Central School [position CMS0000011], effective April 1, 2013 at the Step 4 BA annual salary of \$52,635.00 prorated for the period from April 1 to June 30, 2013.

ACTION OF THE BOARD _____

6. RESOLVED that the Long Hill Board of Education, upon the recommendation of the Superintendent, Business Administrator and Technology Coordinator, approve the continued appointment of Toni Ortu to serve as Technology Service Provider for the period April 1, 2013 through June 30, 2013 at an hourly rate of \$22.00, not to exceed \$3,300.00

ACTION OF THE BOARD _____

Special Education

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 payment in the amount of \$650.00 to Dr. Vanna Amorapanth for a Neuro-Developmental Evaluation for student #7455754890 to assist in determining the student's special education category.

ACTION OF THE BOARD _____

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 payment in the amount of \$37.45 per hour to Professional Education Services for the provision of home instruction for student #3868988131 for the period March 13, 2013 through April 24, 2013 while the student is in a medical facility.

ACTION OF THE BOARD _____

Curriculum

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:

May 30, 2013	STAR Program	Somerset Patriots Game
8:30 a.m. to 2:30 p.m.		Bridgewater, NJ
\$10.00 per person plus bus		4 students, 1 teacher 2 teacher assistants

ACTION OF THE BOARD _____

ITEMS FOR DISCUSSION

Proposed 2014-2015 School Calendar

OLD BUSINESS

NEW BUSINESS

COMMENTS FROM THE PUBLIC

ADJOURNMENT

FUTURE MEETING DATES

April 8, 2013 – Worksession Meeting – 7:30 p.m. - Township Municipal Building
April 22, 2013 – Regular Board Meeting– 7:30 p.m. Township Municipal Building