

**LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION MEETING
Long Hill Township Municipal Building
March 4, 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

Presentation of the Tentative 2013-2014 Annual School Budget

ADMINISTRATORS AND SUPERVISORS UPDATE

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 25, 2013 – Regular Meeting – Public 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 2013-14 school district budget for submission as follows:

General Fund	\$15,965,322.00
Special Revenue Fund	\$ 266,553.00
Debt Service Fund	<u>\$ 1,259,900.00</u>
Total Budget 2013-14	\$17,491,775.00

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

WHEREAS, the district has a taxing authority which is composed of \$142,331.00 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 2013-14.

The 2% cap increase over the prior year, which totals \$277,476.00, results in a maximum district general fund tax levy of \$14,260,736.00.

WHEREAS, The Board has approved that there should be raised for the General Fund a tax levy of \$14,105,638.00 for the ensuing School Year (2013-2014).

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 \$155,098.00 be banked for potential use in the subsequent three fiscal years. The district has a total banked cap of \$633,759.00 for use in 2014-2015.

BE IT RESOLVED, that the Long Hill Township School District Board of Education, in the County of Morris, New Jersey approves the deposit of \$250,000.00 into the Capital Reserve Account.

BE IT RESOLVED, that the Long Hill Township School District Board of Education, in the County of Morris, New Jersey approves the withdrawal of

\$670,187.00 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.):

○ Central School Roof Replacement	\$532,172.00
○ Central School Metal Roof Replacement	\$ 86,852.00

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 2013-2014 school year:

- Assessment on prior referendum projects (State mandatory deduction): \$51,163

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 2013-2014 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2012-2013 school year was \$30,000.00; and

WHEREAS, travel and expense reimbursement has reached a total amount \$16,000.00 as of March 1, 2013;

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 ensuing school year; and

WHEREAS, the tentative budget includes the following appropriations

Legal	\$ 30,000.00
Accounting	\$ 20,000.00
Other Admin Svcs	\$ 25,000.00
Repair Svcs	\$ 238,076.00
Extraordinary Svcs	\$ 98,400.00
Nonpublic Svcs	\$ 90,715.00
Prof Dev	\$ 48,830.00
Transportation	\$ 839,561.00; 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 2012-2013 school year.

It is duly noted that this budget represents an increase of 1.3% in general fund appropriations and a 1.91% increase in the general fund tax levy.

ACTION OF THE BOARD _____

3. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of December 31, 2012 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 _____

4. 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 December 31, 2012.

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 transfers for December 31, 2012.

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 a contract with The Substitute Service, LLC for the provision of substitute calling services for the 2013-2014 at an annual cost of \$4,856.68.

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 a contract with AVS Technology, Inc. for the installation of security cameras and monitoring equipment at all three schools and the Board of Education Offices, including all equipment and installation, at a total cost of \$31,012.

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 Central Middle School Principal, express appreciation to Mr. and Mrs. Dennis Sandow for the donation of supplies and materials to be used in the Artist in Residency Stained Glass Project.

ACTION OF THE BOARD _____

9. 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

10. RESOLVED that the Long Hill Township Board of Education, upon recommendation of the Superintendent, the Business Administrator, and the Director of Special Services approve payment of \$650.00 to Dr. Vanna Amorapanth for a Neuro-Developmental Evaluation for student #8094814365, on April 9, 2013 at 1:00 PM, to assist in determining the special education category.

ACTION OF THE BOARD _____

Curriculum

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of Superintendent, the Business Administrator and the Gillette School Principal/Director of Curriculum, approve the implementation of a full day Kindergarten program beginning with the 2013-2014 school year.

ACTION OF THE BOARD _____

12. 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 23, 2013 8:30 a.m. to 2:00 p.m. \$17.00 plus bus, parent paid	Band Students	Avery Fisher Hall New York City, NY 85 students, 3 teacher 7 parents
May 3, 2013 6:45 a.m. to 9:15 p.m. \$60.00 per student, parent paid	Band and Choir Students Music Adjudication	Dorney Park Allentown, PA 90 students, 2 teachers, 10 parents

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 negotiations with the Long Hill Association of School Administrators. Disclosure of the negotiations discussion will be permitted following formal action by the Board at an open public meeting. It is anticipated that the private session will last no more than one hour.

ADJOURNMENT

FUTURE MEETING DATES

March 25, 2013 – Regular Board Meeting including Public Hearing on the 2013-2014 Budget– 7:30 p.m.
Township Municipal Building
April 8, 2013 – Worksession Meeting – 7:30 p.m. Township Municipal Building
April 22, 2013 – Regular Board Meeting including Public Hearing on the 2013-2014 Budget– 7:30 p.m.
Township Municipal Building