

**LONG HILL TOWNSHIP BOARD OF EDUCATION
REORGANIZATION AND WORKSESSION MEETING
Long Hill Township Municipal Building
January 6, 2014
7:30 P.M.**

AGENDA

CALL TO ORDER by Mr. John Esposito, Board Secretary/Business Administrator

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 3, 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.

ELECTION RESULTS

There were a total of 1,532 ballots cast in the annual election held on November 5, 2013.

Candidate	Total
Karen Ann Nyquist	1302
Write In – Matthew DiGiorgio	60
Write In – Marta Moakley	69

SWEARING IN OF NEW BOARD MEMBERS

Matthew DiGiorgio

Marta Moakley

Karen Nyquist

ROLL CALL

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

**Mr. Carn
Mr. DiGiorgio
Ms. LoCascio**

**Ms. Moakley
Ms. Nyquist
Mr. Stevens**

Election of Board President (conducted by the Board Secretary)

Nominations for President (must have a second)

_____ nominates _____.

Second by _____.

_____ nominates _____.

Second by _____.

Motion to close nominations _____.

Second by _____.

Roll Call

Note: If there is more than one (1) nominee, the Board Secretary will call the roll and each Board Member will vote his/her choice. A nominee must have five (5) votes. If there is only one nominee, the Board Secretary will ask for a voice vote.

The Board Secretary passes the gavel to the New Board President.

Election of Board Vice-President (conducted by the Board President)

Nominations for Vice-President (must have a second)

The Board President asked for nominations for the office of Vice-President.

_____ nominates _____.

Second by _____.

_____ nominates _____.

Second by _____.

Motion to close nominations _____.

Second by _____.

Roll Call

COMMUNICATIONS

BOARD COMMITTEE REPORTS

SUPERINTENDENT'S UPDATE

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 – REORGANIZATION

1. Open Public Meetings Act

RESOLVED that the Long Hill Township Board of Education, pursuant to Chapter 231, PA: (Open Public Meetings Act) does hereby proclaim meetings of the Board of Education will be held at the Township Municipal Building at 7:30 p.m. as set forth below unless indicated otherwise:

<u>DATE</u>	<u>LOCATION</u>	<u>TYPE/PURPOSE</u>
January 6, 2014	Town Hall	Reorganization and Regular Meeting
January 20, 2014	Town Hall	Regular Monthly Meeting
February 10, 2014	Town Hall	Worksession
February 24, 2014	Town Hall	Regular Monthly Meeting
March 3, 2014	Town Hall	Worksession
March 24, 2014	Town Hall	Regular Monthly Meeting
April 7, 2014	Town Hall	Worksession
April 21, 2014	Town Hall	Regular Monthly Meeting
May 19, 2014	Town Hall	Regular Monthly Meeting
June 9, 2014	Town Hall	Worksession
June 23, 2014	Town Hall	Regular Monthly Meeting
July 14, 2014	Town Hall	Worksession & Reg. Meeting
August 18, 2014	Town Hall	Worksession & Reg. Meeting

September 8, 2014	Town Hall	Worksession
September 22, 2014	Town Hall	Regular Monthly Meeting
October 13, 2014	Town Hall	Worksession
October 27, 2014	Town Hall	Regular Monthly Meeting
November 10, 2014	Town Hall	Worksession
November 24, 2014	Town Hall	Regular Monthly Meeting
December 15, 2014	Town Hall	Worksession & Reg. Meeting
January 5, 2015	Town Hall	Reorganization and Regular Meeting

BE IT FURTHER RESOLVED that the purpose of these meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board’s attention by the Board Members, Board Attorney, Superintendent, and Business Administrator/Board Secretary.

BE IT FURTHER RESOLVED that the Board of Education does hereby designate the Courier News, Daily Record, Echoes Sentinel and Star Ledger as official newspapers to receive notices of meetings; and

BE IT FURTHER RESOLVED that the Board of Education reserved the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed and, as precisely as possible, the time and circumstances under which disclosure to the public will be made; and

BE IT FURTHER RESOLVED that in order to conduct its meetings properly and efficiently the Board shall require the following procedures pertaining to public participation at Board meeting;

- Any individual desiring to speak shall give his or her name, address, and the group, if any, that is represented.
- The presentation shall be as brief as possible but no more than three (3) minutes per individual.
- The Board vests in its president, or other presiding officer, authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

BE IT FURTHER RESOLVED that individuals or organizations desiring notification of Board Meetings shall avail themselves of the automatic notification and receipt of Board Agendas through the district website email subscription for transmission of this information.

ACTION OF THE BOARD _____

2. Adoption of Official Newspapers

RESOLVED that the Long Hill Township Board of Education designate the Courier News, the Star Ledger, the Daily Record and the Echoes Sentinel as the official newspapers of the Board.

ACTION OF THE BOARD _____

3. Adoption of Robert's Rules of Order

RESOLVED that the Long Hill Township Board of Education will operate in accordance with Robert's Rules of Order, newly revised 1981, and shall govern all official deliberations of the Board, except when they conflict with any of the established rules under N.J.S.A. 18A and N.J.A.C. Title 6 and Title 6A.

ACTION OF THE BOARD _____

4. Approval of Depositories

RESOLVED that the Long Hill Township Board of Education approve depositories for checking accounts for payroll, agency, general, improvement authorization, trust funds and milk accounts, and for investment in Certificates of Deposit and Cash Management programs at the following banks or their successors:

Bank of America
Bank of New York
Investors Savings Bank
MBIA Municipal Investors Service Corporation
Millington Savings Bank
PNC Bank

AND BE IT FURTHER RESOLVED that the Board Secretary and/or the Superintendent be authorized to enter into agreement(s) with the State to allow the State to initiate credit entries to Board of Education accounts in its depositories by automatic deposits(s) when appropriate.

AND BE IT FURTHER RESOLVED that any and all endorsements for or on behalf of this Corporation upon checks, drafts, notes or instruments for deposit or collection made may be written or stamped endorsements of the Corporation without any designation of the person making such endorsements.

AND BE IT FURTHER RESOLVED that the Board Secretary be authorized on behalf of the Board of Education to change existing account types and establish new Statement Savings, NOW, Special Checking and/or Money Marketing Investments Accounts in any one or all of the above depositories when in the best interest of the Board of Education.

AND BE IT FURTHER RESOLVED that any funds on deposit in Board of Education accounts be subject to withdrawal at any time upon presentation of warrants, checks, notes, binds, bind coupons or other instruments or orders for the payment of money when signed, live or facsimile.

AND BE IT FURTHER RESOLVED that the Board of Education Secretary is hereby authorized to deliver, upon demand, specimen signatures of required authorities to the above approved depositories.

AND BE IT FURTHER RESOLVED that the Board Secretary be hereby authorized on behalf of the Board of Education to:

- (a) Withdraw from depositories and give receipt for, or authorize depositories to deliver to bearer or to any person designated by the Board Secretary, all or any documents and securities or other property held by the depositories for any purpose, and
- (b) Authorize the depositories to purchase or sell C.D.'s, Repurchase Agreements and other securities, and
- (c) Execute and deliver all instruments required by the depositories in connection with any of the foregoing resolutions and affix thereto the seal of the Corporation.

ACTION OF THE BOARD _____

5. Authorization to sign checks

RESOLVED that the Long Hill Township Board of Education authorize the following officials to sign all checks on the General Account: President or Vice President, Board Secretary/Business Administrator and the Treasurer of School Monies.

ACTION OF THE BOARD _____

6. Appointment of Representatives Requesting Federal and State Funds

RESOLVED that the Superintendent of Schools and the Business Administrator/Board Secretary for the Long Hill Township Board of Education, or their designees, be designated as the Board's agents to request state and federal funds under the existing State and Federal Laws for the period from the date of this Reorganization meeting to the Reorganization meeting in the next calendar year.

ACTION OF THE BOARD _____

7. Approval of Board Policies, By-Laws and Administrative Guidelines

RESOLVED that the Long Hill Township Board of Education approve all existing Board Policies, By-Laws and Administrative Guidelines of the Long Hill Township Board of Education.

ACTION OF THE BOARD _____

8. Approval of Appointments

RESOLVED that the Long Hill Township Board of Education approve the following appointments:

- | | | |
|----|---|------------------|
| a. | Board Secretary | John Esposito |
| b. | School Physician | Dr. Robert Panza |
| c. | Affirmative Action Officer | John Esposito |
| d. | Gender Equity Officer | John Esposito |
| e. | 504 Officer | Fraida Yavelberg |
| f. | Right-to-Know Contact Person | John Esposito |
| g. | Public Agency Compliance Officer | John Esposito |
| h. | Homeless Liaison | René Rovtar |
| i. | Americans with Disabilities Act Officer | John Esposito |
| j. | Title 9 Officer | René Rovtar |
| k. | English as a Second Language Coord. | René Rovtar |
| l. | Indoor Air Quality Designated Person | John Esposito |
| m. | Chemical Hygiene Designated Person | John Esposito |
| n. | Asbestos Officer | John Esposito |
| o. | Safety Officer | John Esposito |
| p. | Attendance Officer | René Rovtar |
| q. | Integrated Pest Management Coordinator | John Esposito |
| r. | Custodian of School Records | John Esposito |

ACTION OF THE BOARD _____

9. Appointment of Insurance Agent of Record: Property/Liability

RESOLVED that the Long Hill Township Board of Education appoint Willis of New Jersey as property/liability insurance agent of record for the 2014-2015 school year.

ACTION OF THE BOARD _____

10. Appointment of Health Benefits Consultant

RESOLVED that the Long Hill Township Board of Education re-appoint Willis of New Jersey, Inc. as Health Benefits Consultant for the 2014-15 school year at a fee of \$15,000, representing no increase from the previous year.

ACTION OF THE BOARD _____

11. Approval of Architect of Record.

RESOLVED that the Long Hill Township Board of Education appoint Parette Somjen Architects as the district architect of record for the 2014-2015 school year.

ACTION OF THE BOARD _____

12. Approval of Interlocal Agreement with Somerset County Educational Services Commission

RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve an interlocal transportation services agreement with the Somerset County Educational Services Commission to participate in coordinated student transportation on an as-needed basis for the 2014-15 school year.

WHEREAS, Long Hill Township School District desires to transport special education, non-public, public and vocational school students to specific destinations; and

WHEREAS, the Somerset County Educational Services Commission, hereinafter referred to as the SCESC, offers coordinated transportation services; and

WHEREAS, the SCESC will organize, provide and schedule routes to achieve the maximum cost effectiveness;

NOW THEREFORE, it is agreed that in consideration of pro-rated contract costs, plus an administration fee of 6%, as presented to the Long Hill Township School District as calculated by the billing formula adopted by the SCESC's Board of Education. Said formula shall be based on a route cost divided by home to school mileage of students allocated to each participating district. The total amount to be charged to district will be adjusted based on actual costs. Payments will be due within 30 days of receipt by the district and deemed late after 60 days with an additional 1% fee for late payments. At the discretion of the Commission superintendent, late fee charges may be waived for extenuating circumstances.

I. The SCESC will provide the following services:

- a. routes coordinated with other districts to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
- b. monthly billing and invoices;
- c. computer print-outs of student lists for all routes coordinated by SCESC;
- d. all necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
- e. constant review and revision of routes;
- f. It is further agreed that the Long Hill Township School District will provide the SCESC with the following:

1. requests for any additional transportation on approved forms to be provided by the SCESC, completed in full and signed by previously authorized district personnel;

2. withdrawal for any transportation must be provided in writing and signed by authorized district personnel; no billing adjustments will be made without this completed form and will become effective on the date the form is received;

II. Additional Cost – all additional costs generated by unique requests such as mid-day runs or early dismissals will be borne by the district. All such costs must first be approved by the Long Hill Township School District.

III. Whereas, the SCESC also provides coordinated regional bus maintenance services, safety training, coordinated purchasing, professional development and other related transportation services for an additional fee as a shared services program, the Long Hill Township School District may participate at any time.

IV. Length of Agreement – this agreement and obligations and requirements therein shall be in effect between July 1, 2014 and June 30, 2015.

V. Entire Agreement – this agreement constitutes the entire and only agreement between the parties and may be amended by an Instrument in writing over authorized signature.

ACTION OF THE BOARD _____

13. Designation of Tax Sheltered Annuity Providers

RESOLVED that the Long Hill Township Board of Education, acknowledges the following official tax shelter annuity companies:

AXA/Equitable Prudential Valic Lincoln Investment

ACTION OF THE BOARD _____

14. Appointment of Acting Board Secretary for Emergency Purposes

RESOLVED that the Long Hill Township Board of Education appoint Dr. René Rovtar as Acting Board Secretary for emergency purposes or in the absence of the Business Administrator/Board Secretary.

ACTION OF THE BOARD _____

15. Appointment of Investment Officer

RESOLVED that the Long Hill Township Board of Education appoint John Esposito, Business Administrator/Board Secretary, as Investment Officer.

ACTION OF THE BOARD _____

16. Approval of Contractors of Record and Service Providers

RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and Business Administrator, approve the list of companies and agencies (as attached) as Board of Education contractors of record and service providers.

ACTION OF THE BOARD _____

17. Approval of Petty Cash Accounts

RESOLVED that the Long Hill Township Board of Education approve the following Petty Cash Accounts and their custodians as listed below:

Superintendent's Office	Rene Rovtar	\$100.00
Central School	George Villar	\$100.00
Millington School	Jennifer Dawson	\$100.00
Gillette School	Lori Jones	\$100.00

Special Services	Fraida Yavelberg	\$200.00
Board Office	John Esposito	\$100.00
Business Office	John Esposito	\$1,000.00
Technology	Alex Blinder	\$100.00

ACTION OF THE BOARD _____

18. Claims Auditor Pre-Payment Authority

RESOLVED that the Business Administrator/Board Secretary be designated as the Board of Education's Claims Auditor with authority as provided by 18A:19-2 amended, to direct pre-payment of claims for Debt Service, Payroll, Fixed Charges and any other claim or demand which would be in the best interest of the Board to pay promptly.

ACTION OF THE BOARD _____

19. Approval of Organization Chart

RESOLVED that the Board of Education approve the District Organization Chart (as attached).

ACTION OF THE BOARD _____

20. Designation of Business Administrator Transfer Authority

RESOLVED that as provided by N.J.S.A. 18A:22-8.1 amended, the Business Administrator be designated to approve such line item budget transfers as are necessary between Board of Education meetings, and

BE IT FURTHER RESOLVED that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of such meeting not less than monthly.

ACTION OF THE BOARD _____

21. Adoption of Curriculum

RESOLVED that the Long Hill Township Board of Education adopt the current Curriculum Guides for the as per the attached list.

ACTION OF THE BOARD _____

22. Adoption of Five-Year Schedule for Program Evaluation and Applicable Curriculum Development

RESOLVED that the Long Hill Township Board of Education adopt the Five-Year Schedule for Program Evaluation and Applicable Curriculum Development as attached.

23. Adoption of Textbooks

RESOLVED that the Long Hill Township Board of Education adopt the Textbooks in Use List as attached.

ACTION OF THE BOARD _____

24. Appointment of District Certified Purchasing Agent

WHEREAS, 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the Board of Education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contract as permitted by the chapter, and

WHEREAS 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold, currently \$36,000, may be awarded by the purchasing agent without advertising for bids when so authorized by Board resolution, and the individual is certified as a Qualified Purchasing Agent, and

WHEREAS 18A:18A-37(c) provides that all contracts that are in the aggregate less than 15% of the bid threshold, currently \$5,400.00, may be awarded by the purchasing agent without soliciting competitive quotations of so authorized by Board resolution and the individual is certified as a Qualified Purchasing Agent.

NOW, THEREFORE BE IT RESOLVED, that the Long Hill Township Board of Education, pursuant to the statutes cited above, hereby appoints John Esposito, who holds the Qualified Purchasing Agent designation, as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Long Hill Township Board of Education, and

BE IT FUTHER RESOLVED that John Esposito is hereby authorized to award contract on behalf of the Long Hill Township Board of Education that are in the aggregate less than 15% of the bid threshold, currently \$5,400.00, without soliciting competitive quotations, and

BE IT FURTHER RESOLVED that John Esposito is hereby authorized to seek competitive quotations, when applicable and practicable and award contracts on behalf of the Long Hill Township Board of Education when contracts in the aggregate exceed 15% of the bid threshold, currently \$5,400.00, but are less than the bid threshold of \$36,000.

ACTION OF THE BOARD _____

25. State Contract Purchasing

WHEREAS, 18A:18A-10 provides that "A board of education, without advertising for bids, or having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS, the Long Hill Township Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS the Long Hill Township Board of Education desires to authorize its purchasing agent to make any and all purchase necessary to meet the needs of the school district throughout the school year.

NOW, THEREFORE, BE IT RESOLVED that the Long Hill Township Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors that have State Contracts. The Purchasing Agent shall make know to the Board the Commodity/Service, Vendor and State Contract Number Utilized.

ACTION OF THE BOARD _____

26. Adoption of New Jersey School Boards Association Board Member Code of Ethics

RESOLVED that the Long Hill Township Board of Education adopt and agree to abide by the New Jersey School Boards Association Board Member Code of Ethics as set forth below:

1. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
3. I will confine my board action to policymaking, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
4. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
5. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.
6. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
7. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. I will support and protect school personnel in proper performance of their duties.
10. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

ACTION OF THE BOARD _____

27. COMMITTEE ASSIGNMENTS

The following committee assignments will be determined by the Board President:

Standing Committees

Buildings and Grounds
Community Relations
Curriculum
Finance
Negotiations
Policy
Technology

Liaisons

Educational Services Commission of Morris County
All Schools Council
PTO
NJSBA and MCSBA
Liaison to Watchung Hills Regional High School
Liaison to Long Hill Parents and Professionals for
Exceptional Children (LHPPEC)
Liaison to SPORT
Liaison to FORCE

Minutes

28. 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 16, 2013 – Worksession/Regular Meeting – Public Session

ACTION OF THE BOARD _____

Financials

29. **RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF LONG HILL IN THE COUNTY OF MORRIS, NEW JERSEY PROVIDING FOR THE SUBMISSION OF A SPECIAL BALLOT QUESTION TO THE SCHOOL DISTRICT VOTERS AT A SPECIAL SCHOOL DISTRICT ELECTION TO BE HELD ON TUESDAY, MARCH 11, 2014**

WHEREAS, The Board of Education (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed by the Board) of the Township of Long Hill in the County of Morris, New Jersey (the "State") desires to undertake a school facilities upgrade and renovation project including partial roof replacement at Millington Elementary School and HVAC upgrades at Gillette Elementary School, Millington Elementary School and Central Middle School (the "Project");

WHEREAS, to accomplish the Project, the Board seeks to authorize the submission of a ballot question and an explanatory question at a special School District election to be held on Tuesday, March 11, 2014 (the "Election") and to authorize certain actions required to be taken in connection with the conduct of the Election and the undertaking of the Project.

NOW THEREFORE, BE IT RESOLVED by The Board of Education of the Township of Long Hill in the County of Morris, New Jersey (not less than a majority of the full membership of the Board concurring) as follows:

1. The following Explanatory Statement and Proposal (the "Proposal") shall be submitted to the legal voters of the School District at a special School District election (the "Election") to be held on Tuesday, March 11, 2014, commencing at 7:00 a.m. in the School District. The polls shall remain open until 9:00 p.m. and as much longer as may be necessary to permit all the legal voters then present to vote and cast their ballot.

EXPLANATORY STATEMENT

As set forth in the Proposal below, the Board is seeking authorization to undertake:

- partial roof replacement at Millington Elementary School;
- HVAC upgrades at Gillette Elementary School;
- HVAC upgrades at Millington Elementary School; and
- HVAC upgrades at Central Middle School.

If the Proposal is approved, the School District anticipates receiving a State grant in the amount of \$1,309,812 (40% of project costs) for the project reducing the amount of the local share of the project to \$1,964,718 (60% of project costs). Furthermore, the School District will apply \$500,000 of on hand capital reserve monies to the local share reducing the amount of bonds to be issued to \$1,464,718 as summarized below.

Total Cost	\$3,274,530
Less: State Grant	1,309,812
Less: Capital Reserve	<u>500,000</u>
Amount of Bonds to be Issued	\$1,464,718

PROPOSAL

The Board of Education of the Township of Long Hill in the County of Morris, New Jersey is authorized to undertake a school facilities upgrade/renovation program consisting of partial roof replacement at Millington Elementary School and HVAC upgrades at Gillette Elementary School, Millington Elementary School and Central Middle School. The Board is authorized to expend on such project an amount not to exceed \$3,274,530 (representing the final eligible cost) which expenditure shall be funded, in part, with a State grant in the amount of \$1,309,812, application of on-hand, Capital Reserve monies in the amount of \$500,000 and bonds of the School District in the amount not to exceed \$1,464,718 (representing the local share). The Board is also authorized to issue additional bonds in an amount not exceeding the State grant amount to temporarily finance the State grant for cash flow purposes, as necessary, pending receipt of the State grant. The local shares of each of the projects may be transferred among projects.

2. The Board hereby approves and adopts the Proposal and, subject to the approval of the legal voters of the School District, hereby determines to carry out the same.

3. The Business Administrator/Board Secretary is hereby authorized and directed, in conjunction with Bond Counsel, to deliver a certified copy of this resolution and such other information as shall be necessary to comply with applicable provisions of the Education Law and Election Law, to the Morris County Superintendent of Schools, Morris County Clerk, Morris County Board of Elections, and to the Clerk of the Township of Long Hill, and to request such persons to undertake their respective functions under the Education Law and the Election Law, as applicable, in connection

with the Election. The Business Administrator/Board Secretary is hereby authorized to amend the Proposal and the Explanatory Statement to conform same to statutory requirements.

4. The Board hereby acknowledges and confirms that, in accordance with the requirements of Sections 24-16 and 24-17 of the Education Law, a Supplemental Debt Statement has been prepared as of the date of this resolution by the Chief Financial Officer of the Township of Long Hill, giving effect to the proposed total authorization of School Bonds of the School District in the maximum amount provided for in the Proposal, and that such Supplemental Debt Statement has been filed in the office of the Clerk of the Township of Long Hill, and in the office of the Business Administrator/Board Secretary prior to the adoption of this resolution. The Board hereby directs the Business Administrator/Board Secretary to cause such Supplemental Debt Statement to be filed in the office of the Director of the Division of Local Government Services, New Jersey Department of Community Affairs prior to the date of the Election.

5. The School Administration and such other officers, professionals and agents of the Board as are necessary, including Wilentz, Goldman & Spitzer, P.A., Bond Counsel and the Parette Somjen Architects, architect for the Project, are each hereby authorized and directed to perform such acts, execute such documents and do such things as are necessary and proper for the submission of the Proposal to the voters of the School District at the Election, including preparation and submission of all required applications for receipt of the State grant.

ACTION OF THE BOARD _____

- 30. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transfers for October 31, 2013.

ACTION OF THE BOARD _____

- 31. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of October 31, 2013 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 _____

- 32. 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 October 31, 2013.

ACTION OF THE BOARD _____

- 33. 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, 2013.

ACTION OF THE BOARD _____

34. 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, 2013 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 _____

35. 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, 2013.

ACTION OF THE BOARD _____

36. 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

37. 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 the following resolution regarding special education allowable expenses for private evaluations:

Whereas, the special education statutes and administrative code, particularly N.J.A.C. 6A:14-2.59 (C), permits a parent to request an independent educational evaluation (IEE) if there is a disagreement with any assessment conducted as part of a special education evaluation or reevaluation provided by the Board of Education; and

Whereas, any IEE purchased at public expense shall be conducted according to N.J.A.C. 6A:14-3.4 and be obtained from another public school district, educational services commission, jointure commission, clinic or agency approved under N.J.A.C. 6A:14-5, or private practitioner, who is appropriately certified and/or licensed where license is required; and

Whereas, the maximum allowable cost for any IEE will be limited to reasonable and customary rates which shall be in the range of what the IEE would cost the Board to provide the same type of assessment through either another public school district, educational services commission, jointure commission, clinic or agency approved under N.J.A.C. 6A:14-5, or private practitioner, who is appropriately certified and/or licensed, where a license is required; and

Whereas, the school district administration has recommended to the Board a maximum allowable cost for the IEE's based on a reasonable and customary rate for each assessment; now, therefore

BE IT RESOLVED, that the Long Hill Township Board of Education establishes the following maximum allowable costs which the Board will pay for an IEE for each assessment listed below:

<u>Assessment</u>	<u>Maximum Allowable Cost</u>
Educational Evaluation	\$550.00
Psychological Evaluation	\$550.00
Neuropsychological Evaluation	\$750.00
Neurodevelopmental Evaluation	\$750.00
Neurological Evaluation	\$700.00
Psychiatric Evaluation	\$700.00
Bilingual Evaluations/Psychological	\$650.00
Bilingual Evaluations/Social	\$650.00
Bilingual Evaluations/Educational	\$650.00
Bilingual Evaluations/Speech-Language	\$650.00

ACTION OF THE BOARD _____

Personnel

38. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator, and the Principals, approve the following professional internship (student teaching) placements for the 2013-2014 school year:

Amanda Droussiotis Art – Student Teaching – Millington School January 21-March 14, 2014

ACTION OF THE BOARD _____

39. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the addition of the following person to the Substitute List for the 2013-2014 school year:

Nanying Jia

ACTION OF THE BOARD _____

Curriculum

40. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of Superintendent, the Business Administrator and the Building Principal, approve the field trip listed below:

February 27, 2014	5 th Grade Class	The Newark Museum
10:15 a.m. to 2:45 p.m.		Newark, NJ
Trip funded by FORCE		92 students, 11 teacher, 1 nurse, 5 parents

ACTION OF THE BOARD _____

Other

41. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, adopt the revised school calendar for the 2014-2015 school year to reflect the inclusion of **January 2, 2015** as an inservice day for teachers. The final day of school for students would be June 23, 2015.

ITEMS FOR DISCUSSION

OLD BUSINESS

NEW BUSINESS

COMMENTS FROM THE PUBLIC

ADJOURNMENT

FUTURE MEETING DATES

January 20, 2014 – Regular Meeting – Township Municipal Building – 7:30 p.m.

February 10, 2014 – Worksession Meeting – Township Municipal Building – 7:30 p.m.

February 24, 2014 – Regular Meeting – Township Municipal Building – 7:30 p.m. – Approval of Budget for Submission to the Executive County Superintendent.