

**LONG HILL TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING**

Long Hill Township Municipal Building

March 24, 2014

7:30 P.M.

AGENDA

CALL TO ORDER

ROLL CALL

Ms. Barone

Mr. Blocker

Mr. Brown

Mr. Carn

Mr. DiGiorgio

Mr. LoCascio

Ms. Moakley

Ms. Nyquist

Mr. Stevens

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 7, 2014. 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 School District and School Grades Required by the Anti-Bullying Bill of Rights Act

BUSINESS ADMINISTRATOR 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:

March 3, 2014 Regular Meeting – Public Session

ACTION OF THE BOARD _____

Financials

2. RESOLVED that the Long Hill Township Board of Education approve the Payrolls for February 25 and March 18, 19 and 24, 2014. (as attached):

Payroll 02/13/2014	Amount
Fund 10	\$ 23,336.71
Current Expense - Fund 11	\$ 411,691.26
Capital Outlay - Fund 12	\$ -
Special Revenue Fund - Fund 20	\$ -
Capital Projects - Fund 30	\$ -
Debt Services - Fund 40	\$ -
TOTAL	\$ 435,027.97

Bills for 02/25/2014	Amount
Fund 10	\$ 55,637.00
Current Expense - Fund 11	\$ 2,401.09
Capital Outlay - Fund 12	\$ -
Special Revenue Fund - Fund 20	\$ -
Capital Projects - Fund 30	\$ -
Debt Services - Fund 40	\$ -
TOTAL	\$ 58,038.09

Bills for 03/19/2014	Amount
Fund 10	\$ -
Current Expense - Fund 11	\$ 171,901.46
Capital Outlay - Fund 12	\$ -
Special Revenue Fund - Fund 20	\$ -
Capital Projects - Fund 30	\$ -
Debt Services - Fund 40	\$ -
TOTAL	\$ 171,901.46

Payroll 02/28/2014	Amount
Fund 10	\$ 23,372.46
Current Expense - Fund 11	\$ 398,727.46
Capital Outlay - Fund 12	\$ -
Special Revenue Fund - Fund 20	\$ -
Capital Projects - Fund 30	\$ -
Debt Services - Fund 40	\$ -
TOTAL	\$ 422,099.92

Bills for 03/18/2014	Amount
Fund 10	\$ -
Current Expense - Fund 11	\$ 50,000.00
Capital Outlay - Fund 12	\$ -
Special Revenue Fund - Fund 20	\$ -
Capital Projects - Fund 30	\$ -
Debt Services - Fund 40	\$ -
TOTAL	\$ 50,000.00

Bills for 03/24/2014	Amount
Fund 10	\$ -
Current Expense - Fund 11	\$ 366,537.40
Capital Outlay - Fund 12	\$ 5,245.00
Special Revenue Fund - Fund 20	\$ 26,542.46
Capital Projects - Fund 30	\$ -
Debt Services - Fund 40	\$ -
TOTAL	\$ 398,324.86

ACTION OF THE BOARD _____

3. RESOLVED that the Long Hill Township Board of Education approve the following resolution regarding the sale of bonds as authorized by the voters of Long Hill Township in the March 11, 2014 Referendum Election:

RESOLUTION DETERMINING THE FORM AND OTHER DETAILS OF \$1,464,000 AGGREGATE PRINCIPAL AMOUNT OF SCHOOL BONDS, SERIES 2014 OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF LONG HILL IN THE COUNTY OF MORRIS, NEW JERSEY, PROVIDING FOR THEIR SALE AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH

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 \$1,464,000 School Bonds, Series 2014 of 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) authorized by virtue of a proposal adopted by the Board on January 6, 2014, and approved by the affirmative vote of a majority of the legal voters present and voting at a special School District election held on March 11, 2014 pursuant to N.J.S.A. 18A:24-1 et seq., as amended and supplemented, shall be issued as School Bonds (the "Bonds"). The Bonds shall mature in the principal amounts on January 15 in each of the years as follows:

<u>Year</u>	<u>Principal Amount</u>
2015	\$140,000
2016	130,000
2017	135,000
2018	140,000
2019	145,000
2020	145,000
2021	150,000
2022	155,000
2023	160,000
2024	164,000

The Bonds shall not be subject to optional redemption prior to maturity. The Bonds shall be ten (10) in number, with one certificate being issued for each year of maturity and shall be numbered SCH-1 to SCH-10 inclusive. The Bonds are entitled to the benefits of the New Jersey School Bond Reserve Act, 1980 N.J. Laws c. 72, as amended and supplemented.

SECTION 2. The Bonds will be issued in fully registered book-entry only form, without certificates. One certificate shall be issued for the aggregate principal amount of Bonds maturing in each year. Both principal of and interest on the Bonds will be payable in lawful money of the United States of America. Each certificate will be registered in the name of and held by Cede & Co., as nominee of The Depository Trust Company, Jersey City, New Jersey ("DTC"), which will act as securities depository for the Bonds (the "Securities Depository"). The certificates will be on deposit with DTC. DTC will be responsible for maintaining a book-entry

system for recording the interests of its participants or the transfers of the interests among its participants. The participants will be responsible for maintaining records regarding the beneficial ownership interests in the Bonds on behalf of individual purchasers of such beneficial interests. Individual purchases of the beneficial interests in the Bonds may be made in the principal amount of \$5,000 each or any integral multiple thereof with a minimum purchase of \$5,000 required, except that any amount of the Bonds maturing in any one year in excess of the largest principal amount thereof equaling a multiple of \$5,000 will be in denominations of \$1,000 or any integral multiple thereof, through book entries made on the books and the records of DTC and its participants.

Individual purchasers of the Bonds will not receive certificates representing their beneficial ownership interest in the Bonds, but each book-entry Bond owner will receive a credit balance on the books of its nominee, and this credit balance will be confirmed by an initial transaction statement stating the details of the Bonds purchased.

The Bonds will be dated their date of delivery and will bear interest from such date, which interest shall be payable, commencing July 15, 2014 and semi-annually thereafter on the fifteenth day of January and July in each year until maturity at a rate or rates per annum, expressed in a multiple of one-eighth (1/8) or one-twentieth (1/20) of one percentum (1%), as proposed by the successful bidder in accordance with the Notice of Sale authorized and defined herein. The principal of and interest on the Bonds will be paid to the Securities Depository by the Board on the respective maturity dates and due dates and will be credited on the respective maturity dates and due dates to the participants of DTC as of each next preceding July 1 and January 1 (the "Record Dates" for the Bonds). The Bonds shall be executed by the manual or facsimile signature of the Board President under the official seal (or facsimile thereof) affixed, imprinted, engraved or reproduced thereon and attested by the manual signature of the Business Administrator/Board Secretary. The following matters are hereby determined with respect to the Bonds:

Date of Bonds:	Date of Delivery
Principal Payment Dates:	January 15, 2015 and each January 15 thereafter until maturity
Interest Payment Dates:	Semiannually on each January 15 and July 15 of each year beginning July 15, 2014
Place of Payment:	Cede & Co., Jersey City, New Jersey

SECTION 3. The 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 Bonds in accordance with the requirements of DTC.

SECTION 4. The Notice of Sale (the "Notice of Sale") and the Official Form of Proposal for Bonds shall be substantially in the form set forth in Exhibit B with such additions, deletions and omissions as may be necessary for the Board to market the Bonds in accordance with the requirements of DTC.

SECTION 5. The Bonds shall be sold upon receipt of electronic bids on Thursday, May 1, 2014 at 11:00 a.m. by the Business Administrator/Board Secretary of the Board on Grant Street Group's Muni Auction website ("MuniAuction") in accordance with the Notice of Sale authorized herein. The use of the services provided by MuniAuction and the fees associated therewith are hereby approved. The Business Administrator/Board Secretary or Wilentz, Goldman & Spitzer, P.A., Bond Counsel ("Bond Counsel") is hereby authorized and directed to arrange for the publication of the Notice of Sale, such publication to be not less than seven (7) days prior to the date of sale, in summary form in The Bond Buyer, a nationally recognized local government bond marketing publication devoted to financial news and municipal bonds, and the full text of such Notice of Sale in The Daily Record. The Board hereby delegates to and designates the Business Administrator/Board Secretary as the officer authorized to sell and to award the Bonds in accordance with the Notice of Sale authorized herein, and the Business Administrator/Board Secretary shall report in writing the results of the sale to this Board as required by law. **Furthermore, the Board hereby delegates to the Business Administrator/Board Secretary the authority to postpone and reschedule the sale of the Bonds, upon consultation with Bond Counsel, without readvertisement in accordance with the Notice of Sale authorized herein and to adjust the maturity schedule of the Bonds up to twenty-four (24) hours prior to the date of sale indicated herein, which adjustment shall not exceed ten percent (10%) of the principal amount of any maturity or in the aggregate, the overall issue.**

The Board President, the Business Administrator/Board Secretary, Bond Counsel, the Financial Advisor, Phoenix Advisors, LLC (the "Financial Advisor") and the Board Attorney, are each hereby further authorized and directed to do and accomplish all matters and things necessary or desirable to effectuate the offering and sale of the Bonds.

SECTION 6. The Bonds shall have affixed thereto a copy of the written opinion with respect to the Bonds that is to be rendered by Bond Counsel to the Board.

SECTION 7. The Official Statement to be distributed in preliminary form on or about April 24, 2014 (the "Preliminary Official Statement"), prepared in connection with the offering and sale of the Bonds, is hereby "deemed final" for the purposes of Rule 15c2-12, as amended and supplemented (the "Rule") promulgated by the Securities and Exchange Commission pursuant to the provisions of the Securities and Exchange Act of 1934, as amended and supplemented, with the exception of certain information permitted to be omitted thereby and is hereby approved and authorized for the information of purchasers of the Bonds, with such changes and corrections not inconsistent with the substance thereof, including those required to reflect the effect of the sale of the Bonds, as are deemed necessary and advisable by the Business Administrator/Board Secretary in consultation with Bond Counsel.

SECTION 8. Bond Counsel is hereby authorized and directed to arrange for the printing of the Preliminary Official Statement and the Official Statement. Bond Counsel is hereby authorized and directed to arrange for the distribution of the Preliminary Official Statement on behalf of the Board to those financial institutions that customarily submit bids for such Bonds. The Board President or the Business Administrator/Board Secretary is hereby authorized and directed to deliver the Official Statement to the purchaser of the Bonds for its use in connection with the sale, resale and distribution of the Bonds, where and if applicable. Bond Counsel is hereby authorized and directed to prepare the Preliminary Official Statement and the Official Statement as necessary in connection with the issuance of the Bonds, and the Board President

or the Business Administrator/Board Secretary is hereby authorized and directed to execute the Official Statement and any certificates necessary in connection with the distribution of the Official Statement. Bond Counsel is hereby further authorized and directed to arrange for the printing of the Bonds.

SECTION 9. The Board hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on the Bonds, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Bonds.

SECTION 10. The Business Administrator/Board Secretary, Bond Counsel, the Financial Advisor and the Board Attorney are hereby authorized and directed to make representations and warranties, to enter into agreements and to make all arrangements with DTC, as may be necessary in order to provide that the Bonds will be eligible for deposit with DTC and to satisfy any obligation undertaken in connection therewith.

SECTION 11. The Board reasonably expects to reimburse itself from the proceeds of the Bonds for certain costs of the school project paid prior to the issuance of the Bonds. No funds from sources other than the Bonds have been or are reasonably expected to be reserved, allocated on a long-term basis or have otherwise been set aside by the Board, or any member of the same "Controlled Group" as the Board, within the meaning of Treasury Regulation Section 1.150-1(e), pursuant to their budget or financial policies with respect to any expenditures to be reimbursed. This Section 11 is intended to be and hereby is a declaration of the Board's official intent to reimburse any expenditures toward certain costs of the school project, as described above, to be incurred and paid prior to the issuance of the Bonds in accordance with Treasury Regulation Section 1.150-2, and no further action (or inaction) will be an abusive arbitrage device in accordance with Treasury Regulation Section 1.148-10 to avoid, in whole or in part, arbitrage yield restrictions or arbitrage rebate requirements under Section 148 of the Code. The proceeds of the Bonds used to reimburse the Board for any expenditures toward certain costs of the school project to be financed by the Bonds will not be used directly or indirectly (i) to "refund" an issue of governmental obligations within the meaning of Treasury Regulation Section 1.150-1(d), (ii) to create or increase the balance in "replacement proceeds", within the meaning of Treasury Regulation Section 1.148-1 of the Bonds, or any other Bond issue, with respect to any obligation of the Board or to replace funds or (iii) to reimburse the Board for any expenditure or payment that was originally paid with the proceeds of any obligation of the Board (other than borrowing by the Board from one of its own funds or the funds of a member of the same "Controlled Group" within the meaning of Treasury Regulation Section 1.150-1(e)). The Bonds used to reimburse the Board for any expenditures toward certain costs of the school project, as described above, will be issued in an amount not to exceed \$1,000,000. The costs to be reimbursed with the proceeds of the Bonds will be "capital expenditures" in accordance with the meaning of section 150 of the Code and Treasury Regulation Section 1.150-1. This section shall take effect immediately, but will be of no effect with regard to expenditures for costs paid outside the permitted reimbursement period set forth in Treasury Regulation Section 1.150-2(d)(2).

SECTION 12. In the event that DTC may determine to discontinue providing its service with respect to the Bonds or is removed by the Board and if no successor securities depository is appointed, the Bonds which were previously issued in book-entry only form shall be converted to registered Bonds (the "Registered Bonds") in denominations of \$5,000, or any integral

multiple thereof, except that any amount maturing in any one year in excess of the largest principal amount thereof equaling a multiple of \$5,000 will be in denominations of \$1,000, or any integral multiple thereof. The beneficial owner under the book-entry system, upon registration of the Bonds held in the beneficial owner's name, will become the registered owner of the Registered Bonds. The Board shall be obligated to provide for the execution and delivery of the Registered Bonds in certified form.

SECTION 13. The Board hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate (the "Certificate") which will set forth the obligation of the Board to file budgetary, financial and operating data and notices of certain enumerated events deemed material in accordance with the provisions of the Rule. The Business Administrator/Board Secretary is hereby authorized and directed to execute and deliver the 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 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 14. The Board President and the Business Administrator/Board Secretary are each hereby authorized and directed to determine all matters in connection with the issuance of the Bonds by the Board not determined by this or a subsequent resolution, all in consultation with Bond Counsel and the manual or facsimile signature of the Board President or the Business Administrator/Board Secretary upon any documents shall be conclusive as to all such determinations. The Board President and the Business Administrator/Board Secretary and any other Board representative, including but not limited to, Bond Counsel and the Board Attorney, are each hereby authorized and directed to take such actions or refrain from such actions as are necessary to consummate the transaction contemplated by the issuance of the Bonds by the Board and any and all such actions or inactions heretofore taken by the Board President and the Business Administrator/Board Secretary and any other Board representative, including, but not limited to Bond Counsel and the Board Attorney, are hereby ratified and confirmed. Wherever herein the Board President is authorized and directed to act or execute and deliver documents, including the Bonds, the Board Vice President is hereby authorized and directed to do same in the Board President's place.

SECTION 15. The Bonds will be designated as "qualified tax-exempt obligations" for purposes of section 265(b)(3)(B)(ii) of the Code

SECTION 16. This resolution shall take effect immediately.

ACTION OF THE BOARD _____

4. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of January 31, 2014 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 _____

5. 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 January 31, 2014.

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 the transfers January 31, 2014.

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 The Substitute Service, LLC for the provision of substitute calling services for the 2014-2015 at an annual cost of \$4,856.68 (no increase in cost for 2013-2014).

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 acceptance of a tuition student (LID #2029695) from the Harding Township School District for the preschool KIT program beginning March 14, 2014 for the remainder of the 2013-2014 school year at a prorated tuition of \$11,333.56 (\$166.67 per diem for 68 days) with additional charges for Occupational Therapy of \$700.00 (1x per week, 14 weeks, \$50.00 per session) and Physical Therapy of \$700.00 (1x per week, 14 weeks, \$50.00 per session).

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 the recommendation of the Superintendent, the Business Administrator, and the Director of Special Services approve payment of \$1300.00, to Learning Tree for a bilingual Psychological and Educational Evaluation for student #8078697056 to assist in determining a special education category.

ACTION OF THE BOARD _____

11. 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 Home Instruction to be provided by Stepping Forward Counseling Center, LLC for student #4892192651. Instruction will begin on March 13, 2014 at a rate of \$75.00 for up to 10 hours a week and continue until student is able to return to school.

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 a contract with Sharing Communications to provide speech and language therapy for up to 6 weeks, up to 9 hours per week to replace Rosa Aguiar during her medical leave, at a rate of \$100.00 per hour.

ACTION OF THE BOARD _____

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator, and the Director of Special Services rescind the approval of payment of \$550.00 to Francie M. Matthews, Ph.D., for a parent requested independent educational evaluation for student #9697412859.

ACTION OF THE BOARD _____

14. 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 Instructional Services provided by American Tutor Inc., for student # 1958405734 while the student is an outpatient at Immediate Care Children's Psychiatric Center of Parsippany. The student will received 2 hours of instruction a day at a rate of \$58.00 per hour until the student can return to school.

ACTION OF THE BOARD _____

Personnel

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator, and the Principals, approve an increase to the contract of Kathy Cunningham from .25 Special Education Teacher at Gillette School [PCR# GES0000026] to .35 Special Education Teacher at Gillette School for the period March 24 through June 30, 2014.

ACTION OF THE BOARD _____

16. 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 2014-2015 school year:

Joseph Campolattano	Physical Therapy Services	2014-2015 School Year
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ACTION OF THE BOARD _____

Curriculum

- 17. 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:

April 4, 2014 8:10 a.m. to 1:30 p.m. \$10.00 per student Parent Paid	Consortium Foreign Language Trip	Morristown Beard School Morristown, NJ 8 students, 1 teachers
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April 11, 2014 9:00 a.m. to 2:30 p.m. \$18.00 per student Parent Paid	Kindergarten Trip	Turtle Back Zoo West Orange, NJ 69 students, 7 teachers, 6 parents
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ACTION OF THE BOARD _____

Policy

- 18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, approve the following policy on first reading.

2132 JD	Job Description – Dean of Students
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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 having the Superintendent present a report to the Board on the investigation of one incident of harassment, intimidation and bullying as well as a pending legal matter. It is anticipated that the private session will last no more than one hour. No action is anticipated this evening.

ADJOURNMENT

FUTURE MEETING DATES

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

April 28, 2014 – Regular Meeting/Public Hearing on the 2014-2015 Budget – Township Municipal Building – 7:30 p.m.