

**LONG HILL TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING AND PUBLIC HEARING ON THE 2014-2015 ANNUAL SCHOOL BUDGET**

**Long Hill Township Municipal Building**

**April 28, 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 February 12, 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**

**BUSINESS ADMINISTRATOR UPDATE**

**PUBLIC HEARING ON THE 2014-2015 BUDGET**

Presentation of the Budget by Mr. Esposito and Dr. Rovtar

Questions and answers on the proposed budget

Board Member and Public Comment

**ADOPTION OF THE 2014-2015 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 2014-2015 school district budget as follows:

General Fund	\$15,301,338.00
Special Revenue Fund	\$ 290,107.00
Debt Service Fund	\$ 921,150.00
<b>Total 2014-2015 Budget</b>	<b>\$16,512,595.00</b>

BE IT FURTHER RESOLVED, that there should be raised for the General Fund \$14,206,695.00 and for the Debt Service Fund \$921,150.00 for the ensuing School Year (2014-2015); and

The 2.0% cap increase over the prior year, which totals \$282,113.00, results in a maximum district general fund tax levy of \$14,651,403.00

WHEREAS, the Board has approved that there should be raised for the General Fund a tax levy of \$14,206,695.00 for the ensuing school year (2014-2015).

BE IT RESOLVED, that the Long Hill Township School District Board of Education, in the County of Morris, New Jersey approved that the unused taxing authority of \$416,809.00 be banked for potential use in the subsequent three fiscal years. The district has a total banked cap of \$982,679.00 for use in 2015-2016.

BE IT FURTHER RESOLVED, that the Long Hill Township School District Board of Education, in the County of Morris, New Jersey approved the following capital projects for the 2014-2015 school year:

- Assessment on prior referendum projects (State mandatory deduction): \$33,181.00

WHEREAS, school district policy and N.J.A.C. 6A:23A-7.3(a) 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 2014-2015 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2013-2014 school year was \$30,000.00; and

WHEREAS, travel and expense reimbursement has reached a total amount \$12,800.00 as of March 1, 2014;

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 2014-2015 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 Services	\$ 25,000.00
Repair Services	\$280,076.00
Extraordinary Services	\$ 98,400.00
Nonpublic Services	\$ 86,343.00

Professional Development	\$ 48,830.00
Transportation	\$848,432.00; 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 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.

It is duly noted that this budget represents an increase of 1.26% in general fund current appropriations and a 0.72% increase in the general fund tax levy.

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:

April 7, 2014 Worksession Meeting – Public and Private Sessions

ACTION OF THE BOARD \_\_\_\_\_

**Financials**

2. RESOLVED that the Long Hill Township Board of Education approve the List of Bills for April 14 and 28, 2014. (as attached):

<b>Bills List 4/14/14</b>	<b>Amount</b>
Fund 10	\$ -
Current Expense - Fund 11	\$ 169,084.99
Capital Outlay - Fund 12	\$ -
Special Revenue Fund - Fund 20	\$ -
Capital Projects - Fund 30	\$ -
Debt Services - Fund 40	\$ -
<b>TOTAL</b>	<b>\$ 169,084.99</b>

<b>Bills List of 4/28/14</b>	<b>Amount</b>
Fund 10	\$ -
Current Expense - Fund 11	\$ 295,009.97
Capital Outlay - Fund 12	\$ 14,750.00
Special Revenue Fund - Fund 20	\$ 15,589.72
Capital Projects - Fund 30	\$ -
Debt Services - Fund 40	\$ -
<b>TOTAL</b>	<b>\$ 325,349.69</b>

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 transfers for February 28, 2014.

ACTION OF THE BOARD \_\_\_\_\_

- RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of February 28, 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 \_\_\_\_\_

- 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 February 28, 2014.

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 transfers for March 31, 2014.

ACTION OF THE BOARD \_\_\_\_\_

- RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of March 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 \_\_\_\_\_

8. 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 March 31, 2014.

ACTION OF THE BOARD \_\_\_\_\_

9. 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 acceptance of the following tuition students from the Harding Township School District for the Extended School Year Program Summer 2014:

<u>Student Identification Number</u>	<u>Program</u>	<u>Tuition</u>	<u>Other</u>
437801559	KIT	\$3,000	Speech & O.T. 1x per week*
4536293700	SKIP	\$3,000	Speech & O.T. 1x per week* Shared Teacher Assistant**
8369236889	SKIP	\$3,000	Speech & O.T. 1x per week* Shared Teacher Assistant**
5130193371	Kindergarten	\$3,000	Speech & O.T. 1x per week* One to One Teacher Assistant**

\*Cost of Speech and Occupational Therapy to be billed to Harding Township School District at a cost of \$50.00 per hour

\*\*Cost of shared and one to one teacher assistants assigned to these students to be billed to Harding Township based on actual salary costs

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 the Travel/Conference registration for the staff indicated for professional improvement or development as per the attached listing.

ACTION OF THE BOARD \_\_\_\_\_

**Special Education**

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 rescind approval of payment of \$700.00 to Dr. Haley Cohen for a Psychiatric Evaluation for student #2150553825 to assist in determining special education category as the appointment has been cancelled and scheduled with another provider.

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 payment of \$550.00 to Dr. Mark Farber for a Psychiatric Evaluation for student #2150553825, on May 1, 2014, to assist in determining special education category.

ACTION OF THE BOARD \_\_\_\_\_

**Personnel**

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept with regret the letter of resignation, for the purpose of retirement, from Jean Molendyke, Guidance Counselor at Central Middle School [PCR CMS0000028], effective July 1, 2014. The Board of Education expresses its sincere appreciation for Mrs. Molendyke's 15 years of service to the district.

ACTION OF THE BOARD \_\_\_\_\_

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve an extension to the maternity leave for Danielle Schepis, District ESL teacher [PCR CMS0000021], for the 2014-2015 school year.

ACTION OF THE BOARD \_\_\_\_\_

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator, approve a revision to the resolution approved at the Board meeting of March 24, 2014 regarding an increase to the contract of Kathy Cunningham. Ms. Cunningham will be increased from a .35 Special Education Teacher at Gillette School [PCR# GES0000026] to .49 Special Education Teacher at Gillette School for the period March 25, through June 30, 2014.

ACTION OF THE BOARD \_\_\_\_\_

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the list of Substitute Teachers, Substitute Secretaries, Substitute School Nurses, Substitute Lunch Aides for the 2014-2015 school year as attached.

ACTION OF THE BOARD \_\_\_\_\_

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of administrators for the 2014-2015 school year (as attached). The salary for the Business Administrator is to be determined.

ACTION OF THE BOARD \_\_\_\_\_

18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of tenured and nontenured teachers for the 2014-2015 school year.

ACTION OF THE BOARD \_\_\_\_\_

19. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of support staff – tenured and non-tenured - for the 2014-2015 school year (as attached).

ACTION OF THE BOARD \_\_\_\_\_

20. RESOLVED that the Long Hill Township Board of Education, approve the reappointment of the Board Office support staff for the 2014-2015 school year (as attached).

ACTION OF THE BOARD \_\_\_\_\_

21. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Director of Special Services and the Business Administrator, approve the following summer 2014 hours for the Child Study Team and office staff to complete evaluation work and reports as needed.

<u>Name</u>	<u>Schedule</u>	<u>Per Diem</u>
Laura Novak, LDTC	not to exceed 5 days	\$454.00 per diem
Catherine Tedesco, LDTC	not to exceed 5 days	\$440.00 per diem
Sarah Romeo, Social Worker	not to exceed 5 days	\$275.57 per diem
Brittany Hudock, School Psych.	not to exceed 8 days	\$260.25 per diem
Colleen Pepe, secretary*	*secretary time not	\$259.49
Debra J. Tremarco, secretary*	to exceed 12 days combined	\$259.49

ACTION OF THE BOARD \_\_\_\_\_

22. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Director of Special Services and the Business Administrator, approve the following staff members and salaries for the Long Hill Township School District Jump Start Extended School Year Program for the 2013-2014 school year.

<u>Name</u>	<u>Position</u>	<u>salary not to exceed</u>
Jacqueline Lorenzo	SKIP Teacher	\$2,268.83
Laurraine Lemond	SKIP Teacher Assistant	\$1,605.32
Karen Riggi	SKIP Teacher Assistant	\$1,605.32
Michelle Motyczka	SKIP Teacher Assistant	\$1,539.38
Denise Buyea	SKIP Teacher Assistant	\$1,540.64*
Kristie Haag	KIT Teacher	\$3,499.07
Jennifer Hampson	KIT Teacher Assistant	\$2,382.02*
Pamela Kmetz	Kindergarten Teacher	\$5,531.11
Suzanne Aiello	SKIP Teacher Assistant	\$2,407.98
Donna Schmitz	Grade 1 Teacher	\$5,548.34
Michele Piscioti	Grade 1 Teacher	\$3,877.28
Emily Palla	Grade 1 Teacher Assistant	\$2,332.56*
Noemi Velazquez	Grade 1 Teacher Assistant	\$2,407.98
Martha Newcomb	Grade 2 Teacher	\$5,548.34
Kathryn Murdoch	Grade 3 Teacher	\$5,913.31
Maureen Furlong	Grade 4 Teacher	\$4,404.84
Katie Castro	Grade 4 Teacher Assistant	\$2,382.02
Dena Wells	Grade 4 Teacher Assistant	\$2,407.98
Cynthia Coster	Grade 5 Teacher	\$5,896.07
Lynn Kaplan	Grade 6/7 Teacher	\$5,730.83

Deborah Reiss	Grade 6/7 Teacher Assistant	\$2,333.80
Julie Hersh	Speech and Language	\$3,277.24
Jessica Alaan	Occupational Therapist	\$2,767.45
Aviva Gans	Physical Therapist	\$2,002.76
Karen Freeman	Nurse/Admin Asst.	\$5,730.83
Anne Elmowitz	Reading Consultant	\$1,680.00
Michelle Lawton	Behavioral Consultant	\$2,500.00

\*Salary to be paid by the Harding Township School District

ACTION OF THE BOARD \_\_\_\_\_

23. RESOLVED that the Long Hill Board of Education, upon the recommendation of the Superintendent, the Business Administrator and the Technology Coordinator, approve the appointment of the following personnel to serve as Technology Assistants on as needed basis as indicated below:

Michael Yates	\$22.00 per hour	effective from 05/15/2014 to 06/30/2014
Michael Cortese	\$20.00 per hour	effective from 05/07/2014 to 06/30/2014

Start date is contingent upon successful completion of the Criminal History Review process.  
Total payment for both Technology Assistants shall not exceed \$ 4,500.00

ACTION OF THE BOARD \_\_\_\_\_

**Curriculum**

24. 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 8, 2014 9:30 a.m. to 2:00 p.m. \$10.00 per student* *parent paid	Tennis Consortium	Newark Academy Livingston, NJ 4 students, 1 teachers
May 12, 2014 8:30 a.m. to 10:30 a.m. Transportation cost only District Paid	STAR Class Trip	Jaeger Lumber Stirling, NJ 4 students, 1 teacher, 1 Teacher Assistant
May 21, 2014 9:30 a.m. to 2:00 p.m. D.A.R.E. Program Paid	5 <sup>th</sup> Grade D.A.R.E. Trip	Strike & Spare Bowling Green Brook, NJ 81 students, 7 teachers, DARE Officers



June 2, 2014 8:15 a.m. to 2:00 p.m. \$8.00 per student plus bus District Paid	STAR Class Trip	Millington Post Office Millington Savings Bank Millington Café Millington, NJ 4 students, 1 teacher, 1 Teacher Assistant
June 10, 2014 9:15 a.m. to 11:30 a.m. Transportation cost only - \$300.00 District Paid	1 <sup>st</sup> and 5 <sup>th</sup> Grade School Visits	1 <sup>st</sup> grade to Millington 5 <sup>th</sup> grade to Central 68 first grade students, 4 teachers 92 fifth grade students, 5 teachers
June 19, 2014 8:15 a.m. to 1:30 p.m. \$10.00 per student plus bus District Paid	STAR Class Trip	Seeing Eye Morristown, NJ 4 students, 1 teacher, 1 Teacher Assistant

ACTION OF THE BOARD \_\_\_\_\_

**Other**

25. 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 as presented to the Board of Education in private session on April 7, 2014.

ACTION OF THE BOARD \_\_\_\_\_

26. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the 2015-2016 School Calendar as presented.

ACTION OF THE BOARD \_\_\_\_\_

27. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the donation of a ping pong table from the Brown family to be used in the Central Middle School physical education program.

ACTION OF THE BOARD \_\_\_\_\_

28. RESOLVED that the Long Hill Township Board of Education approve the following resolution endorsed by the New Jersey School Boards Association:

WHEREAS, In February 2011, the Commissioner of Education adopted regulations imposing a cap on the salaries of chief school administrators based on the enrollment of the district in which the administrator serves; and

WHEREAS, The cap on superintendent salaries is unnecessary since the 2 percent property tax levy cap, the statutory limitation on administrative spending growth, regulations adopted pursuant to the School District Accountability Act, and Executive County Superintendent review of employment contracts protect the public's and taxpayers' interests by providing sufficient controls on superintendent compensation; and

WHEREAS, One of the most important responsibilities of a board of education is the hiring of a highly-qualified chief school administrator, who is critical in implementing the educational goals, vision and direction of the community; and

WHEREAS, The salary cap has a negative impact on the quality, stability and continuity of public education in school districts due to high turnover rates, increased use of interim superintendents, and a decline in the experience level of candidates for superintendent positions; and

WHEREAS, For many educators, becoming a superintendent represents the pinnacle of a lifelong ascent up the career ladder, yet the salary cap – which applies to no other positions – has created a disincentive for school leaders to strive toward that goal, which will have long-term negative consequences on educational quality in this State; and

WHEREAS, Assembly Bill No. 2930, co-sponsored by Assemblyman Patrick Diegnan and Assemblywoman Mila Jasey, and Senate Bill No. 1987, sponsored by Senator M. Teresa Ruiz, would prohibit the Department of Education from regulating the maximum salary a school district may pay its superintendent.

NOW, THEREFORE, BE IT RESOLVED that the Long Hill Township Board of Education supports and urges the passage of Assembly Bill No. 2930 and Senate Bill No. 1987; and be it further

RESOLVED, that a copy of this resolution shall be forwarded to each member of the 21st legislative district delegation, the Speaker of the General Assembly, the President of the State Senate, the Governor of the State of New Jersey, the Chairs of the Assembly and Senate Education Committees, and the New Jersey School Boards Association.

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 discussion several issues:

The Superintendent will present a report to the Board on the investigation of one incident of harassment, intimidation and bullying

Discussion of a contractual matter involving board property

Staffing recommendations for the 2014-2015 school year

Discussion of the Superintendent's Annual Evaluation

It is anticipated that the private session will last no more than one hour. Action is anticipated on the staffing recommendations following the private session.

**ADJOURNMENT**

**FUTURE MEETING DATES**

May 19, 2014 – Worksession/Regular Meeting– 7:30 p.m. – Township Municipal Building

June 9, 2014 – Worksession Meeting– 7:30 p.m. – Township Municipal Building

June 23, 2014 – Regular Meeting– 7:30 p.m. – Township Municipal Building