

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

Long Hill Township Municipal Building

April 7, 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

ADMINISTRATORS AND SUPERVISORS UPDATES

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 24, 2014 Regular Meeting – Public and Private Sessions

ACTION OF THE BOARD _____

Financials

2. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, hereby approves and authorizes the execution and delivery of the Grant Agreements with the State of New Jersey Schools Development Authority as listed below:

Long Hill Township School District/Morris County
Central Middle School
Project Description: Upgrades to HVAC System
DOE Project #: 4000-030-14-1001
SDA Project #: 4000-030-14-G2GC
Grant #: G5-5580
Total Project Cost: \$860,600
Grant Amount: \$344,240

Long Hill Township School District/Morris County
Gillette Elementary School
Project Description: Upgrades to HVAC System
DOE Project #: 4000-050-14-1002
SDA Project #: 4000-050-14-G2GD
Grant #: G5-5581
Total Project Cost: \$435,000
Grant Amount: \$174,000

Long Hill Township School District/Morris County
Millington Elementary School
Project Description: Upgrades to HVAC System
DOE Project #: 4000-060-14-1003
SDA Project #: 4000-060-14-G2GE
Grant #: G5-5582
Total Project Cost: \$659,930
Grant Amount: \$263,972

Long Hill Township School District/Morris County
Millington Elementary School
Project Description: Partial Roof Replacement
DOE Project #: 4000-060-14-1004
SDA Project #: 4000-060-14-G2GF
Grant #: G5-5583

Total Project Cost: \$1,319,000
Grant Amount: \$527,600

ACTION OF THE BOARD _____

3. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, hereby approves the delegation of authority to Mr. John Esposito, School Business Administrator, for supervision of the School Facilities Projects as per the Grant Agreements with the State of New Jersey Schools Development Authority as listed below:

Long Hill Township School District/Morris County
Central Middle School
Project Description: Upgrades to HVAC System
DOE Project #: 4000-030-14-1001
SDA Project #: 4000-030-14-G2GC
Grant #: G5-5580
Total Project Cost: \$860,600
Grant Amount: \$344,240

Long Hill Township School District/Morris County
Gillette Elementary School
Project Description: Upgrades to HVAC System
DOE Project #: 4000-050-14-1002
SDA Project #: 4000-050-14-G2GD
Grant #: G5-5581
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Long Hill Township School District/Morris County
Millington Elementary School
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Long Hill Township School District/Morris County
Millington Elementary School
Project Description: Partial Roof Replacement
DOE Project #: 4000-060-14-1004
SDA Project #: 4000-060-14-G2GF
Grant #: G5-5583
Total Project Cost: \$1,319,000
Grant Amount: \$527,600

ACTION OF THE BOARD _____

4. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a Non-public Services agreement with the Educational Services Commission of Morris County to provide administration of the following programs for the 2014-2015 school year; and authorize the Business Administrator to sign and submit the agreement to the ESCMC on behalf of the district:

Chapter 192
 Chapter 193
 Non-Public Technology
 Non-Public Textbooks
 Non-Public Nursing

ACTION OF THE BOARD _____

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, hereby approve the following resolution regarding the HVAC Upgrades Project at Gillette Elementary School (#5696), Millington Elementary School (#5697) and Central Middle School (#5695).

WHEREAS, the Local Public Contract Law (N.J.S.A. 18A:18A-1 et seq) permits award of contracts for "Professional Services" without competitive bids,

WHEREAS, the Board is in need of architectural services as it pertains to the HVAC Upgrades Project at Gillette, Millington and Central Schools which requires submissions and drawings to the Department of Education,

BE IT RESOLVED, the Board President and/or Board Secretary are hereby authorized to execute an agreement between Parette Somjen Architects, 439 Route 46 East, Rockaway, NJ 07866 and the Long Hill Township BOE, for such services as listed below:

| | | | |
|------------------------------|---------------------|----------|----------|
| Central Middle School | 27-4000-030-14-1001 | \$71,000 | Flat Fee |
| Gillette Elementary School | 27-4000-050-14-1002 | \$36,000 | Flat Fee |
| Millington Elementary School | 27-4000-060-14-1004 | \$54,500 | Flat Fee |

These fees exclude reimbursable expenses (i.e. printing, deliveries, etc.) which will be billed separately, and

BE IT FURTHER RESOLVED, that the Long Hill Township Board of Education authorize and approve Parette Somjen Architects and the Business Administrator to submit all necessary plans and paperwork for these projects as "Other Capital Projects" to the Department of Education for approval, and

BE IT FURTHER RESOLVED, this project is included in the Long Range Facilities Plan. A Regular Operating District Grant has been submitted to the New Jersey Department of Education for partial funding of this project.

A copy of this resolution will be printed in the official newspaper pursuant to N.J.S.A. 18A:18A-5. The contract is available for public inspection in the office of the Board of Education.

ACTION OF THE BOARD _____

6. RESOLVED, upon the recommendation of the Superintendent, that the Long Hill Board of Education, in the County of Morris, New Jersey authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the Nurse's Suite and Library Improvements at Central Middle School, to serve as an application to the Office of School Facilities; and

BE IT FURTHER RESOLVED, this project shall be a General Fund/Capital Reserve project .

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

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 following resolution appointing Wilentz, Goldman & Spitzer, P.A. as Bond Counsel; and authorize the Business Administrator to sign a contract with the firm for services related to the issuance of bonds to partially fund the projects approved in the March 11, 2014 referendum. (Note: all fees to be paid from bond proceeds):

RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF LONG HILL IN THE COUNTY OF MORRIS, NEW JERSEY AUTHORIZING AGREEMENT FOR CERTAIN LEGAL (BOND COUNSEL) SERVICES

WHEREAS, there exists a need for specialized legal services in connection with the undertaking of a referendum and the authorization and the issuance of obligations by The Board of Education of the Township of Long Hill in the County of Morris, New Jersey (the "Board"), a body corporate of the State of New Jersey, including the review of such procedures and the rendering of approving legal opinions acceptable to the financial community; and

WHEREAS, such special legal services can be provided only by a recognized law firm, and the law firm of Wilentz, Goldman & Spitzer, P.A., Woodbridge, New Jersey is so recognized by the financial community; and

WHEREAS, funds are or will be available for this purpose;

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF LONG HILL IN THE COUNTY OF MORRIS AS FOLLOWS:

1. The law firm of Wilentz, Goldman & Spitzer, P.A., Woodbridge, New Jersey is hereby retained to provide specialized bond counsel legal services necessary in connection with the undertaking of a referendum and the authorization and the issuance of obligations by the Board.
2. The Board President and the Board Secretary are hereby authorized to execute a Bond Services Contract (the "Contract").
3. The Contract is awarded without competitive bidding and as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
4. A copy of this resolution as well as the Contract shall be placed on file with the Secretary of the Board. The publication required pursuant to Section 5(a)(1) of the School Public Contracts Law, N.J.S.A. 18A:-1 et seq. is hereby authorized.

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 following resolution appointing Phoenix Advisors, LLC. as Financial Advisor; and authorize the Business Administrator to sign a contract with the firm for services related to the issuance of bonds to partially fund the projects approved in the March 11, 2014 referendum. (Note: all fees to be paid from bond proceeds):

RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF LONG HILL IN THE COUNTY OF MORRIS, NEW JERSEY AUTHORIZING AGREEMENT FOR CERTAIN FINANCIAL ADVISORY SERVICES

WHEREAS, there exists a need for specialized financial advisory services in connection with the undertaking of an referendum and the issuance of obligations by The Board of Education of the Township of Long Hill in the County of Morris, New Jersey (the "Board"), a body corporate of the State of New Jersey, including the financial analysis of the Board's financing options, the tax impact implication of such options and other financial services related to the issuance of the obligations; and

WHEREAS, funds are or will be available for this purpose;

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF LONG HILL IN THE COUNTY OF MORRIS AS FOLLOWS:

1. The firm of Phoenix Advisors, LLC, Bordentown, New Jersey is hereby retained to provide specialized financial advisory services in connection with the undertaking of a referendum and the issuance of obligations by the Board.
2. The Board President and the Board Secretary are hereby authorized to execute a Financial Advisory Services Contract (the "Contract").

3. The Contract is awarded without competitive bidding in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-3(a), because the cost for such services does not exceed \$17,500.

4. A copy of this resolution as well as the Contract shall be placed on file with the Secretary of the Board.

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 placements, and payment of tuition, as per student's IEP for the 2014 Extended School Year Programs. Placements are as follows:

| Student # | Placement | Tuition |
|------------|----------------|------------|
| 2839236123 | Midland School | \$ 8046.00 |
| 9488214070 | ECLC | \$ 4828.20 |
| 9438898793 | Crossroads | \$ 6598.00 |

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 payment of \$750.00 to Dr. Vanna Amorapanth for a Neuro-Developmental Evaluation for student, State ID# 1026259797 to assist in determining special education category.

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 \$700.00 to Dr. Haley Cohen for a Psychiatric Evaluation for student #2150553825 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, from Shawn Doyle, Second Grade Teacher at Millington School [PCR MES0000010], effective July 1, 2014.

ACTION OF THE BOARD _____

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Gina Marie Pizzigoni as a leave replacement Teacher Assistant Millington School (to fill the position of Katie Castro who will be filling the maternity leave of Christina Lattoz – PCR MES0000042) at the Step 1 TA salary of \$31,828.00 for the period April 28, 2014 through June 25, 2014 and \$32,363.00 for the period September 1, 2014 through November 21, 2014 with an additional three days of transition training prior to April 28, 2014.

ACTION OF THE BOARD _____

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Brittany Hudock to complete Child Study Team evaluations at a per diem rate based on the Step 1 BA+3/MA salary of \$51,800 for up to ten additional days 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 addition of the following people to the Substitute List for the 2013-2014 school year:

Carolyn Tangreti

John Castaldo

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:

| | | |
|--|------------------------|---|
| <p>May 2, 2014 11:00 a.m. to 1:20 p.m. \$6.00 per student plus bus District Paid</p> | <p>STAR Class Trip</p> | <p>Marcello’s Restaurant Stirling, NJ 4 students, 1 teacher, 1 Teacher Assistant</p> |
| <p>May 15, 2014 8:30 a.m. to 1:30 p.m. \$6.00 per student plus bus District Paid</p> | <p>STAR Class Trip</p> | <p>Long Hill Police Dept. Biaggio’s Marcello’s Stirling, NJ 4 students, 1 teacher, 2 Teacher Assistants</p> |
| <p>May 30, 2014 8:30 a.m. to 12:30 p.m. \$10.00 per student plus bus District Paid</p> | <p>STAR Class Trip</p> | <p>Recorder Publishing Bernardsville, NJ 4 students, 1 teacher, 1 Teacher Assistant</p> |

June 11, 2014
11:00 a.m. to 1:20 p.m.
\$10.00 per student plus bus
District Paid

STAR Class Trip

Friendly's
New Providence, NJ
4 students, 1 teacher
1 Teacher Assistant

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, readopt the following policies which have been reviewed by the Policy Committee.

| | |
|------|--|
| 2225 | Rights of Persons with Handicaps or Disabilities |
| 5125 | Student Records |
| 5127 | Commencement Activities |

ACTION OF THE BOARD _____

19. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, adopt the following policy on second reading.

| | |
|---------|------------------------------------|
| 2132 JD | Job Description – Dean of Students |
|---------|------------------------------------|

ACTION OF THE BOARD _____

Other

20. 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 March 24, 2014.

ACTION OF THE BOARD _____

21. RESOLVED that the Board approves the Settlement Agreement in the matter of *J.P. o/b/o of Minor Child P.P. v. Long Hill Twp. Board of Education*, Agency Dkt. No. 275-11/13B in accordance with the terms and conditions set forth therein and authorizes the Board President and Secretary to execute same on behalf of the Board, and the Board Attorney to take all steps necessary to bring this matter to closure.

ACTION OF THE BOARD _____

ITEMS FOR DISCUSSION

OLD BUSINESS

NEW BUSINESS

Discussion of proposed 2015-2016 school calendar

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

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

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

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