

**LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION MEETING
Long Hill Township Municipal Building
May 13, 2013
7:30 p.m.**

AGENDA

CALL TO ORDER

ROLL CALL

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

**Mr. LoCascio
Mr. Meringolo
Ms. Nyquist**

**Mr. Russo
Mr. Stevens
Mrs. Scanlon**

PLEDGE OF ALLEGIANCE

MEETING NOTICE

Adequate notice of this meeting of the Long Hill Township Board of Education was given as required by the Open Public Meetings Act as follows:

Notice was sent to the Courier News, Echoes Sentinel and the Daily Record on January 4, 2013. Notice was posted on the bulletin board in the first floor entrance hall of the School District Administration Building, Gillette, New Jersey. Notices were filed with the Township Clerk; and notices were mailed to all persons who have requested individual notice pursuant to the Open Public Meetings Act.

COMMUNICATIONS

BOARD COMMITTEE REPORTS

SUPERINTENDENT'S UPDATE

ADMINISTRATORS AND SUPERVISORS UPDATE

BOARD SECRETARY'S UPDATE

COMMENTS FROM THE PUBLIC

At this point, the Board of Education welcomes comments from any member of the public. Please note that as per Board Policy #1120, a total of fifteen (15) minutes is allocated for public comments at any single Board meeting. In order to provide residents the opportunity to comment, individual speakers are limited to three minutes each at any particular Board meeting. The Board may extend these time limits at its discretion.

RESOLUTIONS

Minutes

1. RESOLVED that the following minutes of the Long Hill Township Board of Education be accepted as presented and made part of the public record:

April 22, 2013 – Regular Meeting – Public and Private Sessions
April 29, 2013 – Special Meeting – Public Session

ACTION OF THE BOARD _____

Financials

2. RESOLVED that the Long Hill Township Board of Education approve the Payrolls for April 15 and 30, 2013 and the List of Bills for April 12, 25, 26 and May 13, 2013 (as attached):

Payroll for 04/15/2013	Amount
Fund 10	\$23,243.99
Current Expense - Fund 11	\$407,491.02
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$430,735.01

Payroll for 04/30/2013	Amount
Fund 10	\$23,237.38
Current Expense - Fund 11	\$392,952.35
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$416,189.73

Bills for 04/12/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$250.00
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$250.00

Bills for 04/25/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$9,275.17
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$9,275.17

Bills for 04/26/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$750.00
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$750.00

Bills for 05/13/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$142,721.39
Capital Outlay - Fund 12	\$17,044.50
Special Rev. Fund - Fund 20	\$259.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$160,024.89

ACTION OF THE BOARD _____

3. RESOLVED that the Long Hill Township Board of Education appoint William Colantano, Jr. as auditor for the 2013-2014 School year at an annual fee not to exceed \$18,500.

ACTION OF THE BOARD _____

4. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, enter into an agreement with Energy for America, Inc. to provide professional engineering services as follows: prepare a Contracted Maintenance Plan through the preparation of renewal contracts for trades with significant outside contractor work. EFA will: obtain current prevailing wage range determinations from the state; calculate any necessary contract hourly rate increases; and prepare and distribute renewal contracts to the contractor and owner. The fee for these services is \$170.00 plus \$65.00 per trade. The Board will renew five trades, for a total cost of \$495.00, which will be payable in the 2013-2014 school year. The trades being renewed for the district are:

- Boiler Cleaning and Repair
- Electrical Repairs
- HVAC Equipment Repairs
- Plumbing Repairs
- Roofing Repairs

ACTION OF THE BOARD _____

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a Non-public Services agreement with the Educational Services Commission of Morris County to provide administration of the following programs for the 2013-2014 school year; and authorize the Business Administrator to sign and submit the agreement to the ESCMC on behalf of the district:

- Chapter 192
- Chapter 192
- Non-public Technology
- Non-public Textbooks
- Non-public Nursing

ACTION OF THE BOARD _____

6. RESOLVED that the Long Hill Township Board of Education appoint Schwartz, Simon, Edelstein, Celso and Kessler as board attorneys for the 2013-2014 school year at a fee of \$164.00 per hour. Work performed by law clerks and paralegals will be billed at \$100.00 per hour.

ACTION OF THE BOARD _____

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Parette Somjen Architects as the district's Architect of Records for the 2013-2014 school year.

ACTION OF THE BOARD _____

8. RESOLVED that the Long Hill Township Board of Education participate in the Special School Milk Program as set forth by the Department of Education of the State of New Jersey for the 2013-2014 school year, and that the Board Secretary/Business Administrator is hereby authorized to execute the agreement.

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 regarding the School Development Authority Assessments:

WHEREAS, beginning in Fiscal Year 2011, the State began assessing a fee equal to 15 percent of the debt service it incurred to provide construction grants to regular operating districts through the Educational Facilities Construction and Financing Act of 2000; and

WHEREAS, the so-called School Development Authority (SDA) assessment for FY2013 totaled \$20.9 million for all regular operation districts; and

WHEREAS, the proposed budget for FY2014 includes an SDA assessment of \$33.95 million, an increase of 62 percent, and

WHEREAS, for a significant number of school districts, the assessment results in a net loss in available revenue to fund educational programs; and

WHEREAS, the Educational Facilities Construction and Financing Act of 2000, at N.J.S.A. 18A:7G-14h, gives the state authority to charge only for administrative and organizational costs related to the financing of its grants; and

WHEREAS, neither the aforementioned act nor any subsequent law authorizes the state to assess fees associated with the principal and interest incurred in financing the construction grants; and

WHEREAS, the so-called SDA assessments run contrary to the stated goals of the 2000 construction act, which included providing non-Abbott districts with up-front grants to reduce the long-term debt incurred by local property taxpayers to support school construction and renovations; and

WHEREAS, the proposed FY2014 SDA assessments are based on calculations made in December 2012 and not in January 2013, when the

state's debt service payments had been substantially lowered through refinancing of some of the debt; and

WHEREAS, using the more recent estimates would result in a statewide SDA assessment of \$25.8 million for regular operating districts, a reduction of over \$8 million from the assessment included in the FY2014 budget, and

WHEREAS, the state Senate and General Assembly are currently deliberating over the proposed FY2014 budget. Now, therefore

BE IT RESOLVED, that the Long Hill Township Board of Education urges the state Legislature to amend the proposed FY2014 state budget to relieve regular operating school districts from the burdensome SDA assessments not reflected in the appropriations and; and

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to Governor Chris Christie, Senate President Steve Sweeney, Assembly Speaker Sheila Oliver, Senate Budget and Appropriations Chairmen Paul Sarlo, Assembly Budget Committee Chairman Vincent Prieto, state Senator Thomas H. Kean, Jr., and Assembly Representatives Jon M. Bramnick and Nancy F. Munoz; and

BE IT FURTHER RESOLVED , that copies of this resolution also be forwarded to the New Jersey School Boards Association and the Morris County School Boards Association.

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 recommendation of the Superintendent, the Business Administrator, and the Director of Special Services, approve the payment of tuition in the amount of \$83,610.00 to MUJC for student # 4316075761, as per student's IEP for the 2013 -2014 school year.

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 the payment of tuition in the amount of \$66,713.00 to Union County Educational Services Commission for tuition at Crossroads School for student #9438898703 for the 2013 – 2014 school year

ACTION OF THE BOARD _____

13. RESOLVED that the Long Hill Township Board of Education, upon recommendation of the Superintendent, the Business Administrator, and the Director of Special Services, approve the payment of \$75.00 per hour to Lori J. Wighard, MS, OTR, NJ Business Registration Sequence # 1640203 for two hours a week of Occupational Therapy services, beginning April 24, 2013 and ending June 26, 2013.

ACTION OF THE BOARD _____

Personnel

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, increase Tony Rideout, Music Teacher at Gillette and Millington Schools, from a .50 part time position to a full time 1.0 position effective September 1, 2013 at the Step BA Step 11 salary of \$68,691.00 [PCR: GES-021].

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 salaries for Central Office personnel for the 2013-2014 school year (as attached).

ACTION OF THE BOARD _____

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the resignation of Kim Puleo from the position of District Counselor effective June 30, 2013. [PCR: SS-016] (Mrs. Puleo has been on maternity leave for the 2012-2013 school year)

ACTION OF THE BOARD _____

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator accept the resignation of Fran Golub, with regret, effective July 1, 2013 after 33 years of service to the Long Hill Township School District. [PCR: CMS-013]

ACTION OF THE BOARD _____

18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator accept the resignation of Barbara Schwartz, with regret, effective July 1, 2013 after 33 years of service to the Long Hill Township School District. [PCR: CMS-034]

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 maternity leave for Jocelyn Merritt, School Psychologist, for the period October 6, 2013 through February 21, 2014 as follows:

October 7 – November 15, 2013	Paid maternity leave utilizing accumulated sick days
November 18 – December 31, 2013	NJ Family Leave for childcare (unpaid)
January 2 – February 21, 2014	Unpaid Leave

ACTION OF THE BOARD _____

20. 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 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 2 days	\$450.50
Catherine Tedesco, LDTC	not to exceed 2 days	\$436.50
Sarah Romeo, Social Worker	not to exceed 2 days	\$270.63
Jocelyn Merritt, School Psychologist	not to exceed 2 days	\$284.63
Colleen Pepe, secretary*	*secretary time not	\$254.40
Debra J. Tremarco, secretary*	to exceed 10 days combined	\$254.40

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 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	\$2,249.01
Dena Wells	SKIP Teacher Assistant	\$1,539.35
Laurraine Lemond	SKIP Teacher Assistant	\$1,581.38
Audrey Rosenberg	SKIP Teacher Assistant	\$1,498.96
Suzanne Aiello	SKIP Teacher Assistant	\$1,581.38

Denise Buyea	SKIP Teacher Assistant	\$1,498.96*
Kristie Haag	KIT Teacher	\$3,689.79
Jennifer Hampson	KIT Teacher Assistant	\$2,288.36
Donna Schmitz	Kindergarten Teacher	\$5,504.90
Noemi Velazquez	Kindergarten Teacher Assistant	\$2,309.02
Shawn Doyle	Kindergarten Teacher Assistant	\$2,273.17
Martha Newcomb	Grade 1/2 Teacher	\$5,504.90
Christina Lattoz	Grade 1/2 Teacher	\$3,192.90
Elizabeth Wheeler	Grade 1/2 Teacher Assistant	\$2,248.45
Pamela Kmetz	Grade 1/2 Teacher Assistant	\$2,273.17
Kathryn Murdoch	Grade 3 Teacher	\$5,869.86
Karen Riggi	Grade 3 Teacher Assistant	\$2,337.81
Colleen Clifford	Grade 3 Teacher Assistant	\$2,214.18
Maureen Furlong	Grade 4 Teacher	\$4,293.58
Lynn Kaplan	Grade 6/7 Teacher	\$5,687.38
Deborah Reiss	Grade 6/7 Teacher Assistant	\$2,297.90
Julie Hersh	Speech and Language	\$2,769.52
Jessica Coletta	Occupational Therapist	\$1,831.71
Aviva Gans	Physical Therapist	\$1,926.62
Marcie Skrobacz	School Nurse/Admin. Asst.	\$3,340.37
Michelle Lawton	Behavioral Consultant (20 hours)	\$2,500.00

*Salary to be paid by the Harding Township School District

ACTION OF THE BOARD _____

Policy

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

4116 Teacher Observation and Evaluation

ACTION OF THE BOARD _____

Other

23. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, cancel the Regular Board Meeting scheduled for May 20, 2013 and schedule the May Regular Meeting for May ____, 2013 at _____ to be held at the Board Conference Room, Gillette School.

ACTION OF THE BOARD _____

ITEMS FOR DISCUSSION

OLD BUSINESS

NEW BUSINESS

COMMENTS FROM THE PUBLIC

PRIVATE SESSION

The Board shall enter into Private Session for the purpose of discussing contractual arrangements with Central Office staff and consultants for the 2013-2014 school year. Disclosure will be permitted following formal action by the Board at an open public meeting. It is anticipated that the private session will last no more than one hour. No action is anticipated this evening.

ADJOURNMENT

FUTURE MEETING DATES

May 20, 2013 – Regular Board Meeting – 7:30 p.m. Township Municipal Building
June 10, 2013 – Worksession Meeting – 7:30 p.m. Township Municipal Building
June 24, 2013 – Regular Board Meeting – 7:30 p.m. Township Municipal Building