

**LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION MEETING
Long Hill Township Municipal Building
June 10, 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

Presentation on New Teacher Observation and Evaluation Regulations

ADMINISTRATORS AND SUPERVISORS UPDATE

Central Student Presentation on Tutorial Program Development

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:

May 28, 2013 – Regular Meeting – Public Session

ACTION OF THE BOARD _____

Financials

2. RESOLVED that the Long Hill Township Board of Education approve the Payrolls for May 15 and 30, 2013 and the List of Bills for May 9, 23, 29 and June 10, 2013 (as attached):

Payroll for 05/15/2013	Amount
Fund 10	\$23,074.90
Current Expense - Fund 11	\$409,973.08
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	\$433,047.98

Payroll for 05/30/2013	Amount
Fund 10	\$23,237.38
Current Expense - Fund 11	\$400,703.15
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	\$423,940.53

Bills for 05/09/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$153,533.45
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	\$153,533.45

Bills for 05/23/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$8,243.75
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	\$8,243.75

Bills for 05/29/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$0.00
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$21,984.28
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$21,984.28

Bills for 06/10/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$270,679.60
Capital Outlay - Fund 12	\$42,865.72
Special Rev. Fund - Fund 20	\$27,011.07
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$340,556.39

ACTION OF THE BOARD _____

3. RESOLVED, that the Long Hill Township Board of Education, based on the recommendation of the Superintendent and Business Administrator, pass the following resolution regarding the solicitation of proposals for an energy services company.

RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF LONG HILL IN THE COUNTY OF MORRIS NEW JERSEY APPROVING THE USE OF COMPETITIVE CONTRACTING FOR THE SOLICITATION OF BIDS FOR AN ENERGY SERVICES COMPANY AND AUTHORIZING OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, 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 thereby) desires to contract with a vendor to serve as an “energy services company” (an “ESCO”) for the installation of energy conservation measures (the “ESIP Project”) in an effort to reduce energy costs of the School District; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-4.1(j) and (k), the Board may use competitive contracting in lieu of public bidding for procurement of specialized goods and services, the price of which exceeds the bid threshold, for concessions, and also for the operation, management or administration of other services, with the approval of the Division of Local Government Services in the Department of Community Affairs; and

WHEREAS, the Division of Local Government Services in the New Jersey Department of Community Affairs has determined that competitive contracting is an appropriate method of vendor selection for ESCOs; and

WHEREAS, the Board desires to use competitive contracting to procure the above mentioned specialized services to implement the ESIP Project;

WHEREAS, pursuant to N.J.S.A. 18A:18A-4.3(a), the Board is required to pass a resolution authorizing the use of competitive contracting; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-4.3(b), 4.4 and 4.5, the competitive contracting process, including the preparation of a request for proposal documentation (the “ESIP RFP”), solicitation of proposals, and award of a contract based upon the methodology set forth in the aforesaid ESIP RFP, must be administered by the Board’s purchasing agent; and

WHEREAS, in connection with such ESIP Project, the Board is required to submit the ESIP Project to the New Jersey Department of Education and may be required to amend its Long Range Facilities Plan, to the extent required, to incorporate the ESIP Project.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Township of Long Hill in the County of Morris, New Jersey, as follows:

1. The Board hereby authorizes a competitive contracting process for the solicitation of bids for the ESIP Project, including the distribution of the ESIP RFP in connection therewith. The Board further appoints Parette Somjen Architects LLC, as architect (the "Architect") and Wilentz, Goldman & Spitzer, P.A., as Bond Counsel ("Bond Counsel") and authorizes the Architect and Bond Counsel to prepare such RFP.

2. The Architect is hereby authorized and directed, to the extent not otherwise already accomplished, to submit an application to the New Jersey Department of Education to seeking approval of the ESIP Project and to amend the School District's Long Range Facility Plan to include the ESIP Project, to the extent it is not incorporated therein.

3. The President, Vice-President and Business Administrator/Board Secretary or any other appropriate officer or representative of the Board, are hereby authorized and directed to execute and deliver any and all documents and to do and cause to be done any and all acts and things necessary or proper for carrying out the transaction contemplated by this resolution, and the ESIP RFP. The execution by such officials and officers of any such documents, with changes, insertions or omissions approved by the Business Administrator/Board Secretary, in consultation with the Board's Bond Counsel, shall be conclusive, and no further ratification or other action by the Board shall be required with respect thereto.

4. This resolution shall take effect immediately.

ACTION OF THE BOARD _____

4. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, authorize Parette Somjen Architects to prepare an RFP for the solicitation of Energy Service firms to prepare an Energy Plan for the Long Hill Township School District.

ACTION OF THE BOARD _____

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the following donations for the Central School Physical Education program:

Ping Pong Table	donated by the Long Hill Senior Center
Ping Pong Table	donated by the Zijdel Family

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 following transportation contracts for the 2013 Extended School Year Program:

Provider	Route No.	Destination	Route Cost	Per Diem Aide Cost	Dates
MUJC	901S	ESY Gillette School	\$4,397.60	n/a	7/1-7/30
MUJC	906S	ESY Gillette School	\$6,722.00	\$107.40	7/1-7/30
MUJC	931S	ESY Gillette School	\$8,000.10	\$120.73	7/1-7/30
MUJC	903S	ECLC	\$1,611.53	n/a	7/2-7/29
MUJC	913S	Midland School	\$3,908.83	n/a	7/1-8/13
MUJC	950S	DLC Warren	\$4,023.80	\$59.29	6/26-8/7
MUJC	952S	Crossroads School	\$2,581.07	n/a	7/7-7/31

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 _____

Buildings and Grounds

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, authorize the execution of the Hold Harmless Agreement with Sunrise at Gillette regarding the use of their Club House as an evacuation site for Gillette School.

ACTION OF THE BOARD _____

9. 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 partial roof replacement project at Millington School.

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 partial roof replacement project of the Millington School roof 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 in the amount of \$3,000.00 plus reimbursable expenses to cover the cost of preparing and submitting the necessary reports and applications to the New Jersey Department of Education, 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, these projects will be an amendment to the Long Range Facilities Plan and will be submitted for funding through the New Jersey Department of Education's "Grant Program for School Facilities Projects for Regular Operating Districts" and funded in part through capital reserve monies.

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 _____

Special Education

10. RESOLVED that the Long Hill Board of Education, upon the recommendation of the Superintendent, the Director of Special Services and the Business Administrator, approve Aspiring Angels LLC to provide services to student #4316075761 in accordance with the student's IEP. The student will receive the following services at home and through home/school coordination.

10 hours a week ABA Therapy @\$65.00 per hour (6/27/2013 – 8/30/2013)
 2.5 hours a week general coordination @ \$110.00 per hour (6/27/2013 – 8/30/2013)
 2 hours a month in-school observation @\$110.00 per hour (6/27/2013 – 8/30/2013)
 2 hours a month for clinic meetings w/team @ \$240.00 per hour (6/27/2013 – 8/30/2013)

10 hours a week ABA Therapy @\$65.00 per hour (9/3/2013 – 11/28/2013)
 2.5 hours a week general coordination @ \$110.00 per hour (9/3/2013 – 11/28/2013)
 2 hours a month in-school observation @\$110.00 per hour (9/3/2013 – 11/28/2013)
 2 hours a month for clinic meetings w/team @ \$240.00 per hour (9/3/2013 – 11/28/2013)

ACTION OF THE BOARD _____

11. RESOLVED that the Long Hill Board of Education, upon the recommendation of the Superintendent, the Director of Special Services and the Business Administrator, approve payment of \$650.00 to Dr. Vanna Amorapanth for a Neuro-Developmental Evaluation for student #5191061352 to assist in determining special education category.

ACTION OF THE BOARD _____

12. RESOLVED that the Long Hill Board of Education, upon the recommendation of the Superintendent, the Director of Special Services and the Business Administrator, approve payment of tuition in the amount of \$42,975.00 to the Early Childhood Learning Center (ECLC) for student #9488214070 for the 2013 – 2014 school year.

ACTION OF THE BOARD _____

13. RESOLVED that the Long Hill Board of Education, upon the recommendation of the Superintendent, the Director of Special Services and the Business Administrator, approve payment of \$11,750.00 to the NJ Commission for the Blind for level 3 services for student #8778772107 for the 2013-2014 school year.

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, approve the appointment of Lisa Sanfilippo as District Counselor [position SS0000016] for the 2013-2014 school year at the Step 2 BA+30/MA annual salary of \$52,468.00.

ACTION OF THE BOARD _____

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the contract for John Esposito for the period July 1, 2013 through June 30, 2014 (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, approve the contract with Brookwood Consulting for the provision of special education services consulting (as attached).

ACTION OF THE BOARD _____

17. 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:

Ashley Hague Occupational Therapy Internship Gillette School Fall 2013

ACTION OF THE BOARD _____

18. 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 adjustments to staff members and salaries for the Long Hill Township School District Jump Start Extended School Year Program for the 2013-2014 school year.

Rescind appointment of Shawn Doyle as Teacher Assistant at \$2,273.17
 Revise appointment of Suzanne Aiello as Teacher Assistant from \$1,581.35 to \$2,372.07
 Revise appointment of Laurraine Lemond as Teacher Assistant from \$1,581.35 to \$2,372.07
 Approve appointment of Cynthia Coster as Teacher Assistant at \$1,515.45

ACTION OF THE BOARD _____

Curriculum

19. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Director of Curriculum, and the Business Administrator, approve the textbooks below for implementation beginning in the 2013-2014 school year:

Holt McDougal	Mathematics Grade 6	Common Core Edition	copyright 2012
Holt McDougal	Mathematics Grade 7	Common Core Edition	copyright 2012
Holt McDougal	Mathematics Grade 8	Common Core Edition	copyright 2012
Holt McDougal	Larsen Pre-Algebra	Common Core Edition	copyright 2012

ACTION OF THE BOARD _____

20. 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:

June 21, 2013	STAR Program	Morris County Courthouse and Jail
8:30 a.m. to 2:30 p.m.		Morristown, NJ
\$10.00 per person plus transportation		3 students, 1 grade teacher and
Board of Education paid		2 teacher assistants

March 31, 2014	Fifth Grade	Buehler Challenger and Science Center
9:30 a.m. to 2:00 p.m.		Paramus, NJ
To be determined - Parent/Guardian paid		90 students, 5 th grade teachers and
		teacher assistants

ACTION OF THE BOARD _____

Other

21. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Principals, authorize the submission of the Annual District Self-Assessment for Determining Harassment, Intimidation and Bullying Grades, as required under the Anti-Bullying Bill of Rights Act, to the New Jersey Department of Education. Final grades for the 2012-2013 are as follows:

Gillette School	68 out of 75 points
Millington School	68 out of 75 points
Central School	60 out of 75 points

ITEMS FOR DISCUSSION

OLD BUSINESS

NEW BUSINESS

COMMENTS FROM THE PUBLIC

ADJOURNMENT

FUTURE MEETING DATES

June 24, 2013 – Regular Board Meeting – 6:00 p.m. Township Municipal Building (Board Retreat for Self-Evaluation and Goal Setting from 6:00 – 7:30 p.m. Regular Meeting at 7:30 p.m.)

July 15, 2013 – Worksession/Regular Board Meeting – 7:30 p.m. Township Municipal Building

August 19, 2013 – Worksession/Regular Meeting – 7:30 p.m. Township Municipal Building