

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

Long Hill Township Municipal Building

August 19, 2013

7:00 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 3, 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.

PRIVATE SESSION

The Board will adjourn into Private Session for the purpose of conducting a hearing in accordance with the provisions of the Anti-Bullying Bills of Rights Act. It is anticipated that the Private Session will last no longer than 30 minutes. The Public portion of the meeting shall start at the conclusion of the Private Session, but no later than 7:30 p.m.

COMMUNICATIONS

BOARD COMMITTEE REPORTS

SUPERINTENDENT'S UPDATE

ADMINISTRATORS AND SUPERVISORS UPDATES

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:

July 15, 2013 Regular Meeting – Public Session

ACTION OF THE BOARD _____

Financials

2. RESOLVED that the Long Hill Township Board of Education approve the Payroll for June 26, 2013 and the List of Bills for February 27, 2013 (as per auditor instructions), June 27 and 30, July 13, 16, 18, and August 1 and 19, 2013 (as attached):

Payroll for 06/26/2013	Amount
Fund 10	\$22,885.33
Current Expense - Fund 11	\$397,574.64
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	\$420,459.97

Bills for 02/27/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$895.36
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	\$895.36

Bills for 06/27/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$30,406.52
Capital Outlay - Fund 12	\$6,950.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$37,356.52

Bills for 06/30/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$446,872.47
Capital Outlay - Fund 12	\$19,513.99
Special Rev. Fund - Fund 20	\$60,594.61
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$526,981.07

Bills for 07/13/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$2,613.14
Capital Outlay - Fund 12	\$20,000.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$22,613.14

Bills for 07/16/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$0.00
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$207,450.00
TOTAL	\$207,450.00

Bills for 07/18/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$166,558.09
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	\$166,558.09

Bills for 08/012013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$0.00
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$10,000.00
TOTAL	\$10,000.00

Bills for 08/19/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$147,571.84
Capital Outlay - Fund 12	\$144,900.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$292,471.84

ACTION OF THE BOARD _____

3. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transportation contract with MUJC for the following *Regular Year Special Education* bus routes in 2013-14:

<i>Regular Year Special Ed</i>		
Route	Destination	2013-14 Cost
905	Crossroads School	\$22,472.99
934	ECLC	\$34,256.86
941	SKIP	\$78,804.90
960	UMDNJ	\$31,611.93
973	Midland School	\$39,056.18
983	DLC-Warren	\$21,648.72
	Total Special Education	\$227,851.58

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 the transportation contract with MUJC for the following *Regular Year Regular Education* bus routes in School Year 2013-14:

<i>Regular Year Regular Ed</i>		
Route	Destination	2013-14 Cost
933	GM-7	\$37,310.40
940	CSV-1/GM-9	\$29,329.20
967	CSV-5/GM-5	\$49,451.40
981	CSV-4/GM-1	\$39,578.40
Total Regular Education		\$155,669.40

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 the transportation contract with Dealaman Enterprises for the following *Regular Year Regular Education* bus routes in School Year 2013-14:

Contract CP2	
Route	Cost
CP-2	\$22,925.23
CP-6	\$22,787.76
CP-7	\$22,855.38
GM-2	\$23,261.10
GM-4	\$23,396.34
Total	\$115,225.81

Contract 02-01	
Route	Cost
GM-10	\$40,750.46
GM-11	\$34,177.80
GM-12	\$34,177.80
Total	\$109,106.07

Contract 01-01	
Route	Cost
CP-3	\$23,142.26
GM-8	\$23,320.74
Total	\$46,463.00

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 transportation contract with MUJC for the following *Extended Year Special Education* bus routes in 2013-14:

Route	Destination	2013-14 Cost
901S	Gillette-EY	\$4,397.60
903S	ECLC	\$1,452.51
906S	SKIP-EY	\$6,722.00
921S	Crossroads	\$2,223.42
931S	SKIP-EY	\$8,000.10
950S	DLC-Warren	\$4,023.80
954S	Midland School	\$3,908.83
Total Extended Year		\$30,728.26

ACTION OF THE BOARD _____

- 7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the following funds for the 2013-14 school year:

Chapter 192	\$ 11,984.00
Chapter 193	\$ 49,189.00
Non-Public Textbooks	\$ 8,940.00
Non-Public Nursing	\$ 12,970.00
Non-Public Technology	\$ 3,260.00

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 transfers for April 30, 2013.

ACTION OF THE BOARD _____

- 9. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of April 30, 2013 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 _____

- 10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the financial reports of the Board Secretary and Treasurer of School Funds for the month ending April 30, 2013.

ACTION OF THE BOARD _____

- 11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the following resolution to authorize participation in the ACES energy services cooperative pricing system:

A RESOLUTION BINDING THE LONG HILL TOWNSHIP SCHOOL DISTRICT
 TO PURCHASE ELECTRIC GENERATION SERVICES
 THROUGH THE ALLIANCE FOR COMPETITIVE ENERGY SERVICES (“ACES”) Bid
 Cooperative Pricing System ID#E8801-ACESCPS

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School

Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the *Long Hill Township School District* is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2018 hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs’ Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the

Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2018 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

ACTION OF THE BOARD _____

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the following resolution to authorize participation in the ACES natural gas services cooperative pricing system:

A RESOLUTION BINDING THE LONG HILL TOWNSHIP SCHOOL DISTRICT
TO PURCHASE **NATURAL GAS SERVICES**
THROUGH THE ALLIANCE FOR COMPETITIVE ENERGY SERVICES (“ACES”) Bid
Cooperative Pricing System ID#E8801-ACESCPS

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 et seq., and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 et seq. (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the *Long Hill Township School District* is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2018, hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that submits bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and

WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

WHEREAS, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it RESOLVED that the District binds itself to the ACES Cooperative Pricing System #E8801-ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2018 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

ACTION OF THE BOARD _____

Special Education

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, approve contracts for Itinerant Teacher services with Summit Speech School, September 2013 – June 2014. The services are provided at a rate of \$150.00 per hour. Services are requested for the following students, as per their IEPs:

# 7220511039	2 X 60 minute sessions per week
# 7700417730	6 – 60 minute sessions per year
# 9264906891	2 X 60 minute sessions per week
# 2473524162	1 X 60 minute session per month
# 1597713160	2 X 60 minute sessions per week

Cost of services not to exceed \$33,900.00

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 accept the resignation, for the purpose of retirement, of Mary Herrmann, with regret, effective September 1, 2013 after 27 years of service to the Long Hill Township School District. [PCR: DST0000004]

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 Jamie Rewick to the position of Assistant to the Business Administrator at the annual salary of \$45,000.00 effective September 18, 2013. [PCR: DST0000004]

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 an extension to the maternity leave of Yailin Sima, teacher assistant at Millington School for the 2013-2014 school year. [PCR: MES0000048]

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 Kristine Santucci as maternity leave replacement teacher assistant at Millington School for the 2013-2014 school year at the Step 1 TA salary \$31,828.00. [PCR: MES0000048]

ACTION OF THE BOARD _____

- 18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, certifies completion and authorizes submission of Merit Goal #2 for the 2012-2013 school year for René Rovtar, as listed below, to the Morris Executive County Superintendent of Schools.

The student achievement on the NJASK results in mathematics for the special education subgroup at Millington School will increase by a minimum of 2.1%. This exceeds the progress target of 1.9% established by the New Jersey Department of Education for this population. Actual increase based on the Spring 2013 administration was 2.3%.

ACTION OF THE BOARD _____

- 19. WHEREAS, N.J.A.C. 6A:23A-3.1 permits a board of education to include in its contract with Superintendent of Schools, quantitative and qualitative criteria and associated merit salary bonuses in recognition of their achievement during the school year, and WHEREAS, the Board of Education has now developed a set of annual goals for the 2013-2014 school year that it wishes to include in its contract with the Superintendent, now, therefore

BE IT RESOLVED that the Long Hill Township Board of Education establishes the following qualitative and quantitative criteria and merit salary bonuses for their achievement and directs that these criteria and related bonuses have been submitted to the Executive County Superintendent and been approved for inclusion in the 2013-2014 contract for Dr. René Rovtar:

Description of Goal:

1 Qualitative Goal: Potential Merit Payment = \$3,625

Full implementation of the new www.longhill.org district website through Schoolwires, including all of the necessary training for administrators and teaching staff members. Implementation will include:

Training for all administrators, support staff and faculty members will be conducted by René Rovtar and completed by September 6th.

Training for PTO and FORCE will also be provided to assist them in their utilization of the site and its features.

Flex Day Workshops will be provided throughout the year to assist employee users in becoming familiar with some of the enhanced features of the site, including online quizzes, blogs and the creation of photo galleries.

A series of podcasts will be created and posted on the website to assist parent in becoming familiar with the website and its features, including signing in to the system, configuring the account, synching the calendar to smart phones and iPads, setting up subscriptions and the use of passkeys.

Support and training will be provided to assist staff members in expanding the use of the website to include information on athletic programs and schedules.

Administrative and secretarial staff will be trained on using the website's registration function to handle workshop registration.

1 Quantitative Goal: Potential Merit Payment = \$4,785

At the conclusion of the first year of the implementation of the new teacher observation and evaluation plan, a minimum of eighty percent (80%) of the teachers in the district will attain successful completion of at least one of their Student Growth Objectives (SGOs) for the 2013-2014 school year.

*The merit percentages are set forth in code. Payment for qualitative goals are set at 2.5% of base salary and quantitative goals are set at 3.33% of base salary.

ACTION OF THE BOARD _____

20. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, Business Administrator and Middle School Principal approve the following appointment for the 2013-2014 school year:

<u>Sport/activity</u>	<u>Advisor</u>	<u>Stipend</u>
Boys' Baseball Coach	Johnathan Birckhead	\$3,054.00*

*Stipends to be paid from existing activity account balances and/or pay to play/participate fees paid.

ACTION OF THE BOARD _____

21. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, Business Administrator and Middle School Principal revise the annual salary for Ann Hurlock, lunch/playground aide at Millington School to \$7,223.06.

ACTION OF THE BOARD _____

22. 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 persons to the Substitute List for the 2013-2014 school year:

Laura McCracken	Carol Floegel (also substitute secretary)
Janet Young	Kathy Lewandowski
Susan Shallcross	

ACTION OF THE BOARD _____

OTHER

23. RESOLVED that the Long Hill Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the continued implementation of the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the 2013-2014 school year.

ACTION OF THE BOARD _____

ITEMS FOR DISCUSSION

OLD BUSINESS

NEW BUSINESS

COMMENTS FROM THE PUBLIC

ADJOURNMENT

FUTURE MEETING DATES

September 9, 2013 – Worksession Meeting– 7:30 p.m. – Township Municipal Building
 September 23, 2013 – Regular Meeting– 7:30 p.m. – Township Municipal Building