

MILLBURN TOWNSHIP PUBLIC SCHOOLS
Millburn, New Jersey
* * A G E N D A * *

REGULAR MEETING

Millburn Township Board of Education
Monday, June 23, 2014
7:45 PM – EDUCATION CENTER

- A. CALL TO ORDER
- B. SILENT COUNT OF BOARD MEMBERS PRESENT
- C. ANNOUNCEMENT OF MEETING NOTICE

On May 29, 2013, a notice of this meeting was transmitted to the Board of Education and a copy of the notice was posted at the Education Center bulletin board. Copies were also transmitted to the Millburn-Short Hills Item, the Star-Ledger, the Millburn-Short Hills Independent Press, TV-36, the Township Clerk and members of the Township Committee, the Presidents of the PTO and Civic Associations, and the Public Library.

D. MINUTES

- 1. Minutes of the Open Meeting of June 9, 2014
- 2. Minutes of the Closed Meeting of June 9, 2014

E. PRESENTATION

- 1. Negotiations Status Report
- 2. 2013-14 District and Board Goals - Final Report
- 3. Strategic Plan - Year 1 Status Report

F. BOARD PRESIDENT'S REPORT

G. BOARD COMMITTEE REPORTS

- 1. Finance Committee Report
- 2. Personnel Committee Report
- 3. Property Committee Report
- 4. Program Ad Hoc Committee Report
- 5. Negotiations Committee Report

H. SUPERINTENDENT’S REPORT

I. ASSISTANT SUPERINTENDENT’S REPORT

J. SCHOOL BUSINESS ADMINISTRATOR’S REPORT

K. DISCUSSION

1. Religious/Personal Observance Days in the school calendar

L. PUBLIC COMMENTS (not to exceed 30 minutes)

M. BOARD ACTION ITEMS (Roll Call Votes)

1. Instruction Agenda Items

- a. Resolve to affirm the administration's determinations concerning the HIB investigations for the period 6/5/2014 to 6/18/14 as outlined in the confidential report shared with Board of Education members and on file in the Superintendent's office.
- b. Resolve to approve Professional Development Requests / Teacher Conferences as per policies 3440 and 4440 requiring prior approval of travel reimbursement expenses.
- c. Resolve to approve the following out of district students for the ESY Program 2014-15 (July 7th to August 8th 2014), at a rate of \$9,135 per student:

Student # 15050	District:	Springfield
Student # 13597	District:	South Orange/Maplewood
- d. Resolve to approve a donation from the Glenwood PTO to Glenwood Elementary School in the amount of \$20,000 for the purchase of new technology including 30 iPads and six SmartBoards.
- e. Resolve to approve a donation from the South Mountain PTO to the South Mountain Elementary School in the amount of \$10,000 for the purchase of technology.

Instructional Agenda Items continued:

- f. Resolve to approve the guidelines, dated 6/23/14, for how the district shall consider the addition of religious/personal observance days to future school calendars.
- g. Resolve to approve the District Mentoring Plan for school year 2014-15, which has been developed in accordance with all mentoring program regulations. The plan will be housed in the Curriculum Office.
- h. Resolve to approve the ELL 3-year plan for 2014 – 2017 the plan is in the Curriculum Office.
- i. Resolve to approve a donation \$17,156 donation from the Hartshorn PTO to Hartshorn Elementary School for the purchase of 4 SB 880 Smart Boards for 5th grade classrooms.

2. Personnel Agenda Items

Resolve to approve the Personnel Report dated June 23, 2014.

3. Business Agenda Items

- a. Resolve to approve budget transfers for the month of May, 2014.
- b. Resolve to approve Treasurer of School Moneys report for period ending May 31, 2014.
- c. Approval and Certification of Board Secretary's Report for period ending, May 31, 2014.
- d. Resolve to approve Bill Schedule # 13 dated June 23, 2014, in the amount of \$7,613,423.02.
- e. Resolve to revise resolution N.3.k. previously approved at the meeting of May 27, 2014 to read as follows:

Resolve to approve The Substitute Service of Florham Park, NJ to provide substitute placement services for the SY 2014/2015 at a cost of \$16,470.27 to be paid in ten (10) monthly payments of \$1,647.02 as per proposal dated February 28, 2014.

- f. Resolve to revise resolution N.3.p. previously approved at the meeting of May 27, 2014 to read as follows:

**MIDDLESEX REGIONAL EDUCATIONAL SERVICES
COMMISSION (New Jersey State Approved Cooperative Pricing
System #65MCESCCPS) “SMALL TICKET LEASE PROGRAM”
(Middlesex Regional Educational Services Commission Bid No. 13/14-23)**

Lessee: Millburn Township Board of Education

Principal Amount Expected To Be Financed: \$ 85,234.26

WHEREAS, the Lessee named above (the “Lessee”) is a political subdivision of the State of New Jersey (the “State”) and is duly organized and existing pursuant to the Constitution and laws of the State;

WHEREAS, pursuant to applicable law, the Lessee acting through its governing body (the “Governing Body”) is authorized to acquire and lease personal property necessary to the functions or operations of the Lessee;

WHEREAS, the Governing Body hereby finds and determines the execution of one or more lease-purchase agreements (“Equipment Leases”) in the principal amount not exceeding the amount stated above (the “Principal Amount”) for the purpose of acquiring the Equipment described generally below (the “Equipment”) and to be described more specifically in the Equipment Leases is appropriate and necessary to the functions and operations of the Lessee;

Brief Description of Equipment:

2015 Model Year 54 Passenger Blue Bird “Vision” School Bus per Bid
Item #8 MRESC

WHEREAS, **FIRST HOPE BANK, a National Banking Association**, (the “Lessor”) is expected to act as the Lessor under the Equipment Leases;

WHEREAS, the Lessee may pay certain capital expenditures in connection with the Equipment prior to its receipt of proceeds of the Equipment Leases (“Lease Purchase Proceeds”) for such expenditures, and such expenditures are not expected to exceed the Principal Amount; and

WHEREAS, the Lessee hereby declares its official intent to be reimbursed for any capital expenditures made for the Equipment after adoption of this resolution but prior to the issuance of the Equipment Leases from the Lease Purchase Proceeds.

Business Agenda Item M.3.f. continued:

NOW, THEREFORE, Be It Resolved by the Governing Body of the Lessee as follows:

Section 1. The Lessee hereby determines that it has critically evaluated the financing alternatives and that entering into the Equipment Leases and financing the acquisition of the Equipment thereby is in the best interests of the Lessee.

Section 2. The Lessee is hereby authorized to acquire and install the Equipment and is hereby authorized to finance the Equipment by entering into the Equipment Leases. Any action taken by the Lessee in connection therewith is hereby ratified and confirmed.

Section 3. Steve DiGeronimo, Business Administrator as the “Authorized Representative” acting on behalf of the Lessee is hereby authorized to negotiate, enter into, execute, and deliver one or more Equipment Leases in substantially the form set forth in the document presently before the Governing Body, which document is available for public inspection at the office of the Lessee. The Authorized Representative acting on behalf of the Lessee is hereby authorized to negotiate, enter into, execute, and deliver such other agreement or documents relating to the Equipment Leases (including, but not limited to, escrow agreements) as the Authorized Representative deems necessary and appropriate.

Section 4. By a written instrument signed by any Authorized Representative, said Authorized Representative may designate specifically identified officers or employees of the Lessee to execute and deliver agreements and documents relating to the Equipment Leases on behalf of the Lessee.

Section 5. The aggregate original principal amount of the Equipment Leases shall not exceed the Principal Amount and shall bear interest as set forth in the Equipment Leases and the Equipment Leases shall contain such options to purchase by the Lessee as set forth therein.

Section 6. The Lessee’s obligations under the Equipment Leases shall be subject to annual appropriation or renewal by the Governing Body as set forth in each Equipment Leases, and the Lessee’s obligations under the Equipment Leases shall not constitute indebtedness of the Lessee under the laws of the State.

Section 7. It is hereby determined that the acquisition of the Equipment is permitted under the laws governing the Lessee and is essential to the efficient operation of the Lessee.

Business Agenda M.3.f. continued:

Section 8. The Governing Body of the Lessee anticipates that the Lessee may pay certain capital expenditures in connection with the Equipment following adoption of this resolution but prior to the receipt of the Lease Purchase Proceeds for the Equipment. The Governing Body of the Lessee hereby declares the Lessee's official intent to use the Lease Purchase Proceeds to reimburse itself for such Equipment expenditures. This section of the resolution is adopted by the Governing Body of the Lessee for the purpose of establishing compliance with the requirements of Section 1.150-2 of Treasury Regulations. This section of this resolution does not bind the Lessee to make any expenditure, incur any obligation, or proceed with the acquisition of the Equipment.

Section 9. The Lessee covenants that it will comply with all requirements of the Internal Revenue Code of 1986, as amended, (the "Code") necessary to ensure that the interest portion of rental payments due under the Equipment Leases will be excluded from gross income under Section 103(a) of the Code. [The Lessee reasonably expects it will not issue more than \$10,000,000 of tax- exempt obligations (other than "private activity bonds" that are not "qualified 501(c)(3) bonds") during the calendar year in which each of the Equipment Leases is issued and hereby designates each Equipment Lease as a qualified tax-exempt obligation for purposes of Section 265(b) of the Code.] The Authorized Representative is further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest portion of the rental payments due on the Equipment Leases authorized by this resolution as excludable from gross income for federal income tax purposes pursuant to Section 103(a) of the Code.

Section 10. This resolution shall take effect immediately upon its adoption and approval.

- g. Resolve to approve the following Delta Dental Rates for SY 2014-15:

	Delta Premier	Delta PPO
Employee	66.94	30.50
Employee & Spouse	127.19	57.95
Family	187.44	85.39
Employee & Child(ren)	120.50	54.90

- h. Resolve to approve a contract with Middlebury Interactive Languages of Middlebury, VT, dated 5/19/14, for the provision of an online Spanish language instructional program for students in Grades 3-5 for the 2014-15 school year, in the amount of \$38,750.00.

Business Agenda Items continued:

i. Resolution regarding Transfer of Current Year Surplus to Reserve

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statues authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations unto reserve accounts during the month of June by board resolution, and

WHEREAS, the Millburn Township Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at the year end, and

WHEREAS, the Millburn Township Board of Education has determined that an amount not to exceed \$1.0M may be available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED, that this amount will include the FY 2012/2013 Extraordinary Aid of \$34,413 plus Non Public Transportation Aid in the amount of \$43,500. Additional monies may be identified upon completion of the district's Comprehensive Annual Financial Report (CAFR) as of June 30, 2014, performed by Nisivoccia & Company, LLP, and shall be identified upon acceptance of this Comprehensive Annual Financial Report (CAFR). The aggregate amount of this deposit shall not exceed 1.0M.

j. Resolve to award a contract to Pomptonian Food Services of Fairfield, NJ to provide Food Service Management Company (FSMC) Services. The FSMC shall receive, in addition to the costs of operation, a fee of \$.0685 per meal equivalent to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. Millburn School District guarantees the payment of such costs and fee to Pomptonian Food Services.

Cash receipts shall be divided by \$1.00 to arrive at an equivalent meal count.

The per meal management fee of \$.0685 will be multiplied by total meal equivalents and based on the projected participation level this amount is anticipated to be \$49,961.

Business Agenda Item M.3.j. continued:

Pomptonian Food Services guarantees the Millburn School District, a minimum profit of forty thousand two hundred seventy-five dollars (\$40,275) for school year 2014-2015. The term of this contract is for SY 2014-2015 with renewals by mutual agreement for up to four (4) additional terms of one (1) full school year each.

- k. Resolution regarding withdrawal from the National School Lunch Program SY 2014-15:

WHEREAS, the Millburn Board of Education (hereinafter referred to as the "Board") has considered whether to continue the Millburn School District's (hereinafter referred to as the "District") participation in the National School Lunch Program and the School Breakfast Program (hereinafter referred to as the "Programs"); and

WHEREAS, the Board has concluded that it is in the best interests of the District to withdraw from participation in the Programs; and

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby withdraws the District from participation in the National School Lunch Program and School Breakfast Program, effective the 2014-2015 school year.

BE IT FURTHER RESOLVED that the School Business Administrator shall provide written notice of the District's withdrawal to the New Jersey Department of Agriculture, Bureau of Child Nutrition, effective the 2014-2015 school year.

- N. OLD BUSINESS
- O. NEW BUSINESS
- P. PUBLIC COMMENTS (not to exceed 30 minutes - Any Topic)
- Q. BOARD MEMBER COMMENTS

R. EXECUTIVE SESSION

BE IT RESOLVED by the Millburn Board of Education that on Monday, June 09, 2014, during the regular public meeting on that date, this body shall meet at the Education Center, 434 Millburn Avenue, Millburn, New Jersey, for a discussion pursuant to Section 7b of the Open Public Meetings Act. A general description of the matters to be discussed is as follows:

1. Legal Matter

The discussion on these topics will be disclosed to the public at the next public meeting of the Board or as soon thereafter as the circumstances and nature of the subjects permit.

S. ADJOURNMENT