

MILLBURN TOWNSHIP PUBLIC SCHOOLS
Millburn, New Jersey

**** REVISED AGENDA ****

REGULAR MEETING

Millburn Township Board of Education
Monday, November 21, 2016
7:45 PM – EDUCATION CENTER

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

On June 24, 2016, 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, TAP-Millburn Short Hills, 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 Special Public Meeting of November 7, 2016
- 2. Minutes of the Closed Meeting of the Special Meeting of November 7, 2016
- 3. Minutes of the Regular Public Meeting of November 7, 2016
- 4. Minutes of the Closed Meeting of November 7, 2016

E. PRESENTATION

- 1. Fall Sports
- 2. Millburn Green Schools Team

F. BOARD PRESIDENT'S REPORT

G. BOARD COMMITTEE REPORTS

- 1. Finance Committee Report
- 2. Property Committee Report
- 3. Program Committee Report
- 4. HS Student Liaison Committee Report

- H. SUPERINTENDENT'S REPORT
- I. ASSISTANT SUPERINTENDENT'S REPORT
- J. SCHOOL BUSINESS ADMINISTRATOR'S REPORT
- K. DISCUSSION
- L. PUBLIC COMMENTS

For members of the Millburn School District community who may be joining a Meeting for the first time or would like to provide comments tonight, we're sharing the Board Policy pertaining to public comments. Thanks in advance for sharing your thoughts as per the District's Policy!

0167 - Public Participation in Board Meetings

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. In order to permit the fair and orderly expression of such comment, the Board shall provide for two periods of public comments at every regularly scheduled meeting of the Board, the length of each period to be determined by the Board. Public participation shall be governed by the following rules:

1. *A participant must be recognized by the presiding officer and must preface comments by an announcement of his or her name, place of residence, and group affiliation, if appropriate.*
2. *Each statement made by a participant shall be limited to a reasonable time as determined by the presiding officer.*
3. *No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard.*
4. *All statements shall be directed to the presiding officer; no participant may address or question Board members individually.*
5. *The presiding officer may (a) Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant to the district; (b) Request any individual to leave the meeting when that person does not observe reasonable decorum; (c) Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting; (d) Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.*

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 10/28/16 to 11/8/2016 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 & Support Staff Conferences as per policies 3440 and 4440 requiring prior approval of travel reimbursement expenses.
- c. Resolve to approve the following revised curriculum guide:
 1. 8th Grade Biology

2. Personnel Agenda Items

Resolve to approve the Personnel Report dated, November 21, 2016.

3. Business Agenda Items

- a. Resolve to approve budget transfers for the month of October, 2016.
- b. Resolve to approve Treasurer of School Moneys report for period ending October 31, 2016.
- c. Approval and Certification of Board Secretary's Report for period ending, October 31, 2016.
- d. Resolve to approve Bill Schedule # 6, dated, November 21, 2016, in the amount of \$8,876,936.18.
- e. Resolve to approve Professional Development Requests for Board Members as per policies 3440 and 4440 requiring prior approval of travel reimbursement expenses.
- f. Resolve to approve the submission of the district's Comprehensive Maintenance Plan for the 2017-18 school year and the Annual Maintenance Reserve Deposit Worksheet pursuant to N.J.A.C. 6A:26-20.5.

Business Agenda Item M.3.f. continued:

Be it further resolved that the Board states that the district's required maintenance activities are reasonable to keep the schools' facilities open and safe for use or in its original condition and maintain the validity of their warranties.

g. Resolution regarding polling places:

WHEREAS, the safety of Millburn Township School District ("District") students, staff, and visitors in District schools is a priority for the Millburn Township Board of Education ("Board"), and

WHEREAS, this endeavor includes frequent reviews of procedures to ensure the Board can provide a safe, secure learning and working environment within the District's schools, and

WHEREAS, to maintain a safe, secure learning and working environment in the District's schools, the Board provides limited access to school grounds and buildings, and

WHEREAS, Deerfield and Glenwood Elementary Schools served as polling places for the community in the most recent election, and

WHEREAS, the utilization of District schools as polling places requires open public access to the District's schools and grounds, disrupts and dislocates school activities, adds traffic congestion at student drop-off and pick-up, creates overloaded school parking lots, and allows a significant number of visitors to access Board schools and facilities, and

WHEREAS, the Board is concerned that the access granted to the District's schools and grounds on Election Day substantially and detrimentally interferes and disrupts with the Board's ability to provide a safe, secure learning and working environment, and

WHEREAS, the Board has considered the option of scheduling its calendar around Election Day, but has determined that, based on school and family needs, adjusting the calendar is not always feasible, and

WHEREAS, the Board recognizes that removing polling places from the District's schools will require additional work to identify new election sites and to provide notice to voters, and

NOW, THEREFORE, BE IT RESOLVED that the Board strongly supports efforts to remove polling places from the District's schools, and

Business Agenda Item M.3.g. continued:

BE IT FURTHER RESOLVED, that the Board considers that the additional work to identify new election sites and to provide notice to voters is unquestionably worth the added benefit towards maintaining a safe, secure learning and working environment in the District, and

NOW, THEREFORE, BE IT RESOLVED that the Board directs District administration to work with the Township of Millburn Clerk and any other appropriate personnel to identify potential alternate polling sites, and

BE IT FURTHER RESOLVED, that the Board urges the Township of Millburn Clerk, Essex County Board of Elections, and the Township of Millburn to identify alternate locations for polling sites in the Township of Millburn for future elections, and

BE IT FURTHER RESOLVED, that the Board urges the; Essex County Board of Elections to remove polling places from the District's buildings while school is in session, and as soon as an alternate, viable location is identified.

- h. RESOLUTION AUTHORIZING APPLICATIONS TO BE MADE TO THE COMMISSIONER OF EDUCATION FOR APPROVAL OF EDUCATIONAL PLANS, SCHEMATIC PLANS AND SCHOOL FACILITIES PROJECTS, ANY REQUIRED AMENDMENT TO THE LONG RANGE FACILITIES PLAN AND OTHER RELATED ACTIONS IN ACCORDANCE WITH THE EDUCATIONAL FACILITIES CONSTRUCTION AND FINANCING ACT.

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF MILLBURN IN THE COUNTY OF ESSEX, NEW JERSEY as follows:

1. The Board President, the Superintendent of Schools, the Business Administrator/Board Secretary, the Project Architect, Bond Counsel and other appropriate representatives of the Board (the "Board Representatives") are hereby authorized to submit the educational plans and the schematic plans for the school facilities project 13-3190-X02-16-2000 New 5th Grade Academy (the "Project") hereby approved in forms prepared by Parette Somjen Architects, LLC (the "Project Architect"), together with such other information as may be required, to the State Department of Education for approval and to make application to the Commissioner of Education for approval of the educational plans, the schematic plans and the Projects and, if necessary, any required amendment to

Business Agenda Item M.3.h. continued:

the long-range facilities plan, in accordance with the requirements of the Educational Facilities Construction and Financing Act, N.J.S.A.18A:7G-1 *et seq.*(P.L.2000, Ch. 72, effective July 18, 2000, as amended and supplemented (the “Act”)) and N.J.A.C. 6A:26-2.1(f),6A:26-2.3, 6A:26-3.1 and 6A:26-3.2.

2. The Board Representatives are hereby further authorized and directed to submit the schematic plans and any other required information to the Planning Board and, if necessary, to the New Jersey Department of Environmental Protection and to any other appropriate agency for review and comment.
3. Parette Somjen Architects, LLC, the School District’s appointed architect for the Project, has heretofore been authorized and delegated the responsibility to prepare the plans and specifications for the Project in consultation with and under the supervision of the Business Administrator/Board Secretary, who has heretofore been delegated the responsibility to work with the architect for this purpose on behalf of the Board, and such authorizations and delegations are hereby reconfirmed and ratified, all in accordance with the requirements of N.J.S.A. 18A:18A-16.
4. Any prior inconsistent resolutions adopted by this Board of Education are hereby superseded to the extent of any inconsistency herewith.
5. The Board Representatives are hereby authorized to take all steps necessary to implement this resolution.

4. Policy Agenda Items

Second Reading

- a. Policy 1220 Employment of Chief School Administrator (M) (Revised)
- b. Policy 1310 Employment of School Business Administrator/Board Secretary (Revised)
- c. Policy 3124 Employment Contract (M) (Revised)
- d. Policy 3159 Teaching Staff Member/School District Reporting Responsibilities (Revised)
- e. Policy 3231 Outside Employment as Athletic Coach (Revised)
- f. Policy 3240 Professional Development for Teachers and School Leaders (M) (Revised)
- g. Policy 3244 In-Service Training (M) (Abolished)
- h. Policy 4159 Support Staff Member/School District Reporting Responsibilities (Revised)

Agenda - November 21, 2016

- N.** OLD BUSINESS
- O.** NEW BUSINESS
- P.** PUBLIC COMMENTS
- Q.** BOARD MEMBER COMMENTS
- R.** EXECUTIVE SESSION

BE IT RESOLVED by the Millburn Board of Education that on Monday, November 21, 2016, 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 matter to be discussed is as follows:

1. Negotiations

The discussion on this topic 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 subject permits.

- S.** ADJOURNMENT