

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

REGULAR MEETING

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

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

On August 6, 2015, 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 Meeting of March 7, 2016
 - 2. Minutes of the Closed Meeting of the Special Meeting of March 7, 2016
 - 3. Minutes of the Regular Public Meeting of March 7, 2016
 - 2. Minutes of the Closed Meeting of the Regular Meeting of March 7, 2016
- E. PRESENTATION
 - 1. Hartshorn STEAM Project
- F. BOARD PRESIDENT'S REPORT
- G. BOARD COMMITTEE REPORTS
 - 1. Finance Committee Report
 - 2. Property Committee Report
 - 3. 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 as outlined February 26 to March 10, 2016 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 Millburn Board of Education approve legal settlement for student #15733 regarding a settlement agreement for the period of January 6, 2014 through January 9, 2015.
- d. Resolve to approve the following contracts, in accordance with students' Individual Education Plans for the 2015-2016 SY, as per legal settlements:

Student ID #	Vendor	Amount	Program
11424	Winston Preparatory School	\$58,000.00	SY
10749	Parents of Student #10749	\$20,000.00	SY

- e. Resolve to approve to appoint Steven DiGeronimo as Attendance Officer for School Year 2015/2016.
- f. Resolution regarding the Comprehensive Equity Plan.

WHEREAS, the New Jersey Department of Education requires the Board of Education to develop and submit a Comprehensive Equity Plan for the 2016-2017 through 2018-2019 school years, by April 1, 2016; and

WHEREAS, the Affirmative Action Team was established, performed a needs assessment and developed the Comprehensive Equity Plan for the 2016-2017 through 2018-2019 school years.

BE IT RESOLVED that the Board of Education authorizes the submission of the Comprehensive Equity Plan for the 2016-2017 through 2018-2019

Instruction Agenda Items continued:

school years, along with the Annual Statement of Assurance for the 2016-2017 school year, to the New Jersey Department of Education and the Essex County Executive Superintendent, dated March 22, 2016, as is on file in the Office of Curriculum and Instruction.

- g. Resolve to approve a donation, in the amount of \$10,000, from the Education Foundation on behalf of Dun & Bradstreet Credit Corp, for the purpose of expanding the Middle School programming with S.T.E.M. initiatives. Specifically, this funding will be applied to create greater challenges and opportunities for our students in the robotics program by creating a course Animatronics.

2. Personnel Agenda Items

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

3. Business Agenda Items

- a. Resolve to approve budget transfers for the month of February, 2016.
- b. Resolve to approve Treasurer of School Moneys report for period ending February 29, 2016.
- c. Approval and Certification of Board Secretary's Report for period ending, February 29, 2016.
- d. Resolve to approve Bill Schedule # 10 dated, February 29, 2016, in the amount of \$7,767,834.53.
- e. 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:

Business Agenda Item M.3.e. continued:

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 projects listed in the Schedule of Projects attached hereto (the "Projects"), 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 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 Projects, has heretofore been authorized and delegated the responsibility to prepare the plans and specifications for the Projects 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. This Board of Education further determines to hold a special election on the September 27, 2016 special election date permitted by law for the purpose of considering a bond proposal or proposals, provided the required DOE approvals have been received. The Business Administrator/Board Secretary is authorized and directed to notify the County Clerk, Municipal Clerk and other appropriate County officials of the special election date. The form of the bond proposal will be approved by this Board at a later time and then submitted as required.

Business Agenda Item M.3.e. continued:

5. An prior inconsistent resolutions adopted by this Board of Education are hereby superseded to the extent of any inconsistency herewith.
6. The Board Representatives are hereby authorized to take all steps necessary to implement this resolution.

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, Monday, , 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 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

Building	Application	Title	Description	DOE Project Number	Date Transmitted	Date Received	Project Areas, as listed on State Applications
1	#1	Building Systems Improvements	Building system improvements including but not limited to roof replacement and new telephone communications system.	13-3190-003-16-2000	2/18/2016	2/19/2016	14,720 SF
2	#1	Building Systems Improvements	Building system and ADA improvements including but not limited to new fire alarm system, communication systems, restroom renovations, restroom ventilation improvements and replacement of wheelchair lift.	13-3190-050-16-3000	2/18/2016	2/19/2016	233,138 SF
	#2	Media Center Addition and Renovations for New Media Center	Renovation to convert existing Media Center into Maker Space (Stem Lab) and construction of new Media Center Addition.	13-3190-050-16-2000	2/18/2016	2/19/2016	Addition: 2,500 SF Renovation: 8,080 SF
4	#1	Building Systems Improvements	Building system and ADA improvements including but not limited to new fire alarm system, communication systems, restroom renovations and restroom ventilation improvements.	13-3190-060-16-2000	2/18/2016	2/19/2016	163,455 SF
	#2	Multi-purpose Room Addition and Renovations for New Maker Space	Renovation to convert existing Multipurpose Room into Maker Space (Stem Lab) and construction of new Multipurpose Room addition.	13-3190-060-16-3000	2/18/2016	2/19/2016	Addition: 3,765 SF Renovation: 2,900 SF
5	#1	Building Systems and Media Center Improvements	Building system and ADA improvements including but not limited to new fire alarm, communication systems and electrical upgrades for classroom window type air conditioners. Restroom renovations and restroom ventilation improvements. Media Center upgrades with new equipment, furniture and finishes.	13-3190-063-16-2000	2/18/2016	2/19/2016	68,513 SF
7	#1	Building Systems and Media Center Improvements	Building system and ADA improvements including but not limited to new fire alarm, communication systems and electrical upgrades for classroom window type air conditioners. Restroom renovations and restroom ventilation improvements. Media Center upgrades with new equipment, furniture and finishes.	13-3190-070-16-2000	2/18/2016	2/19/2016	48,403 SF
8	#1	Building Systems and Media Center Improvements	Building system and ADA improvements including but not limited to new fire alarm, communication systems and electrical upgrades for classroom window type air conditioners. Restroom renovations and restroom ventilation improvements. Media Center upgrades with new equipment, furniture and finishes.	13-3190-080-16-2000	2/18/2016	2/19/2016	70,806 SF
9	#1	Building Systems and Media Center Improvements	Building system and ADA improvements including but not limited to new fire alarm, communication systems and electrical upgrades for classroom window type air conditioners. Restroom renovations and restroom ventilation improvements. Media Center upgrades with new equipment, furniture and finishes.	13-3190-100-16-2000	2/18/2016	2/19/2016	49,030 SF
	#1	Building Systems and Media Center Improvements	Building system and ADA improvements including but not limited to new fire alarm, communication systems and electrical upgrades for classroom window type air conditioners. Restroom renovations and restroom ventilation improvements. Media Center upgrades with new equipment, furniture and finishes.	13-3190-120-16-2000	2/18/2016	2/19/2016	54,423 SF
11	#1	Purchase Acquisition	Purchase of existing building to be utilized as a 5th grade elementary academy. 5th grade classes at remaining elementary schools will be relocated to this facility and classrooms will be reassigned in existing elementary schools.	13-3190-002-16-1100	2/18/2016	2/19/2016	45,134 SF
	#2	Interior Renovations and Building System Improvements	Building system improvements including new fire alarm, communication systems and integration of air conditioning in some spaces. Interior renovations throughout building to convert existing building to new 5th Grade Academy classrooms.	13-3190-002-16-2000	2/18/2016	2/19/2016	43,134 SF