

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

**REGULAR MEETING**

Millburn Township Board of Education  
Monday, August 26, 2013  
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 Board Retreat Meeting of July 22, 2013
- 2. Minutes of the Closed Meeting of July 22, 2013
- 3. Minutes of the Open Meeting of July 29, 2013

**E.** PRESENTATION

- 1. 2013-2014 Enrollment Update

**F.** BOARD PRESIDENT'S REPORT

**G.** BOARD COMMITTEE REPORTS

- 1. Finance Committee Report
- 2. Personnel Committee Report
- 3. Program Committee Report
- 4. Property Committee Report
- 5. Special Education Committee Report
- 6. Policy Committee Report

**H.** SUPERINTENDENT'S REPORT

**I.** ASSISTANT SUPERINTENDENT'S REPORT

**J.** SCHOOL BUSINESS ADMINISTRATOR'S REPORT

**K. DISCUSSION**

**L. PUBLIC COMMENTS (not to exceed 30 minutes)**

**M. BOARD ACTION ITEMS (Roll Call Votes)**

1. Instruction Agenda Items

a. Resolve to approve Professional Development Requests / Teacher Conferences as per policies 3440 and 4440 requiring prior approval of travel reimbursement expenses.

b. Resolve to amend the resolution M.1.e. previously approved on July 29, 2013 as follows:

Resolve to approve the legal settlement for student # 13022 regarding educational placement for the 2010/11, 2011/12 and 2012/13, 2013/14, 2014/15 and 2015/16 school years.

c. Resolve to approve a donation of two GaGa Ball Pits-Model Octagon 30H, in the amount of \$5,182 from the Deerfield School PTO to the Deerfield School.

d. Resolve to approve the Non-Public School Technology Initiative Program Contract with Essex Regional Educational Services Commission for the SY 2013/2014.

e. Resolve to approve the following Curriculum Revisions:

Middle School

Language Arts – Grade 6

Social Studies – Grade 6

Art – Grades 6-8

High School English

Medical Humanities – Grade 12

High School Social Studies

Women's Studies CPA & ACC – Grades 10-12

Macroeconomics Seminar AP – Grade 12

Global Issues: Genocide & Human Rights CPA & ACC – Grades 9-12

f. Resolve to approve the 2013-2014 District and Board Goals dated 8/26/2013.

g. Resolve to approve a contract with Sage Educational Enterprises for Counseling Services in the amount of \$66,500 for the SY 2013-2014.

Instruction Agenda Items continued:

- h. Resolve to approve the following contracts in accordance with the students' Individual Education Plan for the 2013-2014 school year:

<u>ID #</u>	<u>Vendor</u>	<u>Amount</u>	<u>Program</u>
13022	Somerset Hills Learning Institute	\$97,622.72	ESY/SY
12002	ECLC of NJ	\$70,450.00	ESY/SY

2. Personnel Agenda Items

- a. Resolve to approve the Personnel Report, dated August 26, 2013

3. Business Agenda Items

- a. Resolve to approve budget transfers for the month of June 2013.
- b. Resolve to approve Treasurer of School Moneys report for period ending June 30, 2013.
- c. Approval and Certification of Board Secretary's Report for period ending June 30, 2013.
- d. Resolve to approve Bill Schedule # 3 dated August 26, 2013, 2013 in the amount of \$3,989,347.27.
- e. Resolve to approve the write-off of the following stale-dated checks:

1. Payroll Account

<u>Issue Date</u>	<u>Check #</u>	<u>Check Amount</u>
06/24/2009	99477	\$1,787.79
10/14/2011	135167	\$2,303.14

2. Business Office - General Fund

<u>Issue Date</u>	<u>Check #</u>	<u>Check Amount</u>
09/26/2011	178365	\$290.08
12/19/2011	179242	\$ 22.26
01/18/2012	179475	\$ 83.21
01/18/2012	179479	\$ 70.25
02/22/2012	179776	\$ 3.67
02/22/2012	179856	\$ 3.67
02/22/2012	179892	\$ 3.67
04/30/2012	180614	\$165.00
06/25/2012	181017	\$442.00
06/25/2012	181181	\$215.92

Business Agenda Item M.3.e. continued:

e. 3. High School Athletic Officials Account

<u>Issue Date</u>	<u>Check #</u>	<u>Check Amount</u>
04/26/2011	12440	\$148.00
05/06/2011	12503	\$ 75.00
05/06/2011	12507	\$ 62.00
05/12/2011	12536	\$ 62.00
09/21/2011	12594	\$ 55.00
10/13/2011	12743	\$ 55.00
12/21/2011	12903	\$ 80.00

4. High School Student Activities Account

<u>Issue Date</u>	<u>Check #</u>	<u>Check Amount</u>
06/15/2011	6883	\$ 2.20
10/20/2011	6976	\$ 105.00
10/26/2011	6987	\$ 60.00
12/08/2011	7046	\$ 365.00
01/17/2012	7099	\$ 105.00
03/13/2012	7153	\$ 217.03
03/20/2012	7169	\$2,680.00
05/30/2012	7329	\$1,000.00
06/04/2012	7335	\$ 70.00

5. Middle School Student Activities Account

<u>Issue Date</u>	<u>Check #</u>	<u>Check Amount</u>
04/03/2012	3430	\$ 370.00

f. Resolve to amend resolution M.3.e. approved at the meeting of July 29, 2013, as follows:

Resolve to approve the purchase of JAMF Casper Suite Software License Renewal from Promedia Technology Services in the amount of \$36,000. This purchase was procured through Ed Data EDS: NJSS Cooperative Pricing # 26 - EDCP Contract # PTS535.

Business Agenda Items continued:

- g. Resolve to approve to bind the Millburn 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 Millburn 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

Business Agenda Item M.3.g. continued:

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

Business Agenda Item M.3.g. continued:

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.

- h. Resolve to approve a resolution binding the Millburn 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 Millburn 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

Business Agenda Item M.3.h. continued:

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



Business Agenda Item M.3.h. continued:

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.

- i. Resolve to approve the revised District Organizational Chart dated 9/1/13.

4. Policy Agenda Items

First Reading of Policies (no action necessary):

- 1. Bylaw 0000.02 (new): "Definitions"
- 2. Policy 5120 (revised): "Assignment of Pupils"
- 3. Policy 5533 (revised): "Pupil Smoking"
- 4. Policy 7434 (revised): "Smoking in School Buildings and on School Grounds"
- 5. Policy 7522 (new): "School District Provided Technology Devices to Staff Members"
- 6. Policy 7523 (new): "School District Provided Technology Devices to Pupils"

**N. OLD BUSINESS**

**O. NEW BUSINESS**

**P. PUBLIC COMMENTS (not to exceed 30 minutes)**

**Q. BOARD MEMBER COMMENTS**

**R. EXECUTIVE SESSION**

BE IT RESOLVED by the Millburn Board of Education that on Monday, August 26, 2013, 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:

At the time of Agenda development, there is no planned discussion. If a need arises, the topic will be announced at the meeting.

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**