

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

**REGULAR MEETING**

Millburn Township Board of Education  
Monday, November 23, 2015  
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, 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 Regular Public Meeting of November 9, 2015

E. PRESENTATION

- 1. **District Financial Audit (CAFR)**
  - a. Presentation of Audit
  - b. Discussion and Public Comment
- 2. **Referendum: Health & Safety Projects**

F. BOARD PRESIDENT'S REPORT

G. BOARD COMMITTEE REPORTS

- 1. Finance Committee Report
- 2. Personnel Committee Report
- 3. Institutional Advancement Committee Report
- 4. Program Committee Report
- 5. Policy Committee Report
- 6. Special Education Committee Report
- 7. High School Student Liaison Committee Report

**H. SUPERINTENDENT’S REPORT**

**I. ASSISTANT SUPERINTENDENT’S REPORT**

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

**K. DISCUSSION**

1. Referendum: Architect Update

**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 10/30/15 to 11/12/15 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 legal settlement agreement addendum for student #20153041 regarding educational placement for the 2015-2016 school year and 2016-2017 school year no later than June 30, 2017.
- d. Resolve to approve and accept a donation of two fencing strips by the "Friends of Fencing" fencing booster club to the High School Department of Athletics in the amount of \$5,584.
- e. Resolve to approve a second donation from the Millburn High School PTO up to \$17,000 to support the improvement of our Guidance Offices. This donation is in addition to the previous donation accepted by the board on September 28, 2015.

2. Personnel Agenda Items

Resolve to approve the Personnel Report dated, November 23, 2015.

3. Business Agenda Items

- a. Resolve to approve budget transfers for the month of October, 2015.
- b. Resolve to approve Treasurer of School Moneys report for period ending October 31, 2015.
- c. Approval and Certification of Board Secretary's Report for period ending, October 31, 2015.
- d. Resolve to approve Bill Schedule # 6, dated November 23, 2015, in the amount of \$8,013,676.95.

Business Agenda Items continued:

- e. Resolve to authorize a parental transportation contract to the parents of student # 16563, in the amount of \$9,000.00, for the 2015-2016 school year.
- f. Resolve to approve the Stipulation of Settlement with the parents/guardians of Students # 13032 and # 13048.
- g. RESOLUTION AUTHORIZING APPLICATIONS TO BE MADE TO THE COMMISSIONER OF EDUCATION FOR APPROVAL OF EDUCATIONAL PLANS, SCHEMATIC PLANS AND A SCHOOL FACILITIES PROJECT, ACQUISITION OF REAL PROPERTY, 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 (the "Board") 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 involving the acquisition and improvement of the property known as the Millburn Regional Day School, including land and buildings, for use as a school facility for the Board (the "Project"), 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 acquisition of the real property, the educational plans, the schematic plans, the Project and 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 (c), 6A:26-3.1, 6A:26-3.2, 6A:26-3.12 and 6A:26-7.1. The plans described herein are hereby approved in the form prepared by Parette Somjen Architects LLC (the "Project Architect").

Business Agenda Item M.3.g. continued:

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. The Project Architect 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 Project 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. The Board Representatives are hereby authorized to take all steps necessary to implement this resolution.

4. Policy Agenda Items

First Reading and approval of the following:

- |    |                 |  |
|----|-----------------|--|
| a. | Policy 1240     | Evaluation of Superintendent (M) (Revised)   |
| b. | Regulation 1240 | Evaluation of Superintendent (M) (Revised)   |
| c. | Policy 3221     | Evaluation of Teachers (M) (Revised)   |
| d. | Regulation 3221 | Evaluation of Teachers (M) (Revised)   |
| e. | Policy 3222     | Evaluation of Teaching Staff Members,<br>Excluding Teachers and Administrators (M)                                   |
| f. | Regulation 3222 | Evaluation of Teaching Staff Members, Excluding<br>Teachers and Administrators (M) (Revised)                         |
| g. | Policy 3223     | Evaluation of Administrators,<br>Excluding Principals, Vice<br>Principals, and Assistant Principals<br>(M) (Revised) |
| h. | Regulation 3223 | Evaluation of Administrators,<br>Excluding Principals, Vice<br>Principals, and Assistant Principals<br>(M) (Revised) |
| i. | Policy 3224     | Evaluation of Principals, Vice<br>Principals, and Assistant Principals<br>(M)(Revised)                               |

Policy Agenda Items continued:

- j. Regulation 3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M)(Revised)
- k. Policy 3431.1 Family Leave, Teaching Staff ( M) (Revised)
- l. Policy 4431.1 Family Leave, Support Staff (M) (Revised)
- m. Policy 5337 Service Animals (New)
- n. Policy 5516 Use of Electronic Communication and Recording Devices (ECD) (M) (Revised)

**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, November 23, 2015, 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**