

MILLBURN TOWNSHIP PUBLIC SCHOOLS
Millburn, New Jersey
* * R E V I S E D A G E N D A * *

REGULAR MEETING

Millburn Township Board of Education
Monday, July 24, 2017
7:45 PM – HIGH SCHOOL MEDIA CENTER

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

On May 26, 2017, 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
 - a. Minutes of June 20, 2017:

Special Meeting Minutes, Closed Minutes of Special Meeting, Regular Meeting Minutes and Closed Minutes of Regular Meeting.
 - b. Minutes of July 5, 2017:

Board Retreat Meeting Minutes and Closed Minutes of Board Retreat Meeting.

- E. PRESENTATION
 - 1. Referendum Project Update
- F. BOARD PRESIDENT’S REPORT
- G. BOARD COMMITTEE REPORTS
 - 1. Property Committee
 - 2. Policy Committee

H. SUPERINTENDENT’S REPORT

I. ASSISTANT SUPERINTENDENT’S REPORT

J. SCHOOL BUSINESS ADMINISTRATOR’S REPORT

K. DISCUSSION

1. Personnel Committee

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 6/9 to 6/22/17 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 a donation from the Education Foundation of Millburn Short Hills, in the amount of \$14,167, received from Dun & Bradstreet for a multimedia collaborative unit for the Washington School.
- d. Resolve to accept allocation of the FY 2018 (SY 2017-2018) ESEA Proposed Program and Budget in the amounts of:

| | |
|------------------------|-----------|
| Title I part A: | \$326,170 |
| Title II part A: | \$ 87,654 |
| Title III: | \$ 21,210 |
| Title III – Immigrant: | \$ 11,418 |
| Title IV: | \$ 10,000 |

Be it further resolved to authorize the submission of application for this grant.

- e. Resolve to accept allocation of IDEA Basic and IDEA PreSchool for the FY 2018 (SY 2017-2018) in the amounts of:

IDEA Basic:

| | |
|-----------------|-----------|
| District | \$893,126 |
| Nonpublic Share | \$ 53,712 |

Preschool:

| | |
|-----------------|-----------|
| District | \$ 31,410 |
| Nonpublic Share | \$ -0- |

Be it further resolved to authorize the submission of application for these grants.

2. Personnel Agenda Items

Resolve to approve the Personnel Report dated, July 24, 2017.

3. Business Agenda Items

- a. Resolve to approve Bill Schedule # 14, in the amount of \$4,087,818.97, which reflects payroll and health insurance payments on June 15, 2017.
- b. Resolve to approve Bill Schedule # 15, in the amount of \$3,714,910.25 dated June 30, 2017.
- c. Resolve to approve Bill Schedule # 1, in the amount of \$1,430,915.56, dated July 10, 2017.
- d. Resolve to approve a contract with Promedia Technology Services, Inc., Little Falls, NJ, in the amount of \$51,900.00 for Casper Suite License Renewal. This is a software suite to manage an Apple Environment, including inventory, and software distribution. This purchase was procured through the NASPO ValuePoint Contract #87720, ERate SPIN # 143004851, EDS Contract #7022 – IP Integration & Services (IPIS) Barracuda # AR609-88792, IBM # A63311, HP # A70262.
- e. Resolve to approve a contract with Garden State Environmental, for Right To Know Services in the amount of \$12,500, for the school year 2017-2018 and as Board of Education Consultant for chemical safety at an hourly rate of \$100 per hour, as per proposal dated July 20, 2017.
- f. Resolve to approve the following leases with Atlantic Tomorrow's Office:

One Savin 9003 SP Digital Copier and One Savin 5055 SPF Digital Copier, in the amount of \$767.00 per month, for a term of 60 months effective September 2017, to be located at Washington School.
- g. Resolve to approve the following change orders regarding the Interior Renovations and Building Systems Improvements at Washington School project. These change orders will be funded from the \$44,400 project allowance to cover additional work and will require an additional \$27,767.57 for the balance of the work included:
 - (1) Change Order 1
Contractor: Mark Construction of Wallington, NJ
Amount: \$14,273.56 to cover additional plumbing work, floor leveling, work under the stage, and extension of an interior wall.

Business Agenda Item M.3.g. continued:

- (2) Change Order 2
Contractor: Mark Construction of Wallington, NJ
Amount: \$13,525.05 to cover the provision and installation of occupancy sensors and for floor base substitution.
- (3) Change Order 3
Contractor: Mark Construction of Wallington, NJ
Amount: \$12,388.30 to remove existing foundation wall under sidewalk, support cables resting on drop ceiling, install additional cables, and install additional outlets and circuits.
- (4) Change Order 4
Contractor: Mark Construction of Wallington, NJ
Amount: \$2,803.27 to provide additional door hardware, and to remove a plaster ceiling.
- (5) Change Order 5
Contractor: Mark Construction of Wallington, NJ
Amount: \$1,331.35 to replace water damaged ceiling tiles and wall surfaces.
- (6) Change Order 6
Contractor: Mark Construction of Wallington, NJ
Amount: (\$4,836.90) credit for smart board installation
- (7) Change Order 7
Contractor: Mark Construction of Wallington, NJ
Amount: \$2,531.12 for asbestos abatement on pipe wrap
- (8) Change Order 8
Contractor: Mark Construction of Wallington, NJ
Amount: \$16,215.43 for acoustical revisions, duct work modifications and acoustical duct liner.
- (9) Change Order 9
Contractor: Mark Construction of Wallington, NJ
Amount: \$12,544.41 for stage curtain supports, replacement of stage lighting and curtain rigging, and replacement of stage curtains.
- (10) Change Order 10
Contractor: Mark Construction of Wallington, NJ
Amount: \$1,391.98 for additional box plumbing pipe work and hardware.

Business Agenda Items continued:

- h. Resolve to amend the July 5, 2017 Resolution D.b. regarding a lease purchase agreement with HP Financial Services to include the purchase of 150 additional Chromebooks for a total of 1,350 Hewlett Packard Chromebooks and 40 Chromebook carts with peripheral equipment and services including associated licensing. The Board resolves to approve the lease-purchase agreement with HP Financial Services for a period of four years at an equipment cost of \$773,530.50 plus financing (total cost of \$198,677.98 per year for four years)
- i. Resolve to approve that the Millburn Board of Education does not require Willowglen Academy to charge students for lunch, in accordance with N.J.A.C. 6A:23A-18.5.
- j. Resolve to approve the following transportation contracts for the ESY 2017 Program:

| | |
|-------------------------------|---------------|
| <u>Morris Union Jointure:</u> | <u>Amount</u> |
| DLC – Warren | \$ 9,420.48 |
| PG Chambers | \$ 7,442.72 |
| Gramon School | \$ 2,822.30 |

- k. Resolve to approve the following contract with Essex Regional Educational Services Commission for the SY 2017-2018:

- 1. Non Public Technology Initiative Program

- 1. Resolution regarding Bid for Fire Intrusion Alarm System Upgrades at Millburn High School, Middle School, & Elementary Schools

WHEREAS, a recommendation was made by the Business Administrator to the Millburn Board of Education (“Board”) to seek a contract for construction services for Fire Intrusion Alarm System Upgrades (hereinafter “Project”); and

WHEREAS, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4; and

WHEREAS, on Friday, July 21, 2017 the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, et seq.; and

| Bidder | Base Bid | Alt. #1 HS | ALT #1 MS | ALT # 2 MS | ALT # 1 SM | ALT #1 WY |
|-----------------------|-------------|------------|-----------|------------|------------|-----------|
| Signal Electric Corp. | \$2,040,000 | + 3,000 | + 3,500 | +12,000 | +2,400 | + 2,400 |

Business Agenda Item M.3.1. continued:

WHEREAS, the lowest bid for the Project was submitted by Signal Electric Corp. whose bid has been reviewed and deemed compliant with the bid specifications and New Jersey Public Contracts Law, N.J.S.A. 18A:18A-1 et seq.; and

NOW, THEREFORE:

BE IT RESOLVED, that the Board hereby awards the Bid for Fire and Intrusion Alarm System Upgrades to Signal Electric Corp., as the lowest responsible bidder at the amount of \$2,063,300.

- m. Resolve to approve a purchase agreement with Open Systems Integrators, Inc. for the purchase of Fire Alarm and Burglar Alarm Equipment and Programming for Deerfield, Glenwood, Hartshorn, South Mountain Elementary Schools and Millburn Middle School and Millburn High School at a cost of \$789,135.65. This Contract was procured through Middlesex Regional Education Commission for Fire Alarm Systems (#65MCESCCPS).
- n. 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 projects:

13-3190-060-16-3000 MMS Multipurpose Room Addition and Renovations
13-3190-050-16-2000 MHS Media Center Addition and Renovations
13-3190-060-17-1000 MMS Pedestrian Bridge Rehabilitation

(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,

Business Agenda Item M.3.n. continued:

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

1. First Reading

- a. Regulation 3221 Evaluation of Teachers (M) Revised
- b. Regulation 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
- c. Regulation 3223 Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals (M) (Revised)
- d. Regulation 3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
- e. Policy 8130 School Organization

2. Second Reading

- a. Policy 1240 Evaluation of Superintendent (M) (Revised)

Policy Agenda Items continued:

- b. Regulation 1240 Evaluation of Superintendent (M) (Revised)
- c. Policy 2428.1 – Standards-Based Instructional Priorities
- d. Policy 3126 District Mentoring Program (Revised)
- e. Policy 3221 Evaluation of Teachers (M) (Revised) and
- f. Policy 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
- g. Policy 3223 Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals (M) (Revised)
- h. Policy 3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
- i. Policy 3240 Professional Development for Teachers and School Leaders (M) (Revised)
- j. Policy 5610 Suspension (M) (Revised)
- k. Regulation 5610 Suspension (M) (Revised)
- l. Policy 5620 Expulsion (M) (Revised)
- m. Policy 8550 Unpaid Meal Charges/ Outstanding Food Service Charges (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 July 24, 2017, during the regular public meeting on that date, this body shall meet at the Millburn High School Media Center, 462 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