

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

REGULAR MEETING

Millburn Township Board of Education
Monday, December 17, 2012
7:45 PM – EDUCATION CENTER

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

On May 16, 2012, 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. Regular Meeting of November 26, 2012

E. PRESENTATION

- 1. Annual Financial Audit Report (CAFR) FY 2011/2012
- 2. 2012-2013 School Calendar
- 3. 2013-2014 School Calendar
- 4. Annual Standardized Testing Report

F. BOARD PRESIDENT'S REPORT

G. BOARD COMMITTEE REPORTS

- 1. Finance Committee Report
- 2. Personnel Committee Report
- 3. Property Committee Report
- 4. Program Committee Report
- 5. HS Liaison Committee Report
- 6. MS Liaison Committee Report

H. SUPERINTENDENT’S REPORT

1. Fire / Evacuation Drills for November 2012:

High School	November 12 & 27
Middle School	November 21 & 12
Deerfield	November 19 & 26
Glenwood	November 26 & 27
Hartshorn	November 15 & 19
South Mountain	November 28 & 20
Wyoming	November 14 & 20

I. ASSISTANT SUPERINTENDENT’S REPORT

1. Strategic Planning Elements

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. Resolution to approve the following Curriculum revision:

Grade K - 5 Language Arts

b. Resolution to revise the resolution on November 26, 2012 to read as follows:

Resolution to approve the out of district placement of the following student from November 27, 2012 to June 30, 2012, (130 days @ 286.27 per diem):

Student ID #	School	Amount
13426	Windsor Learning Center, Pompton Lakes	\$37,215.10

Instruction Agenda Items continued:

- c. Resolution to approve the out of district placement of the following student from January 2 to June 30, 2013, (119 days @ \$325.00 per diem):

Student ID #	School	Amount
12887	Cornerstone Day School, Summit	\$38,675.00

- d. Resolution to accept the following student from an out of district school for SY 2012-2013, effective January 2, 2012 through June 30, 2012:

Student # 8107171527 PSD Preschool Pro-rated Amount: \$31,886.23

- e. Resolution to approve the legal settlement for student # 20146039:

School Year: 2011-2012	Amount:	\$45,000
School Year: 2012-2013	Amount:	\$24,885
School Year: 2013-2014	Amount :	\$24,885

- f. Resolution to approve the legal agreement for student # 13022 for the 2012-2013 school year withdrawing the petition for due process.

- g. Resolution to approve the grant allocation and approve the submission of the amended grant application of IDEA Basic and IDEA PreSchool.

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

- i. Resolution to approve the revised 2012-2013 School Calendar, dated December 17, 2012.

- j. Resolution to approve the revised 2013-2014 School Calendar, dated December 17, 2012.

2. Personnel Agenda Items

Approval of Personnel Report, dated December 17, 2012

3. Business Agenda Items

- a. Approval of budget transfers for the month of November 2012.
- b. Approval of Treasurer of School Moneys report for period ending November, 2012.
- c. Approval and Certification of Board Secretary's Report for period ending November 30, 2012.
- d. Resolution to accept and approve the FY 2011-2012 Comprehensive Annual Financial Report and Auditors' Management Report on Administrative Findings-Financial, Compliance and Performance (commonly referred to as "Audit").
- e. Resolution to accept the Corrective Action Plan for the FY 2011-2012 Audit, noting a repeat recommendation requiring deposits of the Student Activity Funds within 48 hours of receipt and the maintenance of detailed Student Activity Fund cash ledgers.

Be it further resolved that the Business Administrator will give instruction and reminders to the principals of the relevant schools and direct them to ensure that their staff follow the proper procedures, and that the Business Administrator will review the financial records of these student activities accounts in mid-year as detailed in the Specific Corrective Action Plan.

- f. Resolution to reject all bids received on Thursday, November 29 for Transportation cost considerations associated with Route #HS11.

Be it further resolved the Board authorizes the Business Administrator to readvertise for the purpose of soliciting bids for Transportation Costs for Route # HS 11.

- g. Resolution to approve Change Orders for the following projects:

Project: Middle School Auditorium

Contractor: GPC Inc., Millburn, NJ

Original Contract Price: \$986,000

Revised Contract Price

Change Order # 1 + \$ 16,946.35

N/C

Change Order # 2 + \$ 17,585.00

N/C

Change Order # 3 + \$ 30,069.00

\$1,015,600.35

Change Order # 4 + \$ 7,163.00

\$1,022,763.35

Business Agenda Item M.3.g. continued:

Project: Athletic Complex Bleacher Project

Contractor: Shauger Property Services, Inc., East Orange, NJ

<u>Original Contract Price:</u> \$368,815	<u>Revised Contract Price</u>
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Change Order # 1	+ \$ 12,334.64	N/C
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Change Order # 2	+ \$ 2,665.06	\$366,149.44
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Project: Fire Alarm System- Education Center

Contractor: Triad Security Systems, Union, NJ

<u>Original Contract Price:</u> \$9,194.26	<u>Revised Contract Price</u>
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Change Order # 1	+ \$ 269.41	\$9463.67
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- h. Resolution to authorize the Business Administrator to solicit responses to a request for proposals for the purposes of selecting a district architect of record.
- i. Resolution to authorize the execution of an agreement with the Morris County Co-operative Pricing Council to become a member for the period January 1, 2013 to June 30, 2013.
- j. Resolution to revise the previous resolutions of July 30, 2012 and November 12, 2012 to read as follows:

Resolution to approve the third renewal of a possible five year term contract with Aramark School Support Services of Philadelphia, PA to provide food management services for the 2012/2013 school year. The terms of the agreement provide for a General and Administrative Flat Fee of \$43,560 (\$4,356 per month for ten months), a Management Fee of \$0.0314 per meal served under the National School Lunch Program and a guarantee surplus of \$26,510.

- k. Declaration of Obsolescence and approval for the disposal of the following copiers:

Savin Model # 8055	Serial # L7775300598
Savin Model # 8045	Serial # K9465501803
Xerox Model # 4595CP	Serial # FBG478850
Xerox Model # 4595CP	Serial # FBG479358
Xerox Model # WC265H	Serial # UTU151503

- 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, December 17, 2012, 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