

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

REGULAR MEETING

Millburn Township Board of Education
Monday, November 20, 2017
7:45 PM – EDUCATION 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
 - 1. Minutes of the Special Meeting of November 6, 2017
 - 2. Closed Minutes of the Special Meeting of November 6, 2017
 - 3. Minutes of the Regular Public Meeting of November 6, 2017
 - 4. Closed Minutes of the Regular Meeting of November 6, 2017

- E. PRESENTATION
 - 1. Fall Sports Recognition

- F. BOARD PRESIDENT'S REPORT

- G. BOARD COMMITTEE REPORTS
 - 1. Liaison High School
 - 2. Personnel
 - 3. Program
 - 4. Property
 - 5. Finance

- H. SUPERINTENDENT’S REPORT
- I. ASSISTANT SUPERINTENDENT’S REPORT
- J. SCHOOL BUSINESS ADMINISTRATOR’S REPORT
- K. DISCUSSION
 - 1. Annual Audit
- 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 9/28/17 to 11/7/17 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 the district Corrective Action Plan in response to the findings of the NCLB Title I Audit for the period of July 1, 2014 - June 30, 2015.
- d. Resolve to approve the submission of the amended 2018 IDEA Basic and Pre-School Grant to include carryover funds from the 2017 Grant.

IDEA Basic:

Original Application	\$893,126
Carryover	\$ 50,318
Amended Total Basic 2018 IDEA	\$943,444

IDEA Preschool:

Original Application	\$ 31,410
Carryover	\$ 1,329
Amended Total Preschool 2018 IDEA	\$ 32,739

2. **Personnel Agenda Items**

Resolve to approve the Personnel Report dated, November 20, 2017.

3. **Business Agenda Items**

- a. Resolve to approve the Budget Transfers for the month of October, 2017
- b. Resolve to approve Treasurer of School Money report for period ending, October 31, 2017
- c. Approval and Certification of Board Secretary's Report for period ending, October 31, 2017
- d. Resolve to approve Bill Schedule # 6 dated, November 20, 2017 in the amount of \$9,083,964.53.
- e. Resolve to approve a lease with Atlantic Tomorrow's Office in the amount of \$968.00 per month for a term of 60 months, effective December 2017, for the following copiers: One Bizhub Pro 1100 and one Savin 5055 to be located in the Middle School and one Savin 7503 to be located in Glenwood.
- f. Resolve to approve a lease with Jersey Mail Systems in the amount of \$282.00 per month for a term of 60 months, effective December 2017, for a Postbase Pro DS mailing system.
- g. Resolve to approve a donation from the Millburn Quickstik Club to the Millburn High School Athletic Department in the amount of \$6,555.00 for the purchase of new uniforms for the Millburn High School Lacrosse program.
- h. Resolve to approve a donation from the Millburn Diamond Club in the amount of \$353,200 to be used for Varsity Baseball Field renovations.
- i. Resolve to approve the removal and disposition of surplus property of two double wide temporary classroom units.

Be it further resolved, that the Millburn Township Board of Education approves the disposal of the temporary classroom units, either by sealed bid or by auction pursuant to N.J.S.A. 18A:18A-45.
- j. Resolve to rescind resolution M.1.f. approved on August 28, 2017, to accept a special education student from an out of district school.
- k. Resolve to accept and approve the FY 2016-2017 Comprehensive Annual Financial Report and Auditors' Management Report on Administrative Findings-Financial, Compliance and Performance (commonly referred to as "Audit").

Business Agenda Items continued:

1. RESOLUTION AWARDING MILLBURN HIGH SCHOOL VARSITY BASEBALL FIELD IMPROVEMENT PROJECT

WHEREAS, a recommendation was made by the Superintendent of Schools to the Millburn Board of Education (“Board”) to seek a contract for construction services for the Field Improvements – Varsity Baseball Field (hereinafter “Project”); and

WHEREAS, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4 and the bids were opened on September 20, 2017; and

WHEREAS, the bids that were received on September 20, 2017 were rejected for being over the Board’s budget for the Project; and

WHEREAS, the Project was properly re-advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4 and the bids were opened on October 18, 2017; and

WHEREAS, the bids that were received on October 18, 2017 were rejected for being over the Board’s budget for the Project; and

WHEREAS, on October 23, 2017, pursuant to N.J.S.A. 18A:18A-5(c) the Board authorized negotiations for responsible bidders in order to receive an acceptable price for the Project; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-5(c) the Board has made a good faith effort to determine if the Project could be procured through a State Contract or other cooperative purchasing group and determined that no such contract could be procured, and

WHEREAS, on November 1, 2017 and on November 2, 2017, representatives of the Board met with prospective bidders in an effort to negotiate the bid price of the within Project; and

WHEREAS, as a result of those negotiations the Board received a negotiated price of three hundred, fifty-three thousand, two hundred (\$353,200.00) dollars from The Landtek Group, Inc., and

WHEREAS, attached hereto is the revised pricing and minor revisions to scope required by N.J.S.A. 18A:18A-5c(c); and

Business Agenda Item continued:

WHEREAS, upon review of the bids submitted, together with the budget for the Project, and in consultation with the Design Professionals, the Board has determined that this negotiated price meets the budgetary constraints for the Project; and

WHEREAS, The Landtek Group, Inc.'s has submitted the lowest price after conducting a fair and open negotiations pursuant to N.J.S.A. 18A:18A-5(c) and has been deemed to be the lowest responsible bidder pursuant to the Public School Contracts Law, N.J.S.A. 18A:18A-1 et seq.;

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby awards the Project to The Landtek Group, Inc. in the amount of three hundred, fifty-three, two hundred (\$353,200) for the Project.

4. **Policy Agenda Items**

Second Reading

- a. Policy 8630 - Bus Driver-Bus Aide Responsibility.
- b. Policy 2700 - Services to Non-Public Schools

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 _____, 2017, 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. Negotiations

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