

MILLBURN TOWNSHIP PUBLIC SCHOOLS
Millburn, New Jersey
** REVISED AGENDA **

REGULAR MEETING

Millburn Township Board of Education
Tuesday, June 20, 2017
7:45 PM – EDUCATION CENTER

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

On January 5, 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 June 5, 2017
- 2. Minutes of the Closed Meeting of the Special Meeting of June 5, 2017
- 3. Minutes of Regular Meeting of June 5, 2017
- 4. Minutes of the Closed Meeting of the Regular Meeting of June 5, 2017

E. PRESENTATION

- 1. Autism Awareness House Tour Donation
- 2. School Communications Award
- 3. Residency Update
- 4. Health & Wellness Committee Update

F. BOARD PRESIDENT'S REPORT

G. BOARD COMMITTEE REPORTS

- 1. Finance Committee
- 2. Program Committee
- 3. Property Committee
- 4. HS Student Liaison Committee
- 5. Policy Committee
- 6. Health & Wellness Committee

H. SUPERINTENDENT’S REPORT

1. Fire/Security Drills for June 2017:

High School	June 2/June 8
Middle School	June 14/June 8
Deerfield	June 2/June 12
Glenwood	June 15/June 7
Hartshorn	June 5/June 6
South Mountain	June 14/June 12
Wyoming	June 16/June 8

2. Referendum Update

I. ASSISTANT SUPERINTENDENT’S REPORT

J. SCHOOL BUSINESS ADMINISTRATOR’S REPORT

K. DISCUSSION

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 5/25/17 to 6/8/17 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 legal settlement for student #12129 regarding a settlement agreement for a portion of the educational costs for the 2016-2017 and 2017-2018 school years.
- d. Resolve to approve the legal settlement for student #11602 regarding a settlement agreement for a portion of the educational costs for the 2016-2017, 2017-2018, 2018-2019, and 2019-2020.
- e. Resolve to approve special education contracts in accordance with the students' Individual Education plans for the 2017-2018 SY, as attached.
- f. Resolve to approve to accept the following out of district student for the Millburn ESY Program 2017-18 (July 10 to August 11, 2017), in the amount of 9,690.00:

Student # 18931 District: South Orange/Maplewood
- g. Resolve to approve to accept a donation from Real Short Hills, in the amount of \$6220.86, to be used for the special education department and six (6) grants for attendance at the Autism NJ Transition Conference.
- h. Resolve to approve the renewal of the 2016-17 flexibility application/waiver for the Achieve NJ requirements pertaining to the Kim Marshall evaluation model.

Instruction Agenda Items continued:

- i. Resolve to approve a donation from the Glenwood PTO to the Glenwood School in the amount of \$2,752.73, for the purchase towards a sound system.
- j. Resolve to approve a donation from the Glenwood PTO to the Glenwood School, in the amount of, \$2,739.00 for the purchase of three bottle filling/fountain stations at Glenwood.

2. Personnel Agenda Items

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

3. Business Agenda Items

- a. Resolve to approve budget transfers for the month of May, 2017.
- b. Resolve to approve Treasurer of School Moneys report for period ending May 31, 2017.
- c. Approval and Certification of Board Secretary's Report for period ending, May 31, 2017.
- d. Resolve to approve Bill Schedule # 13 dated June 20, 2017, in the amount of \$4,225,385.78.
- e. Resolve to approve, pursuant to Board Policy 7510, the lease agreement with the Millburn Institute of Talent, from September 10, 2017 through June 17, 2018.
- f. Resolve to approve the following Delta Dental Rates for SY 2017-18:

	Delta Premier	Delta PPO
Employee	69.48	31.65
Employee & Spouse	132.01	60.15
Employee & Child(ren)	125.06	56.98
Family	194.54	88.62

Business Agenda Item continued:

- g. Resolve to approve to award Bid for Environmental Consultation Services.

WHEREAS, a recommendation was made by the Business Administrator to the **Millburn Board of Education (“Board”)** to seek a contract for environmental consultation services for the 2017-18 school year (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, June 9, 2017 the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, *et seq.*; and

	6 month surveillance	additional 2 hour training	AHERA 3 year inspection	14 Hour O&M	8 Hour O&M Refresher	Hourly Asbestos	Hourly Mold	Hourly Lead Paint	Hourly Other	Hourly Bid specs	Hourly Project mgmt
Whitman Co	1200	300	1200	1200	800	50	60	60	60	100	100
Saban Engineering	1950	850	11800	4250	2125	75	115	75	115	1500	115
Pars Environmental	2400	600	2900	3300	2000	50	50	70	60	85	85
Brinkerhoff Environmental Services	2500	750	5000	3000	1200	95	115	95	95	150	150
Lew Corporation	3000	1000	9500	2500	1500	95	95	95	115	125	115
Omega Environmental	7200	300	25000	1800	900	60	75	70	74	70	75
TRC	8615	780	14265	3015	1860	67	67	67	67	75	135

WHEREAS, the lowest bid submitted by Whitman 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 Environmental Consultation Services for the 2017-18 school year to Whitman, as the lowest responsible bidder at the amount of \$1,200 per round for each six month surveillance report, \$300.00 per session for additional 2 hour awareness training sessions, \$1,200 for an AHERA 3-year inspection report, if needed, \$1,200 per session for 14 hour asbestos operations and maintenance training, and \$800 per session for an 8 hour refresher operations and maintenance training session.

BE IT FURTHER RESOLVED that the Board appoints Whitman to provide Environmental Consultation Services for the 2017-18 school year on an as-needed basis for hourly services per the bid including sampling, monitoring and analysis of asbestos at \$50 per hour, air quality sampling for mold at \$60 per hour, sampling, monitoring and analysis for lead paint and other contaminants at \$60 per hour; and to prepare bid specifications for abatement projects, review bids and make recommendations at an hourly rate of \$100 per hour, and for project management for abatement projects at \$100 per hour.

Business Agenda Items continued:

- h. Resolve to approve a purchase agreement with School Specialty for the purchase of furniture for the Washington School at a cost of \$243,187. This Contract was procured through Middlesex Regional Education Commission: MRESC State Approved Coop: Bid #17/18-16 Furniture and Accessories Bid, Ed Data Bid # 7781952922 General Classroom Supplies Bid, and National Joint Powers Alliance Contract # 031715-SSI – Furniture Bid.
- i. Resolve to approve a purchase agreement with Murray Paving and Contracting for Masonry Repairs at Millburn High School at a cost of \$87,876.50. This Contract was procured through Middlesex Regional Education Commission: MRESC State Approved Coop: Bid #16/17-54 General Construction – Repair and Maintenance.
- j. Resolve to approve a contract with Dyntek Services, Inc. for the purchase and installation of 33 Surveillance Cameras for the Washington Elementary School, in the amount of \$54,070.20. This contract was procured through the New Jersey State Contract #87720 – Data Communications Equipment
- k. Resolve to authorize the transfer of the interest earned on Capital Projects Funds to the Debt Service Fund.
- l. Resolve to renew the agreement with Temple B’nai Jeshurun to provide reciprocal facility access for emergency evacuation and meeting locations with Deerfield Elementary School.
- m. Resolution regarding Bid for Restroom Renovations (Phase I).

WHEREAS, a recommendation was made by the Business Administrator to the Millburn Board of Education (“Board”) to seek a contract for construction services for Restroom Renovations (Phase I) (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, June 16, 2017 the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, et seq.; and

Business Agenda Item M.3.m. continued:

Bidder	Base Bid	Alt. #1 (GES)	Alt. #2 (GES)	Alt. #1 (SMES)	Alt. #1 (WES)	Alt. #2 (WES)
Billy Contracting	\$698,000	(2,500)	(12,000)	(2,500)	(2,500)	(10,000)
GPC, Inc.	\$758,900	(2,000)	(3,000)	(400)	(1,700)	(3,000)
Emerald Contracting Corp.	\$727,860	+3,450	+29,870	+1,800	+4,550	0
Cypreco Industries, Inc.	\$923,000	(5,000)	(15,000)	(3,000)	(2,000)	(2,000)
Salazar & Associates	\$1,118,000	+8,200	+8,500	+2,250	+12,500	+7,500
Arista Builders	\$1,360,000	0	(20,000)	0	0	(10,000)

WHEREAS, the bids submitted by Billy Contracting and Emerald Contracting Corp. have been reviewed and have been determined to contain material defects and must be rejected in accordance with the bid specifications and New Jersey Public Contracts Law, N.J.S.A. 18A:18A-1 et seq., and

WHEREAS, the third lowest bid for the Project was submitted by GPC, Inc. 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 Restroom Renovations (Phase I) Project to GPC, Inc. as the lowest responsible bidder at the amount of \$758,900.

- n. Resolution regarding Bid for Air Conditioning Upgrades (Phase I)

WHEREAS, a recommendation was made by the Business Administrator to the Millburn Board of Education (“Board”) to seek a contract for construction services for Air Conditioning Upgrades (Phase I) (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, June 16, 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
Avco Construction, Inc.	\$794,000	+ 61,000
GDS Mechanical, Inc.	\$987,000	+ 58,000
Echelon Services, Inc.	\$1,057,600	65,000

Business Agenda Item M.3.n. continued:

WHEREAS, the lowest bid for the Project was submitted by Avco Construction, Inc. 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 Air Conditioning Upgrades (Phase I) to Avco Construction, Inc., as the lowest responsible bidder at the amount of \$794,000.

- o. Resolution regarding Transfer of Current Year Surplus to Reserve

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the Authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations unto reserve accounts during the month of June by board resolution, and

WHEREAS, the Millburn Township Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at the year end, and

WHEREAS, the Millburn Township Board of Education has determined that an amount not to exceed \$600,000 may be available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by Millburn Board of Education hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

- p. Resolve to approve Professional Development Requests / Board Members as per policies 3440 and 4440 requiring prior approval of travel reimbursement expenses.

M. 4. Policy Agenda Items

- a. Policy 1240 Evaluation of Superintendent (M) (Revised)
- 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. Regulation 3221 Evaluation of Teachers (M) (Revised)
- g. Policy 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
- h. Regulation 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
- i. Policy 3223 Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals (M) (Revised)
- j. Regulation 3223 Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals (M) (Revised)
- k. Policy 3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
- l. Regulation 3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
- m. Policy 3240 Professional Development for Teachers and School Leaders (M) (Revised)
- n. Policy 5610 Suspension (M) (Revised)
- o. Regulation 5610 Suspension (M) (Revised)
- p. Policy 5620 Expulsion (M) (Revised)
- q. Policy 8550 Unpaid Meal Charges/ Outstanding Food Service Charges (M) (Revised)

Agenda - June 20, 2017

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 Tuesday, June 20, 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. Personnel

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