

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

REGULAR MEETING

Millburn Township Board of Education
Monday, December 16, 2013
7:45 PM – EDUCATION CENTER

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

On May 29, 2013, 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. Open Meeting of the Meeting of Monday, November 25, 2013
- 2. Closed Meeting of Monday, November 25, 2013

E. PRESENTATION

- 1. 2014 NJMEA Distinguished Service Award
- 2. Five Year Enrollment Projections (with updated 10/15/13 actuals)

F. BOARD PRESIDENT'S REPORT

G. BOARD COMMITTEE REPORTS

- 1. Finance Committee Report
- 2. Personnel Committee Report
- 3. Program Committee Report
- 4. Property Committee Report
- 5. Special Education Committee Report
- 6. High School Student Liaison Committee Report

H. SUPERINTENDENT’S REPORT

Fire / Shelter in Place Drills for November 2013:

High School	November 11/November 18
Middle School	November 15/November 20
Deerfield	November 6/November 14
Glenwood	November 27/November 12
Hartshorn	November 11/November 15
South Mountain	November 19/November 20
Wyoming	November 20/November 15

I. ASSISTANT SUPERINTENDENT’S REPORT

J. SCHOOL BUSINESS ADMINISTRATOR’S REPORT

K. DISCUSSION

1. 2013-14 Board and District Goals - Progress Report

L. PUBLIC COMMENTS (not to exceed 30 minutes)

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 November 21 to December 11, 2013 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 # 20153041 regarding educational placement for the 2013-2014, 2014-2015, 2015-2016 school years.
- d. Resolve to approve the following contract in accordance with the student's Individual Educational Plan for the 2013-2014 school year:

<u>Student ID #</u>	<u>Vendor</u>	<u>Amount</u>	<u>Program</u>
20165113	Shepard Preparatory H. S.	\$29,720.32	SY (Start date 12/17/13)

Instructional Agenda Items continued:

- e. Resolve to approve the donation from Hartshorn PTO to Hartshorn School in the amount of \$12,000 for the purchase of SmartBoards.
 - f. Resolve to approve to accept the School Nursing Plan, the School Nurse Assignments and the District School Nursing Summaries for the SY 2013-2014.
2. Personnel Agenda Items
- Resolve to approve the Personnel Report, dated December 16, 2013
3. Business Agenda Items
- a. Resolve to approve the budget transfers for the month of November 2013.
 - b. Resolve to approve the Treasurer of School Moneys report for period ending November 30, 2013.
 - c. Resolve to approve and certify the Board Secretary's Report for period ending November 30, 2013.
 - d. Resolve to approve the Bill Schedule # 7 dated December 16, 2013 in the amount of \$7,377,541.72.
 - e. Resolve to approve the creation of a new student activities account for Deerfield School named School Programs/Projects.

Be it further resolved, to approve transfer of funds in the amount of \$5,700 from the Deerfield Field Trip Account to the new School Programs/Project Account.

- f. **RESOLUTION MAKING ELECTIONS IN CONNECTION WITH SCHOOL FACILITIES PROJECTS WITH RESPECT TO ACCEPTANCE OF PRELIMINARY ELIGIBLE COSTS AND RECEIPT OF GRANTS PURSUANT TO THE EDUCATIONAL FACILITIES CONSTRUCTION AND FINANCING ACT AND AUTHORIZING EXECUTION AND DELIVERY OF GRANT AGREEMENTS**

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF MILLBURN IN THE COUNTY OF ESSEX, NEW JERSEY (not less than a majority of the full membership of the Board concurring) AS FOLLOWS:

Business Agenda Item M.3.f. continued:

1. The Board of Education hereby acknowledges receipt of the PEC letters from the Department of Education with respect to roof replacement at Millburn High School, Deerfield Elementary School, Glenwood Elementary School and Wyoming Elementary School, State Project Nos. 3190-050-14-1001-GO4, 3190-065-14-1004-GO4, 3190-070-14-1002-GO4 and 3190-120-14-1005-GO4 (the “Project”). The Board of Education hereby elects to receive grants pursuant to Section 15 of the Educational Facilities Construction and Financing Act, P.L. 2000, c. 72, effective July 18, 2000, as amended (the “Act”). The Board of Education further determines to accept the preliminary eligible costs determined by the Department of Education as final eligible costs and not to appeal the determination of preliminary eligible costs. The Business Administrator/Board Secretary is authorized to notify the Department of Education of the Board of Education’s elections with respect to the eligible costs and the receipt of the grants pursuant to Section 15 of the Act.
2. The schematic plans for the Project have heretofore been approved by this Board of Education, and such approval is hereby reconfirmed.
3. 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”) have heretofore been authorized, and such authorization is hereby reconfirmed, to submit the schematic plans for 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 schematic plans and the Project and, if necessary, any required amendment to the long-range facilities plan, in accordance with the requirements of the Act and N.J.A.C. 6A:26-3.2. Educational plans are not required as the Project does not impact educational adequacy.
4. The Board Representatives have heretofore further been authorized and directed to submit the schematic plans and any other required information to the Planning Board and the Department of Environmental Protection for review and comment, if required, and such authorization and direction are hereby reconfirmed.
5. Parette Somjen Architects LLC, the School District’s appointed architect for the Project (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 Agenda Item M.3.f. continued:

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.

6. The Board President and/or the Business Administrator/Board Secretary are hereby authorized to execute the Section 15 Grant Agreements for the Project in the form provided by the New Jersey Schools Development Authority and to deliver them to the New Jersey Schools Development Authority on behalf of the Board of Education.
 7. This Board of Education hereby delegates authority to the School Business Administrator/Board Secretary for the supervision of the Project as required by the New Jersey Schools Development Authority, and the Business Administrator/Board Secretary is authorized to make decisions on behalf of the Board of Education and to represent the Board of Education in connection with the Project.
 8. The Board President, the Business Administrator/Board Secretary and other appropriate representatives under the supervision of the School Business Administrator are authorized to take such actions as may be necessary to implement this resolution and to provide the documentation necessary and required for the receipt of the Section 15 Grants for the Project.
- g. Resolve to approve a resolution regarding a gas supply line for the Field House Locker Room.

WHEREAS the Millburn Township Board of Education needs to have a gas supply line for the Field House locker room ("Project").

WHEREAS the Millburn Township Board of Education has the need on a timely basis to purchase services utilizing Education Data Services, Inc. ("Ed Data") for the purposes of the Project, and;

WHEREAS the Millburn Township Board of Education intends to enter into a contract with Ed Data for the Project utilizing the lowest responsible bidder, MBT Contracting, LLC of Lincoln Park, NJ, for the purposes of completing the Project which shall be subject to all the conditions applicable to the Ed Data contract dated 4/1/13-3/31/14, Package 27 Bid # 5257;

Business Agenda Item M.3.g. continued:

NOW THEREFORE BE IT RESOLVED, the Millburn Township Board of Education authorizes the Purchasing Agent to enter into a contract with Ed Data for purposes of completing the Project utilizing the lowest responsible bidder, MBT Contracting LLC, in the amount of \$76,477.50.

- 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 16, 2013, 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. Confidential Student Matters

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