

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

**REGULAR MEETING**

Millburn Township Board of Education  
Tuesday, July 26, 2011  
7:45 PM – EDUCATION CENTER

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

On May 3, 2011, 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 June 27, 2011
  - 2. Closed Meeting of June 27, 2011
  - 3. Special Meeting of June 28, 2011
  - 4. Special Meeting of July 18, 2011

E. PRESENTATION

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

H. SUPERINTENDENT'S REPORT

Fire /Evacuation Drills for June 2011:

High School – June 13 and 24  
Middle School – June 8 (both drills)  
Deerfield – June 3 and 13  
Glenwood – June 20 (both drills)  
Hartshorn – June 6 and 13

South Mountain – June 8 and 13  
Wyoming – June 14 and 22

**I. ASSISTANT SUPERINTENDENT’S REPORT**

**J. SCHOOL BUSINESS ADMINISTRATOR’S REPORT**

**K. DISCUSSION**

Draft – District and Board Goals for SY 2011/2012

**L. PUBLIC COMMENTS (not to exceed 30 minutes) – Agenda Items Only**

**M. BOARD ACTION ITEMS (Roll Call Votes)**

1. Instruction Agenda Items

a. Approval of Curriculum Revisions:

High School English - English 9 ACC/CPA, American Literature CPB, American Literature ACC/CPA, British Literature I & II, Techniques of Writing, Modern American Themes in Literature & Film I ACC, Shakespeare ACC, Modern Dramatic Literature ACC/CPA, Humanities ACC

High School Math - Calculus ACC/CPA, AP Calculus AB

High School Science - Environmental CPA, Oceanography CPA

Middle School Science - Physical Science - Grade 6, Earth Science - Grade 7, Life Science - Grade 8

High School Social Studies - US I ACC/CPA, US II ACC/CPA, Economics ACC / Economics Application CPA, History of Middle East, Business Law ACC/CPA, AP Art History

High School World Languages - Spanish Level 2 ACC/CPA  
Spanish Level 3 ACC/CPA, AP Spanish Language, Art & Culture of Spanish Speaking World

b. Resolution to send students to out-of-district schools for the ESY 2011-2012:

# 12002 – New Beginnings School - \$9,487.20

#11737 – Union County Educational Services Commission Crossroads School - \$4,880.00

- M. 1. c. Resolution to accept donation from South Mountain PTO for a poured rubber playground surface in the approximate amount of \$34,000.
- d. Approval for the Business Administrator to submit application for Temporary Classroom Space at Glenwood Elementary School for the SY 2011/2012.
- e. Approval of amendment application for the 2010-2011 No Child Left Behind Consolidated Formula Subgrant application so the 2009-2010 carry-over funds can be incorporated into each title's budget. Carry-over amounts are Title II-A-\$35,301; Title III-\$6,252; Title III-Immigrant - \$8,072 and Title IV - \$6,896.
- f. Approval of a professional services agreement with David Calenda for the purpose of computer project assistance at a rate of \$50 / hour in an amount not to exceed \$10,000.
- g. Resolution to approve legal settlement for student #126078 for the SY 2010/11 school year in the amount of \$20,000.

2. Personnel Agenda Items

Approval of Personnel Report, dated July 26, 2011

3. Business Agenda Items

a. Approval of Bill Schedules

- (1) #14, dated June 30, 2011 in the amount of \$2,923,228.25;
- (2) # 1, dated July 11, 2011 in the amount of 3,323,563.98.

b. Resolution for member participation in a cooperative pricing system with the Middlesex Regional Educational Services Commission:

**WHEREAS**, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

**WHEREAS**, the Middlesex Regional Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

**WHEREAS**, on July 26, 2011, the governing body of the Millburn Township Board of Education, County of Essex, State of New Jersey, duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

**NOW, THEREFORE BE IT RESOLVED** as follows:

**TITLE**

This resolution shall be known and may be cited as the Cooperative Pricing Resolution of the Millburn Township Board of Education

**AUTHORITY**

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the School Business Administrator is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

**CONTRACTING UNIT**

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

**EFFECTIVE DATE**

This resolution shall take effect immediately upon passage.

- M. 3. c. Resolution to purchase a school bus from American Bus & Coach:

**WHEREAS**, a recommendation was made by the Superintendent of Schools to the Millburn Board of Education ("Board") to seek a contract for the purchase of a 54 passenger diesel school bus ("Project"), and

**WHEREAS**, the Board joined the Middlesex Regional Education Services Commission in advertising to prospective bidders and receiving bids;

**WHEREAS**, the Project was properly advertised by the Middlesex Regional Education Services Commission to prospective bidders in accordance with N.J.S.A. 18A:18A-4, and

**WHEREAS**, the Board contacted the responsible vendors and sought pricing and service information regarding the Project. Of critical importance is the maintenance package and the proximity of the service area to the Board of Education.

**WHEREAS**, based upon options selected by the Board for the 54 passenger school bus, the bid amounts for both companies were:

<u>Vendor</u>	<u>Bid</u>
American Bus & Coach	\$81,182
H.A. DeHart & Son, Inc.	\$81,262

**WHEREAS**, the Project falls within the exception to the requirement for public bidding pursuant to N.J.S.A. 18A:18A-5 for the purchasing of proprietary equipment for board of education purposes and for the provision or performance of goods or services for the support or maintenance of school buses, respectively;

**WHEREAS**, the bid submitted by American Bus & Coach has been reviewed by Middlesex Regional Education Services Commission and deemed compliant with New Jersey Public Contracts Law, N.J.S.A. 18A:18A-1 et seq. and the bid specifications, and

**WHEREAS**, the Board has considered the recommendation of the Superintendent of Schools and approves same;

**NOW, THEREFORE BE IT FURTHER RESOLVED**, that the Board hereby awards the Project to American Bus & Coach as the lowest responsible bidder at the amount of \$81,182.

- M.**    3.    d.    Approval to authorize Heintz & Fiore, AIA to prepare bid specifications and to authorize the Business Administrator to advertise for bids for the project “Card Access System at Millburn High School and Millburn Middle School”.
- e.    Resolution to approve the renewal of a contract with Wells Fargo Insurance Services of Madison, NJ for property & casualty insurance for SY 2011/2012 underwritten by Utica National Insurance Group.
- f.    Resolution to approve the second additional term of possible four additional terms of a contract with Aramark School Support Services of Philadelphia, PA in the amount of \$61,157 (based on an administration flat fee of \$42,530 and a management fee based on \$0.031 per meal) and a guarantee surplus of \$25,197 to provide food management services for the 2011-2012 school year. This agreement includes the district’s participation in the National School Lunch Program.
- g.    Resolutions regarding Bid No. 11-07 – Utility Upgrades for Special Services IT Equipment at Millburn High School and Millburn Middle School:
- (1)    to rescind authorization of work with J&J Electrical Construction and Design, Inc. of Towaco, NJ – approved June 27, 2011 board meeting;
- (2)    to authorize work with Design Build Construction Corp. of Toms River, NJ

**WHEREAS**, the board has advertised for bids for the Utility Upgrades for Special services IT Equipment at Millburn Middle School (hereinafter “Project”); and

**WHEREAS**, the bids received exceed the estimated budget for the Project; and

**WHEREAS**, the Millburn Township Board of Education has the need on a timely basis to purchase goods or services utilizing Educational Data Services, Inc. (“Ed Data”) for 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, Design Build Construction Corp. for purposes of completing the Project which shall be subject to all the conditions applicable to the Ed Data contracts;

**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, Design Build Construction Corp.

- M. 3. h. Resolution regarding paving projects at Millburn High School, Millburn Middle School, Deerfield Elementary School and Wyoming Elementary School

**WHEREAS**, the Millburn Township Board of Education needs to repave certain areas (hereinafter “Project”), in particular:

- High School – parking lot and driveway widening
- Middle School – parking lot and blacktop improvements at the receiving area
- Deerfield School – parking lot and walkways
- Wyoming School – Slayton Field

**WHEREAS**, the Millburn Township Board of Education has the need on a timely basis to purchase goods or services utilizing Educational Data Services, Inc. (“Ed Data”) for 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, D&L Paving Contractors, Inc. for purposes of completing the Project which shall be subject to all the conditions applicable to the Ed Data contracts;

**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, D&L Paving Contractors, Inc.

**M.** 3. i. Resolution regarding Declaration of Obsolescence and Sale of Equipment

**WHEREAS**, the Millburn Township Board of Education has determined that equipment from the former High School Woodshop is no longer needed for school purposes; and

**WHEREAS**, the Board Secretary/Business Administrator has determined and certified in writing the fair market value of each piece of equipment as aforesaid; and

**WHEREAS**, the Board is desirous of disposing of said equipment in accordance with N.J.S.A. 18A:18A-45;

**NOW THEREFORE BE IT RESOLVED** that the Board hereby authorizes the sale of the above-listed equipment in accordance with N.J.S.A. 18A:18A-45. The Board Secretary/Business Administrator is hereby authorized to dispose of this equipment by private sale without advertising for bids.

4. Policy Agenda Item

Second Reading and Approval of Policies:

0144 – Board Member Orientation and Training

2440 – Summer Session

3125.2 – Employment of Substitute Teachers

5350 – Pupil Suicide Prevention

5512 – Harassment, Intimidation and Bullying

5600 – Pupil Discipline / Code of Conduct

8461 – Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse

**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 Tuesday, July 26, 2011, during the regular public meeting on that date, this body shall meet at the

Agenda – July 26, 2011

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:

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**