

MILLBURN TOWNSHIP PUBLIC SCHOOLS
Millburn, New Jersey

**** REVISED AGENDA ****

REORGANIZATION MEETING

Millburn Township Board of Education
Wednesday, January 4, 2017
7:45PM – Education Center

A. CALL TO ORDER

B. ANNOUNCEMENT OF MEETING NOTICE

On January 1, 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, TV-36, the Township Clerk and members of the Township Committee, the Presidents of the PTO and Civic Associations, and the Public Library.

C. PLEDGE OF ALLEGIANCE

D. ELECTION RESULTS

Board Secretary will preside:

1. Announcement of Election Results
2. Installation of New Board Members

E. ROLL CALL OF NEW BOARD MEMBERS

F. OFFICER ELECTION

1. Nomination and Election of Board President

Board President will preside:

2. Nomination and Election of Board Vice President

G. ORGANIZATION MEETING ACTIONS (Roll Call Vote)

1. ORGANIZATION MEETING OF MAY 23, 2016

Resolve to approve that the Board of Education confirms Organization Meeting actions, items D.1. thru 3., D.4.b. thru m., D.4.o., D.4.u. thru y., D.5.a thru i., D.7., D.8., D.9. D.10. and D.12., previously approved at the May 23, 2016 Board Meeting.

2. SERVICE APPOINTMENTS

Resolve to approve the following Service Appointments for the 2016-2017 school year:

- a. Cheryl Schneider as Board Secretary
- b. Jennifer Sowa, Director of Special Services as Liaison to the Division of Child Protection and Permanency (DCP&P), formerly (DYFS).
- c. Resolve to approve Cheryl Schneider as Public Contracts Officer.
- d. Resolve to approve renewal of the appointment of Cheryl Schneider as Public Agency Compliance Officer (PACO).
- e. Resolve to approve Cheryl Schneider as Custodian of Records.
- f. Resolve to approve Cheryl Schneider, as Purchasing Agent as follows:

WHEREAS, N.J.S.A.18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and

WHEREAS, Cheryl Schneider possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq; and

WHEREAS, N.J.S.A. 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold of \$40,000, may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution, and

WHEREAS, N.J.S.A. 18A:18A-37, c. provides that all contracts that are in the aggregate less than \$6,000 may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution,

G. 2. Service Appointments continued:

NOW THEREFORE BE IT RESOLVED, the Millburn Board of Education pursuant to the statutes cited above hereby appoints the person holding the title of School Business Administrator as its purchasing agent and assigns

her the statutory authority, responsibility and accountability for the purchasing activity of the Millburn Board and Education, and be it

FURTHER RESOLVED, that the person holding the title of School Business Administrator is hereby authorized to award contracts on behalf of the Millburn Board of Education that are in the aggregate less than \$6,000 without soliciting competitive quotations, and be it

FURTHER RESOLVED, that the person holding the title of School Business Administrator is hereby authorized to seek competitive quotations and advertise for bids, when applicable and practicable, and award contracts which in the aggregate exceed \$6,000 but are less than the bid threshold of \$40,000.00.

g. Resolve to approve Cheryl Schneider as Investment Officer, as follows:

WHEREAS, prudent financial management includes the investment of temporarily idle funds; and

WHEREAS, frequently throughout the course of the school year, funds are available for short and long term investments;

NOW THEREFORE BE IT RESOLVED the Millburn Township Board of Education authorizes the School Business Administrator to transfer and invest funds and in her absence the Superintendent and the Assistant Business Administrator.

G. 3. BOARD MEETING DATES

Resolve to approve the revised Board Meeting Dates to reflect the change of Board Re-Organization Meeting from *Tuesday, January 3, 2017* to **Wednesday, January 4, 2017*, and to reflect the change from *Monday, June 19, 2017* to ***Tuesday, June 20, 2017*:

The schedule of board meetings for SY 2016-2017 is revised as follows:

June 22, 2016	7:45 PM	Wednesday/Board Retreat
July 18, 2016	7:45 PM	
August 29, 2016	7:45 PM	
September 12, 2016	7:45 PM	

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Board Meeting Dates continued:

September 26, 2016	7:45 PM	
October 10, 2016	7:45 PM	
October 24, 2016	7:45 PM	
November 7, 2016	7:45 PM	
November 21, 2016	7:45 PM	
December 12, 2016	7:45 PM	
January 4, 2017	7:45 PM	Wed./Board Re-Organization
January 9, 2017	7:45 PM	
January 23, 2017	7:45 PM	
January 29, 2017	2:00 PM	Sunday /Open Forum /Public Library
February 6, 2017	7:45 PM	
February 27, 2017	7:45 PM	
March 13, 2017	7:45 PM	
March 27, 2017	7:45 PM	
April 3, 2017	7:45 PM	
April 24, 2017	7:45 PM	
May 8, 2017	7:45 PM	
May 22, 2017	7:45 PM	Organization Meeting
June 5, 2017	7:45 PM	
June 20, 2017	7:45 PM	Tuesday

H. 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.*

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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.*

I. BOARD COMMENTES

J. ADJOURNMENT