

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

REGULAR MEETING

Millburn Township Board of Education
Monday, March 18, 2019
7:45 PM – EDUCATION CENTER

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

On May 21, 2018, 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 Regular Public Meeting of March 4, 2019

- E. PRESENTATION
 - 1. Music Regions Recognition
 - 2. District Black History Month Celebration
 - 3. Preliminary Budget 2019-2020

- F. BOARD PRESIDENT'S REPORT

- G. BOARD COMMITTEE REPORTS
 - 1. High School Student Liaison
 - 2. Communications and Community Engagement
 - 3. Finance
 - 4. Personnel
 - 5. Program
 - 6. Policy
 - 7. Property
 - 8. Township Liaison
 - 9. Cultural Engagement Diversity and Arts

- H. SUPERINTENDENT’S REPORT
- 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. Please note that as a practice the Board does limit public comments to three minutes. 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. 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 2/22/19 to 3/6/19 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 policy 6471 requiring prior approval of travel reimbursement expenses.
- c. Resolve to approve the submission of the amended 2019 ESSA Grant to include carryover funds from the 2018 Grant.

Title I: Original Application \$326,477 Carryover \$48,925
Amended 2019 Total: \$375,402

Title II: Original Application \$86,038 Carryover \$467
Amended 2019 Total: \$86,505

Title III: Original Application \$16,791 Carryover \$2,782
Amended 2019 Total: \$19,573

Title III Immigration: Original Application \$12,894 Carryover \$4,159
Amended 2019 Total: \$17,053

Title IV: Original Application \$19,728 Carryover \$1,464
Amended 2019 Total: \$21,192

- d. Resolve to approve service contracts with Education Services Commission of Morris County for the 2019-2020 SY for Professional Support Services and Non-Public Services Agreements with Non-Public Chapters 192-193 Addendum-Supporting Documents.
- e. Resolve to approve the legal settlement for student #14694 regarding for the educational costs and placement for the 2018-2019, 2019-2020, 2020-2021 SY.
- f. Resolve to approve early High School graduation for student # 14885, all requirements for graduation have been met.

Instruction Agenda Items continued:

- g. Resolve to approve school hours for the Pre-School beginning with the 2019-20 school year pursuant to Millburn Township Board of Education Policy 8220:

- Half Day (am) 8:15 am – 10:45 am
- Half Day (pm) 12:15 pm – 2:45 pm
- PSD/ABA 8:15 am – 2:45 pm

Scheduled District Half Days (Shortened Sessions)

- PreK Integrated A.M. (3-yr. olds) 8:15 am – 9:45 am
- PreK Integrated P.M. (4-yr. olds) 11:00 am – 12:30 pm
- PreK Self – Contained 8:15 am – 12:30 pm

Emergency Delayed Opening (2hr delay due to weather or emergency)

- PreK Integrated A.M. (3-yr. olds) Cancelled
- PreK Integrated P.M. (4-yr. olds) 12:15 am – 2:45 pm
- PreK Self – Contained 10:15 am – 2:45 pm

Emergency Early Dismissal (due to weather or emergency)

- PreK Integrated A.M. (3-yr. olds) 8:15 am – 10:45 am
- PreK Integrated P.M. (4-yr. olds) Cancelled
- PreK Self – Contained 8:15 am – 12:30 pm

2. Personnel Agenda Items

Resolve to approve the Personnel Report dated, March 18, 2019.

3. Business Agenda Items

- a. Resolve to approve the Budget Transfers of February, 2019
- b. Resolve to approve Treasurer of School Moneys report for period ending February 28, 2019.
- c. Resolve Approval and Certification of Board Secretary's Report for period ending, February 28, 2019. The Board Secretary certifies that no budgetary line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of NJAC 6A:23A-16.10 (a) been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Business Agenda Items continued:

- d. Resolve Certification that pursuant to NJAC 6A:23A-16.10(c)4 that after review of the board secretary's and treasurer's monthly financial reports for the period ending February 28, 2019, and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of NJAC 6A:23A-16.10(b). and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

- e. Resolve Bill Schedule # 10 in the amount of \$8,519,880.38 dated March 18, 2019.

- f. Resolve to approve the Preliminary SY 2019-2020 budget for submission to the County Superintendent:

WHEREAS, the Millburn Township Board of Education must submit a FY 2019-2020 school district budget to the Essex County Office of the Department of Education for review;

WHEREAS, it is necessary for the Board to increase the General Fund tax levy for the 2019-2020 school year above the 2% cap imposed by the state in order for it to meet the Thorough and Efficient Education requirements to reflect increased health care costs of \$608,672; and;

BE IT RESOLVED, that the Board approves and authorizes the application to the Commissioner of Education to increase the General Fund tax levy for the 2019- 2020 school year by \$608,672 for increased health care costs; and;

BE IT FURTHER RESOLVED, that the Board approves and authorizes the transfer of \$180,000 from Maintenance Reserve to the General Fund for required maintenance projects.

Business Agenda Item M.3.f. continued:

THEREFORE BE IT RESOLVED to approve a FY 2019-2020 school district budget for submission to the Essex County Office of the Department of Education for review:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	<u>\$ 93,745,043</u>	<u>\$ 86,558,845</u>
Special Revenue Fund	<u>\$ 1,561,583</u>	
Debt Service Fund	<u>\$ 5,685,031</u>	<u>\$ 4,920,615</u>
Total Base Budget	<u>\$100,991,657</u>	<u>\$ 91,479,460</u>

And, WHEREAS, N.J.A.C. 6A:23A-7.3 requires districts to establish in the annual school budget a maximum expenditure that be allotted for travel; and

THEREFORE, BE IT RESOLVED, that the Millburn Township Board of Education hereby establishes the maximum expenditure that may be allotted for travel supported by state, federal and local funds for the 2019-2020 school year shall not exceed \$90,000; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

BE IT FURTHER RESOLVED that the Millburn Township Board of Education hereby establishes the maximum amount budgeted for the 2019-2020 school year for each professional service.

- g. Resolve to approve a donation from the Washington School PTO, for the purchase of Cue – Coding Robots, Cubelets – Coding Cubes and 3D Pens valued at approximately \$13,000.00.
- h. Resolve to approve the following change orders regarding the Air Conditioning Upgrades (Phase II) at Glenwood and Wyoming Elementary Schools, for a total credit reducing the project cost in the amount of \$19,017.44:

Contractor: Mark Construction Inc. of Wallington, NJ

Business Agenda Item M.3.h. continued:

- Change Order 1: Change order one changed the substantial completion date to Thursday, April 12, 2018.
- Change Order 2: Change order two added labor and material for electric service changes at Glenwood and Wyoming. This change increased the substantial completion date to April 19, 2018.
- Change Order 3: Change order three added labor and material for a split system relocation at Glenwood School. This change increased the substantial completion date to April 20, 2018.
- Change Order 4: Change order four added labor and material for a split system relocation at Wyoming School. This change increased the substantial completion date to April 23, 2018.
- Change Order 5: Change order five added labor and material associated with the replacement of wire-molds at Wyoming School.
- Change Order 6: Change order six changed the substantial completion date for the electric service upgrades to June 29, 2018. All other work substantial completion remained at April 23, 2018.
- Change Order 7: Change order seven added labor and materials for construction of new electrical room, stairs and rail for Wyoming School.
- Change Order 8: Change order eight added labor and material for the relocation of electric receptacles and the installation of new breakers at Wyoming School.
- Change Order 9: Change order nine added labor and material for the installation of additional door hardware and issued a credit for the unused balance of the project allowance in an amount of \$19,017.44.

4. Policy Agenda Items

First and Second Reading Approval of Policies – Regulations

First Reading

- a. Policy 2415.06 Unsafe School Choice Option
- b. Policy 5611 Removal of Students for Firearm Offenses
- c. Regulation 5611 Removal of Students for Firearm Offenses
- d. Policy 5612 Assaults on District Board of Education Members or Employees
- e. Regulation 5612 Assaults on District Board of Education Members or Employees
- f. Policy 5613 Removal of Students for Assaults with Weapons Offenses
- g. Regulation 5613 Removal of Students for Assaults with Weapons Offenses
- h. Regulation 2460.08 Special Education- Free and Appropriate Public Education
- i. Regulation 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses
- j. Policy 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses

Policy Agenda Items continued:

Second Reading

- a. Policy 2610 Educational Program Evaluation (M)
- b. Policy 4219 Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M)
- c. Policy 5111 Eligibility of Resident /Nonresident Students (M)
- d. Regulation 5111 Eligibility of Resident/Nonresident Students (M)
- e. Policy 5330.04 Administering an Opioid Antidote (M)
- f. Regulation 5330.04 Administering an Opioid Antidote (M)
- g. Policy 5337 Service Animals
- h. Policy 5756 Transgender Students (M)
- i. Policy 7440 School District Security (M)
- j. Regulation 7440 School District Security (M)
- k. Policy 8860 Memorials

N. OLD BUSINESS

O. NEW BUSINESS

P. PUBLIC COMMENTS

Q. BOARD MEMBER COMMENTS

R. EXECUTIVE SESSION

WHEREAS the “Open Public Meetings Act” (Chapter 231 Laws of 1975) authorizes a public body to exclude the public from that portion of a meeting at which specified topics are to be discussed under circumstances where the public consideration of such topics will clearly endanger the public or where the personal privacy or guaranteed rights of individuals whose activities or affairs are to be discussed would clearly in danger of unwarranted invasion; be it

At the time of Agenda development, there is no planned discussion. If a need arises, the topic will be announced at the meeting.

The discussion on this topic 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 subject permits

S. ADJOURNMENT