

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

REGULAR MEETING

Millburn Township Board of Education
Monday, September 9, 2019
7:45 PM – EDUCATION CENTER

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

On May 20, 2019, 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 August 12, 2019
 - 2. Closed Minutes of Meeting of August 12, 2019

- E. PRESENTATION
 - 1. Summer Projects: Referendum and Maintenance

- F. BOARD PRESIDENT’S REPORT

- G. SUPERINTENDENT’S REPORT

- 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. 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.*

I. BOARD COMMITTEE REPORTS

1. Communication / C&MP Subcommittee
2. Personnel
3. Property

J. ASSISTANT SUPERINTENDENT'S REPORT

K. SCHOOL BUSINESS ADMINISTRATOR'S REPORT

L. DISCUSSION

M. BOARD ACTION ITEMS (Roll Call Votes)

1. Instruction Agenda Items

- a. Resolve to approve Professional Development Requests / Teacher Conferences as per policy 6471 requiring prior approval of travel reimbursement expenses.
- b. Resolve to approve the District and Board Goals for the SY 2019-2020.
- c. RESOLUTION TO APPROVE THE QUALITY SINGLE ACCOUNTABILITY CONTINUUM (QSAC) REVIEW

WHEREAS, pursuant to N.J.A.C. 6A:30 the School District has undergone the Quality Single Accountability Continuum (QSAC) review.

WHEREAS, the QSAC results with County Office verification results are as follows:

NJQSAC Areas	Initial Placement
Instruction and Program	92%
Fiscal Management	96%
Governance	100%
Operations	97%
Personnel	100%

THEREFORE, BE IT RESOLVED THAT, the Millburn Township Board of Education approves the 2018-2019 QSAC Review placement results.

2. Personnel Agenda Items

Resolve to approve the Personnel Report dated September 9, 2019

3. Business Agenda Items

- a. Resolve to approve the Budget Transfers of July, 2019.
- b. Resolve to approve Treasurer of School Moneys report for period ending July 31, 2019.

Business Agenda Items continued:

- c. Resolve Approval and Certification of Board Secretary's Report for period ending, July 30, 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.
- 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 July 30, 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 to approve Bill Schedule # 14 dated, June 28, 2019 in the amount of \$ 5,922,171.28.
- f. Resolve to approve Bill Schedule # 1 dated, July 9, 2019 in the amount of \$ 3,658,670.35.
- g. Resolve to approve Bill Schedule # 2 dated, July 30, 2019 in the amount of \$ 3,202,209.59.
- h. Resolve to approve Bill Schedule # 3 dated, August 26, 2019 in the amount of \$ 5,269,569.15.
- i. Resolve to approve an agreement with Frontline Technologies Group LLC, dba Frontline Education of Malvern, PA to provide substitute placement services for the 2019/2020 School Year, at an annual cost of \$23,610.56.
- j. Resolve to approve a contract with the Educational Resource Group, LLC to provide professional development services for district staff, as a continuation of work begun last year, for an amount not to exceed \$33,000 during the 2019-20 school year.

Business Agenda Items continued:

- k. Resolve to approve the following salary to be charged to the 2019-20 ESEA Title I Grant. These employees have been previously appointed to positions in the district, the board approved the grant application submission on June 18, 2019:

Middle School:

- Bonnie Loew: 40% of salary \$74,272 to account #20-231-200-100-M-24
- Christina Seilski: 100% of salary \$55,984 to account #20-231-100-100-M-24

South Mountain:

- Diana Knight 80% of salary \$46, 583 to account #20-231-100-100-S-24

Washington:

- Bonnie Loew 60% of salary \$74,272 to account #20-231-200-100-F-24

Wyoming

- Dolores Avila 39% of salary \$41,250 to account #20-231-100-100-W-24

- l. Resolve to approve a transportation contract renewal with First Student Bus company in the amount of \$32,901.17 for the SY 2019-2020.
- m. Resolve to accept a donation from Real Short Hills, in the amount of \$2,950.39. This donation combined with donations accepted in June 2019 total \$6,740.39 to be used by the Special Education Department.
- n. Resolve to approve Security Benefit as 403(b) and 457 plan providers for Millburn School District staff for the 2019-20 school year.
- o. Resolve to approve a Settlement Agreement and Release between the Millburn Board of Education and Secure Recycling, LLC of Norcross, Georgia.

- p. Resolution to approve a cross lease agreement between the Township of Millburn and the Millburn Township Board of Education

WHEREAS, the Millburn Board of Education (Board) has collaborated with the Millburn Township (Township) in the establishment, upgrading, maintenance and use of athletic fields located within the Township;

WHEREAS, one such athletic field, established by the Board and the Township and used jointly for many decades, is the Library Field (Block 1304, Lots 1 and 16) adjacent to the Millburn Public Library;

WHEREAS, the Board and the Township each hold title to portions of the Library Field with Block 1304 Lot 1 owned by the Board and Block 1304 Lot 16 owned by the Township;

WHEREAS, a need has been identified for the upgrading of the existing Library Field by the turfing of a fifty (50) yard by one hundred (100) yard area, erection of new fencing and the inclusion of a new parking area at the site;

WHEREAS, this proposed upgrade has been endorsed by the Joint Facilities Committee at its meeting of June 5, 2019, and the Recreation Commission at its meeting of June 12, 2019;

WHEREAS, the Board adopted a Resolution on June 26, 2019, authorizing the joint improvement of Library Field and the execution of an agreement and lease with the Township for continued maintenance and use of the said field for a period of not less than twenty years;

WHEREAS, the Township adopted a Resolution on July 16, 2019, authorizing the joint improvement of the Library Field and the execution of an agreement and lease with the Township for continued maintenance and use of said field for a period of not less than twenty (20) years;

WHEREAS, funding shall be accomplished through bond financing implemented by the Township in the amount of \$870,000.00;

WHEREAS, the Parties hereby agree to a twenty (20) year joint lease agreement with shared use and occupancy [with optional renewal for an additional twenty (20) years] which continues the present use shared among the Board, the Township and community groups;

WHEREAS, the Board and the Township agree to jointly maintain the facility and to jointly fund replacement of the turf in approximately ten (10) years after installation; and

Business Agenda Item M.3.p. continued:

WHEREAS, the Board and the Township find that it is in the public interest to continue the current sharing arrangement and to provide for the described turfing upgrade, fencing, and parking for use on a twenty (20) year lease.

NOW THEREFORE, in consideration of the mutual covenants and agreements set forth in the Lease Agreement and other good and valuable consideration, and upon recommendation of the Superintendent, the Board does hereby lease from the Township, the portion of the Library Field property owned by Township located at Tax Lot 16, Block 1304 on the tax map of the Township of Millburn (“Township’s Library Field Property”).

FURTHER, in consideration of the mutual covenants and agreements set forth in this Lease Agreement and other good and valuable consideration, the Board does hereby lease to the Township the portion of the Library Field property owned by the Board located at Tax Lot 1, Block 1304 on the tax map of the Township of Millburn (“Board’s Library Field Property”).

FURTHER, pursuant to N.J.S.A. 18A:18A-4.2, said Lease Agreement is contingent upon the approval by the Commissioner of the New Jersey Department of Education for a lease agreement extending beyond a term of five years.

- q. Resolve to amend resolution M.3.f., approved on July 22, 2019, authorizing the submission of schematic plans for the school facilities projects listed in the Schedule of Projects attached hereto (the “Projects”), to include the approval of the application to the Department of Education for a grant and/or debt service aid to assist with the funding of these projects.

- r. Resolve to approve the following change orders regarding the Districtwide Fire and Intrusion Alarm Upgrades for a total credit reducing the project cost in the amount of \$123,719.35:
 - (1) Change Order 1 Millburn High School
Contractor: Signal Electric Corporation of South Plainfield, NJ
Amount: (\$44,125.00) credit for unused balance of project allowance.
 - (2) Change Order 1 Millburn Middle School
Contractor: Signal Electric Corporation of South Plainfield, NJ
Amount: (\$16,612.17) credit for unused balance of project allowance.

Business Agenda Item M.3.r. continued:

- (3) Change Order 1 Deerfield Elementary School
Contractor: Signal Electric Corporation of South Plainfield, NJ
Amount: (\$15,186.88) credit for unused balance of project allowance.
 - (4) Change Order 1 Glenwood Elementary School
Contractor: Signal Electric Corporation of South Plainfield, NJ
Amount: (\$14,117.80) credit for unused balance of project allowance.
 - (5) Change Order 1 Wyoming Elementary School
Contractor: Signal Electric Corporation of South Plainfield, NJ
Amount: (\$11,300.00) credit for unused balance of project allowance.
 - (6) Change Order 1 South Mountain Elementary School
Contractor: Signal Electric Corporation of South Plainfield, NJ
Amount: (\$710.00) credit for unused balance of project allowance.
 - (7) Change Order 1 Hartshorn Elementary School
Contractor: Signal Electric Corporation of South Plainfield, NJ
Amount: (\$21,667.50) credit for unused balance of project allowance.
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- s. Resolve to approve Change Order # 1 regarding the Restroom Renovations (Phase III) with GPC, Inc. of Millburn, NJ for a total increase of \$156,443.31 to renovate additional restroom space at Millburn High School.
 - t. Resolve to approve Change Order # 2 (contractor # 1c) regarding Phase 2 of the High School Lot Repaving and Expansion with Crossroads Pavement Maintenance, LLC, of Pompton Plains, NJ for an increase of \$6,322.68 for a meter cabinet and installation credit.
 - u. Resolve to approve a purchase agreement with Crossroads Pavement Maintenance LLC for paving and soil erosion protection at South Mountain Elementary School for a total cost of \$36,495. This contract was procured through Ed Data Bid: 8549 Macadam and Repaving.

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