

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

REGULAR MEETING

Millburn Township Board of Education
Monday, August 12, 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 July 22, 2019
 - 2. Closed Minutes of Meeting of July 22, 2019

- E. PRESENTATION
- 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. Policy
2. Personnel

J. ASSISTANT SUPERINTENDENT'S REPORT

K. SCHOOL BUSINESS ADMINISTRATOR'S REPORT

L. DISCUSSION

1. Board and District Goals

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 Statement of Assurance for School District Professional Development Plans and Mentoring Plans for the 2019-2020 SY.
- c. Resolve to approve the following curriculum guides:

- 1. Elementary Science: Physical Science, Earth/Space Science, Life Science
- 2. Grade 6 Physical Science
- 3. Grade 6 Game Design
- 4. Grade 6 Leadership
- 5. Grade 7 Visual Communication for Global Leaders
- 6. Grade 8 Human Rights in Athletics and Entertainment
- 7. Grade 8 Innovation Lab
- 8. Grade 8 Shark Tank
- 9. Spanish Level 4 Acc/CPA
- 10. Latin 1 CPA/ACC
- 11. AP Spanish literature & Culture
- 12. AP Italian
- 13. Integrated Geoscience ACC
- 14. Integrated Geoscience CPA
- 15. Integrated Geoscience CPB
- 16. Biology ACC/CPA/CPB

- d. Resolution to approve continuing out of district Special Education placements for the 2019-2020 school year.

Student #	Vendor	Supporting Info	Amount
12002	ECLC	Tuition, ESY, & Aide	\$103,550.00
11604	ECLC	Tuition & ESY	\$59,550.00

- e. Resolve to approve a contract with Bonnie Munson for LDTC services at a cost of \$375 per day.

2. Personnel Agenda Items

- a. Resolve to approve the Personnel Report dated August 12, 2019.
- b. Resolve to authorize Dr. Christine Burton, Superintendent, to appoint or transfer staff for the period of August 13, 2019 through September 9, 2019. All actions will be ratified at the next regular meeting of the Board of Education.
- c. WHEREAS, a recommendation was made by the Superintendent of Schools to the Millburn Board of Education (“Board”) to withhold the 2019-2020 employment and adjustment increment of Employee ID # 1772; and

WHEREAS, the Board has considered the recommendation of the Superintendent of Schools;

NOW THEREFORE, BE IT RESOLVED, that the Board approves the recommendation of the Superintendent of Schools to withhold the employment salary increment and adjustment increment of Employee ID # 1772 for the 2019-2020 school year; and

BE IT FURTHER RESOLVED, that Employee ID # 1772’s salary for the 2019-2020 school year shall be \$96,666, which is the same salary received for the 2018-2019 school year.

3. Business Agenda Items

- a. Resolve to approve the Budget Transfers of June 30, 2019.
- b. Resolve to approve Treasurer of School Moneys report for period ending June 30, 2019.
- c. Resolve Approval and Certification of Board Secretary's Report for period ending, June 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.

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 June 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. Resolution regarding bill payment during the month of August.

WHEREAS, on August 26, 2019, a check register will be run which represents the August bill schedule for the 2019-2020 school year;

NOW THEREFORE BE IT RESOLVED that the Millburn Township Board of Education authorizes the payments of bills that may fall out of sequence with the August board meeting in accordance with the procedure established by the Business Administrator.

- f. Resolve to approve the write off of the following stale-dated checks:

1. Middle School Revolving Account

Check#	Amount	Issued
4043	\$120.00	2/26/2018

2. High School Athletics Officer's Account

Check#	Amount	Issued
18070	\$80.00	9/18/2017
18257	\$60.00	11/8/2017
18258	\$60.00	11/8/2017
18300	\$81.00	12/15/2017
18315	\$85.00	12/21/2017

3. Washington Student Activities Account

Check#	Amount	Issued
1005	\$25.00	1/22/2018

Business Agenda Item M.3.f. continued:

4. High School Student Activities Account

Check#	Amount	Issued
1924	\$146.00	7/18/2017
2103	\$22.96	12/20/2017
2124	\$117.34	1/10/2018
2129	\$170.00	1/16/2018
2154	\$147.50	1/30/2018
2239	\$280.00	3/26/2018
2266	\$75.00	4/6/2018
2379	\$500.00	5/24/2018
2405	\$1,000.00	6/6/2018
2428	\$141.61	6/18/2018

5. Business Office – Payroll Account

Check #	Amount	Issued
178248	\$135.44	9/14/2018

6. Business Office – General Fund

Check#	Amount	Issued	Check#	Amount	Issued
199758	39.36	10/31/2017	200145	39.36	11/8/2017
199765	39.36	11/7/2017	200189	39.36	11/8/2017
199786	39.36	11/8/2017	200205	39.36	11/8/2017
199790	78.72	11/8/2017	200208	39.36	11/8/2017
199823	39.36	11/8/2017	200211	39.36	11/8/2017
199839	39.36	11/8/2017	200242	39.36	11/8/2017
199843	78.72	11/8/2017	200256	39.36	11/8/2017
199889	78.72	11/8/2017	200262	39.36	11/8/2017
199890	39.36	11/8/2017	200395	91.63	11/8/2017
199900	39.36	11/8/2017	200837	182.13	12/19/2017
199902	39.36	11/8/2017	201342	91.02	2/26/2018
199922	78.72	11/8/2017	201689	550.64	3/26/2018
199930	39.36	11/8/2017	201777	400.33	4/30/2018
200001	78.72	11/8/2017	201810	168.00	4/30/2018
200031	39.36	11/8/2017	202295	500.00	6/19/2018
200050	39.36	11/8/2017	202327	500.00	6/19/2018
200099	39.36	11/8/2017	202372	500.00	6/19/2018
200104	39.36	11/8/2017	202431	500.00	6/19/2018
200109	78.72	11/8/2017	202658	14.00	6/30/2018
200130	39.36	11/8/2017	203143	1,232.00	8/27/2018
200132	78.72	11/8/2017			
200133	39.36	11/8/2017			

Business Agenda Items continued:

- g. Resolve to approve a parental transportation contract to the parents of student # 16563, in the amount of \$9,000 for the SY 2019-2020
- h. Resolve to approve a tuition agreement for the 2019-20 school year for student id #12178 and student id # 13451.
- i. Resolve to approve the disposal either by auction or as refuse of the following items deemed unusable by the district based on knowledge of existing programs and based on the age and condition of the items, pursuant to N.J.S.A. 18A:18A 45:

1997 Ford Dump Truck, VIN #3FEKF38G2VMA67897

Be it further resolved that the Board of Education approves the sale of the surplus property through the online auction services of GovDeals (govdeals.com). The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Board. The sale is being conducted pursuant to Local Finance Notice 2008-9.

The Board reserves the right to accept or reject any bid submitted. Any remaining items after auction will be disposed of as appropriate

- j. Resolve to approve a contract with Magic Touch Construction Company, Inc. for sewer line repair at Washington School in the amount of \$51,068.64. This contract was procured and solicited through Educational Services Commission of NJ (ESCNJ 16/17-19 Plumbing Services - Time and Material)
- k. Resolve to approve a contract with Academy Construction, Inc. for Emergency Abatement removal of floor tiles and mastic at Millburn Middle School in the amount of \$32,085.00. This contract was procured and solicited through Ed Data Contract # 8521.

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

RESOLVED that the Millburn Board of Education now adjourns its public session to reconvene in Executive Session for the purpose of discussing the following:

- Confidential Matters by Law or Court Order
- Disclosure would Impair Districts’ Right to Receive Funding
- Unwarranted Invasion of Pupil’s Privacy
- Collective Bargaining/Negotiations
- Purchase/Lease of Property
- Strategies of Public Safety/Security and Investigations of Possible violations of Law
- Pending, Ongoing, or Anticipated Litigation
- Personnel Matters
- Deliberations related to Civil Penalty or Suspension/Loss of a Certification

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