

MILLBURN TOWNSHIP PUBLIC SCHOOLS

Millburn, New Jersey

\*\* A G E N D A \*\*

**REGULAR MEETING**

Millburn Township Board of Education

Monday, May 6, 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 April 22, 2019

**E. PRESENTATION**

1. Robotics Team
2. Glenwood School Presentation
3. SY 2019-2020 Budget Hearing

**F. BOARD PRESIDENT'S REPORT**

**G. BOARD COMMITTEE REPORTS**

1. High School Student Liaison
2. Program
3. Finance
4. Property
5. Personnel
6. Policy
7. Communications and Community Engagement
8. Communications AdHoc Committee

## H. SUPERINTENDENT'S REPORT

### 1. Fire/Security Drills for: April 2019.

High School	April 1 / April 10
Middle School	April 9 / April 22
Deerfield	April 23 / April 30
Glenwood	April 24 / April 26
Hartshorn	April 23 / April 24
South Mountain	April 10 / April 22
Wyoming	April 22 / April 25
Washington	April 12 / April 22

## 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 approve Professional Development Requests / Teacher Conferences as per policy 6471 requiring prior approval of travel reimbursement expenses.
- b. Resolve to approve the establishment of a primary Autism class at Washington School for the SY 2019-2020.
- c. Resolve to approve the following Textbooks adoptions:  
Algebra & Trigonometry, 10th Edition, Pearson 2016; Introduction to PreCalculus Biology, Pearson 2019; CPA 10th Grade Biology.
- d. Resolve to approve the submission of the 2019-20 Bilingual Program Waiver Request for ELLs that exceed 20 students in a single language.
- e. Resolve to approve to accept the following out of district student for the Millburn ESY Program (July 8 to August 9)

<b>ID #</b>	<b>District</b>	<b>Grade</b>	<b>Amount</b>
16976	Franklin Lakes School	5	\$5,428.34

- f. Resolve to amend the 2019-2020 school calendar to reflect the High School Graduation on June 24, 2020

**2. Personnel Agenda Items**

Resolve to approve the Personnel Report dated, May 6, 2019.

**3. Business Agenda Items**

- a. Resolve to approve the following contracts with Essex Regional Educational Services Commission for the 2019-2020 SY:
  - 1. Instructional Services Agreement for Chapters 192/193
  - 2. Nursing Services for Nonpublic Schools
  - 3. Public School Child Study Team Services
  - 4. Public School Home Instruction Services
  - 5. IDEA-B Services
- b. Resolve to approve a purchase agreement with Shaw's Complete Security for the replacement of interior door hardware at Washington School at a total cost of \$43,137.00. This contract was procured through the Ed Data Bid #8927 – Locksmith Services.
- c. Resolve to approve a purchase agreement with Alper Enterprises for the roof replacement on the maintenance building at a total cost of \$63,800. This contract was procured through the Ed Data Bid: 9187 Roof Repairs and Replacement.

**Business Agenda Items continued:**

- d. Resolve to approve a purchase agreement with Signal Electric Corporation for the following security upgrade projects:

- o Districtwide surveillance upgrades: \$416,101.50
- o Districtwide Access Controls: \$ 72,840.00

This contract was procured through NJ State Contract G2424 Contract # 43775 – Security System Maintenance and Installation.

- e. Resolution regarding Comprehensive Environmental Services

WHEREAS, a recommendation was made by the Business Administrator to the Millburn Board of Education (“Board”) to seek a contract for Comprehensive Environmental Services (hereinafter “Project”); and

WHEREAS, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4; and

WHEREAS, on Thursday, April 25, 2019 the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, et seq.; and

	Asbestos - Sampling, monitoring & analysis	Lead Sampling	Lead Sample Analysis	AHERA 6 mos	Right to Know Services	Asbestos Awareness Training
Westchester Environmental	87.5/hr	600/day	25/sample	1750	3950	470/session
Garden State Environmental	95/hr	525/day	30/sample	3600	10400	500/session
PARS Environmental	50/hour*	600/day	35/sample	2500	22863	450/session
Hillman Consulting, LLC	100/hr	960/day	45/sample	4000	2000/location	1500/session
Whitman	60/hour	500/day	55/sample	4800	23475	600/session
NAETI - Lew Corporation	no response	1105/day	47/sample	no resp	12650	1150/session
*PARS - sample cost not included						

WHEREAS, the lowest bid for the Project was submitted by Westchester Environmental whose bid has been reviewed and deemed compliant with the bid specifications and New Jersey Public Contracts Law, N.J.S.A. 18A:18A-1 et seq.; and

**Business Agenda Items continued:**

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby awards the Bid for Comprehensive Environmental Services for the period of July 1, 2019 through June 30, 2021, and subject to two one-year renewals, as the lowest responsible bidder at the amount of \$1,750 per round for each six month surveillance report, \$470.00 per session for additional 2 hour awareness training sessions, and \$3,950 for Right to Know Services.

BE IT FURTHER RESOLVED that the Board appoints Westchester Environmental to provide Comprehensive Environmental Services for the period of July 1, 2019 through June 30, 2021 on an as-needed basis for hourly services per the bid including sampling, monitoring and analysis of asbestos at \$87.50 per hour, lead water sampling at \$600 per day plus analysis at \$25 per sample, and other fees per the bid on an as needed basis for services such as preparation of bid specifications for abatement projects, review bids and make recommendations and for project management for abatement projects.

f. Resolution regarding Use of Competitive Contracting

WHEREAS, a recommendation was made by the Superintendent of Schools to the Millburn Board of Education (“Board”) to seek a proposal for Before and After Care Services to be provided at the Elementary Schools (hereinafter “Project”); and

WHEREAS, the Project qualifies for competitive contracting in accordance with N.J.S.A. 18A:18A-4.1(b)(1) ; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-4.3 the Board is required to authorize the use of competitive contracting; and

WHEREAS, the competitive contracting process will be administered by the School Business Administrator, who is a qualified purchasing agent; and

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby authorizes the Project advertised for competitive contracting pursuant to N.J.S.A. 18A:18A-4.3.

g. RESOLUTION REGARDING BUDGET ADOPTION

WHEREAS, on March 18, 2019, the Millburn Township Board of Education approved a preliminary budget to be submitted to the Executive County Superintendent of Schools for approval; and

WHEREAS, the preliminary budget was approved by the Executive County Superintendent of Schools on April 18, 2019; and

WHEREAS, the preliminary budget was advertised in The Item of Millburn and Short Hills on April 25, 2019; and

WHEREAS, the budget was presented to the public during a public hearing on May 6, 2019; and

**Business Agenda Items continued:**

WHEREAS the total amount of the 2019-20 budget shall be:

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

NOW THEREFORE, BE IT RESOLVED THAT the Board of Education hereby adopts the 2019-2020 School District Budget; and

BE IT FURTHER RESOLVED THAT there should be raised for the General Fund \$86,558,845 for the ensuing 2019-20 school year; and

BE IT FURTHER RESOLVED THAT there should be raised for Debt Service Fund, \$4,920,615 for the ensuing 2019-20 school year.

- h. Resolve to approve the following obsolete items to be recycled by Urban Renewal of Kearney, New Jersey at no cost to the District:

<u>Obsolete Item (Location)</u>	<u>Asset Tag</u>
Projector (MS)	21777

- i. Resolve to approve a purchase from Computer Design & Integration (CDI) of Teterboro, NJ in the amount of \$84,564.20 for the purchase of Ethernet switches including installation and configuration for the District's security camera system project. Contract NASPO Value Point DataCom/NJ NVP #AR233 (14-19). Participating Addendum contract is PA# A87720.

**4. Policy Agenda Items**

**First Reading Approval of Policies – Regulations**

**First Reading**

- a. Policy 5230 - Late Arrival and Early Dismissal
- b. Policy 3211 - Code of Ethics
- c. Policy 6832 - Conditions of Receiving State Aid
- d. Policy 6520 - Payroll Deductions
- e. Policy 6511 - Direct Deposit
- f. Policy 6311 - Contracts For Goods or Services Funded by Federal Grants
- g. Policy 4152 - Withholding an Increment
- h. Policy 3217 - Use of Corporal Punishment
- i. Policy 4161 – Examination for Cause

- 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

