

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

**REGULAR MEETING**

Millburn Township Board of Education  
Monday, April 8, 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 18, 2019

**E. PRESENTATION**

- 1. Winter Sports Recognition
- 2. Washington School Presentation
- 3. BOE HIB Training
- 4. Security Audit

**F. BOARD PRESIDENT'S REPORT**

**G. BOARD COMMITTEE REPORTS**

- 1. High School Student Liaison
- 2. Personnel
- 3. Communication and Community Engagement
- 4. Policy
- 5. Program

**H. SUPERINTENDENT’S REPORT**

1. Fire/Security Drills for:

High School	March 14 / March 25
Middle School	March 14 / March 26
Deerfield	March 6 / March 11
Glenwood	March 13 / March 29
Hartshorn	March 13 / March 22
South Mountain	March 6 / March 26
Wyoming	March 11/ March 14
Washington	March 22 / March 28

**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 3/7/19 to 3/29/19 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 addendum to the legal settlement for student #16450 regarding for the educational costs and placement for the 2019-2020, 2020-2021, 2021-2022 SY.
- d. Resolve to approve the addendum to the legal settlement for student #13766 regarding for the educational costs and placement for the 2019-2020, 2020-2021, 2021-2022 SY.

**2. Personnel Agenda Items**

Resolve to approve the Personnel Report dated, April 8, 2019.

**3. Business Agenda Items**

- a. Resolve to approve the removal and disposition of Rifton Wheelchair no longer required for the maintenance of the educational program or efficient management of the school district.
- b. WHEREAS, the Millburn Board of Education desires to transport special education, non-public, public and vocational school students to specific destinations; and

**Business Agenda Item M.3.b. continued:**

WHEREAS, the UNION COUNTY EDUCATIONAL SERVICES COMMISSION, hereinafter referred to as the CTSA, offers coordinated transportation services; and

WHEREAS, the CTSA will organize and schedule routes to achieve the maximum cost effectiveness;

NOW THEREFORE, it is agreed that in consideration of prorated contract costs, plus an administration fee of 4%, as presented to the Union County Board of Education as calculated by the billing formula adopted by the CTSA, payment will be made according to the billing schedule attached hereto. Said formula shall be based on the route cost(s) divided by the number of students allocated to each participating district. The total amount to be charged to districts will be adjusted based on the actual cost. Any balance due back to the district will be made by June

- c. Resolve to approve a service agreement with Altice USA (formerly LighPath/Cablevision) of Woodbury, NY, for an upgrade to the Internet & WAN services previously approved on May 26, 2015 (resolution N.3.o). These additional services are for the remaining 24 months of the agreement (July 1, 2019 through June 30, 2021) at an additional monthly fee of \$9,300.00

WHEREAS, the Agreement does not require bidding as it is an Agreement that is subject to the jurisdiction of the New Jersey Board of Public Utilities and thus an exception to the New Jersey Public School Contracts Law N.J.S.A. 18A:18A-5(a) (7), and

WHEREAS, the purchase was procured through the ERATE process, Funding Year 19 Category 1 Data Transmission and/or Internet Access contract, and

NOW THEREFORE BE IT RESOLVED, the Board hereby approves the Agreement for the terms and conditions specified to Altice SPIN # 143013604.

- d. Resolve to approve items to be recycled by Urban Renewal at no cost to the District.

Brother fax	U61639K3J472160
Printer HP	CNDY170006
Epson Projector	30532
Epson Doc Camera	701
Phaser 6700	R33031
Printer	30505
Printer HP	892

**Business Agenda Items continued:**

- e. Resolve to approve the disposal of public records per New Jersey Division of Archives and Records Management Guidelines. Authorization for disposal was approved by the Department of Treasury on 3/28/19, Authorization #554608.
- f. Resolve to approve Mr. David Bailey as Affirmative Action Officer, effective April 8, 2019 through June 30, 2019.
- g. Resolve to approve a purchase agreement with In-Line Heating & Air Conditioning Company for Millburn High School HVAC rooftop unit replacement at a cost of \$162,384.27. This contract was procured through Middlesex Regional Education Commission: ESCNJ # MRESC 15/16-58 HVAC Time and Materials.
- h. Resolve to approve a purchase agreement with In-Line Heating & Air Conditioning Company for South Mountain School Gym Area Ventilation at a cost of \$72,169.33. This contract was procured through Middlesex Regional Education Commission: ESCNJ # MRESC 15/16-58 HVAC Time and Materials.
- i. Resolve to approve a purchase agreement with In-Line Heating & Air Conditioning Company for Washington School Boiler replacement at a cost of \$278,345. This contract was procured through Middlesex Regional Education Commission: ESCNJ # MRESC 15/16-58 HVAC Time and Materials.
- j. Resolution regarding Bid for Boiler Replacement at Hartshorn Elementary School

WHEREAS, a recommendation was made by the Business Administrator to the Millburn Board of Education (“Board”) to seek a contract for construction services for Boiler Replacement at Hartshorn Elementary School (hereinafter “Project”); and

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

**Business Agenda Item M.3.j. continued:**

WHEREAS, on Thursday, March 14, 2019 the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, et seq.; and

Bidder	Base Bid	Alt. #1
Binsky & Snyder Service, LLC	\$85,950	+\$26,500
Desesa Engineering Company	\$110,900	(\$20,000)
Pennetta Industrial Automation	\$115,000	+\$16,000
Aqua-Therm Plumbing & Heating	\$117,900	(\$11,000)
Pattman Plumbing	\$139,375	(\$12,000)
Industrial Cooling Corporation	\$143,000	+\$22,000
Dumont Mechanical	\$152,625	(\$16,725)
Liberty Mechanical	\$154,250	(\$18,500)
ACP Contracting	\$157,000	(\$12,980)
EACM Corp	\$187,350	(\$22,500)
K&D Contractors, LLC	\$199,300	+\$28,400

WHEREAS, the bids submitted by Binsky & Snyder Service, LLC, Desesa Engineering Company, and Pennetta Industrial Automation have been withdrawn from consideration, and

WHEREAS, the fourth lowest bid for the Project was submitted by Aqua-Therm Plumbing and Heating, LLC 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

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby awards the Boiler Replacement at Hartshorn Elementary School to Aqua-Therm Plumbing and Heating, LLC, as the lowest responsible bidder at the amount of \$117,900.00

- k. 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-4S: 2009
- Box Truck, GMC 1989 Van, VIN # 2GHG31K6K4517692
  - Groundsmaster Mower 25-D, Model and Serial #30788 - 200000159

Be it further resolved that the Board of Education approves the sale of the surplus property through GovDeals pursuant to the terms and conditions of State Contract A-83453/T2581. Any remaining items after auction will be disposed of as appropriate.

**Business Agenda Items continued:**

- l. Resolve to award a contract to Pomptonian Food Services of Fairfield, NJ to provide Food Service Management Company (FSMC) Services. The FSMC shall receive, in addition to the costs of operation, a fee of \$.0759 for each \$1.00 of sales to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. Millburn School District guarantees the payment of such costs and fee to Pomptonian Food Services.

Pomptonian Food Services guarantees the Millburn School District a no cost for the District for the school year 2019-2020.

The term of this contract is for SY 2019-2020 with renewals by mutual agreement for up to four (4) additional terms of one (1) full school year each.

- m. Resolve to approve the Cafeteria Price Lists for the High School and Middle School for the SY 2019-2020.
- n. Resolve to approve participation in Joint Transportation Agreement with Sussex County Regional Cooperative for the SY 2019/2020. This authorizes the Millburn Township Board of Education to utilize their services in the procurement of busing services.
- o. Resolve to approve an agreement between the Board and employee number 0885.

**4. Policy Agenda Items**

**First and Second Reading Approval of Policies – Regulations**

**First Reading**

- a. Policy 3152 – Withholding an Increment
- b. Policy 3161 – Examination for Cause
- c. Policy 5600- Student Discipline/Code of Conduct
- d. Regulation 5600- Student Discipline/Code of Conduct
- e. Regulation 8420.2 - Bomb Threats

**Second 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

**Policy Agenda Items continued:**

- 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

**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**