

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

REGULAR MEETING

Millburn Township Board of Education
Tuesday, June 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 June 3, 2019
 - 2. Closed Minutes of Meeting of June 3, 2019

- E. PRESENTATION
 - 1. NASA App Development Challenge
 - 2. Recognition of Retiring Staff and Administrators
 - 3. Deerfield Presentation

- F. BOARD PRESIDENT’S REPORT

- G. BOARD COMMITTEE REPORTS
 - 1. High School Student Liaison
 - 2. Program
 - 3. Policy
 - 4. Personnel
 - 5. Communication Committee
 - 6. Finance
 - 7. Township Liaison

H. SUPERINTENDENT’S REPORT

1. Fire/Security Drills for:

High School	June 5 / June 18
Middle School	June 06 / June 11
Deerfield	June 4 / June 6
Glenwood	June 12 / June 14
Hartshorn	June 4 / June 6
South Mountain	June 6 / June 10
Wyoming	June 13 / June 17
Washington	June 12 / June 13

2. Spring Bus Evacuation Drills:

High School	June 06
Middle School	June 06
Deerfield	June 11
Glenwood	June 11
Hartshorn	June 14
South Mountain	June 11
Wyoming	June 11
Washington	June 11

I. ASSISTANT SUPERINTENDENT’S REPORT

J. SCHOOL BUSINESS ADMINISTRATOR’S REPORT

K. DISCUSSION

1. Long Range Facility Plan and Capital Funding

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 5/29/19 to 6/7/19 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. Resolution to approve continuing out of district Special Education placements for the 2019-2020 school year.

Student #	Vendor	Supporting Info	Amount
18157	The Newmark School	Tuition & ESY	\$63,110.52
13066	The Newmark School	Tuition & ESY	\$63,110.52
13725	The Newmark School	Tuition	\$57,373.20
16747	The Newmark School	Tuition	\$57,373.20
15331	The Newmark School	Tuition & ESY	\$63,110.52
12595	The Newmark School	Tuition & ESY	\$63,110.52
11610	Newmark High School	Tuition & ESY	\$64,031.22
11392	Newmark High School	Tuition	\$58,210.20
20134	The Newmark School	Tuition & ESY	\$63,110.52

Instruction Agenda Items continued:

- d. Resolve to accept an anonymous donation to the High School in the amount of \$1,200 to support Guidance Department.
- e. Resolve to approve the Millburn Board of Education approve the submission of the grant application of IDEA Basic and IDEA PreSchool for the 2019-2020 school year.

IDEA Basic:

District	\$1,046,812
Nonpublic Share	\$ 67,089

Preschool:

District	\$ 35,103
Nonpublic Share	\$ -0-

- f. Resolve to accept a donation from the Hartshorn PTO for new padding in the Hartshorn Elementary gym valued at \$15,213.
- g. Resolve to accept a donation from the Washington PTO in the amount of \$6,010 for the purchase of a sign board for the Washington Elementary School.
- h. RESOLVED, the Millburn Board of Education approves to accept the allocation of the FY 2020 Elementary and Secondary Education Act (ESEA) and be it further resolved to authorize the submission of the grant application for the 2019-2020 school year:

Title I part A: \$307,786
Title II part A: \$78,481
Title III: \$20,208
Title III - Immigrant: \$ 15,441
Title IV: \$19,128

- i. Resolve to approve the Future Ready Schools Plan for the 2019-2022 school years.
- j. Resolve to accept the Security Drill Statement of Assurance for the school year 2018-2019, as on file in the Business Office.

2. Personnel Agenda Items

Resolve to approve the Personnel Report dated June 18, 2019

3. Business Agenda Items

- a. Resolve to approve the Budget Transfers of May, 2019.
- b. Resolve to approve Treasurer of School Moneys report for period ending May, 2019.
- c. Resolve Approval and Certification of Board Secretary's Report for period ending, May 31, 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 May 31, 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 # 13 in the amount of \$9,046,466.13 dated June 18, 2019.
- f. Resolve to authorize the transfer of the interest earned on Capital Projects Funds to the Debt Service Fund.
- g. Resolution regarding Transfer of Current Year Surplus to Capital Reserve

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statues authorize procedures, under the Authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations unto reserve accounts during the month of June by board resolution, and

Business Agenda Item M.3.g. continued:

WHEREAS, the Millburn Township Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at the year end, and

WHEREAS, the Millburn Township Board of Education has determined that an amount not to exceed \$ 1,200.000.00 may be available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by Millburn Board of Education hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

- h. Resolution regarding Transfer of Current Year Surplus to Maintenance Reserve

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statues authorize procedures, under the Authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations unto reserve accounts during the month of June by board resolution, and

WHEREAS, the Millburn Township Board of Education wishes to deposit anticipated current year surplus into a Maintenance Reserve account at the year end, and

WHEREAS, the Millburn Township Board of Education has determined that an amount not to exceed \$1,000.000.00 may be available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by Millburn Board of Education hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

- i. Resolve to approve the revised fee schedule (Rev. 2/2014) for use of district facilities and fields, in support of district Policy #7510 ("Use of School Facilities"), effective 7/1/19.

Business Agenda Items continued:

- j. Resolve to approve, pursuant to Board Policy 7510, the lease agreement with the Millburn Institute of Talent, for the periods of September 2019 through June 2020, September 2020 through June 2021 and September 2021 through June 2022.

- k. Resolve to approve the following Delta Dental Rates for SY 2019-20:

	<u>Delta Premier</u>	<u>Delta PPO</u>
Employee	73.65	33.55
Employee & Spouse	139.93	63.76
Employee & Child(ren)	132.56	60.40
Family	206.21.	93.94

- l. Resolve to approve a participation agreement for the NJ Clean Energy Direct Install program for the installation of energy efficient retrofit measures to be performed by Willdan at Washington School

- m. RESOLUTION AUTHORIZING APPLICATIONS TO BE MADE TO THE COMMISSIONER OF EDUCATION FOR APPROVAL OF EDUCATIONAL PLANS, SCHEMATIC PLANS AND SCHOOL FACILITIES PROJECTS, ANY REQUIRED AMENDMENT TO THE LONG RANGE FACILITIES PLAN AND OTHER RELATED ACTIONS IN ACCORDANCE WITH THE EDUCATIONAL FACILITIES CONSTRUCTION AND FINANCING ACT.

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF MILLBURN IN THE COUNTY OF ESSEX, NEW JERSEY as follows:

- 1. The Board President, the Superintendent of Schools, the Business Administrator/Board Secretary, the Project Architect, Bond Counsel and other appropriate representatives of the Board (the “Board Representatives”) are hereby authorized to submit the educational plans and the schematic plans for the school facilities projects listed in the Schedule of Projects attached hereto (the “Projects”), hereby approved in forms prepared by Parette Somjen Architects, LLC (the “Project Architect”) , together with such other information as may be required, to the State Department of Education for approval and to make application to the Commissioner of Education for approval of the educational plans, the schematic plans and the Projects and, if necessary, any required amendment to the long-range facilities plan, in accordance with the requirements of the Educational Facilities Construction and Financing Act, N.J.S.A. 18A:7G-1 *et seq.*(P.L. 2000, Ch. 72, effective July 18, 2000, as amended and supplemented (the “Act”)) and N.J.A.C. 6A:26-2.1(f), 6A:26-2.3, 6A:26-3.1 and 6A:26-3.2.

Business Agenda Item M.3.I.

2. The Board Representatives are hereby further authorized and directed to submit the schematic plans and any other required information to the Planning Board and, if necessary, to the New Jersey Department of Environmental Protection and to any other appropriate agency for review and comment.
3. Parette Somjen Architects, LLC, the School District’s appointed architect for the Projects, has heretofore been authorized and delegated the responsibility to prepare the plans and specifications for the Projects in consultation with and under the supervision of the Business Administrator/Board Secretary, who has heretofore been delegated the responsibility to work with the architect for this purpose on behalf of the Board, and such authorizations and delegations are hereby reconfirmed and ratified, all in accordance with the requirements of N.J.S.A. 18A:18A-16.
4. An prior inconsistent resolutions adopted by this Board of Education are hereby superseded to the extent of any inconsistency herewith.
5. The Board Representatives are hereby authorized to take all steps necessary to implement this resolution.

4. Policy Agenda Items

First Reading Approval of Policies - Regulations

First Reading

- | | |
|--------------------|--|
| a. Policy 1642 | Earned Sick Leave Law |
| b. Regulation 1642 | Earned Sick Leave Law |
| c. Regulation 2330 | Homework |
| d. Policy 7421 | Indoor Air Quality. |
| e. Policy 7433 | Hazardous Substances |
| f. Policy 8311 | Managing Electronic Mail |
| g. Policy 8431 | Preparedness for Toxic Hazard |
| h. Policy 8540 | School Nutrition Programs |
| i. Policy 8690 | Monitoring Devices on School Vehicles |
| j. Policy 8740 | Bonding |
| k. Policy 8760 | Student Accident Insurance |
| l. Policy 9240 | Rights of Parents |
| m. Policy 9324 | Sex Offender Registration and Notification |
| n. Policy 9340 | Cooperation with Public Library |
| o. Policy 9550 | Educational Research Projects |

- 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