

MEMORANDUM

D – Operations

1/23/17

K-12 Issues

1. Approval of Bills List – Moved that the Board of Education approves the January 23rd, 2017, 2016 bills list of \$909,177.17 consisting of \$858,066.86 from the General Fund, \$50,372.38 from Cafeteria account, and \$737.93 from the Bridges account and that a copy of each be attached to the minutes.
2. Approval of Check Register – Moved that the Board of Education approves the January 6, 2017 check register of \$1,160,214.17 and that a copy be attached to the minutes.
3. Approval of Payroll Related Expenses – Moved that the Board of Education approves the January 15th, 2017 Payroll in the total amount of \$885,624.95 Board Share FICA in the total amount of \$23,236.15 and State Share FICA in the total amount of \$42,243.82.
4. Approval of December Transfer Reports – Moved that the Board of Education approves the Transfer Reports for the month ending December 31, 2016, and that a copy be attached to the minutes.
5. Acceptance of Donation – Moved that the Board of Education approves the recommendation from Kelli Shields, SSS Nurse, of a donation of a \$20 ShopRite gift card from the Leukemia Society of Cranford, NJ, to be used to purchase replacement undergarments to benefit SSS students.
6. Authorization to Cancel Checks – Moved that the Board of Education approves the authorization of the Business Administrator to cancel checks at Lakeland Bank, as per the following:

| Operating Checks to Cancel | | | |
|-----------------------------------|-------------|---------------|------------------|
| Check # | Date | Amount | Issued to |
| 103418 | 6/27/16 | \$150.00 | MCGBCA |

7. Approval of Public Agency Compliance Officer – Upon the recommendation of the Chief School Administrator, the Board of Education approves the School Business Administrator as the Public Agency Compliance Officer (P.A.C.O.) from January 2017 through December 2017.
8. Approval to Submit Amended NCLB FY17 Grant – Moved that the Board of Education approves the submission of Amendment #2 to the NCLB Grant Fiscal Year 2017 in the following amounts (revised Title III and Title III Immigrant):

MEMORANDUM

D – Operations

1/23/17

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|---------------------------------|-----------------|
| <u>Title I Part A</u> | |
| Instruction 100-100 | \$147,120 |
| Instruction 100-600 | \$ 16,000 |
| Support Services 200-200 | \$ 27,770 |
| Support Services 200-300 | \$ 38,500 |
| Support Services 200-600 | \$ 3,372 |
| Instructional Equipment 400-731 | \$ 7,500 |
| <u>Program Administration</u> | <u>\$ 4,316</u> |
| Total Title I Part A | \$244,578 |

| | |
|--|-----------------|
| <u>Title II Part A</u> | |
| Support Services 200-100 | \$ 20,450 |
| Support Services 200-200 | \$ 1,564 |
| Support Services 200-300 | \$ 9,698 |
| Support Services 200-500 | \$ 5,035 |
| Support Services 200-600 | \$ 549 |
| <u>Non-Instruct. Equipment 400-732</u> | <u>\$ 7,500</u> |
| Total Title II Part A | \$ 44,796 |

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|---------------------------------|-----------------|
| <u>Title III</u> | |
| Instruction 100-100 | \$ 9,500 |
| Instruction 100-300 | \$ 1,860 |
| Instruction 100-600 | \$ 2,561 |
| Support Services 200-200 | \$ 727 |
| <u>Support Services 200-300</u> | <u>\$ 2,500</u> |
| Total Title III | \$ 17,148 |

| | |
|------------------------------|-------------|
| <u>Title III - Immigrant</u> | |
| Instruction 100-300 | \$ 3,854 |
| <u>Instruction 100-600</u> | <u>\$ 0</u> |
| Total Title III Immigrant | \$ 3,854 |

9. Resolution of Support from the Boonton Town Board of Education Authorizing the Sustainable Jersey for Schools Small Grants Program funded by PSEG \$10,000 Grant Application

WHEREAS, Sustainability means using resources wisely, saving money and reducing our impact on the environment, all of which will ensure the future health, safety and prosperity of our children; and ;

WHEREAS, The Boonton Town School Board seeks to support and work with school staff and administrators, students and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly and cost-effective solutions.

WHEREAS, The Boonton Town School Board is participating in the Sustainable Jersey for Schools Program; and

MEMORANDUM

D – Operations

1/23/17

WHEREAS, one of the purposes of the Sustainable Jersey for Schools Program is to provide resources to school districts to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey for Schools Small Grants Program funded by PSEG \$10,000 Grant Application;

THEREFORE, the Boonton Town Board of Education has determined that the Boonton School District should apply for the aforementioned grant program.

THEREFORE, BE IT RESOLVED, that the Boonton Board of Education of the State of New Jersey, authorize the submission of the aforementioned Sustainable Jersey for Schools Grant.

10. Acceptance of 2016 Sustainable Jersey for Schools Small Grant - Moved that the Board of Education approves the acceptance of the 2016 Sustainable Jersey for Schools Small Grant in the amount of \$2000 to be awarded on February 2, 2017, in Trenton, NJ.
11. Approval of Service Agreement – Moved that the Board of Education approves an agreement with Ocean Computer Group of Matawan, NJ, to provide standard white glove services for 70 student Chromebooks in the amount of \$1,125.00, per New Jersey state contract #70256.
12. Approval of Agreement to Purchase Chromebooks Moved that the Board of Education approves an agreement with Ocean Computer Group of Matawan NJ for the purchase of 75 student Dell Chromebooks in the amount of \$16,181.15 per New Jersey State Contract WSCA/NASPO #B27160 / MNWNC-108
13. Reject Bids for Stair Replacement at Fireman’s Field – Moved that the Board of Education rejects the bids submitted for Stair Replacement at Fireman’s Field as follows:

WHEREAS, the Boonton Town Public Schools issued a Bid Request for stair replacement at Fireman’s Field, and

WHEREAS, Bids were received and opened on December 15, 2016, and

WHEREAS, the Bidders and their base bids were:

RVT Construction
85 5th Avenue, Unit 3
Paterson, NJ 07524
Bid Base: \$169,000

MEMORANDUM

D – Operations

1/23/17

WHEREAS, all bids received are in excess of the available budget to perform the required minimum scope of the project,

NOW, THEREFORE, BE IT RESOLVED, that the Boonton Town Public Schools reject all of the bids submitted and that each bidder will be notified of the same.

14. Approval of Employee Travel and Related Expense Reimbursements -

WHEREAS, the following employees, are attending the conference, convention, staff training, seminar or workshop as indicated; and

WHEREAS, the attendance at the stated function was previously approved by the Chief School Administrator for the date as indicated on their completed Professional Absence Form, as being work related and within the scope of the work responsibilities of the attendee; and

WHEREAS, the attendance at the function was approved as promoting the delivery of instruction or furthering efficient operation of the school district, and fiscally prudent; be it

RESOLVED, that upon the recommendation of the Business Administrator, the Board of Education approves the recommendation from Michael Neves and finds the travel and related expense particular to attendance at the approved function necessary and/or unavoidable, and that the travel and related expense are justified and therefore reimbursable in accordance with OMB Guidelines, State travel regulations and/or employee contracts.

| Name | Date (s) | Workshop / Conference | Registration Fee Paid by BOE | Mileage/ Tolls / Other |
|---------------------|----------|--|---|------------------------|
| Brady, Heidi | 02/02/17 | Section504 & I&RS Overview, West Orange, NJ | \$75 | \$9.92 |
| Coleman, Jennifer | 03/14/17 | Mood Disorders Techniques, Parsippany, NJ | \$99 | \$0 |
| Cornell, Vicki | 02/01/17 | Engineering Robotics Student Competition, Newark, NJ | \$0 | \$12.59 |
| Faessinger, Colleen | 03/17/17 | NJ Sharing Network Workshop, New Providence, NJ | \$0 | \$11.53 |
| Harbeson, Jesica | 02/23/17 | Tools of the Mind Workshop, Piscataway, NJ | \$400 <i>(includes 4/26/17 workshop)</i> | \$24.80 |

MEMORANDUM

D – Operations

1/23/17

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|---------------------|--|--|----------|---|
| Harbeson, Jesica | 04/26/17 | Tools of the Mind Workshop, Piscataway, NJ | \$0 | \$24.80 |
| Hughen, David | 03/03/17, | NJSIAA Wrestling | \$0 | Hotel - \$905** |
| | 03/04/17 & 03/05/17 | Championships, Atlantic City, NJ* <i>*Travel contingent on BHS Wrestler(s) Qualifying for State ** Food is for D.H. and 3 student athletes and Hotel is for two rooms</i> | | Food – \$852** Parking - \$75 Mileage - \$83.70 |
| Kohler, Dan | 03/16/17 & 03/17/17 | FBLA State Competition Atlantic City, NJ <i>*Hotel is for D.K., plus 1 teacher and 3 students</i> | \$0 | Hotel - \$979.12** Parking - \$75 Mileage - \$83.08 |
| Maier, Christine | 03/14/17 | Mood Disorders Techniques, Parsippany, NJ | \$99 | \$2.48 |
| Manca, Yvonne | 04/06/17 & 04/07/17 | NJ Music Educators Conference, Atlantic City, NJ | \$350.00 | Mileage - \$83.08 Hotel - \$194.50 Estimated Tolls - \$20 |
| Morgenland, Nadine | 02/23/17 | NJASBO Pension Workshop, Rockaway, NJ | \$75.00 | \$7.75 |
| Presuto, Robert | 01/17/17 | NJASA Strategic Planning Session, Trenton, NJ <i>*previously approved on 10/03/16, revised to include tolls</i> | \$149 * | Tolls - \$12.00 Mileage* - \$40.01 |
| Shovlowsky, Anthony | 03/03/17, 03/04/17 & 03/05/17 | NJSIAA Wrestling Championships, Atlantic City, NJ* <i>*Travel contingent on BHS Wrestler(s) Qualifying for State</i> | \$0 | Food – \$213 Parking - \$75 Mileage - \$83.70 |
| Zwain, Jodi | 02/28/17 | Accelerating Learning...Special Needs Students Workshop, West Orange, NJ | \$245.00 | \$8.75 |

MEMORANDUM

D – Operations

1/23/17

15. Approval of Use of Facilities – Moved that the Board of Education approves the use of District Facilities to organizations, provided all required documents are submitted:

USE OF FACILITIES

January 23rd, 2017

| Permit # | Requested by / Facility / Dates |
|------------|--|
| 16/17-0057 | Planning to Play – Fund Run Boonton High School Turf, Track and Bathrooms Saturday May 20 th , 2017 (8:00 AM – 12:00 Noon) |
| 16/17-0063 | Boonton Parks & Recreation – Family Bingo JHS- Cafeteria Friday February 3 rd , 2017 (6:30 PM – 8:00 PM) |
| 16/17-0064 | Boonton High School Boys Basketball Parents – Snack Sales BHS – Gym Hallway Game Dates 1/17,1/20,1/23,1/31,2/2,2/13, 2017 (During Home Games) |
| 16/17-0065 | Tri Town Little League – Games & Practices John Hill School – Fields Mondays – Fridays & Saturdays March 15 th – June 30 th , 2017 Weekdays (6:00 PM – 9:00 PM) Saturdays (9:00 AM – 9:00 PM) Boonton High School JV & Varsity Fields Varsity Field can only be used on Mon & Sat Mondays & Saturdays March 15 th – June 30 th , 2017 Mondays (6:00 PM – 9:00 PM) Saturdays HS (12:00 PM - 9:00PM) |
| 16/17-0066 | Boonton Hills and Valley Lacrosse – Practice School St School – Gym Thursdays February 2 nd – March 9 th , 2017 (5:15 PM – 7:15 PM) |
| 16/17-0067 | Boonton Hills & Valley LAX – Practice & Games Fireman’s Field Mon - Thurs, March 12 th thru May 31 st , 2017 Weekdays (6:00 PM - Dark) Saturdays, March 12 th thru May 31 st , 2017 Weekends (10:00 AM – 2:00 PM) |

MEMORANDUM

D – Operations

1/23/17

- 16/17-0068 Boonton Hills & Valley LAX – Practice & Games
 Boonton High School – Turf Field
 **Practices and games contingent on High School Practices
and games and when custodians are on duty (to be coordinated with Mr
Hughen)**
 Apr 27th,29th ,May 6th,8th ,13th , 15th , 25th , 2017
 Weekday games: (6:00 PM -7:30 PM)
 Weekend games: (1:00 PM- 5:00 PM)
- 16/17-0069 Tri Town Little League – Youth Baseball Clinic
 John Hill School – Gym
 Friday February 3rd , 2017
 (7:00 PM – 8:15 PM)
- 16/17-0070 Boonton PTA – Multi-Cultural Night
 John Hill School – Gym
 Tuesday March 14th , 2017
 (4:30 PM- 9:00 PM)
- 16/17-0071 Tri Town Little League – Opening Day Celebration
 John Hill School – Parking Lot
 Saturday April 22nd , 2017
 (9:00 AM – 12 Noon)

BHS TEAM SPORTS HAVE PRIORITY

No Activities on Days School is Closed

**ABOVE PERMITS ARE PENDING BUILDING ADMINISTRATION
FINAL APPROVAL AND RECEIPT OF DOCUMENTATION**