

MEMORANDUM

D – Operations

12/19/16

1. Approval of Bills List – Moved that the Board of Education approves the December 19th, 2016 bills list of \$513,169.82 consisting of \$483,670.58 from the General Fund, \$27,787.60 from Cafeteria account, and \$1,711.64 from the Bridges account and that a copy of each be attached to the minutes.

2. Approval of Payroll Related Expenses – Moved that the Board of Education approves the December 15th, 2016 Payroll in the total amount of \$818,686.94 Board Share FICA in the total amount of \$17,939.74 and State Share FICA in the total amount of \$41,157.72.

3. Approval of November Transfer Reports – Moved that the Board of Education approves the Transfer Reports for the month ending November 30, 2016, and that a copy be attached to the minutes.

4. Approval of October Board Secretary and Treasurer Reports – Moved that the Board of Education approves the report of the Board Secretary and the Treasurer for the month ending October 31, 2016, and that a copy be attached to the minutes.

5. Approval of Agreement – Moved that the Board of Education approves entering into an agreement with Josten’s, Inc. of Minneapolis, MN, as exclusive yearbook provider for the Boonton High School at a cost of \$20,510.00 to be paid from the BHS Student Activities account.

6. Acceptance of Donation – Moved that the Board of Education approves the recommendation from Robert Presuto, Superintendent, of a donation from Glen Post of Boonton, NJ, of 30 winter jackets for JHS and BHS students, valued at \$500.

7. Approval to Enter into Pilot Program – Moved that the Board of Education approves entering into a pilot program with McGraw-Hill of New York, NY, to provide 270 new social studies textbooks, as per the following, for grades 6, 7, and 8, at no cost to the district.

Title	ISBN	Quantity
Discovering our Past History of the World Early Years	9780076767380	90
Discovering Our Past World Geography	9780076686971	90
Discovering Our Past History of the United States	9780076680504	90

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8. 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:

Scholarship Check to Cancel			
Check #	Date	Amount	Issued to
2189	6/7/2016	\$ 50.00	Sarah Larsen

Operating Checks to Cancel			
Check #	Date	Amount	Issued to
103327	6/6/16	\$ 5.00	Susan Elliott
103323	6/6/16	\$ 5.00	Sherri Dunlap

9. Approval of Proposal – Moved that the Board of Education approves the proposal from Houghton Mifflin Harcourt, of Boston, MA, to provide a Family Engagement Program at a cost \$26,562.40, to be paid from Title I funds, account 20-230-200-300-06-00-00.
10. Motion to Award Toilet Renovation Project - **RESOLUTION**

RESOLUTION AWARDING CONTRACT THROUGH FAIR & OPEN PROCESS IN ACCORDANCE WITH N.J.S.A. 18A:18A-4.4 AND -4.6 FOR A TOILET RENOVATION CONTRACT WITH RJ MICHAELS & CO., INC OF EAST ORANGE, NJ

WHEREAS, the Board of Education of the Town of Boonton in the County of Morris, New Jersey (the “Board” when referring to the governing body and the “School District” when referring to the territorial boundaries governed thereby) has, pursuant to N.J.S.A. 18A:18A-4.6 (the “ESP Law”) determined to undertake a toilet renovation project at Boonton High School;

WHEREAS, the Board has solicited competitive contracting proposals to undertake a toilet renovation project at Boonton High School;

WHEREAS, the Board has solicited proposals, reviewed, and evaluated them based upon the factors enumerated in the request for proposals;

WHEREAS, after careful review of all responses, the School Business Administrator has concluded that awarding the contract to RJ Michaels & Co., Inc is in the best interest of the Board and best effectuates the renovation project;

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NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWN OF BOONTON IN THE COUNTY OF MORRIS, NEW JERSEY, AS FOLLOWS:

1. The Board President and School Business Administrator are hereby authorized and directed to enter into a contract with RJ Michaels & Co., Inc to undertake the Toilet Renovation Project as detailed in the RJ Michaels & Co., Inc Response to the Board’s Request for Competitive Contracts.

2. This Resolution shall take effect immediately upon its adoption.

11. 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
Bircher, Leah	01/16/17 04/06/17	Monthly County SAC Meetings, Morris Plains, NJ (Rescheduled dates)	\$0	\$13.64
O’Dell, Terence	01/16/17	Google Apps for Education Workshop, Hopatcong, NJ	\$199	\$13.14

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Pourki, Neda	01/10/17	Applied Behavior Analysis Workshop, West Orange, NJ	\$245	\$8.43
Sabatino, Zachary	01/11/17	Math Workshop, Piscataway, NJ	\$195	\$24.80
Sohl, Melanie	02/21/17	Technology in Mathematics Class Workshop, New Brunswick, NJ	\$195	\$24.68
Sorochynskyj, Judy	01/11/17	NJDOE PARCC Performance Data Workshop, Westfield, NJ	\$0	\$14.94