

MEMORANDUM

D – Operations

3/27/17

K-12 Issues

1. Approval of Bills List – Moved that the Board of Education approves the March 27th, 2017 bills list of \$827,062.22 consisting of \$801,296.00 from the General Fund, \$23,419.77 from Cafeteria account, and \$2,346.45 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 March 15th, 2017 Payroll in the total amount of \$794,788.14 Board Share FICA in the total amount of \$16,235.58 and State Share FICA in the total amount of \$42,309.25.

3. Approval of February Transfer Reports – Moved that the Board of Education approves the Transfer Reports for the month ending February 28, 2017, and that a copy be attached to the minutes.

4. Acceptance of Food Service Management Proposal –
BE IT RESOLVED, that the Boonton Board of Education accepts the Food Service Management proposal from The Pomptonian, Inc. of Fairfield, NJ, and rejects the proposal from The Nutrition Group of Irwin, PA, for the food service operation for 2017-2018. The Boonton Board of Education approves the contract which contains the following language regarding management fee and guarantee:

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$.0995 per reimbursable meal and meal equivalent to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. The LEA guarantees the payment of such costs and fee to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals (breakfast, lunch and after school snack meals) served and meal equivalents. The number of School Breakfast Program, After School Snack Program, and National School Lunch program meals served to the children shall be determined by actual count. Cash receipts, other than from Sales of National Lunch Program and School Breakfast Program meals and After School Snack Program meals served to the children, shall be divided by \$1.00 to arrive at an equivalent meal count. The per meal administrative/management fee of \$.0995 will be multiplied by total meals.

The FSMC guarantees the LEA a minimum profit of ten thousand dollars (\$10,000.00) for school year 2017-2018.

5. Approval of Substitute Service Contract – Moved that the Board of Education approves The Substitute Service, LLC of Florham Park, NJ, to provide substitute placement services for the 2017/2018 school year at a rate of \$8,408.84.

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6. Approval to Renew Agreement with Phoenix Advisors – Moved that the Board of Education approve entering into an agreement with Phoenix Advisors, LLC of Bordentown, NJ, for continuing disclosure agent services and independent registered municipal advisor of record in the amount of \$850 for the 2017/18 school year.

7. Authorization to Establish Scholarships – Moved that the Board of Education authorize the establishment of two multi-year scholarships in the amount of \$250 per year as requested by the Banks Family under the criteria outlined in the attached letter by reference.

8. Approval of Construction Project Bid Award
WHEREAS, on March 9, 2017 the Boonton Board of Education conducted a public bid opening for the award of The Safe Routes to School Improvements at John Hill School project which yielded the following for consideration:

Contractor	Base Bid
Your Way Construction, Inc.	\$255,842.00
D&L Paving Contractors, Inc.	\$279,390.00
JC Landscape Construction & Management Co., Inc.	\$342,643.13
Zuccaro Inc.	\$343,100.00

and;

WHEREAS, in accordance with the provisions of the Public Schools Contract Law, N.J.S.A. 18A:18A-1 et seq.;

NOW, THEREFORE BE IT RESOLVED, that the Boonton Board of Education award the contract for the The Safe Routes to School Improvements at John Hill School project to Your Way Construction of Irvington, NJ, in the total contract lump sum of \$\$255,842.

9. Approval of Award of Contract - Moved that the Board of Education approve entering into a contract with GL Group, Inc. of Bloomingdale, NJ, for the award of The Boonton Kitchen Upgrades project (EDS17-005) at the base cost of \$79,660 and alternate #1 cost of \$15,000.

10. 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

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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
Boehmer, Robbin	5/6/17	NJASBO Pupil Transportation, Cranford, NJ	\$70	\$16.49
Boehmer, Robbin	5/13/17	NJASBO Core Curriculum Content Standards, Cranford, NJ	\$70	\$16.49
Boehmer, Robbin	Dec 2016 to Feb 2017	Travel to Lakeland Bank, Boonton, NJ	\$0	\$16.93
Boehmer, Robbin	1/25/17 2/3/17 2/15/17 3/6/17 & 3/16/17	Travel to Lincoln Park Board of Education, Lincoln Park, NJ	\$0	\$22.94
Coleman, Jennifer	02/27/17	NJ Special Education Summit, Newark, NJ	\$0	Parking - \$11.00
Nosal, Peter	5/24/17	Tri-State Project Based Learning Summit, Rutgers, Somerset, NJ	\$149	\$22.32
Presuto, Robert	5/17/17 to 5/19/17	NJASA Spring Leadership Conference, Atlantic City, NJ	\$525	Miles - \$84.32 Hotel - \$238.00 Food - \$185.00 Est. Parking -\$75 Est. Tolls - \$15 Est. Internet - \$25