

MEMORANDUM

D – Operations

4/3/17

K-12 Issues

1. Approval of Bills List – Moved that the Board of Education approves the April 3rd, 2017 bills list of \$84,137.09 consisting of \$83,949.02 from the General Fund and \$188.07 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 30th, 2017 Payroll in the total amount of \$786,822.28 Board Share FICA in the total amount of \$15,572.84 and State Share FICA in the total amount of \$42,321.87.

3. Approval of January 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 January 31, 2017, and that a copy be attached to the minutes.

4. 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
Boehmer, Robbin	3/25/17	Treasurer’s Report Meeting, Woodbridge, NJ	\$0	\$22.13
Boehmer, Robbin	5/6/17	NJASBO Pupil Transportation, Newton, NJ <i>*previously approved 3/27/17 - location has changed</i>	\$70	\$21.27

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4/3/17

Hancock, Patrick	04/04/17 to 04/07/17	Cornerstone Day School, PARCC Testing, Mountainside, NJ	\$0	\$49.60
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5. 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
April 3rd, 2017

Permit #	Requested by / Facility / Dates
16/17-0086	Boonton HS Girls Softball Parents – Meetings BHS – Classroom #14 Thursdays April 27 th & May 25 th , 2017 (6:00 PM – 8:00 PM)
16/17-0087	Boonton PTA - Book Fair School Street School – Multi Purpose Room (Stage) Monday May 1 st – Friday May 5 th , 2017 (8:00 AM - 3:00 PM) Wednesday (Evening Hours) 5:00 PM – 8:00 PM)
16/17-0088	Boonton High School Girls LAX – Team Dinner Boonton High School – Cafeteria April 6 th , 11 th , 25 th , 2017 (5:00 PM - 7:00 PM)
16/17-0089	Boonton High School Girls LAX – Snack Sales BHS Concession Stand, Home Games & Tournaments 2016-2017 Season (3:30 PM - 7:00 PM)
16/17-0091	Boonton High School Boys LAX – Fund Raiser Pick Up Boonton High School – Covered Walk Sunday April 23 rd , 2017 (12:00 Noon – 4:00 PM)

BHS/BMS TEAM SPORTS HAVE PRIORITY

No activities on Days school is Closed

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