

MEMORANDUM

D – Operations

5/22/17

K-12 Issues

1. Approval of Bills List – Moved that the Board of Education approves the May 22nd, 2017 bills list of \$254,382.93 consisting of \$224,059.51 from the General Fund and \$30,323.42 from Cafeteria 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 May 15th, 2016 Payroll in the total amount of \$799,508.22 Board Share FICA in the total amount of \$17,109.63 and State Share FICA in the total amount of \$41,678.94.

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

4. Approval of Disposal of Books – Moved that the Board of Education approves the recommendation from Louis Caruso, JHS Principal, of the disposal of the following books, having been listed on the state of New Jersey’s Textbook Sharing Website for 120 days as required by N.J.S.A. 18A:34-3, due to one or more of the following criteria: title contains outdated information, title is no longer relevant to the curriculum and/or students’ interest, title is in poor condition that is beyond reasonable preservation efforts.

| Name | ISBN | Number of copies | Year |
|---|-------------------|------------------|------|
| Holt Elements of Literature First Course | 0-03-042412-7 | 76 | 2007 |
| Holt Elements of Literature Second Course | 0-03-042413-5 | 52 | 2007 |
| Harcourt Math Grade 4 | 0-15-352225-9 | 21 | 2007 |
| Harcourt Math Grade 5 | 0-15-352227-5 | 85 | 2007 |
| McDougal Littell Math Course 1 (6 th Grade text) | 978-0-618-61069-3 | 100 | 2007 |
| McDougal Littell Math Course 2 (7 th Grade text) | 978-0-618-61070-9 | 5 | 2007 |
| McDougal Littell Math Course 3 (8 th Grade text) | 978-0-618-61071-6 | 134 | 2007 |

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5. Approval of Sale of Books – Moved that the Board of Education approves the recommendation from Louis Caruso, JHS Principal, of the sale of the following books at \$10 per book to Big East Books of Coopersburg, PA, for a total price of \$680. The books have been listed on the State of New Jersey’s Textbook Sharing Website as required by N.J.S.A. 18A:34-3, due to one or more of the following criteria: title contains outdated information, title is no longer relevant to the curriculum and/or students’ interest, title is in poor condition that is beyond reasonable preservation efforts.

| Name | ISBN | Number of copies | Year |
|-----------------------------|-------------------|------------------|------|
| Pre-Algebra (Holt McDougal) | 978-0-547-58777-6 | 68 | 2011 |

6. Acceptance of Donation – Moved that the Board of Education approves a donation of two HP Chromebooks Model 14-x013dx, Serial # 5cd4424x9t and Serial # 5cd4424xb7, from Long Valley, NJ, resident Lisa Rose, valued at \$100 each, and an ASUS Model A52F-X3 laptop Serial # a6n0as292487258 from Long Valley, NJ, resident Chantelle Ferrucci, valued at \$175.

7. Authorization of Lease Purchases of District Assets – Moved that the Board of Education approves the authorization for the district to enter into long term lease purchase for the maintenance and purchase of fixed assets as per the attached resolution.

RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWN OF BOONTON IN THE COUNTY OF MORRIS, NEW JERSEY DETERMINING TO FINANCE ACQUISITION AND INSTALLATION OF VARIOUS EQUIPMENT AND RELATED WORK CONSISTING OF COMPUTER AND TECHNOLOGY EQUIPMENT, BATHROOM FIXTURES AND A NEW TOWER CLOCK BY MEANS OF AN EQUIPMENT LEASE PURCHASE FINANCING IN AN AMOUNT NOT EXCEEDING \$525,000, AUTHORIZING AN ADVERTISEMENT FOR BIDS TO FINANCE THE EQUIPMENT IF NECESSARY, DELEGATING THE AWARD OF THE BID, AUTHORIZING THE EXECUTION OF THE LEASE AND RELATED DOCUMENTS AND AUTHORIZING OTHER ACTIONS NECESSARY TO COMPLETE THE TRANSACTION

8. Authorization to Enter into Agreement for Services with Bond Counsel – Moved that the Board of Education approves the agreement with McManimon, Scotland & Baumann, LLC, of Roseland, NJ, to provide services related to the issuance of School District obligations for various capital projects and other purposes and to provide for the terms and the security of such bonds and notes in accordance with Title 18A, Education, of the New Jersey Statutes and other applicable laws or to provide for its capital projects and financings by some alternative means, as per the attached agreement.

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9. 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 | 03/01/17 – 05/15/17 | Mileage to Lakeland Bank, Boonton, NJ | \$0 | \$19.34 |
| Boehmer, Robbin | 05/08/17 | Morris County Superintendent's Office, Morristown, NJ | \$0 | \$6.94 |
| Boehmer, Robbin | 3/1/17 - 05/15/17 | Lincoln Park BOE, Lincoln Park, NJ | \$0 | \$18.75 |
| Bongo, Robert | 06/02/17 – 06/03/17 | State Track & Field Finals, Egg Harbor Township, NJ | \$0 | *Hotel - \$1,500 *Mileage - \$93 *Van Rental - \$450 *Tolls - \$20 *Food - \$2,300 <i>*Estimated expenses for R.B., 4 coaches and 18 student athletes) Number traveling contingent on BHS athlete (s) qualifying for State</i> |
| Davidson, Robert | 07/06/17 – 07/08/17 | Creative Technologies Bootcamp, Columbia University, NY | \$595.00 | Mileage - \$109.50 Tolls - \$45.00 |

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| Neves, Michael | 06/06/17 – 06/09/17 | NJASBO Annual Convention, Atlantic City, NJ | <i>Previously approved 2/27/17</i> | Mileage - \$83.08 Meals - \$224.00 Tolls - \$20.00 Parking - \$100.00 |
| Muench, Christine | 06/01/17 | Realtime User Group Meeting, Mt. Laurel, NJ | \$0 | \$58.09 |

100. 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
May 22nd, 2017

| Permit # | Requested by / Facility / Dates |
|------------|--|
| 16/17-0097 | Boonton High School Girls LAX - Banquet Boonton High School - Cafeteria Friday June 9 th , 2017 (5:00 PM – 7:00 PM) |
| 16/17-0098 | BHS Home & School Association – Graduation Balloon Pick Up Boonton High School - Hallway by room 130 (side door) Tuesday June 20 th , 2017 (2:00 PM – 7:00 PM) |
| 16/17-0099 | Project Celebration – Project Celebration Party John Hill School – Gym, Music Suite, Art Room (1 st floor) Cafeteria Friday June 16 th , 2017 (4:00 PM – 10:00 PM) |
| 16/17-0100 | Boonton Youth Lacrosse (Hills & Valley) – LAX Clinic Boonton High School – Football Fields Monday – Thursday - July 31 to Aug 3, 2017 (9:00 AM – 1:00 PM) |
| 17/18-0001 | Boonton Parks & Recreation – Travel Field Hockey Team Boonton High School – Turf Wednesdays July 5 th – August 30 th , 2017 (3:00 PM – 5:00 PM) |
| 17/18-0002 | Boonton Parks & Recreation – Travel Field Hockey Team Boonton High School – Turf One Night a week (coordinated on availability with Mr. Hughen) September- November 2017 (6:00 PM – 8:00 PM) |

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BHS TEAM SPORTS HAVE PRIORITY

**ABOVE PERMITS ARE PENDING BUILDING ADMINISTRATION
FINAL APPROVAL**