

## MEMORANDUM

D – Operations

6/12/17

### K-12 Issues

1. Approval of Bills List – Moved that the Board of Education approves the June 12<sup>th</sup>, 2017 bills list of \$648,458.71 consisting of \$608,072.16 from the General Fund, \$39,801.93 from Cafeteria account, and \$584.62 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 May 30<sup>th</sup>, 2016 Payroll in the total amount of \$744,856.68 Board Share FICA in the total amount of \$12,963.06 and State Share FICA in the total amount of \$41,671.04.
3. Approval of April 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 April 30, 2017, and that a copy be attached to the minutes.
4. Authorization of Submission of a Safety Grant - Moved that the Board of Education authorize the submission of a grant application for the 2017 Safety Grant Program through the New Jersey School Boards Association Insurance Group's Eric West Sub-fund for the purposes described in the application, in the amount of \$9,500, for the period July 1, 2017 through July 30, 2018.
5. Approval of Renewal of Contract – Moved that the Board of Education approves a renewal contract with Educational Services Commission of Morris County for the 2017-2018 Cooperative Bid Purchasing service in the amount of \$9,800.
6. Approval of Scholarship Checks – Moved that the Board of Education approves the John W. Adams scholarship checks to the following recipients:

| Name of Recipient | Dollar Amount of Award | Year of Expiration |
|-------------------|------------------------|--------------------|
| Brianna Fias      | \$4000                 | 2017               |

7. Acceptance of Donation – Moved that the Board of Education approves the following donations for the School Garden Project:

| Name                     | Item/Value/Check   |
|--------------------------|--|
| Robert Presuto           | wood for garden boxes valued at \$257.60 and a 150 foot hose and commercial reel valued at \$250 |
| Peter and Loren Katsakos | \$100 donation   |
| Steven and Sonja Chapman | \$100 donation   |

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8. Approval of Enrollment as Member of the NJSIAA - Moved that the Board of Education, in the County of Morris, New Jersey, as provided for in Chapter 172 Laws 1979 (N.J.S.A. 18A:11-3 et seq. and Policy 2431), herewith enrolls the High School as a member of the New Jersey State Interscholastic Athletic Association (NJSIAA) to participate in the approved interschool athletic program sponsored by the NJSIAA; and

**BE IT FURTHER RESOLVED**, that this resolution will continue to be in effect until or unless rescinded by the Board of Education and shall be included among those policies adopted by the Board. Pursuant to N.J.S.A. 18A:11-3, in adopting this resolution the Board of Education adopts as its own policy and agrees to be governed by the constitution, By-Laws and Rules and Regulations of the NJSIAA.

9. Approval of Agreement for Security Equipment and Installation– Moved that the Board of Education approves an agreement (Quote HVMT953) with CDW-G of Vernon Hills, IL, to provide security camera and access control equipment, and installation, in the amount of \$161,475.17 per contract ESCNJ State Approved Cooperative CO-OP # 65MCESCCPS (15/16-11).
10. Approval of Contract for Web Hosting and Mobile App – Moved that the Board of Education approves Blackboard Inc. of Indianapolis, IN, to provide Web Community Manager web hosting, including new design, and Parentlink mobile app for the 2017-2018 school year at a rate of \$8,328.80, plus one-time training fees of \$900 for new web platform.
11. Approval of Renewal of Flexible Spending Account Administrative Services Agreement – Moved that the Board of Education approves the renewal of Flexible Spending Account Administrative Services Agreement with Horizon Blue Cross/Blue Shield of New Jersey for the 2017-2018 school year.
12. Approval of Contract for School Physician – Moved that the Board of Education approves Dr. Arnold Pallay of Vanguard Medical Group (dba Changebridge Medical Associates P.A.) of Montville, NJ, as the School Physician for the 2017-2018 school year at an annual cost of \$17,100.
13. Approval of Agreement with e2e Exchange – Moved that the Board of Education approve entering into an agreement with e2e Exchange, LLC (formerly known as E-Rate Exchange), of Lakewood Ranch, FL, for consulting services relating to the Universal Service Administrative Company E-rate Funding Program application process designed for eligible education entities to receive discounts and /or reimbursements for eligible telecommunication services and Internet access. The administration fee is \$500 for the 2017-2018 school year.

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6/12/17

14. Approval of Service Agreement – Moved that the Board of Education approve a service agreement with schoolboard.net, LLC, of Studio City, CA, to provide a paperless meeting solution applicable to board agendas at a cost of \$1,888.00 for the 2017-2018 school year.
15. Approval of Cooperative Sports Agreement - Moved that the Board of Education enter into a Shared Service Agreement with the Mountain Lakes Board of Education in accordance with N.J.S.A. 40A:65-1 in order to facilitate a Cooperative Sports Program for Ice Hockey as per the attached.
16. 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               |
|--------------------|--|--|------------------------------|--------------------------------------|
| Allen, Dan         | 06/02/17   | State Track & Field Finals, Egg Harbor Township, NJ        | \$0                          | Mileage - \$68.20<br>Tolls - \$12.00 |
| Clowers, Lee       | 07/10/17<br>–<br>07/14/17                        | IMSE Comprehensive Orton Gillingham Training, Secaucus, NJ | \$1,075                      | \$75.02                              |
| Engelberger, Devon | 06/02/17   | State Track & Field Finals, Egg Harbor Township, NJ        | \$0                          | Mileage - \$68.20<br>Tolls - \$12.00 |
| McKenzie, William  | 5/31/17,<br>06/1/17,<br>06/7/17<br>&<br>06/08/17 | Out of District State Testing, Mountainside, NJ            | \$0                          | \$51.08                              |

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|                       |                           |   |       |         |
|-----------------------|---------------------------|---|-------|---------|
| Sorochynskyj,<br>Judy | 10/19/17<br>&<br>10/20/17 | 2017<br>FEA/NJPSA/NJASCD<br>Fall Conference, Long<br>Branch, NJ | \$285 | \$40.36 |
|-----------------------|---------------------------|---|-------|---------|

17. 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 June 12<sup>th</sup>, 2017

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| Permit #   | Requested by / Facility / Dates  |
|------------|--|
| 16/17-0101 | Boonton High School Project Graduation – Class of 2017 Senior Breakfast<br>Boonton High School – Cafeteria, Kitchen, Concession<br>Tuesday June 20 <sup>th</sup> (6:00 PM-8:00 PM) Set up<br>Wednesday June 21 <sup>st</sup> (6:00 AM – 10:00 AM) Breakfast  |
| 17/18-0003 | Town of Boonton – Fire Department Anniversary Celebration<br>Boonton High School – Practice Football Fields to Tennis Ct<br>August 24 <sup>th</sup> - August 30 <sup>th</sup> , 2017 Set Up<br>August 31 <sup>st</sup> – Sept 3 <sup>rd</sup> , 2017 Carnival<br>Sept. 4 <sup>th</sup> , 2017 Rain Date<br>Sept 5 <sup>th</sup> – 9 <sup>th</sup> , 2017 Cleanup |

**BHS TEAM SPORTS HAVE PRIORITY**

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