

MEMORANDUM

D – Operations

09/11/2017

K-12 Issues

1. Approval of Bills List: Moved that, upon the recommendation of the Business Administrator, the Board of Education approves the September 11, 2017, Bills List in the total amount of \$622,116.24 consisting of Current Year Payments of \$5,404.01 from the General Fund, and Future Year Payments of \$ 616,668.19 from the General Fund and \$44.04 from Bridges Fund and that a copy be attached to the minutes.
2. Approval of Check Register – Moved that the Board of Education approves the September 1, 2017, check register in the total amount of \$1,527.00 consisting of Future Year Payments \$400.00 from the General Fund, \$500.00 from the Bridges Fund and \$627.000 from the Cafeteria Fund and that a copy be attached to the minutes.
3. Approval of June 2017 Board Secretary Report: Moved that the Board of Education approves the report of the Board Secretary for the month ending June 30, 2017, and that a copy be attached to the minutes.
4. Approval of June 2017 Transfer Reports: Moved that the Board of Education approves the Transfer Reports for the month ending June 30, 2017, and that a copy be attached to the minutes.
5. Acceptance of Donation: Moved that the Board of Education accepts a donation from Lilianna Bohon of a play kitchen valued at \$75.00 to be used at School Street School.
6. Increase General Fund Appropriations: Moved that, upon the recommendation of the Business Administrator, the Board of Education approves to increase the 2017-2018 General Fund appropriations by \$130,935.00 in account 12-000-400-450-00-00-00 to reflect the amount of additional state aid awarded to the District.
7. Acceptance of Donation & Increase General Fund Appropriations: Moved that, upon the recommendation of the Business Administrator, the Board of Education accepts a donation of \$54,584.10 from the Parent Teacher Association towards acquisition and installation of playground equipment at John Hill School; and Further, the Board approves to appropriate this additional restricted local revenue and to increase the 2017-2018 General Fund appropriations by \$54,584.10 in account 12-000-400-450-02-00-00.
8. Approval of Agreement for Playground Equipment, Surfacing and Installation: Moved that the Board of Education approves an agreement with Playworld Systems Inc. of Lewisburg, PA, for playground equipment, surfacing and installation, in the amount of \$128,117.08 per contract HGACBuy cooperative contract # PR11-16.
9. Approval of Agreement for Online Training: Moved that the Board of Education approves an agreement with Scenario Learning, LLC, of Tampa, FL, for Exceptional Child Course Library online training, in the amount of \$2,500 for the period 8/31/2017 – 9/30/2018.

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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

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 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
Birchler, Leah	9/14/17 10/12/17 11/16/17 12/14/17 1/11/18 2/15/18 3/8/18 4/12/18 5/10/18 6/14/18	Monthly County ASAP Meetings, Morris Plains, NJ	\$0	Mileage - \$68.20

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11. 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

September 11, 2017

Permit #	Requested by / Facility / Dates
17/18-0035	Girl Scouts of Northern NJ Brownies – Troop Meetings JHS Classroom 9/20, 10/18, 11/15, 12/20/2017, 1/17, 2/21, 3/21, 4/18, 5/16, 6/20/2018 (3:30 – 5:00 PM) September 2017 through June 2018
17/18-0036	Boonton PTA – Meetings JHS Library September 26, 2017 (7:00 – 9:00 PM)

BHS/BMS TEAM SPORTS HAVE PRIORITY

No activities on Days school is Closed

Use of all gyms and fields are to be coordinated with Mr Huguen

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

FINAL