

MEMORANDUM

D – Operations

09/12/16

K-12 Issues

1. Approval of Bills List – Moved that the Board of Education approves the September 12th, 2016 bills list of \$532,108.72 and that a copy be attached to the minutes.
2. Approval of Check Register – Moved that the Board of Education approves the August 31st check register of \$627.00 and September 12th check register of \$4,366.00 and that a copy be attached to the minutes.
3. Approval of Payroll Related Expenses – Moved that the Board of Education approves the August 30, 2016 Payroll in the total amount of \$183,953.28, Board Share FICA in the total amount of \$9,132.72 and State Share FICA in the total amount of \$4,522.29.
4. Approval of April Board Secretary and Treasurer Reports – Moved that the Board of Education approves report of the Board Secretary and the Treasurer for the month ending April 30, 2016 and that a copy be attached to the minutes.
5. Approval of May 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 May 31, 2016 and that a copy be attached to the minutes.
6. Approval of June 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 June 30, 2016 and that a copy be attached to the minutes.
7. Approval of Joining the Morris County Cooperative Pricing Council Educational Services Commission Bid Purchasing Cooperative Services – Moved that the Board of Education approves the agreement with the Morris County Cooperative Pricing Council to renew membership therein for the period of October 1, 2016 through September 30, 2021.

WHEREAS, the Morris County Cooperative Pricing Council (“MCCPC”) was created in 1974 to conduct a voluntary cooperative pricing system with municipalities, boards of education, and other public bodies located in the County of Morris and adjoining counties; and

WHEREAS, the purpose of the MCCPC is to provide substantial savings on various goods and services to its members through the cooperative public bidding process; and

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WHEREAS, Boonton Board of Education desires to enter into an Agreement with the MCCPC, which is administered by Randolph Township as Lead Agency to **renew** its membership in the MCCPC for the period of October 1, 2016 through September 30, 2021.

BE IT RESOLVED, by the Boonton Board of Education, County of Morris, State of New Jersey as follows:

1. Michael S. Neves, School Business Administrator of the Boonton Board of Education hereby authorizes the execution of an Agreement with the Morris County Cooperative Pricing Council by the Township of Randolph as Lead Agency dated October 1, 2016, pursuant to N.J.S.A. 40A:11-11(5). Said Agreement is for **renewal** of membership in the MCCPC for a five (5) year period from October 1, 2016 through September 30, 2021.
2. The Boonton Board of Education Clerk is hereby directed to submit a copy of this Resolution, along with an executed agreement, to Randolph Township as Lead Agency of the MCCPC.
3. This Resolution shall take effect immediately upon final passage according to law.
4. All appropriate Board of Education officials are authorized and directed to perform all required acts to affect the purpose of this Resolution.
8. Approval of Change Order Proposal – Moved that the Board of Education approves a Change Order Proposal from Promedia Technology Services, Inc. of Little Falls, NJ totaling \$5088.00 relating to the installation of fiber installation, as per attached.
9. Acceptance of Proposal - Moved that the Board of Education approve the acceptance of a proposal from RFS Commercial, Inc., of Saddle Brook, NJ as per Ardex Concrete Repair Systems – Bid #MRES 15/16-56 to supply and install structural repair mortars to restore existing concrete to the clock tower façade at BHS in the amount of \$27,496.70.
10. Acceptance of Donation – Moved that the Board of Education approves the recommendation from Christine Muench, SSS Director, of a donation from Hannah Dougherty of Boonton, NJ, of workbooks and learning games for pre-school and kindergarten age students with an estimated value of \$50.00.

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11. 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
Caruso, Louis	11/17/16	NJPSA/FEA Co-Teaching Workshop, Monroe, NJ	\$149.00	Mileage - \$37.98
Caruso, Louis	10/28/16	Rutgers Annual Conference on Reading and Writing, New Brunswick, NJ	\$180.00	Mileage - \$25.42
DeCotiis, Toni	9/19/16 to 9/21/16	Handle with Care Conference / Re-Certification Program, Clarksburg, NJ	\$1,250.00	Mileage – \$36.52 Hotel - \$548.00
Muench, Christine	11/17/16	Co-Teaching Workshop, Monroe, NJ	\$149.00	Mileage - \$32.29
Neves, Michael	9/22/16 to 9/26/16	ASBO Conference, Phoenix, AZ	<i>Previously approved on 5/23/16</i>	Airfare - \$322 Parking - \$50 Mileage - \$43.28
Sorochynskyj, Judy	9/14/16	NJ APA Administrator Training, Budd Lake, NJ	\$0	Mileage - \$13.89

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12. Approval of Board Member Travel and Related Expense Reimbursements
WHEREAS, the attendance at stated function is hereby supported by the Board of Education as work related and within the scope of the Board responsibilities of the attendee; and

WHEREAS, the attendance at the function is hereby supported by the Board of Education as promoting delivery of instruction or furthering efficient operation of the school district; and fiscally prudent; and

WHEREAS, the travel and related expenses particular to attendance at this function may exceed the state travel guidelines established by the Department of Treasury in NJOMB circular letter; be it

RESOLVED, that the board finds the travel and related expense and the excess expenses, if indicated, particular to attendance at this previously approved function either necessary and/or unavoidable, be it

RESOLVED, that the travel and related expense, and any indicated excess, are justified and therefore reimbursable.

Name	Date (s)	Workshop / Conference	Registration Fee Paid by BOE	Mileage/ Tolls / Other
Siciliano, Robert	8/24/16	NJSBA Sustainability / Energy Efficiency Workshop, Trenton, NJ	\$75.00 <i>(previously approved 8/24/16)</i>	Mileage - \$40.61 Meals - \$7.37

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13. 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 12th, 2016

Permit #	Requested by / Facility / Dates
16/17-0035	Boonton Project Graduation Class of 2019 – Meetings Boonton High School – Library Wednesdays 9/21,11/16/2016, 1/18, 3/15, 5/17/2017 (7:00 PM – 9:00 PM)
16/17-0036	Boonton Municipal Alliance – Parent Academy dinner and meeting John Hill School – Cafeteria, Gym, Music Suite, Library, Art Room Thursdays 10/20,11/17,12/15/2016 (6:00 PM – 9:00 PM)
16/17-0037	Boonton Parks & Recreation – Youth Basketball Programs JHS – Gym Mon., Tue., Thurs. 12/5/16 thru 3/2/17 (6:00 PM-9:00PM)
16/17-0038	Boonton Parks & Recreation – Boonton Day RAIN LOCATION ONLY BHS- Gym, 1 st floor Hallways, Cafeteria Sunday September 25, 2016 (9:00 AM – 5:00 PM)
16/17-0039	Boonton Parks & Recreation – Youth Basketball Program JHS – Gym Saturdays 1/7/17 thru 3/4/17 (10: 00 AM – 2:00 PM)
16/17-0034	Boonton PTA – Project Celebration - Meetings JHS - Library Wednesday 9/28, 10/26, 11/30/2016 (7:00 PM – 8:30 PM)

BHS TEAM SPORTS HAVE PRIORITY

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

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14. 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 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
Math Advantage grade 3	0-15-311436-3	4 copies	1999
Harcourt Math grade 4	0-15-352225-9	6 copies	2007
Harcourt Math Practice Workbook, Intervention Workbook, Teacher Resources grade 5	13-978-0-15-336477-8 & 10-0-15-3364-7	22 copies	2007
Larson Pre Algebra	978-0-547-58777-6	13 Textbooks	2012
Larson Pre Algebra TE	978-0-547-61483-0	1 copy	2012
AGS Basic Math Skills TE	0-7854-0443-0	1 copy	1997
AGS Pre Algebra TE	0-7854-1452-5	2 copies	1998