

MEMORANDUM -- Resolution

D – Operations

03/26/2018

K-12 Issues

1. Bills List: The Board approves the Bills List of March 26, 2018, in the total amount of \$1,196,196.67, consisting of Current Year Payments of \$911,217.66 from the General Fund (10-12), \$34,381.24 from Special Revenue Fund (20), \$250,000.00 from Capital Projects Fund (30-31) and \$597.77 from Bridges Fund (61), and that a copy be attached to the minutes.
2. Check Register: The Board approves the check register of March 15, 2018, in the total amount of \$335,239.45, consisting of \$304,552.24 from the General Fund (10-12), \$30,354.60 from the Cafeteria Fund (60), and \$332.61 from the Bridges Fund (61), and that a copy be attached to the minutes.
3. Check Register: The Board approves the hand checks for February 2018 from the General Fund in the amount of \$32,799.56, and that a copy be attached to the minutes.
4. Approval of Payroll Related Expenses: The Board approves the following payroll expenses:

Payroll Date	Amount
2/15/18	\$865,641.11
2/28/18	\$846,417.64

5. Participation in ACES Cooperating Pricing System for Electric Generation Services: The Board approves renewal of participation in the Alliance for Competitive Energy Services (ACES), for electric generation services, effective from the date of adoption through May 2023, per ACES Cooperating Pricing System #E8801-ACESCPS, according to the attached full resolution.
6. Participation in ACES Cooperating Pricing System for Natural Gas Services: The Board approves renewal of participation in the Alliance for Competitive Energy Services (ACES), for natural gas services, effective from the date of adoption through May 2023, per ACES Cooperating Pricing System #E8801-ACESCPS, according to the attached full resolution.
7. 2018-2019 Tentative Budget: The Board approves adoption of the 2018-2019 tentative budget using the state aid; use of banked cap in the amount of \$216,543 to achieve instructional goals and healthcare adjustment in the amount of \$150,739 to cover additional healthcare expenses; submission of the tentative budget to the Executive County Superintendent of Schools, in accordance with N.J.S.A.18A:7F-5 and 18A:7F-6; to advertise the tentative budget in The Citizen newspaper; and to hold a public hearing at the regularly scheduled meeting on April 30, 2018, at the Board Annex, 436 Lathrop Avenue, Boonton, NJ.

	General Fund	Special Revenue	Debt Service	Total
Budget	\$27,879,366	\$588,413	\$1,487,150	\$29,954,929
Tax Levy	19,164,365	0	1,106,783	20,271,148

MEMORANDUM -- Resolution

D – Operations

03/26/2018

8. Professional Services: The Board approves the following maximum dollar limits for professional services and public relations, as defined in N.J.A.C. 6A:23A-9.3(c)14, for the 2018-2019 school year; the School Business Administrator to track and record these costs to ensure that the maximum amount is not exceeded; and, if the need arises, to adopt a dollar increase in the maximum amount through formal board actions.

Architecture/Engineering:	\$15,000
Legal:	\$45,000
Audit:	\$30,000
<u>Physician:</u>	<u>\$17,300</u>
For a total amount of:	\$107,300

9. Maximum Travel Budget: The Board approves establishing the maximum travel expenditure amount of \$55,000, as defined in N.J.A.C. 6A:23A-7.1 et seq., for the 2018-2019 school year, pursuant to N.J.A.C. 6A:23A-7.3.
10. Contract for Food Service Management Company: The Board approves renewal of the contract with Pomptonian Food Service for the 2018-2019 school year; this is the first one-year renewal on the base year of 2017-2018.

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$0.1024 per reimbursable meal and meal equivalent to compensate the FSMC for administrative and management costs.

This fee shall be billed monthly as a cost of operation. The SFA guarantees the payment of such costs and fee to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals served and meal equivalents. The number of reimbursable meals served to the children shall be determined by actual count. Cash receipts, other than from sales of reimbursable program meals served to the children, shall be divided by \$1.00 to arrive at an equivalent meal count.

The per meal administrative/management fee of \$0.1024 will be multiplied by total meals and meal equivalents.

The FSMC guarantees the SFA a no cost of operation for the SFA for school year 2018-2019.

11. Acceptance of Donation: The Board approves a donation of crafts valued at \$35 from resident Justine Cirinelli.

MEMORANDUM -- Resolution

D – Operations

03/26/2018

12. 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 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
Bahl, Nupur	05/31/18 & 06/01/18	NJTESOL Spring Conference, New Brunswick	\$314.00	\$64.22
Barrientos, Sheila	03/20/18	ELA Round Table, Succasunna	\$0	\$12.28
Coleman, Jennifer	04/25/18	Educational Partnership Workshop, Morristown	\$0	\$7.01
Harbeson, Jesica	03/21/18	Pre-K Community Communications Meeting, Iselin	\$0	\$21.08
Gardberg, Steven	03/23/18	NJSBA Workshop – Salary Guides, West Trenton	\$149	\$34.16
Hughen, David	04/19/18	Morris County Wrestling Champions Banquet, Oak Ridge	\$105	\$0
Schreiber, Laura	06/25/18 to 06/28/18	June Reading Institute, Teachers College, Columbia University, New York, NY	\$850	\$350 (estimated)
Smith, Amy	06/25/18 to 06/28/18	June Reading Institute, Teachers College, Columbia University, New York, NY	\$850	\$350 (estimated)

MEMORANDUM -- Resolution

D – Operations

03/26/2018

13. 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; be it Resolved, that the travel and related expense are justified and therefore reimbursable.

Name	Date (s)	Workshop / Conference	Registration Fee Paid by BOE	Mileage/ Tolls / Other
Gloshinski, Linda	03/23/18	NJSBA Workshop – Salary Guides, West Trenton, NJ	\$149	

14. Use of Facilities: The Board approves the use of District Facilities to organizations, provided all required documents are submitted:

USE OF FACILITIES
March 26, 2018

Permit #	Requested by / Facility / Dates
17/18-0085	Boonton PBA – Easter Egg Hunt BHS Turf Field Saturday, 3/31/2018 (11:00 AM - 1:00 PM)
17/18-0086	Boonton PTA – Family STEM Night JHS – Gym Thursday, 5/31/2018 (3:30 – 9:00 PM)
17/18-0087	Boonton PTA – Book Fair SSS – Gym Monday – Friday, 4/30 – 5/4/2018 (8:00 AM – 3:30 PM) Wednesday, 5/2/2018 (6:00 – 8:00 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
FINAL APPROVAL AND RECEIPT OF DOCUMENTATION**