

MEMORANDUM

D – Operations

09/26/16

K-12 Issues

1. Approval of Bills List – Moved that the Board of Education approves the September 26th, 2016 bills list of \$578,560.24 and that a copy be attached to the minutes.
2. Approval of Payroll Related Expenses – Moved that the Board of Education approves the September 15th, 2016 Payroll in the total amount of \$745,883.99 Board Share FICA in the total amount of \$12,813.53 and State Share FICA in the total amount of \$41,679.79.
3. Approval of Check Register – Moved that the Board of Education approves the September 15th thru September 21st, 2016 check register of \$15,520.00 and that a copy be attached to the minutes.
4. 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.
5. Approval to Enter into Lease Purchase Agreement with The Morris County Improvement Authority – Moved that the Board of Education approves entering into a Lease Purchase Agreement with the Morris County Improvement Authority for the purchase of a 2017 Blue Bird 54 Passenger Bus in the amount of \$97,205.36, as per the attached.
6. Acceptance of Donation - Moved that the Board of Education approves the recommendation from Judy Sorochnykyj of a donation from Boonton Municipal Alliance in the amount of \$750.00
7. 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

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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
Birchler, Leah	9/15/16, 10/13/16, 11/17/16, 12/8/16, 1/12/17, 2/9/17, 3/9/17, 4/20/17, 5/11/17, 6/8/17	Monthly County ASAP Meetings, Morris Plains, NJ	\$0	Mileage \$68.20
Birchler, Leah	11/30/16	School Safety/Climate Workshop, New Brunswick, NJ	\$0	Mileage - \$26.72
Birchler, Leah	2/7/17	Anti-Bullying Specialist Law Update, Monroe Township, NJ	\$150	Mileage - \$34.29
Brogan, Sara	9/30/16	PARCC Results Workshop, Monroe Township, NJ	\$149	Mileage - \$ 34.16
Brogan, Sara	11/1/16	Effective School Solutions Educators Conference, East Hanover, NJ	\$0	Mileage - \$ 6.44
Brogan, Sara	10/19/16	Discipline -Behavioral Issues Workshop, Princeton, NJ	\$349.00	Mileage - \$ 31.43
Coleman, Jennifer	10/13/16	Anti-Bullying Specialist Law Update, Monroe Township, NJ	\$150.00	Mileage - \$34.16 Tolls - \$1.45
Crosby, Charles	12/15/16	School Safety/Climate Team Workshop, New Brunswick, NJ	\$0	Mileage – \$26.54
Forman, Edward	11/30/16	School Safety/Climate Team Workshop, New Brunswick, NJ	\$0	Mileage - \$26.66

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Muench, Christine	11/30/16	School Safety/Climate Team Workshop, New Brunswick, NJ	\$0	Mileage - \$26.72
Oliveri, Jody	10/10/16 to 10/11/16	AENJ Art Educators of NJ Conference, Long Branch, NJ	\$185.00	Mileage - \$40.36
Pourki, Neda	11/17/16	School Safety/Climate Workshop, New Brunswick, NJ	\$0	Mileage - \$26.72

8. 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 26th, 2016

Permit #	Requested by / Facility / Dates
16/17-0041	OLMC – Basketball Practice & Games SSS & JHS Gym- Practice BHS Gym – Games October 1 st 2016 thru Feb 28 th 2017 Schedule to be determined by Dave Hughen
16/17-0042	Girl Scouts of Northern NJ Troop #96481 – Troop Meetings JHS Classroom 115 3 rd Wednesday of Each Month (3:20 PM – 5:00 PM) September 2016 through June 2017
16/17-0043	Daisy Troop 6518 – Meetings JHS – Classroom 113 Wednesdays 9/28,10/19,11/16,12/21,2016 1/18,2/15,3/15,4/19,5/17,6/21 2017 (3:20 PM – 4:30 PM)
16/17-0044	Girl Scouts of Northern NJ Troop #96372 – Troop Meetings JHS Classroom 115 Fridays 9/30,10/28,11/18,12/16,2016 1/27,2/24,3/24,4/28,5/19,6/9,2017 (3:15 PM – 5:00 PM)

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16/17-0045

Duerr & Duerr CPA – Life Planning & Retirement Meeting
BHS – Classroom
Tuesday Evenings 1/31 & 2/7, 2017
(5:30 PM – 10:00 PM)
& Saturday Mornings 1/28 & 2/4, 2017
(8:00 AM – 12:30 PM)

BHS TEAM SPORTS HAVE PRIORITY

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