

MILFORD BOROUGH DISTRICT BOARD OF EDUCATION

BOARD MINUTES

April 8, 2020

1. CALL TO ORDER

The meeting of the Milford Borough Board of Education was convened at 7:03 p.m. by Teresa Kane, Board President, who announced, "In accordance with the Open Public Meetings Act (N.J.S.A.19:4-6) adequate notice of this meeting has been provided to the Hunterdon County Democrat, the Express-Times, virtually at the Milford Elementary School, the Borough Hall and filing in the Board Office with the Board Secretary."

FLAG SALUTE

ATTENDANCE

MEMBERS PRESENT: Ben Cramer, Laura Hanson, Teresa Kane & Jill Seeland

MEMBERS ABSENT: None

DISTRICT ADMINISTRATORS: Dr. Rick Falkenstein, Superintendent
Michele McCann, RSBA, School Business Administrator/Board Secretary

PUBLIC: Nicole Kempf

PUBLIC COMMENT:

This is the portion of our meeting reserved for public comment pursuant to N.J.S.A. 10:4-12(a), the Open Public Meetings Act. Members of the public are invited to address the Board according to the Board's policy and by-laws. Each participant shall be limited to three minutes duration. Please be aware that this portion is your opportunity to comment, and is not a forum for the Board to respond to your comments. However, the Board will certainly give all comments appropriate consideration.

No public present.

Motion by Teresa Kane, seconded by Laura Hanson, to approve the resolution, all in favor motion carried.

5. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY - M. MCCANN

5.1 Communications and Correspondence:

5.1.a Mandated trainings

5.2 Motion to approve the following meeting minutes:

March 10, 2020 - Regular Meeting

March 10, 2020 - Executive Session Minutes

5.3 Motion to approve the following bill lists:

March 31, 2020 General Fund	\$181,526.36
April 8, 2020 General Fund	\$14,281.64

5.4 Motion to approve the March 2020 line-item appropriation transfers as per the attached report.

5.5 Motion to approve the Board Secretary and Treasurer's Report:

BE IT RESOLVED that the Board Secretary, pursuant to N.J.A.C. 6A: 23-2.11 (c) 3 does hereby certify that as of the date of these reports, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A: 23-2.11 (a);

BE IT FURTHER RESOLVED that the Chief School Administrator recommends that the Milford Board of Education accept the monthly financial reports of the Secretary and the Treasurer for the month(s) of March 2020; and further recommends, in compliance with N.J.A.C. 6A: 23-2.11 (c) 4, that the Board of Education certifies that no major account has been over-expended in violation of N.J.A.C. 6A: 23-2.11 (b), and that as of this report sufficient funds are available to meet the District's financial obligations for the remainder of the year.

5.5 Motion to approve the following resolution:

WHEREAS, Assembly Bill 3902, currently pending in the State Legislature, would authorize the Department of Community Affairs to permit municipalities to delay the quarterly transmission of property tax revenues to school districts during gubernatorial-declared emergencies; and

WHEREAS, New Jersey's public schools are highly dependent on property tax revenue to support education programs; and

WHEREAS, on average, local property taxes constitute close to 60% of public school revenue, with the percentage even greater in a significant number of districts; and

WHEREAS, a delay in payments from municipalities would result in a financial crisis for school districts, seriously disrupting the educational process—and bringing it to a halt; and

WHEREAS, although public school buildings are closed during the current health emergency, the education of our students is taking place through remote learning and home instruction; and

WHEREAS, continued timely transmission of school property taxes is critical for the education process to continue without interruption; and

WHEREAS, even though municipalities are designated as the authorities to collect

property taxes, these taxes are levied for specific purposes—e.g., municipal, school, county, fire district—and these obligations must continue to be met; and

WHEREAS, as currently written, A-3902, which is intended to ease a financial burden on municipalities, would place a severe strain on school districts and the students and families that they serve; and

WHEREAS, the Milford Board of Education recognizes the impact of the current public health emergency on the state and local governments, as well as local school districts, but believes this legislation would worsen the situation for our communities.

NOW, THEREFORE, BE IT RESOLVED that the Milford Board of Education urges the State Senate and the Governor to oppose A-3902; and be it further

RESOLVED, that this resolution be delivered to Governor Phil Murphy, State Senate President Stephen M. Sweeney, Assembly Speaker Craig Coughlin; and the Hunterdon Legislative District's representatives in the state Senate and General Assembly; and be it further

RESOLVED, that copies of this resolution be sent to the New Jersey School Boards Association.

- 6. Discussion Items:
 - 6.1 Chief School Administrator's Report – R. Falkenstein
 - 6.1.a First virtual board meeting meeting
 - 6.1.b Staff conferences 2x weekly
 - 6.1.c Fifth grade integration complicated by this, possibly virtual
 - 6.1.d Ipads now configured for home use
 - 6.1.e Standard testing waived
 - 6.1.f 8th grade Graduation alternatives
 - 6.2. Committee Reports
 - 6.2.a HCESC Committee Report from virtual meeting

Motion by Teresa Kane, seconded by Laura Hanson, to approve the resolution, all in favor motion carried.

- 7 Committee Actions
 - 7.1 Curriculum Committee

7.2. Personnel Committee

7.2.a Motion to approve the travel and related expense reimbursement as listed on the attached Board of Education Approval of Travel and Related Expense Reimbursement Forms and Workshop Reimbursement Forms.

7.3 Operations Committee

7.3.a Motion to approve Integrated Pest Management Plan for the 2020-2021 school year.

7.3.b Motion to approve Indoor Air Quality Plan for the 2020-2021 school year.

7.3.c Motion to approve the following resolution:

WHEREAS, the Milford Board of Education solicited for Request For Qualifications for General Insurance Broker Services to manage the following: Property & Casualty Insurance, Bonding, Student Insurance and Worker's Compensation; and

WHEREAS, three applications were received, and reviewed, for the 2020-2021 school year, and

WHEREAS, the fees are part of standard commissions and the district will not billed for any additional or ancillary services rendered; and

THEREFORE, BE IT RESOLVED that the Milford Board of Education appoints Brown & Brown, Metro LLC, Roseland, NJ the Broker of Record effective April 1, 2020 to obtain insurance quotations and coverage for the period of July 1, 2020 through June 30, 2023.

7.5 Policy/Planning Committee

7.5.a Motion to approve the second reading of the following Policies and Regulations:

POLICY/ REGULATION:	POLICY/REGULATION DETAIL:
5240	TARDINESS
5230	LATE ARRIVAL AND EARLY DIMISSAL
5200	ATTENDANCE

7.5.b Motion to approve the following changes to the Milford Board of Education Meeting Schedule through June 2020:

- ADD April 29, 2020 - School Board Reorganization/Regular Meeting
- AMEND May 6, 2020 - Public Hearing on 2020-2021 Budget/Regular Meeting
- ADD May 26, 2020 – Regular Meeting
- CANCEL June 10, 2020 Meeting
- ADD June 23, 2020 Regular Meeting

7.6 Finance/Budget Committee

7.6.a Motion to approve the attached 403(b) Plan Document for the Milford Board of Education for the IRS 2020 required update.

8. New Business

9. Old Business

10. Recognition of the Public

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11 Adjournment

Motion by Teresa Kane, seconded by Laura Hanson, to adjourn the meeting at 7:12p.m., all in favor motion carried.

Respectfully Submitted,



Michele McCann, RSBA
School Business Administrator/Board Secretary

Minutes remain unofficial until Board Approval on April 29, 2020

Approved:



Teresa Kane
Board President