

**MILFORD BOROUGH DISTRICT BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
FEBRUARY 16, 2021**

**I. CALL TO ORDER**

This meeting of the Milford Borough Board of Education was convened at 7:03 p.m. by Laura Hanson, 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, at the Milford Elementary School, the Borough Hall and filing in the Board Office with the Board Secretary."

**II. FLAG SALUTE**

**III. ATTENDANCE**

**MEMBERS PRESENT:** Ben Cramer, Teresa Kane, Laura Hanson, Nicole Kempf Mutz and Jill Seeland

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

**PUBLIC:** None

**IV. 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.*

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

- School Board Recognition Month
- Online Personal/Relative Disclosures & Financial Statements pending
- Board Member Training
- HIB training to be done by Tim Loveland, Principal Kingwood Township School

**Action 21-014**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education approves the following meeting minutes:

*January 26, 2021 - Regular Meeting*

Moved by L. Hanson, seconded by T. Kane, on roll call vote, resolution was ADOPTED as follows ayes, 5; nays,0.

**Action 21-015**    **RESOLUTION**

BE IT RESOLVED that the Board of Education approves the following bill list:

January 27 – February 16, 2021 General Fund	\$45,088.26
---	-------------

Moved by L. Hanson, seconded by T. Kane, on roll call vote, resolution was ADOPTED as follows ayes, 5; nays,0.

**Action 21-016**    **RESOLUTION**

BE IT RESOLVED that the Board of Education approves the January 2021 line-item appropriation transfers as per the attached report.

Moved by L. Hanson, seconded by T. Kane, on roll call vote, resolution was ADOPTED as follows ayes, 5; nays,0.

**Action 21-017**    **RESOLUTION**

BE IT RESOLVED that the Board of Education approves the Board Secretary and School Treasurer's reports:

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 School Treasurer's for the month(s) of January 2021; 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.

Moved by L. Hanson, seconded by T. Kane, on roll call vote, resolution was ADOPTED as follows ayes, 5; nays,0.

**V. CHIEF SCHOOL ADMINISTRATOR'S REPORT - R. FALKENSTEIN**

- End of marking period

- *Revision of report cards for early elementary*
- *Snow Day vs Virtual Day*
- *Door project completed all doors have electronic access*
- *Changes in CST contractual amount due to CST staffing changes*

**EDUCATION COMMITTEE**

**Action 21-018**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education affirms the approval of the attached send/receive contract previously approved by the Hunterdon County Department of Education, and the Milford Board of Education and the Kingwood Township Board of Education for the 2021-2022 school year for the Milford 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade students to be sent to Kingwood School at the approved tuition rate of \$10,200 per student, as recommended by the Superintendent.

*Moved by L. Hanson, seconded by T. Kane, on roll call vote, resolution was ADOPTED as follows ayes, 5; nays,0.*

**Action 21-019**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education approves the attached 2021 - 2022 Child Study Team Shared Services (CST) agreement between Milford Board of Education and Kingwood Township Board of Education as recommended by the Superintendent.

*Moved by L. Hanson, seconded by T. Kane, on roll call vote, resolution was ADOPTED as follows ayes, 5; nays,0.*

**Action 21-020**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education affirms the approval of the attached 2020-2025 Shared Services Agreement Superintendent between the Kingwood Township Board of Education, Milford Public School and Rick Falkenstein for the 2021-2022 school year for the dollar amount of \$70,614.00, as recommended by the Superintendent.

*Moved by L. Hanson, seconded by T. Kane, on roll call vote, resolution was ADOPTED as follows ayes, 5; nays,0.*

**Action 21-021**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education approves the attached contract between the Milford Borough and Milford Public School for a shared custodian for the 2020-2021 school year cost, as approved at the November 2020 Board of Education Meeting at a cost to not exceed \$ 4,223.00.

*Moved by L. Hanson, seconded by T. Kane, on roll call vote, resolution was ADOPTED as*

*follows ayes, 5; nays,0.*

**PERSONNEL COMMITTEE**

**Action 21-022**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education approves approve the travel and expense reimbursement as listed on the attached Board of Education Approval of Travel and Related Expense Reimbursement Forms and Workshop Reimbursement Forms.

*Moved by L. Hanson, seconded by T. Kane, on roll call vote, resolution was ADOPTED as follows ayes, 5; nays,0.*

**Action 21-023**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education approves of the following paid disability leave and FLMA leave for Teresa Klapper, Teacher, TCH-TCHR-K8-01, effective February 22, 2021 through March 26, 2021, utilizing the following, as recommended by the Superintendent:

Leave:	Date:	Days
Sick Days	02/22/2021-03/26/2021	25 Sick days
FLMA	02/22/2021-03/26/2021	5 weeks

*Moved by L. Hanson, seconded by T. Kane, on roll call vote, resolution was ADOPTED as follows ayes, 5; nays,0.*

**Action 21-024**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education approves the following substitutes for the 2020-2021 school year, as recommended by the Superintendent, pending satisfactory criminal history review.

Laurie Willard	Substitute Teacher/aide
----------------	-------------------------

*Moved by L. Hanson, seconded by T. Kane, on roll call vote, resolution was ADOPTED as follows ayes, 5; nays,0.*

**OPERATIONS COMMITTEE**

**Action 21-025**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education approve Pat's Lawn Care, Inc. to provide lawn mowing services for the district property for the 2021 calendar year, on an as needed basis, at the cost of \$225.00 per a cut.

*Moved by L. Hanson, seconded by T. Kane, on roll call vote, resolution was ADOPTED as follows ayes, 5; nays, 0.*

**FINANCE/BUDGET COMMITTEE**

**VI. Standing Committee Reports**

- Hunterdon County School Boards - update
- NJ School Boards - no update
- Hunterdon County ESC - update
- PTO - update
- Kingwood Liaison -update

**VII NEW BUSINESS**

**VIII OLD BUSINESS**

**IX RECOGNITION OF THE PUBLIC**

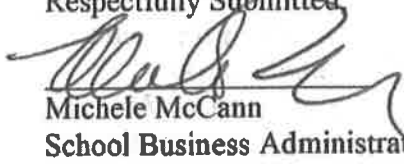
**Action 21-026**

**RESOLUTION**

**BE IT RESOLVED** *that the Board of adjourns the meeting at 8:19 p.m.*

*Moved by T. Kane, seconded by B. Cramer, on roll call vote, resolution was ADOPTED as follows ayes, 5; nays, 0.*


Respectfully Submitted



Michele McCann  
School Business Administrator/Board Secretary

Minutes remain unofficial until Board Approval on March 30, 2021

Approved by:



Board President