

**MILFORD BOROUGH DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
JUNE 14, 2021- 7:00 PM**

CALL TO ORDER

This meeting of the Milford Borough Board of Education was convened at 7:04 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."

FLAG SALUTE

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

MEMBERS ABSENT: None

DISTRICT ADMINISTRATORS: Dr. Rick Falkenstein, Superintendent

Meaghan Emmons, Assistant to the School Business Administrator/Board Secretary

PUBLIC: None

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY - M. EMMONS

- o Board Member Training
- o NJSBA Virtual Conference October 26-28, 2021
- o Letter to Ms. Seow
- o Board Member Acknowledgement of reading contracts
- o Add addendum items – VI 2(e) Staff Travel & VI 3(a) SSP Proposal for UST

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

Action 21-120 RESOLUTION

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

- May 25, 2021 – Regular Meeting Minutes
- May 25, 2021 – Executive Session Meeting Minutes

Moved by L. Hanson, seconded by B. Cramer, on roll call vote, resolution was ADOPTED as

*follows May 25, 2021 Regular Meeting Minutes ayes, 3; nays,0; abstentions, 2 (Hanson & Cramer)
May 25, 2021 Executive Session Meeting Minutes ayes, 3; nays,0; abstentions, 2 (Hanson & Cramer).*

Action 21-121

RESOLUTION

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

May 28-30, 2021 General Fund	\$44,402.46
June 14, 2021 General Fund	\$148,563.16

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

Action 21-122

RESOLUTION

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

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

Action 21-123

RESOLUTION

BE IT RESOLVED *that the Board of Education approves the Board Secretary and School 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 School Treasurer for the month(s) of May 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 B. Cramer, on roll call vote, resolution was ADOPTED as follows ayes, 5; nays,0

I. CHIEF SCHOOL ADMINISTRATOR'S REPORT - R. FALKENSTEIN

- *ESSR II Grant- Plans for homework club, Staff professional development, Staff & Student wellness programs, Staff & Student mental health programs (2021-2023 school years)*

- *KTS Graduation – 6/15/2021 @ 5:30 PM. To be held outside all board members welcome*
- *MPS Field day on 6/4/2021 and school picnic on 6/9/2021(PTO provided pizza) was a success*
- *End of 4th marking period 6/9/2021; report cards sent home 6/15/2021 & last day of school 6/15/2021*
- *Kona Ice Truck for students' last day being provided by PTO*
- *Ringing of the re-furbished school bell on the last day of school by MPS students who are moving up to KTS and by Mr. St Laurent to close out the 2021 school year*
- *Community Day in Milford will be 9/25/2021.*
- *Health Office – the school nurse has done a great job this year and continues to provide the MPS students/staff with updates on COVID as well as completing annual health screening, inventorying health office supplies*
- *Discussion on the new cherry tree planted on school grounds and the need to prune/remove other trees.*

The Superintendent held a public hearing on the Safe Return to School Plan for the fall of 2021.

Action 21-124 RESOLUTION

BE IT RESOLVED that the Board of Education approves the ESSR Grant II for the 2021-2023 school years, as recommended by the Superintendent.

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

Action 21-125 RESOLUTION

BE IT RESOLVED that the Board of Education approves the first reading of the following policies, as recommended by the Superintendent:

1620	ADMINISTRATIVE EMPLOYEMENT CONTRACTS
1643	FAMILY LEAVE
3421.13	POSTNATAL ACCOMODATIONS
6440	CO-OPERATIVE PURCHASING
6470.01	ELECTRONIC FUNDS TRANSFER AND CLAIMANT CERTIFICATION
8561	PROCUREMENT PROCEDURES FOR SCHOOL NUTRITION PROGRAMS

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

Action 21-126 RESOLUTION

BE IT RESOLVED that the Board of Education approves Safe Return to School Plan, as recommended by the Superintendent.

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

Action 21-127 RESOLUTION

BE IT RESOLVED that the Board of Education approves the tuition contract for two (2) students to attend the Kingwood, Frenchtown, NJ for an ESY program, from July 1, 2021 through July 31, 2021, for the total of \$2,000.00 per student, as recommended by the Superintendent.

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

Action 21-128 RESOLUTION

BE IT RESOLVED that the Board of Education approves the state of New Jersey facility waiver for Milford Public School Kindergarten for the 2021-2022 school year, as recommended by the Superintendent.

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

Action 21-129 RESOLUTION

BE IT RESOLVED that the Board of Education approves the attached World Language Shared Services contract between Milford Public School and Frenchtown Elementary School for the 2021-2022 school year, at a cost of \$43,644.00 as recommended by the Superintendent.

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

Action 21-130 RESOLUTION

BE IT RESOLVED that the Board of Education approves the attached Speech Teacher contract between Milford Public School and Hunterdon County Educational Services School for the 2021-2022 school year, at a cost of \$28,157.03, as recommended by the Superintendent.

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

Action 21-131 RESOLUTION

BE IT RESOLVED that the Board of Education approves the Kingwood Township School instrument rental fee of forty dollars (\$40) for the 2021-2022 school year for middle school

students, as recommended by the Superintendent.

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

Action 21-132 RESOLUTION

BE IT RESOLVED that the Board of Education approves the additional charges for the CST LDTC for additional hours required to complete IEPs at a cost not to exceed 6 hours at the contracted rate of \$581.60, as recommended by the Superintendent.

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

Action 21-133 RESOLUTION

BE IT RESOLVED that the Board of Education approves the 2nd half payment of the \$3,100 health benefits waiver to the following staff for the 2020-2021 school year, as per the negotiated, as recommended by the Superintendent:

*Janet Gleason
Amelia LaMonde*

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

Action 21-134 RESOLUTION

BE IT RESOLVED that the Board of Education approves the full payment of the \$3,000.00 health benefits waiver to the following staff for the 2020-2021 school year, as per the employment contract, as recommended by the Superintendent

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

Action 21-135 RESOLUTION

BE IT RESOLVED that the Board of Education approves the payout of the unused personal days for teaching staff as per the negotiated contract, at the rate of \$75.00 per day, pending attendance review as of June 19, 2021.

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

Action 21-136 RESOLUTION

BE IT RESOLVED that the Board of Education authorizes the School Business Administrator to pay bills for the final June 30, 2021 bill list and during the month of July 2021 and that all bills will be presented for Board approval at the next regularly scheduled meeting.

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

Action 21-137 RESOLUTION

BE IT RESOLVED that the Board of Education approves the following Resolution:

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permits a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Milford Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Milford Board of Education has determined that (an amount not to exceed) \$500,000.00 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Milford Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

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

Action 21-138 RESOLUTION

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

Pursuant to PL2015, Chapter 47 the Milford Board of Education intends to renew, award or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulation; in particular, New Jersey Title 18A: 18.et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200:

Attorney: Comegno Law Group LLC
 521 Pleasant Valley Ave
 Moorestown, NJ 08057

*Architect: SSP Architects
50 Division Street, Suite 503
Somerville, NJ 08876*

*Auditor: BKC, CPA, PC
114 Broad Street
Flemington, NJ 08822*

*Physician: Delaware Valley Family Health Center
200 Frenchtown Road
Milford, NJ 08848*

*Occupational Therapist:
Therapeutic Intervention, Inc.
1389 Plymouth Road
Bridgewater, NJ 08807*

*Physical Therapist:
Therapeutic Intervention, Inc.
1389 Plymouth Road
Bridgewater, NJ 08807*

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

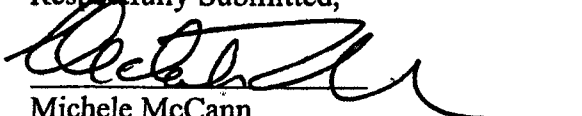
Action 21-139

RESOLUTION

BE IT RESOLVED that the Board of Education adjourned the meeting at 7:45 p.m., for executive session.

Moved by L. Hanson, 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 August 14, 2021

Approved:

DocuSigned by:

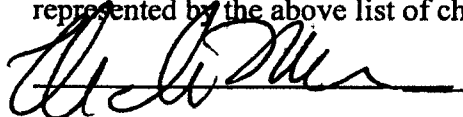
Laura Hanson

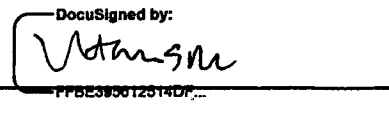
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Board President

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
17223	5/28/21	ZimZum Consulting, LLC			
		Behavioral Services April 2021	720.00	P202100165	11-000-216-320-000-000
		Behavioral Services April 2021 - Septemer 2021 1	648.00	P202100165	11-000-216-320-000-000
		Ehavioral Services April 2021 - Septemer 2021 N	660.00	P202100165	11-000-216-320-000-000
		Total Check Amount:	<u>2,028.00</u>		
N0528	5/28/21	MILFORD BOE AGENCY ACCT			
		STATE A/R	2,213.15	10 - 141	STATE A/R
		Salaries - Pre K Teacher	3,070.40	P202100001	11-105-100-101-000-000
		Preschool - Subs	95.00	P202100001	11-105-100-101-001-000
		Kindergarten SAL	2,648.30	P202100001	11-110-100-101-000-000
		K Subs	95.00	P202100001	11-110-100-101-001-000
		K Specials	1,572.01	P202100001	11-110-100-101-002-000
		GR 1-5 SAL	12,295.65	P202100001	11-120-100-101-000-000
		1-5 Subs	170.00	P202100001	11-120-100-101-001-000
		1-5 Specials	2,695.54	P202100001	11-120-100-101-002-000
		Sub Caller	75.00	P202100001	11-190-100-105-000-000
		RES RM SAL	5,711.75	P202100001	11-213-100-101-000-000
		OTHER SALARIES	789.00	P202100001	11-213-100-106-000-000
		OTHER SALARIES	1,182.80	P202100001	11-213-100-106-000-000
		ATTENDANCE SEC	1,778.38	P202100001	11-000-211-100-000-000
		HEALTH SAL	3,017.90	P202100001	11-000-213-100-000-000
		Salaries	501.15	P202100001	11-000-218-100-000-000
		SAL OPER PLNT	842.25	P202100001	11-000-261-100-000-000
		Salaries	2,878.69	P202100001	11-000-262-100-000-000
		BOARD SHARE FIC	629.80	P202100001	11-000-291-220-000-000
		BOARD SHARE FIC	38.18	P202100001	11-000-291-220-000-000
		DCRP	55.19	P202100001	11-000-291-249-000-000
		Other Employee Benefits	13.62	P202100001	11-000-291-290-000-000
		Other Employee Benefits	5.70	P202100001	11-000-291-290-000-000
		Total Check Amount:	<u>42,374.46</u>		
The Grand Total of all Checks from Fund 10 is:			2,213.15		
The Grand Total of all Checks from Fund 11 is:			42,189.31		
The Grand total of all checks for this period is:			44,402.46		

We the undersigned board members certify that we have approved the expenditures represented by the above list of checks.



DocuSigned by:

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