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MINUTES
Public Hearing on the 2025-2026 Budget/School Reorganization/Regular Meeting
April 28, 2025

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."

MEMBERS PRESENT: Angela Caban, Ben Cramer, Laura Hanson, Teresa Kane and Nicole Kempf Mutz

MEMBERS ABSENT: None

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

PUBLIC: Elisa Yager - Borough Liaison, next update on property, timeline, discussed the pedestrian crossing sign, regionalization update on OPRA and aligning with Alexandria on opposing the regionalization.

PUBLIC HEARING ON THE 2025-2026 PROPOSED SCHOOL BUDGET

Board presentation and discussion of the 2025 - 2026 proposed budget

Recognition of the Public on the 2025 - 2026 proposed budget only

Action 25-74 **RESOLUTION**

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

WHEREAS, *the 2025-2026 budget includes sufficient funds to implement the proposed planning process as described in this district's Annual Report pursuant to N.J.S.A. 18A and N.J.A.C. Title 6 and 6A and to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards;*

BE IT RESOLVED *the Board of Education approves the 2025- 2026 final budget in the amount of $2,949,045.00 and authorizes its submission to the Executive County Superintendent of Schools for final approval as follows:*

General Operating Expense	$ 2,679,523
Special Revenue Fund	$ 269,522
Total Expenditures	**$ 2,949,045**

BE IT FURTHER RESOLVED, *that the 2025-2026 budget is supported by the following revenues:*

General Fund Revenue		
Local Revenues:		

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Budgeted Fund Balance	$ 140,510	
Local Tax Levy	$ 2,187,671	
Miscellaneous Revenues	$ 4,617	
Interest	$ 3,500	
Total Local Revenue		**$ 2,332,798**
State Revenues:		
School Choice Aid	$ 77,724	
Transportation Aid	$ 56,607	
Special Education Aid	$ 186,491	
Equalization Aid	$ 0	
Security Aid	$ 25,903	
Total State Revenues	**$**	**$ 346,725**
Total General Fund Revenues		**$ 2,679,523**
Special Revenue (Grants)		**$ 269,522**
Total Revenues		**$ 2,949,045**

WHEREAS, *on March 12, 2025, the Milford Public School Board of Education introduced a tentative budget for the 2025-2026 school year; and*

WHEREAS, *the budget was approved by the Hunterdon County Executive Superintendent of Schools, advertised in the April 18, 2025 edition of the Star Ledger, and the user friendly budget will be posted on the school district website within 48 hours of budget approval; and*

BE IT FURTHER RESOLVED, *that the Milford Public School Board of Education acknowledges that the 2025 -2026 final budget as described above results in a General Fund Tax Levy in the amount of $2,187,671.00*

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

Action 25-75 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the Use of Bank Cap: $41,025.00*

WHEREAS, *the 2025 - 2026 preliminary budget includes insufficient funds to implement the proposed planning process as described in this district's Annual Report pursuant to NJ. S.A. 18A and NJ.A.C. Title 6 and 6A and to provide curriculum and instruction which will enable all students to achieve the New Jersey Learning Standards;*

BE IT RESOLVED *the Board of Education approves the 2025-2026 the use of Banked Cap in the amount of $41,025.00; offset by the retiring debt service and authorizes its submission to the Executive County Superintendent of Schools.*

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In accordance with N.J.A.C. 6A:23A-10.3(b), the district has fully exhausted all eligible statutory spending authority. The adjustment will be used for curriculum development that will be complete by June 30, 2026. The board of Education acknowledges that it cannot be deferred or incrementally completed over a longer period of time.

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

Action 25-76 **RESOLUTION**

***BE IT RESOLVED** that the Board of Education approves the 2025 - 2026 preliminary Preschool Educational Application:*

***BE IT RESOLVED** the Board of Education approves the 2025-2026 preliminary budget in the amount of $254,522 and authorizes its submission to the Executive County Superintendent of Schools and Early Childhood for approval as follows:*

Total Instruction:	$ 150,275
Total Support Services:	$ 87,499
Instructional Equipment	$ 16,748
Total Expenditures	**$ 254,522**

***BE IT FURTHER RESOLVED**, that the 2025-2026 preliminary budget is supported by the following revenues:*

Preschool Grant:	$ 182,192
Preschool Carryover:	$ 39,756
General Fund:	$ 32,574
Total Preschool Budget:	**$ 254,522**

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

Action 25-77 **RESOLUTION**

***BE IT RESOLVED** that the Board of Education closes the Public Hearing on the 2025 - 2026 Budget.*

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

RECOGNITION OF THE PUBLIC

ANNUAL SCHOOL ORGANIZATION

Action 25-78 **RESOLUTION**

***BE IT RESOLVED** that the Board of Education approves the following appointments/re-*

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appointments for the 2025 - 2026 school year or until superseded by another resolution:

Business Administrator/Board Secretary	Michele McCann, RSBO, SFO
Reconciler of School Monies	Paula Hatch
School Attorney	Comegno Law Group, P.C.
School Auditor	BKC, CPA's, PC
School Physician	Hunterdon Family Medicine at Delaware Valley
School Insurance Agent	Brown & Brown, Metro Inc. LLC
Architect of Record	Gianforcaro Architects
Continuing Disclosure Agent Services	Phoenix Advisors
Speech Services	Hunterdon County Educational Services Commission
Occupational Therapy Services	Therapeutic Intervention, Inc.
Physical Therapy Services	Therapeutic Intervention, Inc.
Affirmative Action Officer	Rick Falkenstein
Title IX Coordinator	Rick Falkenstein
Attendance Officer	Rick Falkenstein
Substance Awareness Coordinator	Rick Falkenstein
BSI Representative	Rick Falkenstein
Anti-Bullying Coordinator	Rick Falkenstein
School Safety Administrator	Rick Falkenstein
Anti-Bullying Specialists	Jennifer Petronzi & David Moscowitz
Labor Relations Officer	Rick Falkenstein
Homeless Liaison	David Moscowitz
504 Officer	David Moscowitz
Liaison to DYFS	David Moscowitz
Liaison to Dept. of Child Protection & Perm.	David Moscowitz
Right to Know Custodian	Mike Gonnella
AHERA Representative	Mike Gonnella
Safety Committee Coordinator	Mike Gonnella
IPM Coordinator	Mike Gonnella
Indoor Air Quality Coordinator	Mike Gonnella
Toxic Hazard Preparedness Officer	Mike Gonnella
PAD Coordinator	David Moscowitz
Public Agency Compliance Officer	Michele McCann
Purchasing Agent	Michele McCann
Custodian of Records	Michele McCann
Official Newspaper	NJ Herald
Alternate Newspaper	The Star Ledger

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

Action 25-79 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves* Motion to authorize the following signatures on the accounts maintained by the Board

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of Education for the 2025 -2026 school year:

Citizens Savings Bank:

MPS BOE General Fund (Any 3 Signatures) .....President or Vice-President
.....Board Secretary and Reconciler

MPS BOE Payroll Net (Any 1 Signature) .....President, Vice-President
.....Board Secretary, or Reconciler

MPS BOE Payroll Agency (Any 1 Signature).....President, Vice-President
.....Board Secretary, or Reconciler

MPS BOE Unemployment Trust (Any 1 Signature) ....President, Vice-President
.....Board Secretary, or Reconciler

MPS BOE Student Activities (Any 2 Signatures) .....Chief School Admin./Principal,
.....President and Board Secretary

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

Action 25-80 **RESOLUTION**

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

***BE IT RESOLVED**, that Citizens Bank of New Jersey be designated as the depository of record for the Milford Public School Board of Education accounts; and*

***BE IT FURTHER RESOLVED**, that investments can be secured in any other bank holding a current State of New Jersey Governmental Unit Depositor Protection Act certificate.*

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

Action 25-81 **RESOLUTION**

***BE IT RESOLVED** that the Board of Education designates the School Funds Investor as the Board Secretary/Business Administrator pursuant to 17:12B-241.*

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

Action 25-82 **RESOLUTION**

***BE IT RESOLVED** that the Board of Education maintains a petty cash fund in the amount of $150.00 for the 2025 - 2026 school year and appoint Michele McCann, School Business*

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Administrator/Board Secretary as custodian of same.

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

Action 25-83 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the policies, by-laws, and administrative procedures of the Milford Public School Board of Education for the ensuing school year.*

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

Action 25-84 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the existing curriculum and textbooks for implementation in the 2025 - 2026 school year.*

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

Action 25-85 **RESOLUTION**

BE IT RESOLVED *that the Board of Education authorizes the Superintendent and Business Administrator to implement the 2025 - 2026 budget, pursuant to local and state policies and regulation.*

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

Action 25-86 **RESOLUTION**

BE IT RESOLVED *that the Board of Education authorizes the Superintendent and Business Administrator to approve and implement the Business Operations Handbook, pursuant to local and state policies and regulation.*

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

Action 25-87 **RESOLUTION**

BE IT RESOLVED *that the Board of Education authorizes the Superintendent and Business Administrator to approve and implement Motion to authorize the Superintendent and Business Administrator to complete and approve transfers as part the business process, and will be reviewed and approved at the following Board of Education meeting.*

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

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follows ayes, 5; nays, 0.

Action 25-88 **RESOLUTION**

BE IT RESOLVED *that the Board of Education authorizes the Superintendent and Business Administrator to approve and implement Motion to authorize certified school personnel to collect and maintain the following types of pupil records as required by N.J.A.C. 6A:32-7.1 - 6A:32-7.5 and Board of Education Policy 8330 "Pupil Records".*

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

Action 25-89 **RESOLUTION**

BE IT RESOLVED *that the Board of Education authorizes the Superintendent and Business Administrator to approve and implement Motion to approve the following resolution:*

WHEREAS, *the Procurement Law N.J.S.A. 18A:18A-2, was signed into law by former Governor Whitman and became effective on April 17, 2000, and;*

WHEREAS, *the Procurement Law N.J.S.A. 18A:18A-3(b), was signed into law by Governor Chris Christie and became effective on July 1, 2010, and;*

WHEREAS, *18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and;*

WHEREAS, *18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate the bid threshold in a contract year, may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution, and;*

WHEREAS, *18A:18A-3 also authorizes a Board of Education to establish a bid threshold of $44,000 if they employ a purchasing agent as determined by the Department of Community Affairs, and;*

WHEREAS, *18A:18A-37, c. provides that all contracts that are in the aggregate less than 15% of the bid threshold may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution.*

NOW THEREFORE BE IT RESOLVED, *that the Milford Public School District Board of Education pursuant to the statutes cited above hereby appoints, Michele McCann, Business Administrator & Board Secretary as its duly authorized purchasing agent, and is duly assigned the authority and responsibility for the purchasing activity of the Milford Public School District, and;*

BE IT FURTHER RESOLVED, *that Michele McCann is hereby authorized to award contracts on behalf of the Milford Public School District Board of Education that are in the aggregate less*

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than 15% of the bid threshold without soliciting competitive quotations, and;

***BE IT FURTHER RESOLVED**, that Michele McCann is hereby authorized to seek competitive quotations, when applicable and practicable and award such contracts when they in the aggregate exceed 15% of the bid threshold but less than the established bid threshold, and;*

***BE IT FURTHER RESOLVED**, that Michele McCann is hereby authorized as a purchasing agent as determined by the Department of Community Affairs and holds a certificate attesting to same which authorizes her to issue contracts **up to $44,000** without soliciting competitive bids.*

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

Action 25-90 **RESOLUTION**

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

***WHEREAS**, the Milford Public School Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and*

***WHEREAS**, the Milford Public School Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and*

***WHEREAS**, the Milford Public School Board of Education intends to enter into contracts with the State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts;*

***THEREFORE BE IT RESOLVED**, that the Milford Public School Board of Education authorizes the Purchasing Agent to purchase certain goods or services from the approved New Jersey State Contract Vendors for the 2025 - 2026 school year pursuant to all conditions of the individual State contracts; and*

***BE IT FURTHER RESOLVED,** that the Milford Public School Board of Education Business Administrator/Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services.*

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

Action 25-91 **RESOLUTION**

***BE IT RESOLVED** that the Board of Education approves participation in the following cooperative purchasing services for the 2025 - 2026 school year:*

Hunterdon County Educational Services Commission
Educational Services Commission of New Jersey

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

Action 25-92 **RESOLUTION**

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

WHEREAS, *the Milford Public School Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and*

WHEREAS, *N.J.S.A. 18A:11-12 et seq. requires Board members to receive prior approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and*

WHEREAS, *a Board of Education may establish, for regular district business travel only as described in NJOMB Circular Letter 06-14, including amendments or revisions thereto, a threshold amount below which Board approval is not required; and*

WHEREAS, *the Board of Education establishes, for regular district business travel only, an annual school year threshold of $1,500.00 per employee as described in N.J.A.C. 6A:23A-7.3B and where prior Board approval shall not be required unless this annual threshold is exceeded in a given school year (July 1 through June 30); and*

WHEREAS, *the Board of Education finds that a mileage reimbursement rate equal to that of the NJOMB mileage reimbursement rate is a reasonable rate: and*

THEREFORE BE IT RESOLVED *the Board of Education approves the amounts set forth for regular district business travel and statutorily authorizes travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount.*

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

Action 25-93 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the following 2025 - 2026 Tax Shelter Annuity providers:*

The Equitable

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

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follows ayes, 5; nays, 0.

Action 25-94 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the contract agreement between the Milford Public School Board of Education and the Hunterdon County Educational Services Commission, for the 2025 - 2026 school year.*

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

Action 25-95 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the members of the 2025 - 2026 Safety Team: Mike Gonnella, Jose Menendez, Robert St. Laurent, Betsy Combs, Michele McCann, and Jennifer Petronzi.*

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

Action 25-96 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves payment of bills between board meetings for utility and other bills, where waiting for a board meeting would result in late fees.*

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

RETURN TO REGULAR MEETING

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY - M. MCCANN

- CSA and Board Self Evaluations
- MPS Audit July 7th thru July 11th
- Board Member Training
- New Jersey School Board Conference October 20th - October 23th

Action 25-97 **RESOLUTION**

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

March 25, 2025 - Regular Meeting Minutes

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

Action 25-98 **RESOLUTION**

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

March 26 - 31, 2025 General Fund	$45,097.77
April 28, 2025 General Fund	$158,869.27

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

Action 25-99 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the March 2025 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 25-100 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the Board Secretary and Treasurer's Report:*

BE IT RESOLVED *that the Board Secretary, pursuant to N.J.A.C. 6A: 23-2.10 (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: 23-2.10 (a);*

BE IT FURTHER RESOLVED *that the Chief School Administrator recommends that the Milford Public School Board of Education accept the monthly financial reports of the Secretary and the Treasurer for the month(s) of March 2025; and further recommends, in compliance with N.J.A.C. 6A: 23-2.10 (c) 4, that the Board of Education certifies that no major account has been over-expended in violation of N.J.A.C. 6A: 23-2.10 (a), 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.

Action 25-101 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the following contracts/fees for professional services for the 2025 - 2026 school year as per attached:*

Firm	Category	Cost
Comegno, Law Group LLC	Board Counsel	$225.00 per hour *
The Doctor is In	Substance Testing	As per test*
Gianforcaro	Architect of Record	$100.00 per hour *
BKC, CPA's PC	School Auditor	$15,200.00 *
Phoenix Advisors, LLC	Municipal Advisor	$1,350.00 *

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HCESC	Speech/Language	$98.00 per hour
Hunterdon Health Care	School Physician	$2,100.00 *
Integrated Speech Pathology, LLC	Speech/Language	As per service*
Therapeutic Intervention	Occupational Therapy	$106.00 per hour *
Therapeutic Intervention	Physical Therapy	$106.00 per hour *
Therapeutic Intervention	OT/PT Evaluations..	$440.00 per hour *
Centris Group, LLC	Translate IEP	As per IEP

**Complete fee schedule on file in the Business Office.*

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

Action 25-102 **RESOLUTION**

BE IT RESOLVED *that the Board of Education* approves the following contractor quotes for the 2025 – 2026 school year:

Firm	Category	Cost
Robert Griggs Plumbing & Heating	Plumber	$118.00 per hour *
Mechanical Preservation Assoc Inc.	HVAC/Boiler	$130.00 per hour *
Mechanical Preservation Assoc Inc.	Heating	$130.00 per hour *
Mt. Salem Electric Co. Inc.	Electrician	$105.00 per hour *
Automatic Temperature Johnson Controls Services, Inc.	Electric Pneumatic Controls	$175.00 per hour *

**Complete fee schedule on file in the Business Office.*

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

SUPERINTENDENT'S REPORT – R. FALKENSTEIN

Hearing on internet safety

- Internet safety constantly reviewed
- Comical review of mistyped searches
- KTS visit Milford
- Discussion of the last day
- New custodian

Action 25-103 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the Milford Public School District to utilize the Charlotte Danielson Teaching Framework to complete the teacher evaluations as set forth in the Excellence Educations for New Jersey (EE4NJ) guidelines.*

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

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follows ayes, 5; nays, 0.

Action 25-104 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves "Oncourse Systems for Education" as the teacher evaluation system.*

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

Action 25-105 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the Milford Public School District to utilize Kim Marshal's framework for principal evaluation to meet the requirements in the Excellence Educators for New Jersey (EE4NJ) guidelines.*

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

Action 25-106 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the 2025 - 2026 text book list attached.*

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

COMMITTEE REPORTS

COMMUNICATION/EDUCATION/POLICY COMMITTEE

Action 25-107 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the Kingwood student activity fee for the 2025 - 2026 school year $75 per student per sport activity and $50 per student per co-curricular activity, for Middle School Students.*

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

Action 25-108 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the following 2025 - 2026 10-month receiving tuition rates:*

Kindergarten/Pre-School	$29,422.00
Grades 1-5	$33,358.00

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

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follows ayes, 5; nays, 0.

Action 25-109 **RESOLUTION**

BE IT RESOLVED *that the Board of Education affirms that the Special Education Policies are in compliance with the regulations for the federal grant applications.*

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

Action 25-110 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the Technology Support Services Agreement between Milford Public School and Hunterdon County Educational Services Commission, not to exceed $25,524.00, for the 2025-2026 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 25-111 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the 2025-2026 School Year Transportation Shared Services Agreement between Milford Public School Board of Education and Hunterdon County Educational Services Commission, on an as needed basis, 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 25-112 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the shared contract for health teacher and physical education services agreement between the Milford Board of Education and the Kingwood Township Board of Education at a cost of $111,720.00, for the 2025 -2026 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 25-113 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the following tuition rates for the 2025 - 2026 school year for the Kingwood Township Board of Education and Milford Board of Education send /receive relationship as recommended by the Superintendent:*

General Education: $11,150.00
MD Placement: $29,138.00

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

Action 25-114 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the attached MD contract between Kingwood Township Board of Education and Milford Public School Board of Education for 2 students to attend Kingwood MD program at a cost of $29,138.00 per a 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 25-115 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the purchase of materials and training from the Institute for Multi- Sensory Education, for ELA early elementary educational needs of the district, at a cost of $7,142.00, billed through Kingwood Township Board of Education 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 25-116 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the 2025 - 2026 Paraprofessional Shared Services Agreement between Milford Public School Board of Education and Hunterdon County Educational Services Commission, on an as needed basis, 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 25-117 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the Shared Services Agreement between Kingwood Township Board of Education and Milford Public School Board of Education, for Instructional Aide Services, for the 2024 - 2025 school year, billed at $139.98 per day, 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.

Docusign Envelope ID: E9FA3226-FB45-49F5-B518-EBC51753BC0B

PERSONNEL COMMITTEE

Action 25-118 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves 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 B. Cramer, on roll call vote, resolution was ADOPTED as follows ayes, 5; nays, 0.

Action 25-119 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the following 2025 - 2026 Substitute Rates:*

POSITION	RATE
Teacher	$140.00 per a day
Teacher Long Term *	$175.00 per a day
Nurse	$220.00 per a day
Instructional Aide	$140.00 per day
Custodian	$18.00 per hour
Cafeteria Aide	$20.00 per hour
Secretary	$20.00 per hour

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

Action 25-120 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the attached 2025 - 2026 employment contract for Michele McCann, School Business Administrator/Board Secretary, ADM-EL-SBAD-NA-1, at an annual salary of $153,963.00 as recommended by the Superintendent. (Employee has been issued a Rice Notice).*

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

Action 25-121 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the shared Business Services Contract with Milford Public School at a cost of $47,078.00, 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.

Docusign Envelope ID: E9FA3226-FB45-49F5-B518-EBC51753BC0B

Action 25-122 **RESOLUTION**

BE IT RESOLVED *that the Board of Education offers employment to the Milford Public School tenured teaching staff for the 2025 - 2026 school year as per the following list., as recommended by the Superintendent. (All employees have been issued a Rice Notice):*

Last Name	First Name	25-26 step	Degree	25-26 Final Salary
Mandatta	Mary Ellen	23	BA	*$ 77,635.00
Petrozziello	Nicole	15	MA	$ 65,805.00
Pontoriero	Donna	22	MA	*$ 78,800.00
St. Laurent	Robert	19	BA	*$ 69,995.00

** Includes longevity over 15 years*

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

Action 25-123 **RESOLUTION**

BE IT RESOLVED *that the Board of Education offers employment to the Milford Public School non-tenured teaching staff for the 2025 - 2026 school year as per the following list, as recommended by the Superintendent. (All employees have been issued a Rice Notice):*

Last Name	First Name	25-26 Contract Step	25-26 Step	Degree	25-26 Final Salary
Combs	Elizabeth	19	19	BA+15	$ 70,545.00
Elphick	Amy	16	16	MA	$ 67,440.00
Glenn	Alyssa	3-13	12	MA	$ 62,635.00
Hartel	Catlyn	15	15	MA	$ 65,805.00
Olivio	Laura	3-13	3	BA+15	$ 60,535.00
Seneca	Ashley	3-13	13	MA	46.61 per hour

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

Action 25-124 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the following staff for Orton Training at Kingwood School, at the contractual rate of $50 per hour, for the 2024-2025 school year, as recommended by the Superintendent:*

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STAFF	NOT TO EXCEED
Catlyn Hartel	$1,500.00
Robert St. Laurent	$1,500.00
Amy Elphick	$1,500.00
Donna Pontoriero	$1,500.00
Nicole Petrozziello	$1,500.00

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

OPERATIONS COMMITTEE

Action 25-125 **RESOLUTION**

***BE IT RESOLVED** that the Board of Education approves the attached Integrated Pest Management Plan for the 2025 - 2026 school year.*

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

Action 25-126 **RESOLUTION**

***BE IT RESOLVED** that the Board of Education approves the attached Indoor Air Quality Program for the 2025 - 2026 school year.*

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

Action 25-127 **RESOLUTION**

***BE IT RESOLVED** that the Board of Education approves the following prices for the 2025 - 2026 school year:*

Student Lunch	$3.85
Milk	$ .75
Student Breakfast	$2.50

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

Action 25-128 **RESOLUTION**

***BE IT RESOLVED** that the Board of Education approves the attached contract for e-rate services with B&R Erate Consulting Services, LLC for the 2025 - 2026 school year.*

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

Docusign Envelope ID: E9FA3226-FB45-49F5-B518-EBC51753BC0B

MINUTES
Public Hearing on the 2025-2026 Budget/School Reorganization/Regular Meeting
April 28, 2025

FINANCE/BUDGET COMMITTEE

Action 25-129 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the application for the 2024-2025 Educational Risk Insurance Consortium (ERIC) West, a sub-fund of the New Jersey Schools Insurance Group, safety grant in the amount of $2,000.00.*

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

Action 25-130 **RESOLUTION**

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

BE IT RESOLVED, *that the amount of district taxes, needed to meet the obligations of the Milford Public School Board of Education is per the following schedule and that the Township of Kingwood is requested to place in the hand of the treasurer of school monies that amount in accordance with the statutes relating thereto.*

Total Taxes Due for the General Fund $2,187,671.00
Balance Due July 1, 2025, 20%.....$437,534.20
4 Equal Monthly Installments of..... .....$437,534.20

Monthly Installments are due by the 12th of each quarter September 2025 through June 2026.

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

Action 25-131 **RESOLUTION**

BE IT RESOLVED *that the Board of Education approves the contract with R & L Payroll for the processing of the payroll at a cost not to exceed $6,590.00 for the 2025 - 2026 School Year.*

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

New Business

Old Business

Action 25-132 **RESOLUTION**

BE IT RESOLVED *that the Board of Education adjourns the board of education meeting.*

Docusign Envelope ID: E9FA3226-FB45-49F5-B518-EBC51753BC0B

MINUTES
Public Hearing on the 2025-2026 Budget/School Reorganization/Regular Meeting
April 28, 2025

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

Signed by:
Laura Hanson
FFBE395612514DF...

Respectfully Submitted,

Michele McCann, RSBA
School Business Administrator/Board Secretary

Minutes remain unofficial until Board Approval on May 27, 2025