

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY**  
**PUBLIC BOARD MEETING**  
**November 19, 2012**

**RESOLUTION        2963A**

**FOR ACTION**

**SUBJECT:            FINANCIAL REPORTS**

BE IT RESOLVED THAT the Board of Education receives and accepts the following financial reports:

1. Board Secretary's Report dated October 31, 2012
2. Expense Account Adjustment Analysis dated October 31, 2012
3. Revenue Account Adjustment Analysis dated October 31, 2012
4. Check Register #374936-375298 in the amount of \$3,647,687.15
5. Check Register #200458 in the amount of \$570,862.50
6. Check Register #200459 for October payroll in the amount of \$6,051,722.29
7. Treasurer's Report of September 2012

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY  
PUBLIC BOARD MEETING  
November 19, 2012**

**RESOLUTION      2963B**

**FOR ACTION**

**SUBJECT:              BOARD OF EDUCATION'S MONTHLY CERTIFICATION**

BE IT RESOLVED THAT pursuant to N.J.A.C. 6:20-2.12(e), we certify that as of October 31, 2012 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6:20-2.13(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

_____ Jeffrey Bennett	_____ Date
_____ Lynne Crawford	_____ Date
_____ Elizabeth Daugherty	_____ Date
_____ Wayne Eastman	_____ Date
_____ William Gaudelli	_____ Date
_____ David Giles	_____ Date
_____ Sandra Karriem	_____ Date
_____ Madhu Pai	_____ Date
_____ Andrea Wren-Hardin	_____ Date

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY  
PUBLIC BOARD MEETING  
November 19, 2012**

**RESOLUTION      2963C**

**FOR ACTION**

**SUBJECT:                APPROVE ATTENDANCE AND WORK RELATED TRAVEL  
EXPENSES**

WHEREAS, the following employees have requested approval for the indicated work-related travel; and

WHEREAS, the attendance at stated function was previously approved by the employees' supervisor and superintendent as work-related and within the scope of the work responsibilities of the attendee; and

WHEREAS, the attendance at the function was approved as promoting delivery of instruction or furthering efficient operation of the school district; and fiscally prudent;

THEREFORE, BE IT RESOLVED THAT the Board of Education approves the attendance and related travel expenses for the following work-related events:

EMPLOYEE	WORKSHOP/CONFERENCE	DATE	Location	Estimated Cost (\$'s)
Furnari, Lydia Central Office	ASCD 2013 Annual Conference	3/13-18/13	Chicago, IL	\$2900
Grierson, Susan Jefferson	The Legal One Series	1/7, 1/25, 2/5, 2/14/13	New Providence, NJ	323
Skawinski, Christy Tuscan	BER Guided Math	11/28/12	Parsippany, NJ	243
Vecchione, Jenna CHS	Best Strategies for using iPads	11/28/12	Fairfield, NJ	225
Grasso, Linda CHS	Best Strategies for using iPads	11/28/12	Fairfield, NJ	252
Ridall, Hellanna CHS	Best Strategies for using iPads	11/28/12	Fairfield, NJ	225
Butler, Melissa SOMS	Using nonfiction text sets & evidence based argument	11/19/12	New York, NY	85
Herman, Tamar Seth Boyden	Teacher's College: Keys to success in Reading	1/9/13	New York, NY	95
Quick, Theresa CHS	NJASL Annual Fall Conference	11/29- 12/1/12	Long Branch, NJ	358
Ng, Suzanne CHS	NJASL Annual Fall Conference	11/29- 12/1/12	Long Branch, NJ	380
Bloch, Jasmine Tuscan	The Midwest Clinic	12/19-21/12	Chicago, IL	110
Hanratty, Judith SOMS	CCSS & NJASK Building Student Proficiency	12/5/12 & 1/30/13	Clark, NJ	350

Jagdeep, Sujatha CHS	Working effectively w/difficult, defiant, noncompliant students	12/19/12	Newark, NJ	229
Thompson, Angela Tuscan	Enhance your effectiveness as a School Nurse	12/19/12	Newark, NJ	231
Connerty, David Seth Boyden	Section 504/I&RS: Keys to Ensuring your school is compliant	2/8/13	Lakewood, NJ	75
Horn, Raquel Seth Boyden	Section 504/I&RS: Keys to Ensuring your school is compliant	2/8/13	Lakewood, NJ	75
Jacques-Montilus, Joanne Seth Boyden	Section 504/I&RS: Keys to Ensuring your school is compliant	2/8/13	Lakewood, NJ	75
Hewitt, Cheryline MMS	Learning Forward (NSDC) Annual Conference	12/2-5/12	Boston, MA	1296
Lawrence, Stacey CHS	Winter Poetry & Prose Getaway	1/18-21/13	Galloway, NJ	565
Knight, Keysha, SOM	Managing Multiple Projects , objectives and deadlines	1/24/13	Freehold, NJ	124
Pena, Miguel, MMS	Practical Ways to increase student's target language	12/19/12	Parsippany, NJ	225

### BACKGROUND INFORMATION

New Jersey travel regulations (NJAC 6A:23B), Board Policy 8880 – Reimbursement of Travel Related Expenses, and newly enacted legislation [18A:11-12] require prior approval by the Superintendent and by a majority of the full membership of the Board of Education for reimbursement of travel and related expenses of an employee.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY  
PUBLIC BOARD MEETING  
November 19, 2012**

**RESOLUTION      2963D**

**FOR ACTION**

**SUBJECT:**    ACCEPT ADDITIONAL STATE NONPUBLIC AUXILIARY AND  
HANDICAPPED SERVICES (CHAPTERS 192 & 193) ENTITLEMENT  
FOR 2012-2013

BE IT RESOLVED THAT the Board of Education accepts additional State Nonpublic Auxiliary Services (Chapter 192) and Handicapped Services (Chapter 193) Aid Entitlement Funds for 2012-2013 for a total amount of \$120,330.00 allocated as follows:

<u>NP Auxiliary Services</u>	<u>Rate/Pupil</u>	<u>Pupils</u>	<u>State Aid</u>	<u>Allocation</u>
*Compensatory Education	\$ 995.33	76	\$63,542.00	
*E.S.L.	\$1,015.00	0	\$    0	
Transportation	\$    0		\$    0	
Total Auxiliary Services				\$63,542.00
<u>NP Handicapped Services</u>	<u>Rate/Pupil</u>	<u>Pupils</u>	<u>State Aid</u>	
*Initial Exam & Class.	\$1,326.17	10	\$11,140.00	
<b>*Initial Exam &amp; Class.</b>	<b>\$1,326.17</b>	<b>6</b>	<b>\$ 6,684.00</b>	
*Annual Exam & Class.	\$380.00	35	\$11,172.00	
<b>*Annual Exam &amp; Class.</b>	<b>\$380.00</b>	<b>5</b>	<b>\$ 1,596.00</b>	
*Corrective Speech	\$930.00	6	\$ 4,687.00	
*Supplemental Instruction	\$826.00	31	\$21,509.00	
Total Handicapped Services				<u>56,788.00</u>
TOTAL 192/193 Allocation				\$120,330.00

\* Prorated at 84%

BACKGROUND INFORMATION

The New Jersey Department of Education provides aid to nonpublic schools to provide special pupil services. The public school district administers the funding. Additional students indicated in **bold** were identified to receive services.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY  
PUBLIC BOARD MEETING  
November 19, 2012**

**RESOLUTION      2963E**

**FOR ACTION**

**SUBJECT:**                RESCIND RESOLUTION 2936M OF SEPTEMBER 24, 2012  
AND ACCEPT DONATION FOR CATCH PROGRAM

BE IT RESOLVED THAT the Board of Education rescinds resolution 2936M and accepts a donation of staff training and equipment from the Horizon Foundation of Blue Cross/Blue Shield NJ and the State Alliance of YMCA's for CATCH (Coordinated Approach to Child Health) Programs at South Mountain School and Marshall School valued at approximately \$74,000.

**BACKGROUND INFORMATION**

The donation for the CATCH Program is being made in the form of staff training and equipment. Resolution 2936M had accepted a monetary donation.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY  
PUBLIC BOARD MEETING  
November 19, 2012**

**RESOLUTION      2963F**

**FOR ACTION**

**SUBJECT:**            APPROVE SPECIAL EDUCATION RELATED SERVICE  
                         PROVIDERS FOR THE 2012-13 SCHOOL YEAR

BE IT RESOLVED THAT the Board of Education approve the following list of providers for the 2012-13 school year for the services indicated:

<u>Provider</u>	<u>Service</u>	<u>Rate</u>
Trinitas Children's Therapy Svcs Springfield, NJ	OT	\$82/hour
UCESC Westfield, NJ	Bedside Instruction	\$58/hour
Prism Behavioral Consulting, LLC Nutley, NJ	ABA Therapy	\$50/hour
Darcie Malkin Watchung, NJ	Individual Speech Therapy	\$150/hour
Learning Tree Green Brook, NJ	CST Evaluation	\$650-750

BACKGROUND INFORMATION

These providers will perform services and evaluations for classified students as per needs indicated in specific Individual Education Plans.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY  
PUBLIC BOARD MEETING  
November 19, 2012**

**RESOLUTION      2963G**

**FOR ACTION**

**SUBJECT:            ACCEPT DONATION FOR THE PARENTING CENTER**

BE IT RESOLVED THAT the Board of Education accepts a donation in the amount of \$7,000 to the Parenting Center.

BE IT FURTHER RESOLVED THAT the following budget is increased and the Superintendent or his designee is authorized to administer it:

20-019-200-890	Parenting Center	\$7,000
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BE IT FURTHER RESOLVED THAT the Board President, Superintendent and Board Secretary are authorized to execute and deliver any necessary contracts and reports on behalf of the Board.

**BACKGROUND INFORMATION**

The donation was made to the Parenting Center by the Carole A. and Norman Barham Family Foundation. Carole Barham was formerly a teacher in the district. The Parenting Center is responsible for administering these funds.



**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY  
PUBLIC BOARD MEETING  
November 19, 2012**

**RESOLUTION      2963H**

**FOR ACTION**

**SUBJECT:            ACCEPT GRANT FROM MSU FOR MARSHALL SCHOOL**

BE IT RESOLVED THAT the Board of Education accepts a grant from Montclair State University Foundation, in the amount of \$1,500 to Marshall School.

BE IT FURTHER RESOLVED THAT the following budget is increased and the Superintendent or his designee is authorized to administer it:

20-044-200-890      Marshall      \$1,500

BE IT FURTHER RESOLVED THAT the Board President, Superintendent and Board Secretary are authorized to execute and deliver any necessary contracts and reports on behalf of the Board.

**BACKGROUND INFORMATION**

Marshall School faculty members received this Dodge Team Grant for 2012. The Marshall School Principal is responsible for the administration of these funds.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY  
PUBLIC BOARD MEETING  
November 19, 2012**

**RESOLUTION      2963I**

**FOR ACTION**

**SUBJECT:            APPROVE AGREEMENT WITH BROWN & BROWN  
BENEFIT ADVISORS**

BE IT RESOLVED THAT the Board of Education approves an agreement with Brown & Brown Benefit Advisors of Livingston, NJ, to provide health benefit consulting services to district staff members and to advise the district's benefits decisions at a cost of \$1,500 per month from November 1, 2012 through June 30, 2013.

**BACKGROUND INFORMATION**

Brown & Brown is the district's insurance agent for benefits and this resolution expands their role to provide additional advice as health benefits change.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY  
PUBLIC BOARD MEETING  
November 19, 2012**

**RESOLUTION      2963J**

**FOR ACTION**

**SUBJECT:    ACCEPT SAFETY GRANT FROM NJSBAIG**

BE IT RESOLVED THAT the Board of Education accepts a grant from New Jersey School Boards Association Insurance Group in the amount of \$37,739.28 to be used for plant safety, building security, safety equipment and training.

BE IT FURTHER RESOLVED THAT the following budget is increased and the Superintendent or his designee is authorized to administer it:

20-035-200-890	NJSBAIG	\$37,739.28
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BE IT FURTHER RESOLVED THAT the Board President, Superintendent and Board Secretary be authorized to execute and deliver any necessary contracts and reports on behalf of the Board.

**BACKGROUND INFORMATION**

The Business Administrator is responsible for administering these funds.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY  
PUBLIC BOARD MEETING  
November 19, 2012**

**RESOLUTION      2963K**

**FOR ACTION**

**SUBJECT:**            JOIN THE NORTH JERSEY EDUCATIONAL INSURANCE  
                                 FUND (NJEIF)

WHEREAS, the New Jersey School Boards Insurance Act, Assembly 1373, enacted and signed by the Governor in 1983, enables school districts to cooperate with each other to make the most efficient use of their powers and resources on a basis of mutual advantage in the areas of insurance and self-insurance and related services; and

WHEREAS, the Board of Education of the South Orange Maplewood School District desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and

WHEREAS, the Board of Education of the South Orange Maplewood School District finds that the best and most efficient way of securing this protection and services is by cooperating with other school districts across the State of New Jersey; and

WHEREAS, the New Jersey School Boards Association Insurance Group and its bylaws provide a basis for securing this protection for member districts;

NOW THEREFORE, BE IT RESOLVED THAT the Board of Education of South Orange Maplewood School District joins with other school districts in organizing and becoming members of the Subfund of the New Jersey School Boards Association Insurance Group (North Jersey Educational Insurance Fund); and

THAT, by adoption and signing of this resolution, the Board of Education is hereby joining the Subfund of the New Jersey School Boards Association Insurance Group (North Jersey Educational Insurance Fund); effective the date indicted below, and for the duration of three consecutive years for the following coverage:

Property      ۞	EDP      ۞	General Liability      ۞	Umbrella      ۞
Equipment      ۞	Crime      ۞	Automobile Liability      ۞	Errors & Omissions      ۞
Breakdown      ۞	Bonds      ۞	Auto Physical Damage      ۞	Workers' Compensation      ۞

## BACKGROUND INFORMATION

The New Jersey Education Insurance Fund (NJEIF) is a subfund of the New Jersey School Boards Association Insurance Group. It establishes a pool of school districts to diversify risk. NJSBAIG has been our carrier and we have been members for many years. We have been pleased with the coverages provided. Extensive marketing was done on our behalf by our insurance broker, Willis, as our three year commitment with NJSBAIG was up for renewal. Quotes were received from the major providers of school insurance. NJSBAIG again offered the lowest premium:

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY  
PUBLIC BOARD MEETING  
November 19, 2012**

**RESOLUTION      2963L**

**FOR ACTION**

SUBJECT: ACCEPT COMPREHENSIVE ANNUAL FINANCIAL REPORT

BE IT RESOLVED THAT the Board of Education accepts the district's Comprehensive Annual Financial Report for the fiscal year ending June 30, 2012.

**BACKGROUND INFORMATION**

The Comprehensive Annual Financial Report (CAFR) is a requirement of GAAP and represents the district's official annual report. It includes all of the funds and account groups and is organized into three primary sections: an introductory section; a financial section; and statistical tables.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY  
PUBLIC BOARD MEETING  
November 19, 2012**

**RESOLUTION      2963M**

**FOR ACTION**

**SUBJECT:            ACCEPT AUDITOR’S MANAGEMENT REPORT**

BE IT RESOLVED THAT the Board of Education accepts the Auditor’s Management Report on Administrative Findings – Financial, Compliance and Performance for the fiscal year ended June 30, 2012 as prepared by Hodulik & Morrison, Certified Public Accountants.

**BACKGROUND INFORMATION**

The law requires the Board to accept the Auditor’s Management Report.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY  
PUBLIC BOARD MEETING  
November 19, 2012**

**RESOLUTION      2963N**

**FOR ACTION**

**SUBJECT:    REJECT BIDS RECEIVED FOR MMS ADDITION**

BE IT RESOLVED THAT the Board of Education rejects the bids received on October 24, 2012 for Maplewood Middle School Addition project. The lowest bid received substantially exceeded the cost estimate for the services. The Board of Education reserves the right to re-bid for these services in the future.

**BACKGROUND INFORMATION**

Solicitation for bids was issued on September 19, 2012 and received on October 24, 2012. Bid packages were requested by 32 companies and returned by 22.



**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY  
PUBLIC BOARD MEETING  
November 19, 2012**

**RESOLUTION        29630**

**FOR ACTION**

**SUBJECT:**            AWARD CONTRACT FOR MAPLEWOOD MIDDLE SCHOOL  
                                 ADDITION PROJECT

BE IT RESOLVED THAT the Board of Education awards a contract for the Maplewood Middle School Addition Project to Fine Wall Corporation, of Iselin, New Jersey, for the lowest responsible bid of \$2,517,400 (base bid of \$2,760,000, Alternate 1: deduct \$186,000, Alternate 2 deduct \$46,500, Alternate 3 deduct \$6,900, Alternate 7 deduct \$3,200).

**BACKGROUND INFORMATION**

Solicitation for bids was issued on October 31, 2012 and received on November 15, 2012. Bid packages were requested by 33 companies and returned by 14. The three lowest bids are:

Name	Base	Alternate 1	Alternate 2	Alternate 3	Alternate 7
Fine Wall	2,760,000	186,000	46,500	6,900	3,200
UniMak	2,864,000	177,000	81,000	3,000	6,000
GDS	2,898,000	80,000	40,000	12,000	5,000