

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY**  
**PUBLIC MEETING**  
**May 14, 2018**

**ORGANIZATIONAL RESOLUTIONS FOR 2018-19 SCHOOL YEAR**

BE IT RESOLVED THAT the Board of Education:

1. Appoint Paul Roth as Board Secretary and authorize him to sign checks, notes, drafts, bills of exchange, acceptance, undertakings or other orders for payment of money.
2. Appoint Paul Roth as the Qualified Purchasing Agent and authorize him to negotiate and award contracts pursuant to NJSA 18A:18A-3.
3. Appoint Paul Roth as Custodian of Records for the school district.
4. Appoint Andrea Del Guercio as Assistant Board Secretary and authorize her to sign checks, notes, drafts, bills of exchange, acceptance, undertakings or other orders for the payment of money in the absence of the Board Secretary.
5. Approve Andrea Del Guercio as Public Agency Compliance Officer for the school district.
6. Approve Kevin Walston as Affirmative Action Officer for the school district.
7. Approve Dr. Kalisha Harris-Morgan as District Liaison for the Education of Homeless Children (per N.J.A.C. 6A:17-2.5).
8. Approve Laura Morana, Consultant to the Department of Special Services as Liaison to the Division of Children and Families.
9. Approve Laura Morana, Consultant to the Department of Special Services as the District ADA/504 Compliance Committee Coordinator for students.
10. Approve Joanne Butler of Schenck, Price, Smith & King as the District ADA/504 Compliance Committee Coordinator for employees.
11. Appoint Joanne Butler of Schenck, Price, Smith & King as Anti-Bullying Coordinator for the school district.
12. Appoint Joanne Butler of Schenck, Price, Smith & King as Truant Officer for the district.
13. Appoint Joanne Butler of Schenck, Price, Smith & King as the District Title IX Coordinator.
14. Approve Elizabeth Aaron or Designee to implement the district's approved vocational and technical education safety and health programs (per N.J.A.C. 6A:19-10.2(b)).
15. Appoint Dana Sullivan as Treasurer for the school district.
16. Appoint the firm of Hodulik & Morrison as the independent statutory auditor for the school district at an annual fee of \$58,000.
17. Appoint the law firm of Schenck, Price, Smith & King as the school district's attorney at the rate of \$170 per hour for legal work performed by attorneys of the firm to provide services on legal matters including work as special counsel related to Harassment, Intimidation, and Bullying and litigation, \$125 per hour for paralegals and \$160 per hour for Joanne Butler to act as In-house Counsel.
18. Appoint the law firm of Chiesa, Shahinian & Giantomasi, PC as the Bond Counsel firm to provide specialized legal services necessary in connection with the authorization and the issuance of bonds or notes by the Board of Education; fees are determined per agreement on file in Board Secretary's Office.

19. Appoint the firm of Phoenix Advisors, Inc. as the Continuing Disclosure Agent, Municipal Advisor of Record and to provide annual Financial Advisory Services necessary by the Board of Education; fees are determined per agreement on file in Board Secretary's Office
20. Appoint Willis of New Jersey, Inc. as insurance broker of record.
21. Appoint the firm of Spiezle Architectural Group as the school district's architect; fees are determined per agreements on file in Board Secretary's Office.
22. Approve the following depositories for school monies:
  - Bank of America
  - PNC Bank
  - Chase Manhattan Bank
  - Wells Fargo Bank
23. Accept the By-Laws, Policies, Rules and Regulations.
24. Adopt the Public Meeting Calendar for 2018-2019 per attached.
25. Adopt the following approved District secondary school, middle school and elementary school curricular programs as presently written for the 2018-2019 school year, with new/revised curricula brought forward for adoption as they are completed and prior to their implementation: [curriculum on file in the office of the Assistant Superintendent for Curriculum and Instruction]:
  - Art K-12
  - Career & Technical Education 9-12
  - Counseling 6-12
  - Educational Media & Technology K-12
  - English as a Second Language K-12
  - English/Language Arts K-12
  - Health/Family Life K-12
  - Mathematics K-12
  - Music K-12
  - Physical Education K-12
  - Science K-12
  - Social Studies K-12
  - World Languages 4-12
26. Accept the existing master agreements with the following units:
  - a. South Orange-Maplewood Education Association (SOMEA); and
  - b. Association of Supervisors, Coordinators and Administrators (ASCA).
27. Adopt the following newspapers for legal advertisements for the 2018-2019 school year: The Star Ledger, the News Record and the New York Times.
28. Authorize the Board Secretary to purchase the following types of securities for the purpose of investment on a short-term basis:
  - a. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America; or
  - b. Bonds of any Federal Intermediate Credit Bank, Federal Home Loan Bank, Federal Land Bank, Federal national Mortgage Associates or of any United States Bank for Cooperatives which have a maturity date not greater than twelve months from the date of purchase; or
  - c. Bonds or other obligations for other school districts. (18A:20-37)
29. Authorize the Superintendent or designee, to approve such line item budget transfers as are necessary between Board of Education meetings, and that such

- transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regular meeting.
30. Authorize the Board Secretary be authorized to establish the following imprest petty cash fund accounts for the period July 1<sup>st</sup> through June 30<sup>th</sup> during the next fiscal year in accordance with N.J.S.A.18A:19-13.
    - Business Administrator' office, amount of fund to be set at \$1,000.
    - Assistant Business Administrator's office, amount of fund to be set at \$50.
  31. Authorize the Business Administrator to issue bids on behalf of the Board of Education, as necessary.
  32. Approve continued membership in the New Jersey Interscholastic Athletic Association and agree to be governed by the Constitution, By-laws and Rules and Regulations of the Association, including all rules governing student athlete eligibility, for the 2018-2019 school year.
  33. Approve continued membership in New Jersey School Boards Association, Minority Student Achievement Network and Garden State Coalition of Schools for the 2018-2019 school year.
  34. Establish a photo copy fee of \$0.05 (\$0.10 color copy) per letter size page or smaller and \$0.07 (\$0.12) per legal size page or larger of official Board Minutes and other public documents. A special service fee may be added for irregular size copies or requests that require an extraordinary amount of time or effort to accommodate the request.
  35. Approve procurement of goods and services through state agencies and Morris County Cooperative Pricing Council, Educational Services Commission of New Jersey Cooperative (Middlesex Regional), the Educational Services Commission of Morris County Cooperative, Educational Data Services, Inc., and the Hunterdon County Educational Services Commission Cooperative.
  36. Approve the attendance and related travel expenses for regular district business as caused by or subject to contractual provisions, other statutory requirements or federal requirements and approve the reimbursement for such regular district travel expenses not to exceed \$1,500 per employee.
  37. Adopt Code of Ethics
  38. Adopt Code of Student Conduct
  39. Approve the Emergency Management Plan and the Bio-security Plan as recommended by the Superintendent of Schools.
  40. Approve the Business Office Purchasing Manual and Business Office Standard Operating Procedures Manual as recommended by the Superintendent of Schools.
  41. R & L Data Centers, Inc. Payroll Company.
  42. Adopt the 403(b) and 457(b) Plan Documents for Public Education Organizations
  43. Approve 403B Tax Shelter Annuity Brokers
    - a. Ameriprise Financial Services
    - b. AXA Equitable
    - c. Great American Life
    - d. The Legend Group
    - e. MetLife
    - f. AIG Retirement-VALIC