

**M SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2016**

RESOLUTION 3388A

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 January 31, 2016
2. Expense Account Adjustment Analysis dated January 31, 2016
3. Revenue Account Adjustment Analysis dated January 31, 2016
4. Check Register #388750-389085 in the amount of \$5,769,098.52
5. Check Register #200569-200570 in the amount of \$649,100.78
6. Check Register #200571 for January 2015 payroll in the amount of \$6,853,736.64
7. Treasurer's Report of December 2015

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2016**

RESOLUTION 3388B

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 January 31, 2016 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.

_____ Elizabeth Baker	_____ Date
_____ Elizabeth Daugherty	_____ Date
_____ Maureen Jones	_____ Date
_____ Stephanie Lawson-Muhammad	_____ Date
_____ Annemarie Maini	_____ Date
_____ Madhu Pai	_____ Date
_____ Christopher Sabin	_____ Date
_____ Donna Smith	_____ Date
_____ Johanna Wright	_____ Date

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2016**

RESOLUTION 3388C

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)
Malikah Majeed Tuscan	2016 FEA/NJPSA/NJASCD Fall Conference	10/26/16	Long Branch, NJ	407.00
Chris Makasakit Tuscan	How to use the Best Strategies from Singapore Mathematics	3/7/2016	Parsippany, NJ	239.00
Kim Kao Tuscan	How to use the Best Strategies from Singapore Mathematics	3/7/2016	Parsippany, NJ	239.00
Tivoli Hunt Tuscan	How to use the Best Strategies from Singapore Mathematics	3/7/2016	Parsippany, NJ	239.00
Katerina Karis SOMS	NJAMLE Annual Conference	3/11/2016	Union, NJ	99.00
Dana Hilaire Tuscan	How to use the Best Strategies from Singapore Mathematics	3/7/2016	Parsippany, NJ	239.00
Mark Richman Columbia HS	Making the Best Use of Apps, Digital Tools & Cutting Edge Strategies to strengthen Math Instruction	2/26/16	Parsippany, NJ	239.00
Janice Ortiz Transportation	How to Help the Ride to and from School	2/26/16	Wayne, NJ	30.00
Larry Busichio Columbia HS	Legal Issues II: Title IX Athletic Administration	2/25/16	Parsippany, NJ	167.00
Mara Rubin Columbia HS	Moving from Standards to Practice in Arts Education	3/10/16	Monroe, NJ	149.00
Mara Rubin Columbia HS	Building Creative Assessments through the Arts	3/14/16	Monroe, NJ	149.00
Larry Busichio Columbia HS	DAANJ State Athletic Director's Conference	3/22/22/16-3/26/16	Atlantic City, NJ	442.00

Michael Zarabi MMS	Taking Good Care of Your Anger: Ending the Suffering	3/18/16	West Orange, NJ	151.00
Nataly Granaturova-Riera MMS	Making the Best Use of Apps, Digital Tools & Cutting Edge Strategies to strengthen Math Instruction	2/26/16	Parsippany, NJ	249.00
William Kyle Maintenance	A.L.I.C.E.	3/29/16-3/30/16	Roxbury, NJ	595.00
Diego Diaz Maintenance	NJSBGA	3/14/16-3/16/16	Atlantic City, NJ	531.00
Diane Leick Seth Boyden	Practical Therapy Techniques for the Challenging	3/8/16	Piscataway, NJ	239.00
Craig Rynar Columbia HS	How to Communicate with Tact & Professionalism	3/3/16-3/4/16	Morristown, NJ	239.00
Robert Cohen MMS	Broadway Teachers Workshop	7/14-16-7/16/16	New York, NY	699.00
Dallas Duffey MMS	Broadway Teachers Workshop	7/14-16-7/16/16	New York, NY	699.00
Regina Bradshaw MMS	Broadway Teachers Workshop	7/14-16-7/16/16	New York, NY	699.00
Richard Palmgren MMS	Broadway Teachers Workshop	7/14-16-7/16/16	New York, NY	699.00
Maureen O'Sullivan MMS	Broadway Teachers Workshop	7/14-16-7/16/16	New York, NY	699.00
Andrea DelGuercio Central Office	Annual NJASBO Conference	6/8/16-6/10/16	Atlantic City, NJ	693.00
Cheryl Schneider Central Office	Annual NJASBO Conference	6/8/16-6/10/16	Atlantic City, NJ	693.00

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
February 22, 2016**

RESOLUTION 3388D

FOR ACTION

**SUBJECT: APPROVE BOARD MEMBER ATTENDANCE AND
RELATED TRAVEL EXPENSES**

BE IT RESOLVED THAT the Board of Education approves the following attendance and related travel expenses:

BOARD MEMBER	EVENT	DATE	Location	Estimated Cost (\$'s)
Annemarie Maini	Legal Training Bootcamp	4/2/2016	Jackson, NJ	138.00

BE IT FURTHER RESOLVED THAT the Board of Education approve the above event to be work related and within the scope of the work responsibilities of the of the attendee and promotes the delivery of instruction or furthering of efficient operation of the school district and is fiscally prudent, and in compliance with N.J.S.A. 18A:12-24 and 24.1 of the School Ethics Act.

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 a Board member.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2016**

RESOLUTION 3388E

FOR ACTION

SUBJECT: APPROVE SPECIAL EDUCATION RELATED SERVICE
 PROVIDERS FOR THE 2015-16 SCHOOL YEAR

BE IT RESOLVED THAT the Board of Education approves the following providers for 2015-16 school year for the service indicated:

<u>Provider</u>	<u>Service</u>	<u>Rate</u>
Rehability Physical Therapy, LLC Carlstadt, NJ	PT Evaluations	\$1000/eval
Brookfield Schools/Summit Oaks Program Summit NJ	Home Instruction	\$35/hr

BACKGROUND INFORMATION

The Special Education 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
February 22, 2016**

RESOLUTION 3388F

FOR ACTION

SUBJECT: ACCEPT DONATION TO PARENTING CENTER

BE IT RESOLVED THAT the Board of Education accepts a donation for the Parenting Center in the amount of \$733.75

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

20-002-100-101	Municipal Alliance	\$733.75
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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

This donation was made by the Township of Maplewood. The Parenting Center is responsible for administering these funds.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2016**

RESOLUTION 3388G

FOR ACTION

SUBJECT: ACCEPT DONATION FROM ACHIEVE

BE IT RESOLVED THAT the Board of Education accepts a donation from Achieve, Inc. in the amount of \$5,600 for the purchase of Chromebooks.

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

20-006-100-610	Achieve	\$5,600.00
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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

This generous donation was made for the purchase of 20 Chromebooks to be used by students of Kimberly Kao, teacher at Tuscan School.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2016**

RESOLUTION 3388H

FOR ACTION

SUBJECT: ACCEPT DONATION TO TUSCAN SCHOOL

BE IT RESOLVED THAT the Board of Education accepts a donation from the Tuscan PTA in the amount of \$8,915 to purchase a subscription to Math Buddies.

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

20-074-200-600	Tuscan PTA	\$8,915.00
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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

This generous donation was made by the Tuscan PTA to pilot a K-5 implementation of Math Buddies. Math Buddies is an online digital resource aligned with Math InFocus/Singapore Math to support teachers in providing individualized math instruction with differentiated math practice for students as well as home learning support for students and parents.

The Tuscan Principal is responsible for administering these funds.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2016**

RESOLUTION 3388I

FOR ACTION

**SUBJECT: APPROVE AGREEMENT AND DOT TESTING FEE
 SCHEDULE WITH PREVENTION SPECIALISTS, INC.**

BE IT RESOLVED THAT the Board of Education approves the 2016 Agreement and DOT Testing Fee Schedule with Prevention Specialists, Inc. of Ocean, NJ. Cost of services is as follows:

DOT Drug Testing	\$ 68.00 per test
DOT Alcohol Testing	\$ 39.00 per test
DOT Support Services	\$515.00 per annum
Substance Abuse Professional Services	\$525.00 per case
DOT Policy	\$175.00 per hour
Training & Education	\$475.00 per session
Emergency Response Services	\$135.00 first hour, \$55.00 per half hour
Litigation Support	\$175.00 per hour portal to portal
Background Verification	Price list on file

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

Prevention Specialists, Inc. provides periodic drug and alcohol testing of district bus drivers as required by the Department of Transportation.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2016**

RESOLUTION 3388J

FOR ACTION

SUBJECT: APPROVE AGREEMENT WITH ATLANTIC TOMORROW'S OFFICE
FOR LEASE OF PHOTOCOPY EQUIPMENT, MAINTENANCE AND
SUPPLIES

BE IT RESOLVED that the Board of Education approves an agreement with Atlantic Tomorrow's Office of Bloomfield, New Jersey for a 60-month lease for the following Digital Imaging System copy machines:

- (6) – Savin 4054
- (2) – Savin 3554
- (2) – Savin 7502

The total combined monthly lease cost of \$1,905.00 for an annual combined cost of \$22,860.00 plus the cost of \$.0053 per page for maintenance and supplies (excludes paper and staples).

BACKGROUND INFORMATION

- Atlantic Tomorrow's Office will deliver and install the machines and train our personnel at no charge.
- The new machines replace machines at the Board Offices, Columbia High School, Seth Boyden and South Mountain.
- Atlantic Tomorrow's Office will cancel and relinquish the District from any current lease obligations on the machines, whose lease expires in August 2016.
- Atlantic Tomorrow's Office has a State contract.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2016**

RESOLUTION 3388K

FOR ACTION

SUBJECT: ACCEPT DONATION FROM SOUTH MOUNTAIN SCHOOL PTA

BE IT RESOLVED THAT the Board of Education accepts donations from the South Mountain School PTA in the amount of \$6,893.00 to be used to purchase an addition for the rock wall at South Mountain School.

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

20-070-200-600	South Mountain PTA	\$6,893.00
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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

This generous donation was made by the South Mountain PTA to purchase an addition to the rock wall at South Mountain School. The funds for this donation were raised through a basketball fundraiser organized and facilitated by Physical Education Teachers Jeff Kaesshaefer and Rich Tait throughout the school year.

The South Mountain School principal is responsible for administering the funds.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2016**

RESOLUTION 3388L

FOR ACTION

SUBJECT: APPLY FOR A BRAITMAYER FOUNDATION GRANT

BE IT RESOLVED THAT the Board of Education approves the submission of an application for a Braitmayer Foundation Grant in an amount up to \$35,000 by the Department of Physical Education/Health. The grant will be used to increase physical activity during the school day in all elementary schools.

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 Braitmayer Foundation is interested in proposals utilizing innovative practices in K-12 education with a particular interest in areas of curricular and school reform initiatives and also preparation of and professional development opportunities for teachers, particularly those which encourage people of high ability and diverse background to enter and remain in K-12 teaching.

The Department of Physical Education/Health will use this grant to increase physical activity during the school day in all elementary schools.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2016**

RESOLUTION 3388M

FOR ACTION

SUBJECT: APPROVE SLIDING SCALE FOR PRESCHOOL TUITION
 FOR SY 2016-2017

BE IT RESOLVED THAT the Board of Education approves the sliding scale to be used for preschool at the Montrose Early Childhood Center (MECC) for the 2016-2017SY

Financial Aid is available for qualified South Orange or Maplewood residents or SOMSD staff for the Montrose Early Childhood Center.

Financial aid for tuition is provided through a sliding scale based on documented household income. Each family situation is considered on an individual basis and a tuition schedule is offered that matches the economic circumstance of the family.

<i>Gross Taxable Income</i>	<i>Full Day Monthly Tuition (10 Months)</i>
\$up to - \$19,999	\$50
\$ 20,000 - \$29,999	\$150
\$30,000 - \$39,999	\$300
\$40,000 - \$49,999	\$450
\$50,000 - \$59,999	\$550
\$60,000 - \$79,999	\$700
\$80,000 - \$99,999	\$750
\$100,000 and above	\$800*

* The district will offer a discount to families who are paying the full \$800 per month tuition and have more than one child enrolled at MECC for the 2016-17 school year. The discount is 10% off the second child's tuition rate and 5% for any children after.

BACKGROUND INFORMATION

The Montrose Early Childhood center offers preschool services to disabled and non-disabled students ages three to five. Disabled students, in district, receive this program free as part of the mandated state services for disabled students. Non-disabled students may attend on a tuition basis. A sliding scale is being implemented to provide an affordable tuition rate for all.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2016**

DRAFT

RESOLUTION 3388N

FOR ACTION

SUBJECT: AWARD BID MULTIMEDIA EQUIPMENT

BE IT RESOLVED THAT the Board of Education awards the bid of Multi Media Equipment for the 2015-16 school year to Apple Inc. of Austin, Texas for the following items:

13" MacBook Pro	\$1,399.00
21.5 iMac	\$1,249.00
Mac Mini	\$ 679.00
iPad Air 2 16GB	\$ 479.00
iPad Air 2 64GB	\$ 579.00

BACKGROUND INFORMATION

Solicitation for bids was issued on January 14, 2016. Bid packages were requested by five companies and returned by one on January 28, 2016. The bids have been reviewed and it is recommended that it be awarded to Apple Inc. as per the itemized list above. These services are budgeted for the 2015-2016 school year.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2016**

RESOLUTION 33880

FOR ACTION

**SUBJECT: AWARD BID FOR SETH BOYDEN ELEMENTARY SCHOOL OUTDOOR
CLASSROOM**

BE IT RESOLVED THAT the Board of Education awards the bid for Seth Boyden Elementary School Outdoor Classroom to Evergreen Landscaping of Butler, NJ for the lowest responsible base bid of \$61,499.

BACKGROUND INFORMATION

Solicitation for bids was issued on January 14, 2016 and returned on February 5, 2016. Eight companies requested and four returned bids. Bid packets were reviewed by the Assistant Business Administrator and the Architect.

Bidders	Base Bid
Evergreen Landscaping	\$61,499
Vision Construction	86,949.50
TecCon Contractors	93,724
GK Fotinos, LLC	117,453

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2016

RESOLUTION 3388P

FOR ACTION

SUBJECT: ACCEPT ADJUSTED 2015-16 BUDGET

BE IT RESOLVED THAT the Board of Education accepts the adjusted budget for the 2015-16 school year as attached.

BACKGROUND INFORMATION

The 2015-16 Adjusted Budget updates the appropriation amounts to represent the current year budget with all revisions as of February 1, 2016. It includes \$1,607,066.17 Reserve for Encumbrances (purchase orders remaining open June 30, 2015 and carried forward to be paid in 2015-16). The February 1, 2016 Adjusted Budget is the basis for comparison in the 2016-17 Advertised Appropriations.

2015-2016 ADJUSTED BUDGET	2015-16 Original Budget	2015-16 Adjusted Budget
BUDGET CATEGORY		
GENERAL CURRENT EXPENSE (FUND 11)		
Regular Programs - Instruction	35,824,222	35,999,256
Salaries for classroom staff, textbooks & supplies		
Special Education - Instruction	10,890,614	10,861,923
Resource Rooms Salaries & Supplies		
Basic Skills - Instruction	1,194,752	1,226,992
Salaries		
Bilingual Education - Instruction	532,530	495,469
Salaries & Supplies		
School Sponsored Cocurricular Activities	472,962	471,690
School Sponsored Athletics	754,455	754,852
Community Services	88,065	88,065
SUBTOTAL GENERAL CURRENT EXP.	49,757,600	49,898,246
UNDISTRIBUTED EXPENDITURES		
All charges which are not readily assigned directly to a program		
Instruction	11,353,235	11,946,949
Tuition - out of district placement and charter school tuition)		
Attendance and Social Work Services	1,064,830	1,063,144
Registration, Attendance, Social Work salaries		
Health Services	1,048,824	1,044,975
Salaries for nurses, health exams, supplies		
Related Services	2,212,467	2,342,307
Speech, Occupational Therapy/Physical Therapy		
Other Support Services - Regular	1,927,770	1,805,762
Salaries & Supplies for Counselors		
Other Support Services - Special	2,340,402	2,494,458
Salaries & Supplies for Child Study Teams		
Improvement of Instructional Services	2,176,699	2,054,113
Salaries for Curriculum Leaders, secretaries to Curriculum Leaders, miscellaneous expenses		
Educational Media Services	1,399,180	1,584,201
Salaries for librarians, multi-media: including library supplies, magazines		
Staff Training	172,076	155,015
Salaries and Inservice expenditures		
Support Services - General Administration	2,102,862	2,314,303
Salaries for C.O. (except Business Office), Board of Education expenses, consultants & professional services, telephones		
Support Services - School Administration	5,012,938	5,081,272
Salaries for Principals, school secretaries, admin supplies		
Central Services	1,076,486	1,041,920
Salaries for fiscal services, human services, and admin supplies		
Administrative Information Technology	553,210	555,617
Salaries for supporting the districts information technology systems		
Operation and Maintenance of Plant	12,368,859	12,550,063
Salaries for Custodians & Maintenance, supplies, equipment, utilities, service contracts		
Student Transportation	5,429,389	5,322,120
District Provided & Contracted Services		
Employee Benefits	17,219,981	17,178,530
SUBTOTAL UNDISTRIB. EXPEND.	67,459,208	68,534,750
TOTAL CURRENT EXPENSE (FUND 11)	117,216,808	118,432,996
CAPITAL OUTLAY (FUND 12)		
Equipment	0	278,373
Construction Project (incl debt svce assessment)	68,186	68,186
Transfer to Capital Projects	338,530	338,530
TOTAL CAPITAL OUTLAY (FUND 12)	406,716	685,089
TOTAL GENERAL FUND (FUND 10)	117,623,524	119,118,085
Special Revenue Fund (FUND 20)	1,964,321	2,875,678
Debt Service Fund (FUND 40)	4,119,440	4,119,440
TOTAL APPROPRIATIONS	123,707,285	126,113,203

The adjusted budget includes \$1,607,066.17 reserved for encumbrances and contingent liabilities incurred in 2014-15 to be paid in 2015-16.