

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
April 18, 2016

RESOLUTION 3407A

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 March 31, 2016
2. Expense Account Adjustment Analysis dated March 31, 2016
3. Revenue Account Adjustment Analysis dated March 31, 2016
4. Check Register #389436-389714 in the amount of \$4,218,412.21
5. Check Register #200573-200576 in the amount of \$2,102,157.50
6. Check Register #200577 for March 2016 payroll in the amount of \$6,221,816.29
7. Treasurer's Report of February 2016

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
April 18, 2016**

RESOLUTION 3407B

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 March 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
April 18, 2016**

RESOLUTION 3407C

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) |
|-----------------------------------|---|---------------------|----------------------------|-----------------------|
| Kimberly Beane Central Office | Powerful Math Instruction: Solving Problems | 5/2/16- 5/4/16 | New Rochelle, NY | 1051.00 |
| Catherine Campbell S. Mountain | Winners Workshop | 5/20/16 | Whippany, NJ | 199.00 |
| Viola Deluca Columbia HS | 95 th Shape America Eastern District Conference | 5/22/16- 5/24/16 | Atlantic City, NJ | 700.00 |
| Nancy Ettinger Columbia HS | 95 th Shape America Eastern District Conference | 5/23/16- 5/24/16 | Atlantic City, NJ | 590.00 |
| Katherine Fearon Clinton | NJTESOL Spring Conference | 6/1/16 | New Brunswick, NJ | 229.00 |
| Antoinette Gelin Clinon | NJTESOL Spring Conference | 6/1/16 | New Brunswick, NJ | 229.00 |
| Susan Grierson Central Office | 10 th Annual Gathering of Leaders | 5/20/16 | New York, NJ | 255.00 |
| Lisa Heumann S. Mountain | Summer Writing Institute | 7/25/16- 7/28/16 | Paramus, NJ | 467.00 |
| Lisa Heumann S. Mountain | Summer Writing Institute | 7/11/16- 7/14/16 | Paramus, NJ | 467.00 |
| Padraig Hurley Columbia HS | 95 th Shape America Eastern District Conference | 5/22/16- 5/24/16 | Atlantic City, NJ | 646.00 |
| Judy Lobianco Columbia HS | 95 th Shape America Eastern District Conference | 5/22/16- 5/24/16 | Atlantic City, NJ | 166.00 |
| Laura Lubrano Columbia HS | 2016 IWT Annual Conference | 4/22/16 | Annandale on Hudson, NY | 312.00 |
| Marites Manikad | Summer Writing Institute | 7/11/16- | Paramus, NJ | 450.00 |

| | | | | |
|---|---|-------------------|-------------------------|--------|
| S. Mountain | | 7/14/16 | | |
| Caralyn Moore Central Office | Annual School Law and Policy Seminar | 06/10/16 | Lincroft, NJ | 32.00 |
| Amy Popp Tuscan | Level 1 Certification Bootcamp | 5/10/16 | Roseland, NJ | 199.00 |
| Amy Popp Tuscan | Winners Workshop | 5/20/16 | Whippany, NJ | 199.00 |
| Ella Rideau Central Office | Leadership in Special Education | 4/28/16 | Clark, NJ | 55.00 |
| Ramon Robles- Fernandes Columbia HS | Leadership and Partnership for Language Acquisition | 6/1/16- 6/3/16 | New Brunswick, NJ | 503.00 |
| Carol Ann Scalgione Jefferson | School Nurses: Best, Current Practices | 5/25/16 | Fairfield, NJ | 251.00 |
| Philip Stern Central Office | NJ Public Employment Conference | 4/29/16 | East Brunswick, NJ | 225.00 |
| Philip Stern Central Office | Annual School Law and Policy Seminar | 6/10/16 | Lincroft, NJ | 34.00 |
| W. Scott Stornetta Columbia HS | AP Summer Institute | 8/1/16- 8/5/16 | Madison, NJ | 895.00 |
| Ulrike Wiede Columbia HS | 2016 IWT Annual Conference | 4/22/16 | Annandale on Hudson, NY | 312.00 |
| Michael Zarabi Maplewood MS | Mindfulness Techniques for Children and Teens | 6/8/16 | Hasbrouck Heights, NJ | 215.00 |

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
April 18, 2016**

RESOLUTION 3407D

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) |
|--------------------|---|--------|------------------|-----------------------|
| Elizabeth A. Baker | School Security and Student Safety Workshop | 6/3/16 | West Windsor, NJ | 99.00 |
| Christopher Sabin | School Security and Student Safety Workshop | 6/3/16 | West Windsor, NJ | 99.00 |

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
April 18, 2016**

RESOLUTION 3407E

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 the 2015-16 school year for the services indicated:

| <u>Provider</u> | <u>Service</u> | <u>Rate</u> |
|---|------------------|--------------------|
| Anna Matthews South Orange, NJ | Behavior Therapy | \$50/ hr |
| Invo Healthcare Jamison, PA | OT/Speech PT | \$81/hr \$82/hr |
| Stepping Forward Counseling Ctr. Chatham, NJ | Home Instruction | \$75/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
April 18, 2016**

RESOLUTION 3407F

FOR ACTION

SUBJECT: APPROVE AGREEMENT WITH ESSEX REGIONAL
EDUCATIONAL SERVICES COMMISSION TO PROVIDE
CHILD STUDY TEAM SERVICES FOR 2016-17

BE IT RESOLVED THAT the Board of Education enters into an agreement with Essex Regional Educational Services Commission to provide Child Study Team Services to students in the South Orange Maplewood School District for the period of July 1, 2016 to June 30, 2017 at the following rates:

| | |
|---|----------|
| Social Assessment | \$324.73 |
| Educational Evaluation | \$324.73 |
| Psychological Evaluation | \$324.73 |
| Speech Evaluations | \$324.73 |
| Bilingual Evaluations | \$432.97 |
| Additional projective tests (if needed) | \$335.55 |

BACKGROUND INFORMATION

These services will be provided on an as-needed basis only. Traditionally, these services are used very infrequently.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
April 18, 2016**

RESOLUTION 3407G

FOR ACTION

SUBJECT: APPROVE AGREEMENT WITH ESSEX REGIONAL
EDUCATIONAL SERVICES COMMISSION TO PROVIDE
CHAPTER 192/193 SERVICES TO NON-PUBLIC SCHOOL
STUDENTS FOR 2016-17

BE IT RESOLVED THAT the Board of Education enters into an agreement with Essex Regional Educational Services Commission for the period of July 1, 2016 to June 30, 2017 to provide students in South Orange and Maplewood private and parochial schools with the following services: Compensatory Education, English as a Second Language, Home Instruction, Supplementary Instruction, Speech-Language, and Evaluation and Determination of Eligibility at a per student rate established by the State Legislature.

BACKGROUND INFORMATION

Under P.L. 192-193 we receive 100% state funding to cover the cost of these services to students in South Orange and Maplewood private and parochial schools. We have contracted with the Essex Regional Educational Services Commission for the past 33 years to provide these services and have been pleased with the quality and timely delivery of each service. As a local education agency, we serve as the conduit through which the services listed above are provided by state law to students in private and parochial schools.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
April 18, 2016**

RESOLUTION 3407H

FOR ACTION

SUBJECT: APPROVE AGREEMENT WITH ESSEX REGIONAL
EDUCATIONAL SERVICES COMMISSION TO PROVIDE
PUBLIC HOME INSTRUCTION SERVICES FOR 2016-17

BE IT RESOLVED THAT the Board of Education enters into an agreement with Essex Regional Educational Services Commission to provide Public Home Instruction Services for the period of July 1, 2016 to June 30, 2017 at the rate of \$43.30 per hour.

BACKGROUND INFORMATION

This organization has provided these services to the district for the past 15 years.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
April 18, 2016**

RESOLUTION 3407I

FOR ACTION

SUBJECT: APPROVE AGREEMENT WITH ESSEX REGIONAL
EDUCATIONAL SERVICES COMMISSION FOR IDEIA-B
SERVICES FOR 2016-17

BE IT RESOLVED THAT the Board of Education enters into an agreement with Essex Regional Educational Services Commission for IDEIA-B Services for the 2016-17 school year for the proportionate share of non-public IDEIA-B funds.

BACKGROUND INFORMATION

The Essex Regional Educational Services Commission will provide services for classified students attending non-public schools in the district as per needs indicated in specific Individual Education Plans (IEPs).

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
April 18, 2016**

RESOLUTION 3407J

FOR ACTION

SUBJECT: APPROVE AGREEMENT WITH ESSEX REGIONAL
EDUCATIONAL SERVICES COMMISSION TO PROVIDE NURSING
SERVICES FOR 2016-17 SCHOOL YEAR

BE IT RESOLVED THAT the Board of Education enters into an agreement with Essex Regional Educational Services Commission for the period of July 1, 2016 to June 30, 2017 to provide certain specified nursing services to support the medical needs of a student with an approved "504 Plan" at a rate of \$43.30 per hour.

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 Essex Regional Educational Services Commission will provide nursing services as determined by the district. Currently, the district has one student receiving these services.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
April 18, 2016**

RESOLUTION 3407K

FOR ACTION

**SUBJECT: APPROVE AGREEMENT FOR 2016-17 TRANSPORTATION
COORDINATION SERVICES WITH ESSEX REGIONAL
EDUCATIONAL SERVICES COMMISSION**

BE IT RESOLVED THAT the Board of Education enters into an agreement with Essex Regional Educational Services Commission to provide transportation coordination services for transporting special education, private school, vocational-technical school and other school students during the period of July 1, 2016 to June 30, 2017 for an administrative fee of 4.75% of the actual cost paid for transportation.

BACKGROUND INFORMATION

Transportation is arranged by the ERESC through contractual agreements with school bus contractors. Actual coordinated routes for 2016-2017 will not be determined until transportation needs have been determined in May.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
April 18, 2016**

RESOLUTION 3407M

FOR ACTION

**SUBJECT: APPROVE AGREEMENT FOR 2016-17 TRANSPORTATION
COORDINATION SERVICES WITH SUSSEX COUNTY
REGIONAL COOPERATIVE**

BE IT RESOLVED THAT the Board of Education approve an agreement with Sussex County Regional Cooperative to provide transportation coordination services for transporting special education, private school, vocational-technical school and other school students during the period of July 1, 2016 through June 30, 2017 for an administrative fee of four percent (4%) of the actual cost paid for transportation.

BACKGROUND INFORMATION

The Sussex County Regional Cooperative was formed by a group of school districts in Sussex County to achieve maximum cost effectiveness for transportation by coordinating services. The Cooperative has coordinated services between South Orange and Maplewood and other Essex County school districts for nonpublic school students since 1998. Actual coordinated routes for 2016-17 will not be determined until transportation applications have been received.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
April 18, 2016**

RESOLUTION 3407N

FOR ACTION

**SUBJECT: APPROVE SUBMISSION OF A ONE-YEAR PRESCHOOL
PROGRAM PLAN UPDATE AND BUDGET STATEMENT**

BE IT RESOLVED THAT the Board of Education approves submission of a One-Year Preschool Program Plan Update and Budget Statement to the New Jersey Department of Education.

BE IT FURTHER RESOLVED THAT the Board of Education accepts Preschool Education Aid (PEA) in the amount of \$59,400 for the 2016-17 school year.

BE IT FURTHER RESOLVED THAT the program is implemented and the Superintendent or his designee is authorized to administer the funds as follows:

| <u>PRESCHOOL EDUCATION AID</u> | | <u>ENTITLEMENT</u> |
|--------------------------------|---|--------------------|
| 20-218-200-321 | Purchased Professional Education Services | \$29,700 |
| 20-218-200-600 | Supplies and Materials | <u>\$29,700</u> |
| TOTAL PEA ALLOCATION | | \$59,400 |

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 Special Education Department administers these funds to be used for the ELLI preschool program.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD NEW JERSEY
PUBLIC BOARD MEETING
April 18, 2016**

RESOLUTION 34070

FOR ACTION

**SUBJECT: ACCEPT SUSTAINABLE JERSEY FOR SCHOOLS SMALL GRANT
FOR SOUTH MOUNTAIN AND JEFFERSON SCHOOLS**

BE IT RESOLVED THAT the Board of Education accepts two grants from the Sustainable Jersey for Schools small grant funded by NJEA in the amount of \$2,000 each to be used by Jefferson and South Mountain Elementary Schools for recycling initiatives.

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

| | |
|------------------------|---------|
| 20-098-200-890-SM-5900 | \$2,000 |
| 20-098-200-890-JF-5900 | \$2,000 |

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

South Mountain School application for this grant was approved on January 25, 2016 (Resolution 3374G) and the Jefferson School application was approved on December 21, 2015 (Resolution 3364V).

The principals of South Mountain and Jefferson Schools will be responsible for administering these funds.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
April 18, 2016**

RESOLUTION 3407P

FOR ACTION

SUBJECT: AWARD CONTRACT WITH SUBSTITUTE SERVICES,
INC. FOR 2016-17 SCHOOL YEAR

BE IT RESOLVED THAT the Board of Education awards a contract to Substitute Services, Inc. for an amount not to exceed \$16,609.27 for services during the 2016-17 school year.

BACKGROUND INFORMATION

This rate is the same as the 2016-17 school year, and is based on the number of current employees and will be adjusted up or down according to the actual number of employees on staff for the 2016-17 school year.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD NEW JERSEY
PUBLIC BOARD MEETING
April 18, 2016**

RESOLUTION 3407Q

FOR ACTION

**SUBJECT: AWARD BID FOR ELECTRICAL SERVICES UPGRADE AT
JEFFERSON ELEMENTARY SCHOOL**

BE IT RESOLVED THAT the Board of Education awards the bid for Electrical Services upgrade at Jefferson Elementary School to Manor II Electric, Inc. of Holmdel, NJ for the lowest responsible base bid of \$108,940.00

BACKGROUND INFORMATION

Solicitation for bids was issued on March 14, 2016 and returned on April 13, 2016. Four companies requested and three returned bids. Bid packets were reviewed by the Assistant Business Administrator and the Architect.

| Bidders | Base Bid |
|----------------------------|-----------|
| Manor II Electric, Inc. | \$108,940 |
| BOZ Electrical Contractors | \$126,800 |
| CV Electrical | \$183,000 |

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD NEW JERSEY
PUBLIC BOARD MEETING
April 18, 2016**

RESOLUTION 3407R

FOR ACTION

SUBJECT: APPROVE PURCHASE OF SCHOOL BUSES

BE IT RESOLVED THAT the Board of Education authorize the Business Administrator/Board Secretary to negotiate the purchase of the following vehicles:

- (2) 54 passenger bus – Type C
- (2) 24 passenger bus – Type B

BACKGROUND INFORMATION

The buses will replace existing buses. School buses are required to be replaced every 15 years.