

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
January 23, 2017
Rescheduled: January 30, 2017

RESOLUTION 3521A

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 December 31, 2016
2. Expense Account Adjustment Analysis dated December 31, 2016
3. Revenue Account Adjustment Analysis dated December 31, 2016
4. Check Register#392820-393142 in the amount of \$3,835,433.48
5. Check Register#200592 for December 2016 payroll in the amount of \$6,137,549.28
6. Treasurer's Report of November 2016

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
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RESOLUTION 3521B

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 December 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
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RESOLUTION 3521C

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)
Elizabeth Aaron Columbia HS	Unsung Heroes: People Who Change Our World	2/8/17- 2/10/17	Durham, NC	1565.00
James Manno Columbia HS	NAFME Biennial In-Service Conference	4/5/17- 4/8/17	Atlantic City, NJ	1244.00
Janice Ortiz Central Office	49 th Annual NJ Pupil Transportation Conference	3/30/17- 3/31/17	Atlantic City, NJ	612.00
Mary Pfister Central Office	NJ Department of Education Pre-School Nurse Meeting	2/15/17	Neptune, NJ	33.00
Heather Mittiga Marshall	Future of Education Technology	1/23/17- 1/27/17	Orlando, FL	0.00 Substitute Required
Yves Hart Orlando, FL	Future of Education Technology	1/23/17- 1/27/17	Orlando, FL	0.00 Substitute Required
Paul Roth Central Office	Bargaining at the Table APPROVED BY COUNTY SUPT	1/21/17	West Trenton , NJ	182.00
Kevin Walston Central	Legal One – Affirmative Action Officer Certification APPROVED BY COUNTY SUPT	1/18/17 – 1/19/17	Monroe Township, NJ	357.00
Thomas Whitaker Columbia High School	Legal One – Affirmative Action Officer Certification APPROVED BY COUNTY SUPT	1/18/17 – 1/19/17	Monroe Township, NJ	184.00
Benjamin Johnson Central Office	NJ School Buildings & Grounds Expo	3/13/17- 3/15/17	Atlantic City, NJ	633.00
Barbara Tsioni South Orange Middle	Matching Interventions to Reasons for reading Difficulties	3/24/17	Garwood, NJ	205.00
Kalisha Morgan Central Office	MSAN RPC Meeting	2/22/17- 2/24/17	Goodyear, AZ	1368.00

Karen Bonanno MMS	NJASPERD State Convention	2/27/18- 2/28/17	Long Branch, NJ	88.00
Angel Rivera Jefferson School	Teaching Time, Place, Citizenship for SS	3/14/17	Piscataway, NJ	50.00
Deborah Bialer Jefferson	Teaching Time, Place, and Citizenship for Social Studies	3/14/17	Piscataway, NJ	50.00
Marisa Stoessel Jefferson	Teaching Time, Place, and Citizenship for Social Studies	3/14/17	Piscataway, NJ	50.00
Kristin Harris Jefferson	Teaching Time, Place, and Citizenship for Social Studies	3/14/17	Piscataway, NJ	50.00
Kera Freeman Jefferson	Teaching Time, Place, and Citizenship for Social Studies	3/14/17	Piscataway, NJ	50.00
Amy Pitucco MMS	OSD, ASD, ADAA & Mood Disorders	3/15/17	Edison, NJ	200.00
Keysha Knight Columbia H.S.	The Communicating with Professionalism Seminar	5/12/17	Cherry Hill, NJ	52.00
Nancy Ettinger Columbia HS	NJASPERD Convention	2/27/17- 2/28/17	Long Branch, NJ	186.00
Susan Grierson Central Office	COSEBOC's 11 th Annual Gathering of Leaders	4/25/17- 4/28/17	Austin, TX	1355.00
Jameel Misbahuddin Columbia HS	The Education Career Day	4/7/17	Ewing, NJ	141.00
Larry Busichio Columbia HS	DAANJ State Athletic Director's Conference	3/13/17- 3/15/17	Atlantic City, NJ	850.00
Larry Busichio Columbia HS	NIAA Certification Course	3/22/17- 4/4/17	Maplewood, NJ	250.00

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.

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RESOLUTION 3521D

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)
Susie Adamson	Bargaining at the Table APPROVED BY COUNTY SUPERINTENDENT	1/21/17	West Trenton , NJ	182.00
Donna Smith	NJASA Professional Development Seminiar APPROVED BY COUNTY SUPERINTENDENT	1/12/17	Monroe Township, NJ	170.00
Annemarie Maini	NJSBA Leadership Conference	2/4/2017	Montville, NJ	61.00

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.

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RESOLUTION 3521E

FOR ACTION

**SUBJECT: APPROVE SPECIAL EDUCATION RELATED SERVICE
PROVIDERS FOR THE 2016-17 SCHOOL YEAR**

BE IT RESOLVED THAT the Board of Education approves the following providers for 2016-17 school year for the service indicated:

<u>Provider</u>	<u>Service</u>	<u>Rate</u>
P.G. Chambers School Cedar Knolls, NJ	Assistive Technology/ Alternative Augmentative Evaluations	\$995/eval
Petroff & Rims Associates Cherry Hill, NJ	Onsite Student Evaluation Achievement testing & student interview At TCNJ Analysis & Summary Report Development On-site meeting of the IEP team to review Evaluation results	\$3000/Eval \$1000/Eval \$750 \$1000
Psych-Ed Services Inc. Franklin Lakes, NJ	Pediatric Neurological & Psychiatric Exam	\$500-\$775/eval
Summit Speech School New Providence, NJ	Comprehensive Audiometry Threshold; w/speech recognition Tympanometry Evaluation of Auditory Rehabilitation Status Comprehensive Report	\$355 \$ 75 \$400 \$500
Christopher Perez Kearny, NJ	Home Instruction Behavior Therapy	\$45/hr \$45/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
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RESOLUTION 3521F

FOR ACTION

SUBJECT: APPOINT MAUREEN JONES AS A MEMBER OF THE
REPRESENTATIVE ASSEMBLY OF THE ESSEX
REGIONAL EDUCATIONAL SERVICES COMMISSION FOR
THE REMAINDER OF THE 2016-17 SCHOOL YEAR

WHEREAS, pursuant to NJSA 18:A:6-61 et seq., the South Orange and Maplewood Board of Education must elect one of its members to represent it on the Representative Assembly of the Essex Regional Educational Services Commission; and

WHEREAS, the South Orange and Maplewood Board of Education has held such an election among its members;

NOW THEREFORE, BE IT RESOLVED THAT the Superintendent of the Essex Regional Educational Services Commission be notified that Maureen Jones has been duly elected as a member of the Representative Assembly of the Essex Regional Educational Services Commission; and

BE IT FURTHER RESOLVED THAT a copy of the minutes indicating such election be forwarded to the Superintendent/Board Secretary of the Essex Regional Educational Services Commission.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
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RESOLUTION 3521G

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 \$75.00.

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	\$870.00
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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

Donations were made to support the annual toy drive. The Parenting Center is responsible for administering these funds.

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
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RESOLUTION 3521H

FOR ACTION

SUBJECT: AWARD CONTRACT FOR BAND UNIFORMS

BE IT RESOLVED THAT the Board of Education awards the bid for Band Uniforms to Demoulin Brothers & Company of Greenville, IL for the lowest responsible unit bid prices of:

Coats	\$169.58 each
Bib Trousers	\$113.84 each
Gauntlets Pair	\$ 32.08 each
Shakos	\$ 58.65 each
Shako Cartons	No Charge
Hangers	No Charge
Uniform Management Software	No Charge
Drum Major Coats, Bibs, Gauntlets, Shakos	\$497.06

BACKGROUND INFORMATION

Solicitation for bids was issued on January 6, 2017 and received on January 19, 2017. Bid packages were requested by four companies and returned by two (one no bid submitted):

The bids have been reviewed by the Assistant Business Administrator. The Board of Education received a donation from Columbia High School Music Parents Association (CHSMPA) in the amount of \$27,000 to help fund the purchase of the uniforms.

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
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RESOLUTION 3521I

FOR ACTION

**SUBJECT: ESTABLISH RESERVE FOR ENCUMBRANCES FOR 2015-16
OPEN PURCHASE ORDERS**

BE IT RESOLVED THAT the Board of Education establishes a reserve for encumbrances for purchase orders remaining open on June 30, 2016 in the amount of \$1,848,073.

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

Reserved for open purchase orders:				
11	000	100	Instruction - Tuition	469,250
11	000	21X	Pur Svcs-OT/PT	326,576
11	000	221	Imp Instructional Services	55,425
11	000	222	Ed Media Services - Library	5,281
11	000	223	Staff Training Services	255
11	000	230	Support Services - Central & Legal	192,930
11	000	240	Support Services - School	474
11	000	251	Support Services - Central/IT	278
11	000	252		7,951
11	000	261	Required Maintenance	94,573
11	000	262	Operation/Maintenance Facilities	82,551
11	000	263	Care & Upkeep of Grounds	0
11	000	270	Transportation	15
11	000	291	Insurance	35,748
11	190	100	Instructional Supplies/Texts	337,746
11	204	100	Special Education LD	0
11	212	100	Special Education MD	939
11	213	100	Special Education RC	1124
11	214	100	Special Education Autistic	60,817
11	230	100	Basic Skills	0
11	240	100	Bilingual Education	150
11	40X	100	Cocurricular Activities/Athletics	2612
12	00D	270	Facilities / Construction	173,378
11	000	100	Charter School	0
			Reserve for Encumbrances, June 30, 2015	1,848,073

BACKGROUND INFORMATION

The open purchase orders are primarily for contractual work performed during the end of the year, such as tuition and transportation services which had been billed but not yet paid on June 30, and equipment orders, maintenance, building repairs and capital projects performed during the summer. This resolution acknowledges the reserve for encumbrances reflected in the June 30, 2016 audit.

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
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RESOLUTION 3521J

FOR ACTION

**SUBJECT: ACCEPT AND APPROVE 2014-2015 CARL D. PERKINS AUDIT
RECOMMENDATIONS AND CORRECTIVE ACTION PLAN**

BE IT RESOLVED THAT the Board of Education accepts and approves the 2014-2015 Carl D. Perkins Audit Recommendations and Corrective Action Plan as follows:

1. Expenditures to support an unapproved program were improperly charged to the 2014-2015 Carl D. Perkins (Perkins Grant)
 - The Local Education Agency (LEA) must implement procedures to ensure that only expenditures related NJDOE approved programs are charged to Perkins Grant.
2. Expenditures incurred and charged to the Perkins federal grant supplanted other funding sources and therefore, are deemed to be an unallowable program cost.
 - The LEA must ensure CTE program expenditures supplement, not supplant, other federal, state and local funds.
3. The district did not ensure compliance with the certain departmental and federal guidelines while administering the grant.
 - The LEA must implement procedures to ensure personnel assigned to administer the Perkins Grant comply with the applicable guidelines.

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RESOLUTION 3521K

FOR ACTION

**SUBJECT: REFUND UNEXPENDED 2014-2015 CARL D. PERKINS
SECONDARY GRANT FUNDS**

BE IT RESOLVED THAT the Board of Education approves the 2014-2015 Carl D. Perkins Secondary Grant refund of \$18,430.15.

BACKGROUND INFORMATION

As a result of the 2014-2015 Perkins Grant audit findings the district is required to refund \$18,430.15 for purchases that were improperly charged to the grant.

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
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RESOLUTION 3521L

FOR ACTION

**SUBJECT: AUTHORIZE JOINT BID PROCESS WITH THE VILLAGE
 OF SOUTH ORANGE**

BE IT RESOLVED THAT the Board of Education authorizes a joint bid with the Township of South Orange Village and the Township of Maplewood for the mowing of large natural turf fields and playgrounds.

BE IT FURTHER RESOLVED THAT the Township of South Orange Village shall be the lead agency with regard to this bid process.

BE IT FURTHER RESOLVED THAT the Board of Education must approve the final bid before the award of contract to the lowest responsible bidder.

BACKGROUND INFORMATION

This is a bid for service to mow large natural turf fields and playgrounds. The district will continue to contract with a landscaping company to mow, trim and edge the street sides of buildings.

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
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RESOLUTION 3521M

FOR ACTION

SUBJECT: **APPLY FOR SUSTAINABLE JERSEY FOR SCHOOL GRANT**
(South Orange Middle School)

WHEREAS, Sustainability means using resources wisely, saving money and reducing our impact on the environment, all of which will ensure the future health, safety and prosperity of our children; and;

WHEREAS, the South Orange Maplewood Board of Education seeks to support and work with school staff and administrators, students and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly and cost-effective solutions.

WHEREAS, South Orange Middle School is participating in the Sustainable Jersey for Schools Program; and,

WHEREAS, one of the purposes of the Sustainable Jersey for Schools Program is to provide resources to school districts to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey for Schools Small Grants Program;

THEREFORE, BE IT RESOLVED THAT the Board of Education approves the submission of the Sustainable Jersey for Schools Capacity Building Grant Application for South Orange Middle School in the amount of \$10,000.

BACKGROUND INFORMATION

This project would expand the successful River Curriculum pioneered by the South Orange Middle School to include Maplewood Middle School and Columbia High School. Students will collect, record, and analyze unique data on the East Branch of the Rahway River that flows though both South Orange and Maplewood. The River Curriculum will be integrated into science classes, while allowing students to make important contributions as citizen scientists to the protection of their local watershed.