

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD NEW JERSEY
PUBLIC BOARD MEETING
January 22, 2018**

RESOLUTION 3667A

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, 2017
2. Expense Account Adjustment Analysis dated December 31, 2017
3. Check Register#396978-397211 in the amount of \$4,494,804.39
4. Check Register#200625 in the amount of \$1,230,082.28
5. Check Register#200626 for December 2017 payroll in the amount of \$6,354,659.33
6. Treasurer's Report of November 2017

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
January 22, 2018**

RESOLUTION 3667B

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, 2017 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.

_____ Susie Adamson	_____ Date
_____ Elizabeth Baker	_____ Date
_____ Robin Baker	_____ Date
_____ Stephanie Lawson-Muhammad	_____ Date
_____ Annemarie Maini	_____ Date
_____ Anthony Mazzocchi	_____ Date
_____ Madhu Pai	_____ Date
_____ Christopher Sabin	_____ Date
_____ Johanna Wright	_____ Date

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
January 22, 2018**

RESOLUTION 3667C

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:

<u>Employee</u>	<u>Workshop/Conference</u>	<u>Travel Date(s)</u>	<u>Location</u>	<u>Estimated Cost(s)</u>
Karen Bonanno Maplewood MS	SHAPE America Convention	3/20/18-3/24/18	Nashville, TN	2170.00
Larry Busichio Columbia H.S.	DAANJ State Athletic Director’s Conference	3/13/18-3/14/18	Atlantic City, NJ	554.00
Michael Loupis Columbia High School	Empower	2/7/18-2/9/2018	Princeton, NJ	394.00
James Manno Columbia High School	ASCAP 13 th Annual Expo	5/6/18-5/10/18	Hollywood, CA	2140.00
Sophia Mui Maplewood Middle	National Association of School Psychologists Annual Conference	2/12/18-2/15/18	Chicago, IL	489.00
Dion Patterson Maplewood Middle	Three Things (Instruction, Assessment, Management)	1/30/2018	Monroe, NJ	185.00
Ramon Robles-Fernandez Columbia High School	TCLP Interviews to Select Chinese Teachers	3/14/18-3/20/18	China	0.00
Paul Roth Central Office	NJSBA Finance Conference	2/9/18	West Windsor, NJ	142.00

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
January 22, 2018**

RESOLUTION 3667D

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 Baker	Session I Equity School Rules and Regulations – Who Does What?	1/30/18	Somerset, NJ	157.00
Elizabeth Baker	Session II Equity School Rules and Regulations – Who Does What?	2/28/18	New Brunswick, NJ	153.00
Susie Adamson	NJSBA Finance Conference	2/9/18	West Windsor, NJ	142.00
Christopher Sabin	NJSBA Finance Conference	2/9/18	West Windsor, NJ	142.00

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
January 22, 2018**

RESOLUTION 3667E

FOR ACTION

**SUBJECT: APPROVE SPECIAL EDUCATION RELATED SERVICE
 PROVIDERS FOR THE 2017-18 SCHOOL YEAR**

BE IT RESOLVED THAT the Board of Education approves the following providers for 2017-18 school year for the service indicated:

<u>Provider</u>	<u>Service</u>	<u>Rate</u>
Prime Healthcare Services – Saint Claire’s LLC Denville, NJ	Home Instruction	\$55/hr
Morris Union Jointure Commission New Providence, NJ	Teaching Opportunities for Transitioning to Adult Life (T.O.T.A.L.)	One time Initial Fee \$995.00
	Formulating One’s Community Understanding and Skills (F.O.C.U.S.)	\$875.00
	Personal Reflection and Investigation April 2, 2018- June 7, 2018	\$875.00

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
January 22, 2018**

RESOLUTION 3667F

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 \$8,083.00.

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	\$8,083.00
----------------	------------------	------------

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 (\$6,983) and guest speaker Nikole Hannah Jones scheduled to speak at South Orange Middle School (\$1,100). The Parenting Center is responsible for administering these funds.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
January 22, 2018**

RESOLUTION 3667G

FOR ACTION

SUBJECT: APPROVE USE OF VENDORS

BE IT RESOLVED THAT the Board of Education approves the use of the following vendors in excess of the \$40,000 for the 2017-2018 school year:

VENDOR NAME	PRODUCT	TYPE OF VENDOR
Heinemann	Textbooks	Other
Atlantic Tomorrow's Office	Copy Machines/Supplies	State contract

BACKGROUND INFORMATION

The Board is required to approve spending authority above \$40,000 for items not awarded by public bidding. Copyrighted materials and vendors on co-op and state contract are exempt from public bidding.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
January 22, 2018**

RESOLUTION 3667H

FOR ACTION

SUBJECT: APPROVE REQUEST FOR ADDITIONAL PARAPROFESSIONALS

BE IT RESOLVED THAT the Board of Education approves the addition of two paraprofessionals to be provided by the Essex Regional Educational Services Commission.

BACKGROUND INFORMATION

Essex Regional Educational Services Commission (ERESC) provides paraprofessionals for classified students as per needs indicated in specific Individual Education Plans (IEP's).

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
January 22, 2018**

RESOLUTION 3667I

FOR ACTION

**SUBJECT: ACCEPT GRANT FROM MONTCLAIR STATE UNIVERSITY
 FOUNDATION FOR COLUMBIA HIGH SCHOOL ELL PROGRAM**

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

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

20-045-200-890	Columbia HS	\$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

Columbia High School world language faculty members received this research grant for the 2017-2018 school year to encourage more active participation by English Language Learners (ELL) within the Columbia High School community. The grant will create authentic situations in which students of all languages & cultures can interact & communicate in a variety of languages and practice languages together. Teachers will provide a structured setting that fosters genuine dialogue and engages students. Students will be surveyed to learn more about their involvement in the school community and their general interests. The information will be used to develop activities that promote involvement with other students such as cooking, games, sports and other activities.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
January 22, 2018**

RESOLUTION 3667J

FOR ACTION

SUBJECT: APPOINT ROBIN BAKER AS A MEMBER OF THE
REPRESENTATIVE ASSEMBLY OF THE ESSEX
REGIONAL EDUCATIONAL SERVICES COMMISSION FOR
THE REMAINDER OF THE 2017-18 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 Robin Baker 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
PUBLIC BOARD MEETING
January 22, 2018**

RESOLUTION 3667K

FOR ACTION

**SUBJECT: ESTABLISH RESERVE FOR ENCUMBRANCES FOR 2016-17
OPEN PURCHASE ORDERS**

BE IT RESOLVED THAT the Board of Education establishes a reserve for encumbrances for purchase orders remaining open on June 30, 2017 in the amount of \$1,905,619.

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	681,087
11	000	21X	Pur Svcs-OT/PT	105,469
11	000	221	Imp Instructional Services	19,627
11	000	222	Ed Media Services - Library	5,879
11	000	223	Staff Training Services	400
11	000	230	Support Services - Central & Legal	116,433
11	000	240	Support Services - School	4,534
11	000	251	Support Services - Central/IT	3,766
11	000	252	Technology	5,452
11	000	261	Required Maintenance	201,485
11	000	262	Operation/Maintenance Facilities	81,666
11	000	263	Care & Upkeep of Grounds	9,840
11	000	266	Security	27,605
11	000	270	Transportation	1,890
11	000	291	Insurance	59,653
11	190	100	Instructional Supplies/Texts	207,983
11	120	100	Legal/Settlements	222,000
11	212	100	Special Education MD	174
11	240	100	Bilingual Education	836
11	40X	100	Cocurricular Activities/Athletics	149,840
			Reserve for Encumbrances, June 30, 2017	1,905,619

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, 2017 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, 2017 audit.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
January 22, 2018**

RESOLUTION 3667L

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.