

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD NEW JERSEY
PUBLIC BOARD MEETING
February 25, 2019**

RESOLUTION 3842A

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, 2019
2. Expense Account Adjustment Analysis dated January 31, 2019
3. Revenue Account Adjustment Analysis dated January 31, 2019
4. Check Register#401118-401381 in the amount of \$4,050,736.75
5. Check Register#200660-200661 in the amount of \$2,981,930.75
6. Check Register#200662 for January 2019 payroll in the amount of \$6,521,486.72
7. Treasurer's Report of December 2018

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 25, 2019**

RESOLUTION 3842B

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, 2019 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
_____ Shannon Cuttle	_____ Date
_____ Javier Farfan	_____ Date
_____ Stephanie Lawson-Muhammad	_____ Date
_____ Annemarie Maini	_____ Date
_____ Anthony Mazzocchi	_____ Date
_____ Johanna Wright	_____ Date

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 25, 2019**

RESOLUTION 3842C

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>
Elizabeth Aaron Central Office	FabLearn Conference NYC 2019	3/9/19- 3/10/19	New York, NY	330.00
Elizabeth Aaron Central Office	Grant Writing: Innovation on a Lean Budget	3/7/19	Brick Township, NJ	189.60
Kimberly Hutchinson Jefferson School	Restorative Leadership Development	3/20/19- 3/22/19	Bethlehem, PA	919.50
Janice Ortiz Central	50th Annual NJ Pupil Transportation Conference	3/28/19- 3/29/19	Atlantic City, NJ	634.00
Julie Porter Maplewood Middle	Nurses Creating Safe Spaces	3/29/19- 3/30/19	Princeton, NJ	229.00

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 25, 2019**

RESOLUTION 3842D

FOR ACTION

SUBJECT: APPROVE SPECIAL EDUCATION RELATED SERVICE
 PROVIDERS FOR THE 2018-19 SCHOOL YEAR

BE IT RESOLVED THAT the Board of Education approves the following providers for 2018-19 school year for the service indicated:

Provider	Service	Rate
Austin Texas Learning Group, LLC Austin, TX	School Psychologist	\$75.00/hour
Jennifer C. Foster Pompton Lakes, NJ	Home Instructor/ABA Therapist	\$50.00/hour

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 25, 2019**

RESOLUTION 3842E

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 \$1,530.00.

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	\$1,530.00
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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

Generous donations were made by various contributors to support the parenting center. The Parenting Center is responsible for administering these funds.

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 25, 2019

RESOLUTION 3842F

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 2018-2019 school year:

VENDOR NAME	PRODUCT	TYPE OF VENDOR
EI Associates	Architectural Services	Other
Keyboard Consultants	Library Supplies, School Supplies and Equipment	State Contract
R & L Data Center, Inc.	Payroll Services	Other
Kencor	Elevator Service and Repair	Co-op
Direct Energy Business	Gas and Electric Utilities	Other
Powerschool	Licensing and training	Other

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
February 25, 2019**

RESOLUTION 3842G

FOR ACTION

SUBJECT: ACCEPT STATE NONPUBLIC AUXILIARY AND HANDICAPPED SERVICES (CHAPTERS 192 & 193) ENTITLEMENT FOR 2018-2019

BE IT RESOLVED THAT the Board of Education accepts State Nonpublic Auxiliary Services (Chapter 192) and Handicapped Services (Chapter 193) Aid Entitlement Funds for 2018-2019 for a total amount of \$49,907.00 allocated as follows:

NP Auxiliary Services	Rate/Pupil	Pupils	State Aid	<u>Allocation</u>
*Compensatory Education	\$ 995.33	30	\$35,533.00	
*E.S.L.	\$1,015.00	1	\$ 518.00	
*Transportation	\$ 0	0	\$ 0	
Total Auxiliary Services				\$36,051.00
NP Handicapped Services	Rate/Pupil	Pupils	State Aid	
*Initial Exam & Class.	\$1,326.17	10	\$ 12,731.00	
*Annual Exam & Class.	\$ 380.00	4	\$ 2,189.00	
*Corrective Speech	\$ 930.00	21	\$ 16,606.00	
*Supplemental Instruction	\$ 826.00	24	\$ 17,129.00	
Total Handicapped Services				<u>\$48,655.00</u>
TOTAL 192/193 Allocation				\$84,706.00

* Prorated at 96.00%

BACKGROUND INFORMATION

The New Jersey Department of Education provides aid to nonpublic schools to provide special pupil services. The public school district administers the funding. Additional students indicated in **bold** were identified to receive service.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 25, 2019**

RESOLUTION 3842H

FOR ACTION

**SUBJECT: APPROVE MECC SUMMER CAMP TUITION
 FOR SCHOOL YEAR 2019-2020**

BE IT RESOLVED THAT the Board of Education approves the following tuition rates for Summer Camp at the Montrose Early Childhood Center for the 2019-2020SY:

<u>Program</u>	<u>Cost</u>
6 Week Program	\$750
3 Week Program	\$375

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

Each family situation is considered on an individual basis and tuition in the amount of \$50 per week is offered to families in need of assistance.

BACKGROUND INFORMATION

The rate schedule is being implemented to provide opportunities for all students.

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 25, 2019

RESOLUTION 3842I

FOR ACTION

SUBJECT: ACCEPT ADJUSTED 2018-19 BUDGET

BE IT RESOLVED THAT the Board of Education accepts the adjusted budget for the 2018-19 school year as attached.

BACKGROUND INFORMATION

The 2018-19 Adjusted Budget updates the appropriation amounts to represent the current year budget with all revisions as of February 1, 2019. It includes \$1,116,585.24. Reserve for Encumbrances (purchase orders remaining open June 30, 2018 and carried forward to be paid in 2018-19). The February 1, 2018 Adjusted Budget is the basis for comparison in the 2019-20 Advertised Appropriations.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 25, 2019**

RESOLUTION 3842J

FOR ACTION

SUBJECT: APPLY FOR TITLE I REALLOCATION GRANT

BE IT RESOLVED THAT the Board of Education approves the Title I Reallocation Grant Application for Seth Boyden Elementary School.

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 State of New Jersey has allocated additional funds to Seth Boyden Elementary School for Title I activities.

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 25, 2019

RESOLUTION 3842K

FOR ACTION

SUBJECT: **ACCEPT STATE NONPUBLIC TECHNOLOGY AID ENTITLEMENT
FOR 2018-19**

BE IT RESOLVED THAT the Board of Education accepts school year 2018-2019 New Jersey Nonpublic Technology Aid Entitlement Funds in the amount of \$20,400 to be allocated as follows:

<u>SCHOOL</u>	<u>PUPILS</u>	<u>STATE AID</u>
Our Lady of Sorrows	136	\$20,400.00

BACKGROUND INFORMATION

The allocation amount remains at \$150.00 per pupil. The public school district administers the funding.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD NEW JERSEY
PUBLIC BOARD MEETING
February 25, 2019**

RESOLUTION 3842L

FOR ACTION

**SUBJECT: ACCEPT DONATION TO JEFFERSON ELEMENTARY
 SCHOOL**

BE IT RESOLVED THAT the Board of Education accepts a donation from the Benevity Community Impact Fund in the amount of \$3,148.00.

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

20-010-200-890	Jefferson Elementary School	\$3,148.00
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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 donation was made to support the Resident Circus Artist Program at Jefferson School. The Building Principal is responsible for administering these funds.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 25, 2019**

RESOLUTION 3842M

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 \$2000.00 to be used to purchase desk pedals.

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	\$2,000.00
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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

Funds for this donation were raised by the South Mountain Student Council and Physical Education Teacher Jeff Kaesshaefer. The funds were raised to purchase desk pedals as a continuing effort to support the action based classrooms philosophy at South Mountain Elementary School. The South Mountain School principal is responsible for administering the funds.

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 25, 2019

RESOLUTION 3842N

FOR ACTION

SUBJECT: AWARD A CONTRACT FOR CONSTRUCTION MANAGEMENT SERVICES

WHEREAS, there exists a need for specialized engineering/architectural services in connection with the construction management of various capital projects (collectively, the "Project") proposed to be undertaken by the Board of Education of South Orange-Maplewood School District in the County of Essex, New Jersey (the "Board"); and

WHEREAS, pursuant to N.J.S.A. 18A:18A-5, the Board may award a contract for engineering/architectural services in connection with the construction management of a project on the basis of the professional services exception, without publicly advertising for bids if the Board: (1) provides supporting reasons for its action in the resolution awarding the contract for professional services; (2) forthwith causes to be printed once, in the official newspaper, a brief notice stating the nature, duration, service and amount of the contract; and (3) maintains the resolution and the contract for services on file, and available for public inspection, in the office of the Board; and

WHEREAS, funds are or will be available for this purpose; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-42, the Board may award a contract for construction management services for the length of time authorized and necessary for the completion of a project for the construction, reconstruction, or rehabilitation of any public building; and

WHEREAS, the Board believes that it is in the best interest of the taxpayers, and students of the District to utilize the services of a construction manager on the Project so as to facilitate accurate Project cost estimating during the Project design, review of design documents, bid packages and scope of work logistics, value engineering, development of phasing and construction sequencing and construction and close out administration; and

WHEREAS, the construction manager will not perform any construction work as part of its construction management services; and

WHEREAS, the architectural and engineering services to be rendered or performed by the construction manager require knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction, as distinguished from general academic instruction or apprenticeship or training; and

WHEREAS, the Board is satisfied that the proposal submitted by the firm of EPIC Management, Inc., which includes, among other things, compensation for its construction management services in the not to exceed amount of \$275,000 for the pre-construction phase and not to exceed amount of \$2,890,000

for the multi- year construction phase and close out phase all as set forth in the proposal is the most advantageous for the taxpayers, and students of the District and that it is in the best interest of the District for the Board to appoint EPIC Management, Inc. as construction manager for the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF SOUTH ORANGE-MAPLEWOOD SCHOOL DISTRICT, IN THE COUNTY OF ESSEX, NEW JERSEY AS FOLLOWS:

1. EPIC Management, Inc. is hereby appointed as the Board's Construction Manager for the Project.
2. The negotiation of a Contract is hereby approved.
3. This appointment will terminate as provided by the Contract.
4. The Board President and the Board Secretary, acting on the Board's behalf, are authorized to execute the Contract with EPIC Management, Inc. upon attorney review.
5. The notice of the award of the above described Contract shall be published as required by N.J.S.A 18A:18A-5.
6. This resolution and the Contract shall be maintained on file and available for public inspection in the Board's office.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD NEW JERSEY
PUBLIC BOARD MEETING
February 25, 2019**

RESOLUTION 38420

FOR ACTION

**SUBJECT: ACCEPT COMPREHENSIVE ANNUAL FINANCIAL REPORT AND
AUDITOR’S MANAGEMENT REPORT**

BE IT RESOLVED THAT the Board of Education accepts the district’s Comprehensive Annual Financial Report and Auditor’s Management Report on Administrative Findings – Financial, Compliance and Performance for the fiscal year ending June 30, 2018 as prepared by Hodulik & Morrison, Certified Public Accountants.

BACKGROUND INFORMATION

The Comprehensive annual Financial Report (CAFR) is a requirement of GAAP and represents the district’s official annual report. It includes all of the funds and account groups and is organized into three primary sections: An introductory section; a financial section; and statistical tables. The law requires the Board to accept the Auditor’s Management Report.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 25, 2019**

RESOLUTION 3842P

FOR ACTION

**SUBJECT: APPROVE AGREEMENT WITH POWERSCHOOL GROUP
 LLC FOR THE 2018-2019 SCHOOL YEAR**

BE IT RESOLVED THAT the Board of Education approves an agreement with PowerSchool Group, LLC of Folsom, CA for the 2018-19 school year for the following:

License and Subscription Fees

Unified Admin Enrollment School Choice for PS SIS	700 @\$7.14	\$5,000.00
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Professional Services and Setup Fees

Unified Admin Enrollment School Choice - Implementation		\$1,500.00
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TOTAL		\$6,500.00
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BACKGROUND INFORMATION

PowerSchool Group will provide licensing and implementation of Powerschool Enrollment Lottery Software .

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD NEW JERSEY
PUBLIC BOARD MEETING
February 25, 2019

RESOLUTION 3842Q

FOR ACTION

**SUBJECT: ESTABLISH RESERVE FOR ENCUMBRANCES FOR 2017-18
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 \$1,168,585.

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	520,759
11	000	21X	Pur Svcs-OT/PT	99,440
11	000	221	Imp Instructional Services	139,015
11	000	222	Ed Media Services - Library	1,500
11	000	223	Staff Training Services	208
11	000	230	Support Services - Central & Legal	171,816
11	000	240	Support Services - School	61,380
11	000	251	Support Services - Central/IT	6,029
11	000	252	Technology	4,164
11	000	261	Required Maintenance	44,304
11	000	262	Operation/Maintenance Facilities	22,832
11	000	263	Care & Upkeep of Grounds	23,454
11	000	266	Security	992
11	000	270	Transportation	10,259
11	000	291	Insurance	75
11	190	100	Instructional Supplies/Texts	23,226
11	204	100	Special Education/LD	171
11	212	100	Special Education MD	51
11	240	100	Bilingual Education	0
11	40X	100	Cocurricular Activities/Athletics	38,910
			Reserve for Encumbrances, June 30, 2017	1,168,585

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, 2018 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, 2018 audit.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 25, 2019**

RESOLUTION 3842R

FOR ACTION

SUBJECT: ACCEPT TECHNOLOGY DONATION

BE IT RESOLVED THAT the Board of Education accepts a donation of a Samsung Chromebook 3 on behalf of the Achieve Foundation Partnership Pilot Program to provide a lending library of Chromebooks and hotspots through the Columbia High School library.

BACKGROUND INFORMATION

This donation was made by Achieve Volunteer Nicole Drury to support the Achieve Foundation Partnership Pilot Program to provide a lending library of Chromebooks and hotspots throughout the Columbia High School library. Students may borrow laptops to complete homework and/or classroom assignments.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 25, 2019**

RESOLUTION 3842S

FOR ACTION

SUBJECT: APPLY FOR NOVO FOUNDATION GRANT

BE IT RESOLVED THAT the Board of Education approves a grant application to NoVo Foundation in the amount of \$25,000.00. NoVo Foundation is committed to supporting the spread of social and emotional learning (SEL) practices in schools and districts nationwide.

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

NoVo Foundation, in partnership with Education First and Rockefeller Philanthropy Advisors, aims to seed new initiative or expansion projects that foster social and emotional competencies in students in grades PK-12.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 25, 2019**

RESOLUTION 3842T

FOR ACTION

SUBJECT: APPROVE PARTNERSHIP WITH HAND OVER HAND

BE IT RESOLVED THAT the Board of Education authorizes the School Business Administrator to enter into a partnership with Hand Over Hand of Morris Plains, New Jersey, to provide BCBA services in support of a transition plan for a student who will transition from a highly restrictive to a less restrictive setting, not to exceed \$17,000.00.

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

South Orange Maplewood School District has identified a partner with a dually certified School-Based Board Certified Behavioral Analyst (BCBA) – Special Education Teacher to support the transition of one student who will transition from a highly restrictive to a less restrictive setting. *Hand-Over-Hand* will work cooperatively with school administration, child study team and other special education teachers and paraprofessionals.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 25, 2019**

RESOLUTION 3842U

FOR ACTION

**SUBJECT: APPROVE DAVID B. RUBIN AS SPECIAL COUNSEL TO THE
BOARD OF EDUCATION**

BE IT RESOLVED THAT the Board of Education approves David B. Rubin, Esq. of David B. Rubin, PC and Busch Law Group of Metuchen, New Jersey as Special Counsel to the Board of Education through June 30, 2019 at a rate of \$185 per hour, plus reimbursement of all costs, disbursements and expenses reasonably and necessarily incurred in connection with this agreement.

BACKGROUND INFORMATION

Mr. Rubin shall provide legal advice, consultation and representation in litigation, if necessary, concerning the U.S. Department of Education Office of Civil Rights and related matters and representation of the Board of Education in matters related to the employment of a Superintendent.