

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD NEW JERSEY
PUBLIC BOARD MEETING
May 13, 2019**

RESOLUTION 3873A

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 April 30, 2019
2. Expense Account Adjustment Analysis dated April 30, 2019
3. Revenue Account Adjustment Analysis dated April 30, 2019
4. Check Register#401951 in the amount of \$924.00
5. Check Register#401952-402206 in the amount of \$3,194,777.93
6. Check Register#200670-200671 in the amount of \$1,506,547.61
7. Check Register#200672 for April 2019 payroll in the amount of \$6,537,561.28
8. Treasurer's Report of March 2019

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
May 13, 2019**

RESOLUTION 3873B

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 April 30, 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
May 13, 2019**

RESOLUTION 3873C

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>
Donna Grohman South Orange Middle	Summer Phonics Institute 2019: Grades K-2	7/1/19- 7/3/19	New York, NY	650.00
Kimberly Hutchinson Jefferson School	School District Leadership Team Visit to Cambridge Massachusetts	5/21/19- 5/23/19	Cambridge, MA	1051.70

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
May 13, 2019**

RESOLUTION 3873D

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	GSCS Annual Meeting	5/29/19	Trenton, NJ	75.00
Shannon Cuttle	GSCS Annual Meeting	5/29/19	Trenton, NJ	75.00
Shannon Cuttle	Annual Delegate Assembly	5/18/19	Trenton, NJ	31.00
Shannon Cuttle	Legislative Day	5/16/19	Trenton, NJ	33.00

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
May 13, 2019**

RESOLUTION 3873E

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
Staples Advantage	Office Supplies and Equipment	Co-op

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
May 13, 2019**

RESOLUTION 3873F

FOR ACTION

SUBJECT: APPROVE CLINTON ELEMENTARY SCHOOL 2019
SUMMER ENRICHMENT PROGRAM TUITION RATES FOR
SCHOOL YEAR

BE IT RESOLVED THAT the Board of Education approves the following tuition rates for Clinton Elementary School 2019 Summer Enrichment Program:

<u>Program</u>	<u>Cost</u>
1 Week Program	\$140 per student

BACKGROUND INFORMATION

This is a one week program that will begin July 8 – July 12, 2019. Clinton PTA will donate funds to pay for the cost of students receiving free or reduced lunch.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
May 13, 2019**

RESOLUTION 3873G

FOR ACTION

**SUBJECT: RENEW CONTRACT FOR REFUSE REMOVAL FOR THE 2019-20
SCHOOL YEAR**

BE IT RESOLVED THAT the Board of Education renews the contract for Refuse Removal at all district facilities for the 2019-20 school year with South Orange Disposal Co. of South Orange, New Jersey, at the rate of:

Refuse Disposal:	\$80,755.64
Alternate 1 Recycling:	\$27,728.23

BACKGROUND INFORMATION

This is the second renewal of the 2017-18 contract per 18A:18A-42 and it reflects a 1.45% increase from last year. These services have been budgeted for the 2019-20 school year.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
May 13, 2019**

RESOLUTION 3873H

FOR ACTION

**SUBJECT: RENEW CONTRACT FOR ENVIRONMENTAL TESTING FOR
THE 2019-2020 SCHOOL YEAR**

BE IT RESOLVED THAT the Board of Education renews the contract for Environmental Testing for the 2019-2020 school year to Ahera Consultants of Oceanville, New Jersey at the rate of \$64.88 per hour, plus the cost of parts and materials.

BACKGROUND INFORMATION

This is the second renewal of the 2017-18 contract per 18A:18A-42 and it reflects a 1.45% increase from last year. These services have been budgeted for the 2019-2020 school year.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
May 13, 2019**

RESOLUTION 3873I

FOR ACTION

**SUBJECT: APPROVE AGREEMENT FOR 2019-2020 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, 2019 through June 30, 2020 for an administrative fee of 3% 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 2019-2020 will not be determined until transportation applications have been received.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
May 13, 2019**

RESOLUTION 3873J

FOR ACTION

**SUBJECT: APPROVE AGREEMENT FOR 2019-2020 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, 2019 to June 30, 2020 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 2019-2020 will not be determined until transportation needs have been determined in May.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
May 13, 2019**

RESOLUTION 3873K

FOR ACTION

SUBJECT: APPLY FOR 2019 SAFETY GRANT FROM NJEIF

BE IT RESOLVED THAT the Board of Education approves application to North Jersey Educational Insurance Fund for a grant in the amount of \$34,417.61 to be used for plant safety, building security, safety equipment and training.

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 North Jersey Educational Insurance Fund developed a formula to equitably distribute grant funds to qualifying districts. Safety grants have been used in the past to update fire alarm systems and address security systems throughout the district. The 2019 safety grant will support safety and security.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD NEW JERSEY
PUBLIC BOARD MEETING
May 13, 2019**

RESOLUTION 3873L

FOR ACTION

SUBJECT: EMERGENCY EVACUATION AGREEMENT

Whereas, the Board of Education and the Temple Sharey Tefilo-Israel share concerns about student safety and security and recognize the need to respond to such concerns on an expedited basis; and

Whereas, the parties recognize that there may be some instances when, in case of an emergency, the Montrose Early Childhood Center students require evacuation to off-site facilities; and

Whereas, the Temple Sharey Tefilo-Israel has offered to provide such facilities in case of emergency evacuation and the Board of Education has determined that the facilities are adequate and beneficial to the Montrose Early Childhood Center students for such use.

Now, therefore, in consideration of the conditions and agreements contained herein and other valuable consideration which has been deemed by each party to be acceptable, the receipt and sufficiency of which are hereby acknowledged, the Board of Education and the Temple Sharey Tefilo-Israel agree to the following:

The Temple Sharey Tefilo-Israel will provide, and the Montrose Early Childhood Center will utilize, adequate and safe facility space which shall be located in a designated part of the Temple Sharey Tefilo-Israel, located at 432 Scotland Road, South Orange, New Jersey, for the receipt and placement of Montrose Early Childhood Center students during an emergency event which jeopardizes the safety of the students or Montrose Early Childhood Center facilities and/or which necessitates the evacuation of Montrose Early Childhood Center students from the building to an off-site location, as may be ordered or determined by law enforcement and/or Montrose Early Childhood Center Administration. Such events include but are not limited to, bomb threats, school security and intruder threats and warnings, and facility breakdowns, among other things.

The term of this agreement shall be from the date of execution through June 30, 2020.

BACKGROUND INFORMATION

Temple Sharey Tefilo-Israel is in close proximity and will serve as an evacuation location in the event of an emergency.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
May 13, 2019**

RESOLUTION 3873M

FOR ACTION

SUBJECT: RENEW CONTRACT FOR SECURITY SERVICES

BE IT RESOLVED THAT the Board of Education renews the contract for Security Services for the 2019-20 school year to U.S. Security Associates, Inc. of Parsippany, New Jersey at the following rates:

Bid Price	\$348,496.58
Alternate #2	\$22,351.46
Grand Total	\$370,848.04
Additional Services:	
Hourly rate for Additional Services	\$19.21
Hourly rate for Additional Lead Guard	\$25.59
Annual Charge: Full Time Guard	\$32,386.90
Annual Charge: Part Time Guard	\$16,142.72
Annual Charge: Lead Guard	\$41,432.55

BACKGROUND INFORMATION

This is the first renewal of the 2018-2019 contract per 18A:18A-42 and it reflects a 1.45% increase from last year. These services have been budgeted for the 2019-20 school year.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
May 13, 2019**

RESOLUTION 3873N

FOR ACTION

SUBJECT: RENEW CONTRACT FOR LUNCH MONITOR SERVICES

BE IT RESOLVED THAT the Board of Education renews the contract for Lunch Monitor Services for the 2019-20 school year to Pomptonian Food Service of Fairfield, New Jersey for the lowest responsible bid of \$804,478.

BACKGROUND INFORMATION

This is the first renewal of the 2018-2019 contract per 18A:18A-42 and it reflects a 1.45% increase from last year. These services have been budgeted for the 2019-20 school year.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
May 13, 2019**

RESOLUTION 38730

FOR ACTION

SUBJECT: RENEW CONTRACT FOR ELECTRICAL REPAIR SERVICES

BE IT RESOLVED THAT the Board of Education renews the contract for Electrical Repair Services for the 2019-20 school year to Sal Electric Co, Inc. of Jersey City, NJ at the following rates:

Foreman:	\$86.19 per hour
Journeyman:	\$69.96 per hour
Apprentice:	\$15.32 per hour

BACKGROUND INFORMATION

This is the first renewal of the 2018-2019 contract per 18A:18A-42 and it reflects a 1.40% increase from last year. These services have been budgeted for the 2019-20 school year.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
May 13, 2019**

RESOLUTION 3873P

FOR ACTION

SUBJECT: APPROVE CONTRACT WITH MIND RESEARCH INSTITUTE

BE IT RESOLVED THAT the Board of Education approves an agreement with Mind Research Institute of Irvine, CA for the following:

Annual Service Renewal Fee – ST Math Gen5 Renewal (Annex, Marshall, Clinton, Jefferson, Seth Boyden)	5x\$4,000	\$20,000
Annual Service Renewal Fee – ST Math Gen5 Renewal (Tuscan School)	1x\$5,000	\$ 5,000

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

This agreement is to purchase necessary licensing, setup and technical support for ST Math for ST Math Gen5 software.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
May 13, 2019**

RESOLUTION 3873Q

FOR ACTION

SUBJECT: ACCEPT DONATION FOR THE FINE ARTS DEPARTMENT

BE IT RESOLVED THAT the Board of Education accepts a donation of an instrument to the Fine arts department as described below.

- 3/4 Karl Kniling Violin valued at \$250

BACKGROUND INFORMATION

This equipment will be used by the District Fine Arts Department.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
May 13, 2019**

RESOLUTION 3873R

FOR ACTION

**SUBJECT: AWARD BID FOR MISCELLANEOUS PRINTED FORMS
AND PURCHASE ORDERS**

BE IT RESOLVED THAT the Board of Education awards the bid of Miscellaneous Printed Forms for the 2019-20 school year to Ridgewood Press Company of Ridgewood, NJ for the following items:

Ridgewood Press:

<u>Item</u>	<u>Unit</u>	<u>Price</u> <u>Each</u>
SHS-8 Receipt for Payment for Fines (NCR-3)(5 1/4 X 4 1/4	Each	0.58
SHS-18 Driver Education Theory Certificate (Yellow Card) (3 1/2 X 2 1/2)	Each	0.05
SHS-70 CHS Student Participation in Educational Excursion (NCR2) (5 1/2 X 8 1/2)	Each	0.14
SHS-74 Deposit Slips (NCR-2)	Each	0.08
SHS-75 Withdrawal Slips (NCR-2)	Each	0.08
Purchase Orders	Bx/500	197.50
BOE Return Address #10 w/Return Service Requested	Bx/500	16.40
BOE Return Address Window Envelope #10-RSR	Bx/500	15.00
Dept. Special Services Return Address Envelope #10	Bx/500	14.10
Board of Education Return Address Bulk Mail Window Envelope #10	Bx/500	21.40
Board of Education Return Address Bulk Mail Envelope #10	Bx/500	21.00
B15 Permanent Record of Cert Personnal (two-sided) card 8x5	Each	0.17
B16 Application for Use of School Facility (NCR-4) two-sided	Each	0.27
B26 Request for Absence Authorization & Reimbursement (NCR-3)	Each	0.10
B30 Application for Approval of Educational Course & Semester Hours of Credit		0.24
B50 Personnel Resolution Information (NCR-3)	Each	1.20
Application for Approval of Courses (Support Staff) (NCR-2)	Each	0.42
Tuition Reimbursement Request (NCR-3)		0.32
Application for Substitute Employee	Each	0.65
Personnel File for Certified Positions	Each	0.54
M28 Health Excuse (Pad of 100)	Pads	1.90
M29 Appointment with Doctor (Pad of 100)	Pads	2.20
M30 - Pass to Nurse Card	Each	0.08

S26 - Report Card Envelopes	Each	0.09
S28 - Guidance Folders	Each	0.40
JHS-2 - Pupil Permit	Pads	0.62
JHS-36 - MMS Report Envelope	Each	0.30
#10 White Envelopes with School Return Address		
· South Orange Middle	Box	14.00
· Jefferson Elementary	Box	15.00
· Marshall Elementary	Box	14.60
· Seth Boyden Demonstration	Box	14.60
· South Mountain Elementary	Box	15.00
· South Mountain Annex	Box	15.00
· Tuscan Elementary	Box	14.50
· Montrose	Box	19.50
#10 White Window Envelopes with School Return Address		
· Maplewood Middle School	Box	14.15

BACKGROUND INFORMATION

Solicitation for bids was issued on April 18, 2019. Bid packages were requested by six companies and returned by two on May 7, 2019. The bids have been reviewed and it is recommended that it be awarded to Ridgewood Press as per itemized list above. These services are budgeted for the 2019-2020 school year.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
May 13, 2019**

RESOLUTION 3873S

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 \$280.00.

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	\$280.00
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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

. The Parenting Center is responsible for administering these funds.