

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD NEW JERSEY
PUBLIC BOARD MEETING
February 24, 2020

RESOLUTION 3985A

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, 2020
2. Expense Account Adjustment Analysis dated January 31, 2020
3. Revenue Account Adjustment Analysis dated January 31, 2020
4. Check Register#404833-405155 in the amount of \$5,157,054.12
5. Voided check#404681 in the amount of \$1,536.30
6. Check Register#200693-200694, 200696 in the amount of \$3,802,958.45
7. Check Register#200695 for January 2020 payroll in the amount of \$6,939,095.04
8. Treasurer's Report of December 2019

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 24, 2020**

RESOLUTION 3985B

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, 2020 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
_____ Robin Baker	_____ Date
_____ Shannon Cuttle	_____ Date
_____ Thair Joshua	_____ Date
_____ Annemarie Maini	_____ Date
_____ Anthony Mazzocchi	_____ Date
_____ Erin Siders	_____ Date
_____ Johanna Wright	_____ Date
_____ Kamal Zubieta	_____ Date

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 24, 2020**

RESOLUTION 3985C

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	Travel Date(s)	Location	Estimated Cost(s)
Marvin Alexander Columbia High School	SHAPE America National Convention Expo	4/22/2020- 4/26/2020	Salt Lake City, UT	1,961.60
Ann Bodnar Central Office	Tech Equity Conference	03/20/2020	Somerset, NJ	435.00
Keith Bonds Central Office	Tech Equity Conference	03/20/2020	Somerset, NJ	6.01
Maureen Davenport Seth Boyden	Teaching Kindergarten: Where Did the Garden Go?	04/30/2020- 04/04/2020	New York, NY	225.00
Brady Dillon Central Office	Nonviolent Crisis Intervention Trainer Course	03/10/2020- 03/11/2020	Saddlebrook, NJ	1,134.14
Mara Fox Jefferson	Dyslexia Workshop LDANJ	03/09/2020	Ewing, NJ	36.77
Jennifer Latimer Clinton	Tech Equity Conference	03/20/2020	Somerset, NJ	17.11
Dr. Ronald G. Taylor Central Office	Fifth National Conference on School Integration	03/25/2020- 03/27/2020	Washington, DC	1,368.24

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 24, 2020**

RESOLUTION 3985D

FOR ACTION

SUBJECT: APPROVE RELATED SERVICE PROVIDERS FOR THE 2019-2020
SCHOOL YEAR

BE IT RESOLVED THAT the Board of Education approves the following providers for the 2019-2020 school year for the service indicated:

Provider Name	Service	Rate
Barbara Goldfarb Millburn, New Jersey	Speech Therapy Consultation	\$135/hour \$100/hour
Educational Services Commission of NJ Piscataway, New Jersey	Additional OT/PT ½ hour per week outside of base tuition services of students attending ESC of NJ schools	\$2,109.00

BACKGROUND INFORMATION

The providers will perform services and/or evaluations for students as needed.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 24, 2020**

RESOLUTION 3985E

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 2019-2020 school year:

VENDOR NAME	PRODUCT	TYPE OF VENDOR
Alertus Technologies	Security	Other
Atlantic Tomorrow's Office	Copier	State Contract
Cengage Learning	Digital Textbooks, Learning	Other
Discount School Supply	Library and Classroom Supplies	State Contract
Grainger	Custodial/Facilities Supplies	State Contract
Heinemann Workshops	Professional Development	Other
McGraw Hill	Textbooks	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 24, 2020

RESOLUTION 3985F

FOR ACTION

SUBJECT: ACCEPT DONATIONS TO THE SCHOOL LUNCH PROGRAM

BE IT RESOLVED THAT the Board of Education accepts donations for the school lunch program in the amount of \$750.00.

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 cover outstanding lunch balances of students grades Pre-K to 8th grade.

Donated funds will be applied in the following order:

1. Apply to delinquent account balances for students eligible for reduced lunch working from the largest balance to the lowest balance.
2. Apply to delinquent account balances for students with balances of excess of \$40 working from pre- k up to grade 8.
3. Apply to delinquent account balances for students with balances of excess of \$30 working from pre- k up to grade 8.
4. Apply to delinquent account balances for students with balances of excess of \$25 working from pre- k up to grade 8.

Remaining funds will be held and applied to delinquent accounts in subsequent months as listed above until all remaining funds are used.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD NEW JERSEY
PUBLIC BOARD MEETING
February 24, 2020**

RESOLUTION 3985G

FOR ACTION

**SUBJECT: ESTABLISH RESERVE FOR ENCUMBRANCES FOR 2018-19
OPEN PURCHASE ORDERS**

BE IT RESOLVED THAT the Board of Education establishes a reserve for encumbrances for purchase orders remaining open on June 30, 2019 in the amount of \$1,769,636.00

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	\$ 896,746
11 000 21X	Pur Svcs-OT/PT	\$ 73,947
11 000 221	Imp Instructional Services	\$ 162,323
11 000 222	Ed Media Services - Library	\$ 20,282
11 000 230	Support Services - Central & Legal	\$ 117,556
11 000 240	Support Services - School	\$ 4,148
11 000 251	Support Services - Central/IT	\$ 2,604
11 000 252	Technology	\$ 47,890
11 000 261	Required Maintenance	\$ 67,746
11 000 262	Operation/Maintenance Facilities	\$ 86,067
11 000 263	Care & Upkeep of Grounds	\$ 7,561
11 000 266	Security	\$ 43,919
11 000 270	Transportation	\$ 22,619
11 000 291	Insurance	\$ 8,055
11 190 100	Instructional Supplies/Texts	\$ 48,839
11 212 100	Special Education MD	\$ 2,321
11 240 100	Bilingual Education	\$ 16,000
11 40X 100	Cocurricular Activities/Athletics	\$ 15,051
11 230 100	Basic Skills	\$ 9,544
12 000 26X	Grounds Equipment	\$ 116,418
Reserve for Encumbrances, June 30, 2019		\$1,769,636

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, 2019 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, 2019 audit.

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 24, 2020

RESOLUTION 3985H

FOR ACTION

SUBJECT: ACCEPT ADJUSTED 2019-20 BUDGET

BE IT RESOLVED THAT the Board of Education accepts the adjusted budget for the 2019-20 school year as attached.

BACKGROUND INFORMATION

The 2019-20 Adjusted Budget updates the appropriation amounts to represent the current year budget with all revisions as of February 1, 2020. It includes \$1,769,636. Reserve for Encumbrances (purchase orders remaining open June 30, 2019 and carried forward to be paid in 2019-20). The February 1, 2020 Adjusted Budget is the basis for comparison in the 20-21 Advertised Appropriations.

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 24, 2020

RESOLUTION 3985I

FOR ACTION

SUBJECT: APPROVE MECC SUMMER CAMP TUITION
FOR SCHOOL YEAR 2020-2021

BE IT RESOLVED THAT the Board of Education approves the following tuition rates for Summer Camp at the Montrose Early Childhood Center for the 2020-2021SY:

<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 24, 2020**

RESOLUTION 3985J

FOR ACTION

**SUBJECT: APPROVE AGREEMENT AND DOT TESTING FEE
 SCHEDULE WITH PREVENTION SPECIALISTS, INC.**

BE IT RESOLVED THAT the Board of Education approves the 2020 Agreement and DOT Testing Fee Schedule with Prevention Specialists, Inc. of Ocean, NJ. Cost of services is as follows:

DOT Random Drug Testing (mobile unit)	\$ 68.00 per test
DOT Random Drug Testing (Lab Site)	\$ 58.00 per test
All Non-Randomized Drug Testing (Lab Site)	\$ 68.00 per test
DOT Alcohol Testing	\$ 39.00 per test
DOT Compliance Support	\$515.00 per annum
DOT Policy	Price upon request
Training & Education	Price upon request
Litigation Support	Price upon request
Emergency Response Services	\$155.00 1 st hour \$55.00 every additional half hour plus the cost of tests

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

Prevention Specialists, Inc. provides periodic drug and alcohol testing of district bus drivers as required by the Department of Transportation.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 24, 2020**

RESOLUTION 3985K

FOR ACTION

SUBJECT: ACCEPT A GRANT FROM MSU FOR SOUTH MOUNTAIN SCHOOL

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

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	South Mountain School	\$500
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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

South Mountain Elementary School teacher Tamara Murphy received this Research Grant, which will be used to determine available resources and actions we can take to further promote social justice and equity in our school. One goal is to research ways that we can incorporate social justice actions and awareness in our classrooms. Specifically, what actions can we take to promote student awareness and sense of agency to become agents of change? What are the resources (including people and places) available to expand student awareness of the contributions that African-Americans have made in our history?

The South Mountain School Principal is responsible for the administration of these funds.

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 24, 2020

RESOLUTION 3985L

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 \$9,913.26

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	\$9,913.26
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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

These generous donations were received from GoFundMe, St. George's Episcopal Church and others 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
February 24, 2020**

RESOLUTION 3985M

FOR ACTION

SUBJECT: APPROVE AGREEMENT WITH ATLANTIC TOMORROW'S OFFICE
FOR LEASE OF PHOTOCOPY EQUIPMENT, MAINTENANCE AND
SUPPLIES

BE IT RESOLVED that the Board of Education approves an agreement with Atlantic Tomorrow's Office of Bloomfield, New Jersey for a 60-month lease for the following Digital Imaging System copy machines:

- (1) – Savin C3500
- (4) – Savin 7503
- (2) – Savin 9003
- (1) – Savin 6055

The total combined monthly lease cost of \$2,725.00 for an annual combined cost of \$32,700.00 plus the cost of \$.0053 per page for maintenance and supplies (excludes paper and staples).

BACKGROUND INFORMATION

- Atlantic Tomorrow's Office will deliver and install the machines and train our personnel at no charge.
- The new machines replace machines at Columbia High School, South Orange Middle School, Maplewood Middle School, and the Administration Building.
- Atlantic Tomorrow's Office will cancel and relinquish the District from any current lease obligations on the machines, whose lease expires in 2022.
- Atlantic Tomorrow's Office has a State contract.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 24, 2020**

RESOLUTION 3985N

FOR ACTION

SUBJECT: ESTABLISH SICK BANK COMMITTEE

BE IT RESOLVED that the Board of Education establishes a sick bank committee comprised of three Board members and three SOMEA members to establish standards and procedures that it deems appropriate for the operation of the sick leave bank.

BACKGROUND INFORMATION

The Sick Bank Committee shall establish standards and procedures that it deems appropriate for the operation of the sick leave bank including but not limited to eligibility requirements for participation in the sick leave bank and the conditions under which the leave time may be drawn. No day of leave which is donated to the sick leave bank by an employee shall be drawn by that employee or any employee from the sick leave bank unless authorized by the committee in order to provide sick leave.

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 24, 2020

RESOLUTION 39850

FOR ACTION

SUBJECT: AUTHORIZE TOWING AGREEMENT

BE IT RESOLVED that the Board of Education authorize an agreement with Essex County Towing, of South Orange, New Jersey to provide towing services for vehicles illegally parked on District property.

BACKGROUND INFORMATION

We were informed by Maplewood Police Department that we must hire our own towing service to have illegally parked vehicles removed from District property. This service will be provided at no cost to the district.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 24, 2020**

RESOLUTION 3985P

FOR ACTION

**SUBJECT: AUTHORIZE AGREEMENT WITH MAPLEWOOD TOWNSHIP TO
 PROVIDE FREE INTERNET SERVICES**

BE IT RESOLVED that the Board of Education authorize an agreement with Maplewood Township to mount antennas on school district facilities in an effort to provide free internet service for economically disadvantaged students.

BACKGROUND INFORMATION

Maplewood Township will construct, install and maintain the equipment installed on district facilities to provide free internet service to economically disadvantaged students.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 24, 2020**

RESOLUTION 3985Q

FOR ACTION

**SUBJECT: AUTHORIZE AGREEMENT WITH SOUTH ORANGE VILLAGE
 WATER AUTHORITY**

BE IT RESOLVED that the Board of Education authorize an agreement with South Orange Village Water Authority to mount antennas on school district facilities to allow the water authority to remotely read water meters.

BACKGROUND INFORMATION

South Orange Village Water Authority will construct, install and maintain the equipment installed on school district facilities.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD NEW JERSEY
PUBLIC BOARD MEETING
February 24, 2020**

RESOLUTION 3985R

FOR ACTION

**SUBJECT: APPROVE AGREEMENT WITH PUBLIC CONSULTING GROUP
(PCG)**

BE IT RESOLVED THAT the Board of Education approves an agreement with Public Consulting Group, Inc. of Boston, Massachusetts, to provide an internet-based special education tool *Easy IEP* to assist with reporting requirements pursuant to the IDEA Act, for the period of July 1, 2019 through June 30, 2020 at a cost of \$31,720.

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

Easy IEP is synchronized with Power School, Semi and NJ Smart Programs currently being used by the district. The Department of Special Services is currently transitioning from Easy IEP to Frontline Education IEP and Special Education Management software.