

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2021**

RESOLUTION 4107A

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, 2021
2. Expense Account Adjustment Analysis dated January 31, 2021
3. Revenue Account Adjustment Analysis dated January 31, 2021
4. Check Register #407843 in the amount of \$744,918.30
5. Check Register #407844-408029 in the amount of \$4,138,094.07
6. Check Register#408030 in the amount of \$1,753.20
7. Check Register#200727-200728 in the amount of \$2,966,514.80
8. Check Register#200729 for January 2021 payroll in the amount of \$7,062,992.98
9. Treasurer's Report of December 2020

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2021**

RESOLUTION 4107B

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, 2021 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.

_____ Susan Bergin	_____ Date
_____ Shannon Cuttle	_____ Date
_____ Thair Joshua	_____ Date
_____ Annemarie Maini	_____ Date
_____ Elissa Malespina	_____ Date
_____ Erin Siders	_____ Date
_____ Courtney Winkfield	_____ Date
_____ Johanna Wright	_____ Date
_____ Kamal Zubieta	_____ Date

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2021

RESOLUTION 4107C

FOR ACTION

SUBJECT: APPROVE ATTENDANCE AND WORK RELATED TRAVEL
AND/OR WORKSHOP EXPENSES

WHEREAS, the following employees have requested approval for the indicated work-related travel and/or online workshop; 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 and/or workshop expenses for the following work-related events:

Employee	Workshop/Conference	Travel Date(s)	Location	Estimated Cost(s)
Ramon Robles Columbia High School	NJTESOL – Equity for Language Learners	5/25/21- 5/27/21	Online	\$299.00

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 22, 2021**

RESOLUTION 4107D

FOR ACTION

SUBJECT: APPROVE RELATED SERVICE PROVIDERS FOR THE 2020-
2021 SCHOOL YEAR

BE IT RESOLVED THAT the Board of Education approves the following providers for 2020-2021 school year for the service indicated:

<u>Provider</u>	<u>Service</u>	<u>Rate</u>
Soliant Peachtree Corners, GA	Physical Therapist	\$90.00/hour
	Physical Therapist Assist	\$75.00/hour
	Speech Language Pathologist (SLP-CCC)	\$82.00/hour
	SLP – CFY	\$77.00/hour
	SLPA	\$70.00/hour
	Occupational Therapist	\$84.00/hour
	Certified Occupational Therapist Assistant	\$65.00
D.C. Fagan Psychological Services, LLC Franklin Lakes, NJ	General Case Consultation	\$200/hour
	Testing Follow-up Consultation/IEP	\$200/hour
	School Consultation/Observation	\$200/hour
	Travel to and from outside settings	\$200/hour
	IQ Testing (WISC-V, SB, WJ I or specific area test)*	\$500-700
	Achievement Testing (WIAT-III, WJ IV or specific area tests)	\$750-1200
	Standard Psychoeducational (IQ, Achievement, and questionnaires)	\$1,500-1800
	IQ/Extended Achievement Battery (IQ, achievement, plus one specific neuropsychological area-attention, memory, executive functioning)	\$2,000-2,500
	Neuropsychological Testing (3-4 test sessions)** (Does not include participation in IEP which would be billed separately)	\$3,000-4,500
	ADOS-2 with developmental history	\$1,000

	Court Testimony (includes travel and wait time)	\$400 per hour
	Court Preparation (with school or review of reports)	\$200 per hour
Testing can be completed at the school or at the offices in Franklin Lakes. Travel time at the office hourly rate (\$200 per hour) will be added to cost if more than 15 minutes from Franklin Lakes.		

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 22, 2021**

RESOLUTION 4107E

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 \$5,755.00

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

20-002-100-101	Municipal Alliance	\$5,685.00
20-019-200-890	Parenting Center	\$ 70.00

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

The Parenting Center is responsible for administering these funds.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2021**

RESOLUTION 4107F

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:

- (2) – Savin IM9000
- (4) – Savin IM8000
- (4) – Savin MP6055
- (1) – Savin MP4055

The total combined monthly lease cost of \$4,495.00 for an annual combined cost of \$53,940.00 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, Seth Boyden School, Marshall 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 22, 2021**

RESOLUTION 4107G

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, 2020 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 22, 2021**

RESOLUTION 4107H

FOR ACTION

**SUBJECT: ESTABLISH RESERVE FOR ENCUMBRANCES FOR 2019-20
OPEN PURCHASE ORDERS**

BE IT RESOLVED THAT the Board of Education establishes a reserve for encumbrances for purchase orders remaining open on June 30, 2020 in the amount of \$3,472,131.00.

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	\$1,100,240.00
11	000	21X	Pur Svcs-OT/PT	\$ 153,801.00
11	000	221	Imp Instructional Services	\$ 181,552.00
11	000	222	Ed Media Services - Library	\$ 116.00
11	000	223	Training	\$ 1,817.00
11	000	230	Support Services - Central & Legal	\$ 102,317.00
11	000	240	Support Services - School	\$ 461.00
11	000	251	Support Services - Central/IT	\$ 4.00
11	000	252	Technology	\$ 1,824.00
11	000	261	Required Maintenance	\$ 543,924.00
11	000	262	Operation/Maintenance Facilities	\$ 563,291.00
11	000	263	Care & Upkeep of Grounds	\$ 1,200.00
11	000	266	Security	\$ 74,669.00
11	000	270	Transportation	\$ 73,064.00
11	190	100	Instructional Supplies/Texts	\$ 474,342.00
11	212	100	Special Education MD	\$ 4,713.00
11	216	100	PD CT	\$ 5,175.00
11	230	100	Basic Skills	\$ 378.00
11	40X	100	Cocurricular Activities/Athletics	\$ 4,960.00
12	000	270	Pur Buses	\$ 161,130.00
10	000	100	Charter School	\$ 23,152.00
			Reserve for Encumbrances, June 30, 2019	\$3,472,131.00

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, 2020 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, 2020 audit.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2021**

RESOLUTION 4107I

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 \$3,472,131. Reserve for Encumbrances (purchase orders remaining open June 30, 2019 and carried forward to be paid in 2019-20). The February 1, 2021 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 22, 2021**

RESOLUTION 4107K

FOR ACTION

**SUBJECT: ACCEPT AND APPROVE 2018-2019 CARL D. PERKINS AUDIT
RECOMMENDATIONS AND CORRECTIVE ACTION PLAN**

BE IT RESOLVED THAT the Board of Education accepts and approves the 2018-2019 Carl D. Perkins Audit Recommendations and Corrective Action Plan as follows:

1. Several district board policies relating to internal controls were not provided for examination or require revision.
 - SOMSD must prepare written policies and procedures or revise existing versions as necessary for conformity with state regulations & UGG, 2C. F.R. & 200 et.seq.
2. SOMSD did not ensure compliance with certain departmental guidelines while administering the grant.
 - SOMSD must implement procedures to ensure personnel assigned to administer the Perkins grant comply with the program specific applicable to each project period.
 - Review all applicable purchase orders to ensure required information is included on issued purchase orders.
 - SOMSD will update the purchasing manual to reflect citations UGG, 2C.F.R.

BACKGROUND INFORMATION

Within 30 days of the public meeting, the board must adopt a resolution certifying that the findings were discussed in a public meeting and approving a corrective action plan which addresses the issues raised in the undisputed findings and/or an appeal of any findings in dispute.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2021**

RESOLUTION 4107L

FOR ACTION

SUBJECT: APPROVES 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 2020-2021 school year:

VENDOR NAME	PRODUCT	TYPE OF VENDOR
Staples	Office Supplies	CO-OP
Grainger	Building Supplies	State Contract
R&L Data Centers	Payroll	Other
Eastern Data Communications	Telecommunications	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
February 22, 2021**

RESOLUTION 4107M

FOR ACTION

SUBJECT: ACCEPT STATE NONPUBLIC AUXILIARY AND HANDICAPPED SERVICES (CHAPTERS 192 & 193) ENTITLEMENT FOR 2020-2021

BE IT RESOLVED THAT the Board of Education accepts State Nonpublic Auxiliary Services (Chapter 192) and Handicapped Services (Chapter 193) Aid Entitlement Funds for 2020-2021 for a total amount of \$122,054.00 allocated as follows:

<u>NP Auxiliary Services</u>	<u>Rate/Pupil</u>	<u>Pupils</u>	<u>State Aid</u>	<u>Allocation</u>
*Compensatory Education	\$995.33	60	\$41,804.00	
*E.S.L.	\$1,015.00	0	\$0.00	
*Transportation	\$0	0	\$0.00	
Total Auxiliary Services				\$41,804.00
*Prorated at 87.50%				
<u>NP Handicapped Services</u>	<u>Rate/Pupil</u>	<u>Pupils</u>	<u>State Aid</u>	<u>Allocation</u>
*Initial Exam & Class.	\$1,326.17	20	\$25,993.00	
*Annual Exam & Class.	\$380.00	25	\$ 9,310.00	
*Corrective Speech	\$930.00	35	\$25,519.00	
*Supplemental Instruction	\$826.00	30	\$19,428.00	
Total Handicapped Services				\$80,250.00
TOTAL 192/193 Allocation				\$122,054.00

* Prorated at 98.00%

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.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2021**

RESOLUTION 4107N

FOR ACTION

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

BE IT RESOLVED THAT the Board of Education approves the 2021 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 FMCSA Clearing House	\$195.00 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
PSI Emergency Response Services (if necessary)	\$155.00 for 1 st hour, \$55.00 every additional half hour

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 22, 2021**

RESOLUTION 4107P

FOR ACTION

SUBJECT: APPROVE MECC SUMMER CAMP TUITION
FOR SCHOOL YEAR 2021-2022

BE IT RESOLVED THAT the Board of Education approves the following tuition rates for Summer Camp at the Montrose Early Childhood Center for the 2021-2022SY:

<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 22, 2021**

RESOLUTION 4107Q

FOR ACTION

SUBJECT: APPROVE AGREEMENT WITH TEACH4RESULTS

BE IT RESOLVED THAT the Board of Education approves an agreement with Teach4Results of Long Valley, New Jersey to provide consulting services and professional development/training for school administrators at a cost of \$14,500 for the 2020-2021 school year.

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 goal of Teach4Results is to establish a cadre of school administrators who possess the knowledge, skills and dispositions necessary to optimize student achievement, remediate educational inequities, enhance professional practice, work as a cohesive team and achieve school and district goals through the use of data and the application of research-based instructional leadership practices. To achieve this goal, school leaders will be provided a series of whole group and small group trainings, coaching sessions, and/or job-embedded professional learning experiences designed to strengthen their ability to engage in leadership behaviors that have a strong, positive impact on student outcomes.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2021**

RESOLUTION 4107R

FOR ACTION

SUBJECT: APPROVE PURCHASE OF A SCHOOL BUS

BE IT RESOLVED THAT the Board of Education authorizes the purchase of a Chevrolet Mid Bus 27 passenger school bus with 16 child restraint positions from Wolfington Body Company, Inc. of Mount Holly, New Jersey for the total amount of \$74,595.55.

BACKGROUND INFORMATION

The bus will replace an existing 27 passenger bus that is no longer operable.

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
PUBLIC BOARD MEETING
February 22, 2021**

RESOLUTION 4107S

FOR ACTION

SUBJECT: APPROVE AN AGREEMENT WITH KELIN HEATING AND AIR
CONDITIONING TO INSTALL BOILERS IN CHS B-WING

BE IT RESOLVED THAT the Board of Education approves an agreement with Kelin Heating and Air Conditioning of Colonia, New Jersey to install two hot water boilers in the B-wing of Columbia High School at a cost of \$182,500.00.

BACKGROUND INFORMATION

Parts are no longer available for the boilers in the B-wing. The systems are failing and need to be replaced.