

FINANCE/FACILITIES & TRANSPORTATION

1. PAYMENT OF BILLS

RESOLVED, the Randolph Township Board of Education approve the attached list of checks. **Finance Exhibits # 1. – 1.1**, and orders that they be attached to and made a part of the minutes.

1.	Check Register – 06/30/14	\$ 7,075,085.02
1.1	Check Register – 07/09/14	\$ 1,295,872.45

2. BUDGET

RESOLVED, the Randolph Township Board of Education approve **June 2014** transfer, **Finance Exhibits # 2.1 & 2.2**, and orders that they be attached to and made a part of the minutes.

2.1	Monthly Transfer Report – 06/30/14
2.2	Expense Account Adjustment Analysis 06/30/14

3. REPORT OF THE SECRETARY AND TREASURER

WHEREAS, the Randolph Township Board of Education has received the Report of the Secretary for the month of **May 2014**, **Finance Exhibits # 3.1 – 3.6**, consisting of:

3.1	Interim Balance Sheet – 05/31/14
3.2	Revenue Report – 05/31/14
3.3	Budget Report – 06/30/14
3.4	Petty Cash Report – 06/30/14
3.5	Treasurer Report – 05/31/14

and

WHEREAS, the Randolph Township Board of Education has received the Report of the Treasurer for the month of **May 2014**, Finance Exhibit # 3.5,

REVISED: APRIL 30, 2014 FUND	<u>CASH BALANCE</u>	<u>APPROPRIATION BALANCE</u>
(10) General Current Expense Fund	\$ 6,283,640.55	\$ 1,335,879.33
(11) Current Expense	-----	-----
(12) Capital Outlay	-----	-----
(20) Special Revenue Fund	336,193.62	49,193.66
(30) Capital Projects Fund	632,388.35	357,710.11
(40) Debt Service Fund	(819,808.09)	.15
(60) Food Service	187,552.15	0
(63) Community School	287,566.75	197,844.86
Petty Cash & Change Fund	3,400.00	
<u>TOTAL</u>	\$ 6,910,933.33	\$ 1,940,628.11

MAY 31, 2014 FUND	<u>CASH BALANCE</u>	<u>APPROPRIATION BALANCE</u>
(10) General Current Expense Fund	\$ 6,225,100.72	\$ 1,147,915.70
(11) Current Expense	-----	-----
(12) Capital Outlay	-----	-----
(20) Special Revenue Fund	427,755.28	26,066.44
(30) Capital Projects Fund	787,646.35	512,968.11
(40) Debt Service Fund	(818,808.09)	.15
(60) Food Service	106,837.42	0
(63) Community School	183,661.84	22,921.09
Petty Cash & Change Fund	3,400.00	0
<u>TOTAL</u>	\$ 6,914,593.52	\$ 1,709,871.49

WHEREAS, in compliance with N.J.A.C. 6:20-2A.10(d), the Secretary has certified that, as of the date of the report(s), no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education.

NOW, THEREFORE, BE IT RESOLVED, the Randolph Township Board of Education accepts and approves the above referenced reports certification and orders that they be attached to and made a part of the minutes, and

BE IT FURTHER RESOLVED, in compliance with N.J.A.C. 6:20-2A.10(e), the Randolph Township Board of Education certifies that, after review of the secretary's monthly financial reports (appropriation section) and upon consultation with the appropriate district officials, to the best of it's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

4. MOTION TO APPROVE APPLICATION FOR CHANGE OF USE OF EDUCATIONAL SPACE FOR THE 2014-2015 SCHOOL YEAR

RESOLVED, the Randolph Township Board of Education requests the approval from the New Jersey Department of Education, Morris County Office, for change of use of educational space at the following school locations:

Randolph High School: - use of media storage room B252 for classroom and work space.

Fernbrook School: - use of girl's locker room for occupational therapy sessions.

5. MOTION TO APPROVE DISTRICT PETTY CASH ACCOUNTS

RESOLVED, the Randolph Board of Education approve the establishment of the following petty cash accounts totaling \$3,000 for the 2014 - 2015 school year in support of district operations activities:

BOARD OFFICE	\$ 200.00
CENTER GROVE	\$ 100.00
FERNBROOK	\$ 100.00
IRONIA	\$ 100.00
SHONGUM	\$ 100.00
MIDDLE SCHOOL	\$ 400.00
HIGH SCHOOL	\$ 400.00
TRANSPORTATION	\$ 200.00
SPECIAL SERVICES	\$ 200.00
KINDER KIDS	\$ 200.00
RANDOLPH COMMUNITY SCHOOL	\$ 1,000.00

6. MOTION TO ACCEPT FUNDS

RESOLVED, the Randolph Township Board of Education accept the *2015 No Child Left Behind (NCLB)* funds from the New Jersey Department of Education, project period July 1, 2014 to June 30, 2015, as summarized in **Finance Exhibit # 4**, attached hereto and made a part of the minutes.

Title I – Part A	\$ 108,666
Title II – Part A	\$ 92,820
Title III	\$ 15,606
Title III Immigrant	\$ 27,451

7. MOTION TO ACCEPT FUNDS

BE IT RESOLVED, the Randolph Township Board of Education accept the following funds from the New Jersey Department of Education, **INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)** grant program (Basic/Preschool) for project period 01 July 2014 – 30 June 2015.

BASIC (Ages 3–21)

Grant:	\$ 980,905
Non-Public Share:	\$ 45,372

PRESCHOOL (Ages 3–5)

Grant:	\$ 43,008
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8. MOTION TO APPROVE AN EXTENSION OF THE STRAUSS ESMAY ASSOCIATES, LLP CONTRACT AGREEMENT

BE IT RESOLVED, the Randolph Township Board of Education approve the extension of the Strauss Esmay Associates LLP contract agreement in the amount of \$4,040 for Policy Alert, Support Services (PASS) and DISTRICT *Online* Services for period July 1, 2014 to June 30, 2015.

BE IT FURTHER RESOLVED, in the event the district requests additional password users above the fifteen provided in the basic DISTRICT *Online* contract, the district agrees to pay additional \$95.00 per year, per user.

9. APPROVAL OF LUNCH PRICES FOR THE 2014-2015 SCHOOL YEAR

RESOLEVED, at the recommendation of Food Services Management Company (FSMC) the Randolph Township Board of Education affirm and approve the district continuation, without change, below 2011-2012 school lunch price list for the 2014-2015 school year.

STUDENT LUNCHES

Elementary	\$3.00
Middle	\$3.25
High School	\$4.00
Kinder Kids	\$3.25

REDUCED LUNCHES

All Schools	\$.40
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ADULT LUNCHESES

Elementary	\$4.75
Middle	\$4.75
Extra Ala Carte Entrée w/ Meal	\$1.00

KINDERGARTEN MILK ONLY

\$6.00 per month or
\$60.00 per year

ICE CREAM

Most Varieties	\$.85
Select Novelty	\$.85 - \$2.00

ORANGE JUICE

4 oz. Carton	\$.85
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MILK - PLASTIC

Students (All Varieties)	\$.85
Adults (All Varieties)	\$.85

KINDERGARTEN SNACK WITH MILK

\$22.50 per month or
\$225.00 per year

10. MOTION TO ACCEPT TUITION STUDENT

RESOLVED, the Randolph Township Board of Education approves the acceptance of grade 8 student GE14-15-1 as a tuition student at a rate of \$13,787.00 for the 2014-2015 school year.

11. RESOLUTION TO APPROVE THE EXPANSION OF BLACKBOARD, INC. LICENSING AGREEMENT FOR ONE YEAR TERM

WHEREAS, the Randolph Board of Education has determined that it will be in the best interest of the school district to expand its license agreement with

Blackboard, Inc. for the use of education related software with training services relating thereto;

WHEREAS, Blackboard’s enhanced software is entitled “K-12 Innovative Classroom Bundle.”

WHEREAS, Blackboard’s K-12 Innovative Classroom Bundle is proprietary software not offered by other providers;

WHEREAS, the District has used Blackboard’s proprietary software for three years in accordance with a license agreement for said software;

WHEREAS, the K-12 Innovative Classroom Bundle is designed to enhance and support the services already provided through use of the Blackboard software pursuant to an existing license agreement; and

WHEREAS, the K-12 Innovative Classroom Bundle product is exempt from public bidding pursuant to N.J.S.A. 18A:18A-5 (19) and N.J.S.A. 18A:18A-5 (5).

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby approves the license agreement permitting use of Blackboard’s K-12 Innovative Classroom Bundle in the total amount of \$40,734.47 for an initial one-year term, and be it

FURTHER RESOLVED, that the Board will review the effectiveness of the K-12 Innovative Classroom Bundle and its pricing prior to expiration of said one-year term to determine whether the Board should exercise its option to extend the service for an additional year.

12. ACCEPTANCE OF DONATIONS

RESOLVED, the Randolph Township Board of Education accept the following donation:

➤ **FERNBROOK SCHOOL:**

- donation from the Fernbrook PTO in the amount of \$8,049 for the purchase of a portable sound system. Remaining funds, in any, after the purchase of the portable sound system to be used to purchase FM systems.

AMENDMENT1

- ***donation from the Fernbrook PTO in the amount of \$1,886.85 to be used for Healthy Resources for students at Fernbrook School.***

➤ **HIGH SCHOOL:**

- donation, check in the amount of \$152.00, a matching grant donation from The Benevity Community Impact Fund / New York Life, a fund of American Endowment Foundation for exclusive charitable use of the school as defined in the appended check stub and Benevity Giving Platform. Funds to be directed to the High School Music Department.

➤ **IRONIA SCHOOL:**

- the following donations from the Ironia PTO awarded to Ironia teaching staff members as part of the teacher grant program 2013-2014 *totaling approximately \$ 7,607* of materials:
 - Mr. Naclerio: Health/Physical Education:Project Adventure R.A.I.S.E. Pack - \$1124.35;
 - Mrs. Smallwood, Mrs. Friedland and Mrs. Murphy–2nd Grade:3 Flash Memory Camcorders \$781.91;
 - Mrs. Best – 3rd grade :Elmo Document Camera with Wireless Pen Tablet \$957;
 - Mrs. Feliciano–4th Grade: Elmo Document Camera with Wireless Pen Tablet \$957;
 - Mrs. Feliciano – 4th grade: 2 iPADS - \$956.90;
 - Ms. O’Rourke – 5th grade: Bo, Yana and Beyond \$989.97;
 - Ms. Brems – 5th grade Storyworks \$719;
 - Mrs. Cirella – 5th grade: Macbook Air \$939;
 - Ms. Rosenblatt – Special Education/ICS: Enhancing Reading through Digital Recording \$181.37;
- In addition, donations of 4 iPads for kindergarten having approximate value of \$2,000 & Puppet Palooza, having an estimated value of \$995.

BE IT RESOLVED, that Ms. Lisa Gross, Principal of Fernbrook School, Ms. Deborah Iosso, Principal of Randolph High School and Mr. Lee Nittel, Principal of the Ironia School acknowledge the donation in a letter to the appropriate parties.

AMENDMENT1

13. RESOLUTION TO APPROVE THE RENEWAL OF LICENSING AGREEMENT FOR THE USE OF ROSETTA STONE CLASSROOM VERSION ONLINE SOFTWARE FOR ONE YEAR TERM

WHEREAS, the Randolph Board of Education has determined that it will be in the best interest of the school district to renew its license agreement with Rosetta Stone, Ltd., for the use of education related software;

WHEREAS, the license is for use of Rosetta Stone Classroom Version 3 Online software (“Rosetta Stone Software”);

WHEREAS, the Rosetta Stone product is specialized computer software used for educational purposes;

WHEREAS, the Rosetta Stone Software must be renewed on an annual basis upon mutual agreement of the parties; and

WHEREAS, the Rosetta Stone Software constitutes an educational good and is exempt from public bidding pursuant to N.J.S.A. 18A:18A-5 (5).

***NOW, THEREFORE, BE IT RESOLVED,** that the Board hereby approves the license agreement with Rosetta Stone, Ltd. permitting use of Rosetta Stone Software with a total one-year cost of \$67,732.50.*

14. RESOLUTION to approve the following discretionary transfer for the purpose of renewing Rosetta Stone Classroom Online Site Licensing agreement.

	ACCOUNT	TITLE	AMOUNT
<i>FROM</i>	11-000-291-270-40-8203	Medical Insurance	\$67,732.50
		Instructional Tech Prof	
	<i>TO</i> 11-190-100-320-23-0000	Tech Service	\$67,732.50

15. RESOLUTION TO APPROVE E-RATE CONSULTING AGREEMENT FOR THREE YEAR PERIOD THROUGH 2016-2017 SCHOOL YEAR

RESOLVED, the Randolph Township Board of Education approve a consulting agreement between Randolph Township Board of Education and E-Rate Consulting Inc. as summarized in **Finance Exhibit # 5**, attached hereto and made a part of the minutes.

16. MOTION TO APPROVE SPECIAL EDUCATION TUITION (RECEIVING) CONTRACT

RESOLVED, that the Randolph Township Board of Education accept REC-15-01, Grade 4, effective September 4, 2014, terminate June 30, 2015, and

BE IT FURTHER RESOLVED that a special education tuition contract be entered into with the Mine Hill Board of Education (sending district) at an estimated program tuition rate of \$25,099.00.

AMENDMENT2,3

17. RESOLUTION TO JOIN SCHOOL ALLIANCE INSURANCE FUND

WHEREAS, a number of educational entities have joined together to form a Joint Insurance Fund as permitted by Chapter 108 Laws of 1983 (18A:18B et.seq.); and

WHEREAS, the statutes governing the creation and operation of a Joint Insurance Fund contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Fund; and

WHEREAS, the Randolph Township Board of Education hereafter referred to as "Educational Facility" has determined that membership in the School Alliance Insurance Fund hereafter referred to as "Fund" is in the best interest of the Educational Facility; and

WHEREAS, the Educational Facility agrees to be a member of the Fund for a period of three (3) years, effective July 1, 2014, said membership to terminate on July 1, 2017 at 12:01 a.m. standard time; and

WHEREAS, the Educational Facility has never defaulted on claims if self-insured and has never been canceled for non-payment of insurance premiums for two (2) years prior to execution of this Resolution;

NOW THEREFORE, BE IT RESOLVED that the Educational Facility does hereby agree to join the Fund as is/are afforded the following coverage's:

- Package – Property, Boiler & Machinery, General and Auto Liability, Environmental Impairment Liability (Includes 5M Excess General and Auto Liability);
- Excess Liability (AI/GL)
- School Leaders Professional Liability
- Excess Liability (SLPL)

BE IT FURTHER RESOLVED that the Educational Facility's Business Manager Linda Gordon, is hereby appointed as the Educational Facility's Fund Commissioner.

BE IT FURTHER RESOLVED that the Educational Facility's Fund Commissioner is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership of the Fund as are required by the Fund's bylaws and to deliver same to the Administrator of the Fund with the express reservation that said documents shall become effective only upon the Educational Facility's admission to the Fund, and

BE IT FURTHER RESOLVED that the Board's approval of this resolution shall be subject to the Board Attorney's review and approval of the subject agreement.

18. RESOLUTION APPOINTING A RISK MANAGEMENT CONSULTANT

WHEREAS, the Randolph Township Board of Education, ("Educational Facility") has resolved to join the School Alliance Insurance Fund ("SAIF") following a detailed analysis; and

WHEREAS, the Bylaws of SAIF require that each entity designate a Risk Management Consultant to perform various professional services as detailed in the Bylaws and Risk Management Plan; and

WHEREAS, the Bylaws indicate that SAIF shall pay each Risk Management Consultant a fee to be established annually by the Executive Committee;

NOW THEREFORE, BE IT RESOLVED that the Randolph Township Board of Education does hereby appoint Wells Fargo Insurance Services USA Inc. as its Risk Management Consultant in accordance with the Fund's Bylaws.