

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.

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|-------------------------------|-----------------|
| 1. Check Register – 11/30/14 | \$ 5,555,822.77 |
| 1.1 Check Register – 12/08/14 | \$ 2,092,145.15 |

2. MOTION TO ACCEPT AND APPROVE THE 2013-2014 DISTRICT AUDIT

RESOLVED, that the Randolph Township Board of Education District Report of the Audit Year Ended June 30, 2014 prepared by Nisivoccia LLP of Mount Arlington, New Jersey, be accepted and approved. The report includes:

- A. Comprehensive Annual Financial Report (CAFR)
- B. Auditors Management Report on Administrative Findings

RECOMMENDATIONS:

1. Administrative Practices and Procedures

None

2. Financial Planning, Accounting and Reporting

- a. The Annual report be filed with the County Superintendent in a timely manner in accordance with state statute.
- b. All receipts be entered into the accounting software system on a timely basis.
- c. All bank reconciling items be reviewed on a monthly basis.

3. School Purchasing Program

None

4. School Food Service

None

5. Student Body Activities

None

6. Application for State School Aid

None

7. Pupil Transportation

None

8. Facilities and Capital Assets

None

9. Other

None

10. Status of Prior Year's Findings/Recommendations:

The prior year recommendations were resolved in the current year.

3. RESOLUTION AUTHORIZING EXECUTION AND DELIVERY OF THE GRANT AGREEMENT FOR SCHOOL FACILITIES PROJECT

WHEREAS, based on prior New Jersey Department of Education approvals, by letter dated May 2, 2014, the New Jersey Schools Development Authority ("NJSDA") has offered an Educational Facilities Construction and Financing Section 15 Grant ("the Grant") to the Randolph Board of Education ("the Board");

WHEREAS, the Grant is for certain funding of a School Facilities Project at the Randolph Middle School, including the recoating of approximately 117,000 sq. ft. of existing standing seam metal roofing system;

WHEREAS, the Board has received all necessary New Jersey Department of Education ("DOE") approvals, including approval by letter dated February 24, 2014 of the "Final Eligible Cost" ("FEC Letter") for the School Facilities Project;

WHEREAS, the FEC Letter establishes a maximum dollar amount of eligible costs, meaning that if the local share of the costs of the School Facilities Project is less than the dollar amount stated in the DOE's FEC Letter or if the total cost

to complete said Project is less than the total amount in the FEC Letter, the Grant amount shall be decreased proportionally;

WHEREAS, if there are additional costs for the School Facilities Project resulting in an amount greater than the total FEC amount, said additional costs will be funded through the Board's local share of the cost for said project; and

WHEREAS, in order to receive NJSDA funding, the Board must authorize the execution and delivery of the Grant Agreement.

NOW THEREFORE, BE IT RESOLVED, that the Board is hereby authorizing execution and delivery of the Grant Agreement for SDA Project # 4330-075-14-G3IU, Grant # G5-6326, for NJSDA funding of its School Facilities Project at the Randolph Middle School.

4. RESOLUTION: DELEGATION OF AUTHORITY TO SCHOOL BUSINESS ADMINISTRATOR FOR SUPERVISION OF THE SCHOOL FACILITIES PROJECT

WHEREAS, based on prior New Jersey Department of Education approvals, by letter dated May 2, 2014, the New Jersey Schools Development Authority ("NJSDA") has offered an Educational Facilities Construction and Financing Section 15 Grant ("the Grant") to the Randolph Board of Education ("the Board");

WHEREAS, the Grant is for certain funding of a School Facilities Project at the Randolph Middle School, including the recoating of approximately 117,000 sq. ft. of existing standing seam metal roofing system;

WHEREAS, the Board has received all necessary New Jersey Department of Education ("DOE") approvals, including approval by letter dated February 24, 2014 of the "Final Eligible Cost" ("FEC Letter") for the School Facilities Project;

WHEREAS, the FEC Letter establishes a maximum dollar amount of eligible costs, meaning that if the local share of the costs of the School Facilities Project is less than the dollar amount stated in the DOE's FEC Letter or if the total cost to complete said Project is less than the total amount in the FEC Letter, the Grant amount shall be decreased proportionally;

WHEREAS, if there are additional costs for the School Facilities Project resulting in an amount greater than the total FEC amount, said additional costs will be funded through the Board's local share of the cost for said project; and

WHEREAS, in order to receive NJSDA funding, the Board must delegate authority for supervision of the School Facilities Project to the School Business Administrator;

NOW THEREFORE, BE IT RESOLVED, that the Board is hereby approving the delegation of authority to the Board's School Business Administrator for supervision of the School Facilities Project relating to SDA Project # 4330-075-14-G3IU, Grant # G5-6326, for NJSDA funding of its School Facilities Project at the Randolph Middle School.

5. RESOLUTION AUTHORIZING EXECUTION AND DELIVERY OF THE GRANT AGREEMENT FOR SCHOOL FACILITIES PROJECT

WHEREAS, based on prior New Jersey Department of Education approvals, by letter dated May 2, 2014, the New Jersey Schools Development Authority ("NJSDA") has offered an Educational Facilities Construction and Financing Section 15 Grant ("the Grant") to the Randolph Board of Education ("the Board");

WHEREAS, the Grant is for certain funding of a School Facilities Project at the Shongum Elementary School, including the Removal of approximately 45,150 sq. ft. of existing built-up roofing, insulation and fascia system and the replacement with new tapered insulation, EPDM roofing and metal work for the roof area, the replacement of the existing entrance door and Kalwall system with new storefront glazing and the replacement of the Kalwall/Window system in the cafeteria and library with a similar system;

WHEREAS, the Board has received all necessary New Jersey Department of Education ("DOE") approvals, including approval by letter dated February 24, 2014 of the "Final Eligible Cost" ("FEC Letter") for the School Facilities Project;

WHEREAS, the FEC Letter establishes a maximum dollar amount of eligible costs, meaning that if the local share of the costs of the School Facilities Project is less than the dollar amount stated in the DOE's FEC Letter or if the total cost to complete said Project is less than the total amount in the FEC Letter, the Grant amount shall be decreased proportionally;

WHEREAS, if there are additional costs for the School Facilities Project resulting in an amount greater than the total FEC amount, said additional costs will be funded through the Board's local share of the cost for said project; and

WHEREAS, in order to receive NJSDA funding, the Board must authorize the execution and delivery of the Grant Agreement.

NOW THEREFORE, BE IT RESOLVED, that the Board is hereby authorizing execution and delivery of the Grant Agreement for SDA Project # 4330-080-14-G3IV, Grant # G5-6327, for NJSDA funding of its School Facilities Project at the Shongum Elementary School.

6. RESOLUTION: DELEGATION OF AUTHORITY TO SCHOOL BUSINESS ADMINISTRATOR FOR SUPERVISION OF THE SCHOOL FACILITIES PROJECT

WHEREAS, based on prior New Jersey Department of Education approvals, by letter dated May 2, 2014, the New Jersey Schools Development Authority (“NJSDA”) has offered an Educational Facilities Construction and Financing Section 15 Grant (“the Grant”) to the Randolph Board of Education (“the Board”);

WHEREAS, the Grant is for certain funding of a School Facilities Project at the Shongum Elementary School, including the Removal of approximately 45,150 sq. ft. of existing built-up roofing, insulation and fascia system and the replacement with new tapered insulation, EPDM roofing and metal work for the roof area, the replacement of the existing entrance door and Kalwall system with new storefront glazing and the replacement of the Kalwall/Window system in the cafeteria and library with a similar system;

WHEREAS, the Board has received all necessary New Jersey Department of Education (“DOE”) approvals, including approval by letter dated February 24, 2014 of the “Final Eligible Cost” (“FEC Letter”) for the School Facilities Project;

WHEREAS, the FEC Letter establishes a maximum dollar amount of eligible costs, meaning that if the local share of the costs of the School Facilities Project is less than the dollar amount stated in the DOE’s FEC Letter or if the total cost to complete said Project is less than the total amount in the FEC Letter, the Grant amount shall be decreased proportionally;

WHEREAS, if there are additional costs for the School Facilities Project resulting in an amount greater than the total FEC amount, said additional costs will be funded through the Board’s local share of the cost for said project; and

WHEREAS, in order to receive NJSDA funding, the Board must delegate authority for supervision of the School Facilities Project to the School Business Administrator;

NOW THEREFORE, BE IT RESOLVED, that the Board is hereby approving the delegation of authority to the Board’s School Business Administrator for supervision of the School Facilities Project relating to SDA Project # 4330-080-14-G3IV, Grant # G5-6327, for NJSDA funding of its School Facilities Project at the Shongum Elementary School.

7. TRANSFER OF CAPITAL RESERVE FUNDS TO CAPITAL PROJECTS

WHEREAS, the Randolph Township Board of Education has established a Capital Reserve Fund, and

WHEREAS, The Randolph Township Board of Education has a Capital Reserve Fund balance of \$1,467,247.00, and

WHEREAS, The Randolph Township Board of Education has been offered construction grants through the State of New Jersey Regular Operating District (R.O.D.) Grant Program, and

WHEREAS, The Randolph Township Board of Education desires to fund its share of the following R.O.D. Grant Projects as follows

Randolph Middle School SDA Project # 4330-075-14-G3IU, Grant #G5-6326
Account No. 30-000-400-450-18-1005..... \$ 389,700

Shongum Elementary School SDA Project # 4330-080-14-G3IV, Grant G5-6327
Account No. 30-000-400-450-18-1006..... \$ 810,600

NOW, THEREFORE, BE IT RESOLVED, that The Randolph Township Board of Education transfer \$ 389,700 and \$810,600 from its Capital Reserve Fund to the Capital Projects Fund for the purpose of meeting the District's requirement for funding 60% of the approved capital project cost as delineated in the State of New Jersey's letter of determination stating the Final Eligible Costs for each project.

8. MOTION TO AFFIRM CONTRACT AGREEMENT

BE IT RESOLVED, the Randolph Township Board of Education affirms contract agreement with St. Clare's Hospital for student HBI-14-15-2, for home – bedside instruction, 1 hour per day @ \$54.00 per hour, effective 12-01-2014.

9. MOTION TO AFFIRM CONTRACT AGREEMENT

BE IT RESOLVED, the Randolph Township Board of Education affirms contract agreement with St. Clare's Hospital for returning student HBI-14-15-1 for tutorial services, 1 hour per day @ \$54.00 per hour, effective 12-04-2014.

10. RESOLUTION TO ENTER INTO AN AGREEMENT WITH NCS PEARSON INC. FOR PRODUCTS AND/OR SERVICES FOR THE 2014-2015 SCHOOL YEAR

RESOLVED, that the Randolph Township Board of Education hereby approves an agreement between the Randolph Township Board of Education and NCS

Pearson, Inc., for SIOP 3 days of on-site training services for Teachers (K-12) and agrees to pay an amount \$15,000 as summarized in **Finance Exhibit # 2**, attached hereto and made a part of the minutes.

11. MOTION TO APPROVE CONTRACT AGREEMENT

RESOLVED, that the Board of Education retains the services to Dr. Louis Centolanza to conduct an H.I.B. investigation for the District, within the statutory time limits, at the hourly rate of \$75.00 per hour, capped at \$3500.00; and

BE IT FURTHER RESOLVED, that the Board President is authorized to execute the contract between the Board and Dr. Centolanza.

12. ACCEPTANCE OF DONATIONS

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

➤ **Center Grove:**

- donation from the PTO of interactive software for use with interactive white boards for preschool classrooms to enhance learning. The software having an approximate value of \$568; encompasses pre-academics, language, vocabulary, life sciences, five senses, animal themes, habitats, lifecycles.
- donation from the PTO of \$484 for two teachers to participate in professional development at the 2015 conference for NJ Pre-Kindergarten Teachers.

➤ **Fernbrook:**

- donation in the amount of \$ 2,500 from Rutgers University - Inclusive Schools Climate Initiative to be used to enhance the school culture with a focus on awareness of disabilities and equal treatment to different groups (race, ethnicity and students with disabilities.)

➤ **High School:**

- donation from Montclair University Foundation in the amount of \$ 1,500.00 for educational renewal. The money will be used for high school mentoring program.

- donation from the Allary Corporation in the amount of \$300.00 to be used to purchase jackets for students in the Transition Sports Club.
- donation from Janet H. & C. Harry Knowles Foundation Inc., in the amount of \$103.00 to be used towards the cost of a substitute for staff member to attend professional development on October 31, 2014.

BE IT RESOLVED, that Mr. Mario Rodas, Principal of Center Grove School, Ms. Danielle Soldivieri, Principal of Fernbrook School, and Ms. Deborah Iosso, Principal of the High School acknowledge the donation in a letter to the appropriate parties.

Amended: 12/9/14

13. RESOLUTION TO APPROVE CORRECTIVE ACTION PLAN

BE IT RESOLVED that the Randolph Board of Education approve the Corrective Action Plan emanating from the fiscal audit 2013-2014 school year ending June 30, 2014 conducted by Nisivoccia LLP of Mount Arlington, New Jersey.

14 RESOLUTION TO AMEND FINANCE, FACILITIES & TRANSPORTATION RESOLUTION NO.6 OF NOVEMBER 18, 2014, AUTHORIZATION AND APPROVAL OF ACCOUNTING SERVICES

BE IT RESOLVED that the accounting services conducted by Nisivoccia LLP of Mount Arlington, New Jersey not to exceed the amount be increased from \$3,250.00 to \$6,000.00.