

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 – 11/30/10	\$ 5,174,955.41
1.1	Check Register – 12/10/10	\$ 2,488,613.33

2. BUDGET

RESOLVED, the Randolph Township Board of Education approve **November 2010** 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 – 11/30/10
2.2	Expense Account Adjustment Analysis 11/30/10

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 **November 2010, Finance Exhibits # 3.1 – 3.5**, consisting of:

3.1	Interim Balance Sheet – 11/30/10
3.2	Revenue Report – 11/30/10
3.3	Budget Report – 11/30/10
3.4	Petty Cash Report – 11/30/10
3.5	Food Services Report – 11/30/10
3.6	Treasurer Report – 10/31/10

and

WHEREAS, the Randolph Township Board of Education has received the Report of the Treasurer for the month of **October 2010, Finance Exhibit # 3.6**,

November 30, 2010 FUND	<u>CASH BALANCE</u>	<u>APPROPRIATION BALANCE</u>
(10) General Current Expense Fund	\$ 7,253,229.41	\$ 17,790.00
(11) Current Expense	-	7,795,760.10
(12) Capital Outlay	-	292,615.73
(20) Special Revenue Fund	(325,994.87)	563,210.67
(30) Capital Projects Fund	(40,645.00)	-
(40) Debt Service Fund	.50	-
(60) Food Service	(342,422.81)	802,194.32
(63) Community School	226,673.93	737,305.81
<u>TOTAL</u>	\$ 6,770,841.16	\$ 10,208,876.63

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 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. TO ACCEPT THE 2009-2010 DISTRICT AUDIT

BE IT RESOLVED, that the Randolph Township Board of Education District Report of the Audit Year Ended June 30, 2010 prepared by Nisivoccia & Company, LLP of Mount Arlington, New Jersey, be accepted. 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

Better communication be made by the Federal/State agencies in regards to compliance requirements of ARRA funds received.

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 District had no prior year findings or recommendations.

5. MOTION TO APPROVE TUITION STUDENT

MOTION to approve the acceptance of student **C.S.** as a tuition student entering the ninth (9th) grade September 2011, at an annual board approved rate applicable to the 2011-12 school year.

6. MOTION TO APPROVE AMENDMENT TO SERVICE AGREEMENT

BE IT RESOLVED, the Randolph Township Board of Education approve an amendment to **Verizon Service Agreement** as summarized in **Finance Exhibit # 4**, attached hereto and made a part of the minutes.

7. MOTION TO ACCEPT LEASE AGREEMENT

BE IT RESOLVED, the Randolph Township Board of Education accept the Lease Agreement between **XEROX** and the Randolph Township Board of Education, as summarized in **Finance Exhibit # 5 and 5.1**, per proposal attached hereto and made a part of the minutes.

8. MOTION TO APPROVE CONSULTING AGREEMENT

BE IT 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 # 6**, attached hereto and made a part of the minutes.

9. ACCEPTANCE OF GRANT

BE IT RESOLVED, the Randolph Township Board of Education accept the **2010 BASF Science Education Grant** from **BASF Corporation** for engineering technology using *Lego Mindstorms*, to foster students' interest in the sciences. BASF grant in the amount of **\$5,000.00** awarded to Ms. Kelly Boehmer of the Randolph Middle School, Jennifer Cusmano-King, Science and Technology Supervisor of the Randolph High School.

BE IT FURTHER RESOLVED, that Miss Carol Strowbridge, Principal of the Randolph Middle School, acknowledge the grant funding award in a letter to the appropriate parties.

10. ACCEPTANCE OF GRANT

BE IT RESOLVED, the Randolph Township Board of Education accept the **2010 BASF Science Education Grant** from **BASF Corporation** for Aaron Baker proposal on the saltwater tank system that will house a permanent collection of a wide variety of marine reef organisms to foster students' interest in the sciences. BASF grant in the amount of **\$5,000.00** awarded to Aaron Baker of the Randolph High School, Jennifer Cusmano-King, Science and Technology Supervisor of the Randolph High School.

BE IT FURTHER RESOLVED, that Ms. Deborah Iosso, Principal of the Randolph High School, acknowledge the grant funding award in a letter to the appropriate parties.

11. MOTION TO APPROVE CONTRACT AGREEMENT

BE IT RESOLVED, the Randolph Township Board of Education approve an agreement with Ms. Patricia Dunne, for professional services as outlined in **Finance Exhibit # 7**, attached hereto and made a part of the minutes.

12. ACCEPTANCE OF DONATIONS

BE IT RESOLVED, the Randolph Township Board of Education accept the following donations:

- **District Elementary Schools and Middle School**, a donation from the **Randolph Rotary Club**, eighteen (18) boxes (24 books/box) of dictionaries for third grade students valued at \$735.00 and nineteen (19) boxes (24 books/box) of Webster Thesaurus' valued at \$798.00 for district sixth (6th) grade students.
- **Center Grove School:**
 - generous donation of \$ \$400.00 made by a **Center Grove family** to purchase / subscribe to the TumbleBook Library, including one year use charge for the online library.
 - through the BIGrant program, a donation from the **Center Grove PTA**, teacher grant of \$300 to purchase Wilson Tiles for Word Building for Mrs. Schwarz first (1st) grade class.
 - through the BIGrant program, a donation from the **Center Grove PTA**, teacher grant of \$195 to send the Rising Reader teacher, Mrs. Waldron to the Rutgers annual conference on reading and writing.
 - through the BIGrant program, a donation from the **Center Grove PTA**, teacher grant of \$1,385 for the purchase of Wilson Foundations for the Center Grove kindergarten program .
 - through the BIGrant program, a donation from the **Center Grove PTA**, teacher grant of \$ 756 to enable the first (1st) grade teachers to attend the Staff Development for Educators (SDE) seminar entitled Guided Reading: Differentiating Using Small-Group Instruction. In addition, donation of \$45.94 for the purchase of two post-it super sticky self-stick dry-erase tabletop easel pads for fifth (5th) grade classroom.
- **Fernbrook School**, grant in the amount of \$540.00 from the **Toshiba America Foundation** for the implementation of the *Foodie Friends* project.

➤ **High School:**

- **Randolph High School PTO**, to the RHS guidance department, donation of eight (8) HP 500B Microtower Business PC's and eight (8) 17" LCD Monitor's, having an estimated value of \$4,712.00. In addition, a donation of ten (10) new printers for classroom use, having an estimated value of \$800.00.
- **John DaSilva Memorial Fund**, a donation in the amount of \$2,500.00 to the RHS Art Department.
- through the **RHS PTSO** Grant program, following donations awarded to high school teachers for use in classrooms:
 - three (3) 16' whiteboards with overhead projectors, having an estimated value of \$1,775
 - four (4) person competition buzzer system for student practice in preparation for varsity challenge completions, having an estimated value of \$171
 - variety of books and supplemental resources to support self contained classroom, study skill students and English resource center students, having an estimated value of \$500
 - TV control room tape deck for Mass Media/TV production, having an estimated value of \$1,093
 - resource material to support study skills program, having an estimated value of \$223
 - experimental nest boxes for environmental science and biology class, having an estimated value of \$250

➤ **Middle School:**

- donation from **Randolph Recreation Wrestling Booster Club**; a wrestling mat having an approximate value of \$9,400.00 to be used by the Randolph Recreation Wrestling Program.
- through the RMS grant program, a donation from **RMS PTO**, oil-less vacuum pump / compress to enhance student studies grades 6, 7 and 8, having an estimated value of \$414.

BE IT FURTHER RESOLVED, that Ms. Danielle Hamblin, Center Grove Principal, Ms. Lisa Gross, Principal of Fernbrook School, Dr. Dennis Copeland, Principal of Ironia School, Ms. Deborah Iosso, Principal of the Randolph High School, Miss Carol Strowbridge, Principal of Randolph Middle School and Ms. Laura Hernandez, Principal of the Shongum School acknowledge the donations in a letter to the appropriate parties.