

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 – 02/29/12	\$ 5,330,223.40
1.1	Check Register – 03/09/12	\$ 2,822,330.80

2. BUDGET

RESOLVED, the Randolph Township Board of Education approve **February 2011** 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 – 02/29/12
2.2	Expense Account Adjustment Analysis 02/29/12

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 **February 2011**, **Finance Exhibits # 3.1 – 3.5**, consisting of:

3.1	Interim Balance Sheet – 02/29/12
3.2	Revenue Report – 02/29/12
3.3	Budget Report – 02/29/12
3.4	Petty Cash Report – 02/29/12
3.5	Food Services Report – 02/29/12 (to follow)
3.6	Treasurer Report – 01/31/12

and

WHEREAS, the Randolph Township Board of Education has received the Report of the Treasurer for the month of **January 2012**, **Finance Exhibit # 3.6**,

February 29, 2012	<u>CASH BALANCE</u>	<u>APPROPRIATION</u>
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FUND		BALANCE
(10) General Current Expense Fund	\$ 10,085,799.85	\$ -
(11) Current Expense	-	2,926,578.38
(12) Capital Outlay	-	242,806.94
(20) Special Revenue Fund	(475,395.60)	166,513.18
(30) Capital Projects Fund	11,667,206.14	10,880,430.53
(40) Debt Service Fund	(.50)	-
(60) Food Service	(741,180.40)	26,955.32
(63) Community School	376,056.70	478,641.32
TOTAL	\$ 20,912,486.19	\$ 14,721,925.67

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. MOTION TO APPROVE TUITION CONTRACT AGREEMENT

RESOLVED the Randolph Township Board of Education approve tuition contracts agreement between Randolph Township Board of Education and the Morris School District for resident pupil C.L. and C.L., effective 23rd January 2012 and terminate on 21st June 2012.

BE IT FURTHER RESOLVED, that the tuition contract be entered into with the Morris School District per the terms and conditions of the agreement.

5. APPROVAL OF TUITION RATES

BE IT RESOLVED, the Randolph Township Board of Education approve the following tuition rates for the 2012-2013 school year:

**RANDOLPH BOARD OF EDUCATION
PROPOSED TUITION RATES
2012-2013 SCHOOL YEAR**

<u>GRADE / PROGRAM</u>	<u>ANNUAL TUITION</u>
PRESCHOOL / KINDERGARTEN	\$ 8,958.00
GRADES 1 – 5	\$ 11,173.00
GRADES 6 – 8	\$ 12,172.00
GRADES 9 - 12	\$ 13,145.00

NOTE: ABOVE RATES EQUAL 100% OF MOST RECENT STATE CERTIFIED RATES SY10-11 CERTIFIED BY NJDOE 2-151-12

6. MOTION TO ACCEPT DISTRIBUTION OF DISTRICT ASSETS

RANDOLPH TOWNSHIP BOARD OF EDUCATION
25 SCHOOL HOUSE ROAD
RANDOLPH, NEW JERSEY

BID SUMMARY REPORT
FOR
SURPLUS EQUIPMENT

The Randolph Township Board of Education having advertised on GovDeals.com for sale of three trucks. The bidding occurred online between 02-14-2012 and 02-28-2012.

The auction result generated total of \$11,444.00 for three trucks, as summarized in **Finance, Facilities & Transportation, Exhibit #4**, attached hereto and made a part of the minutes.

7. ACCEPTANCE OF DONATIONS

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

- **High School:**
 - donation from Randolph residents, Linda & Tim Connors, a Yamaha Euphonium (instrument) for the Band, having an estimated value of \$2,715
 - donation from Knowles Science Teaching Foundation (KSTF), the cost of a substitute teacher for a science teacher to attend KSTF annual conference March 29 – April 1. The donation valued at \$206.

- donation from the RHS PTSO, two (2) 16 GB iPad's with cover for classroom use of two (2) specified staff members. Each iPad is valued at \$538.

▪ **Middle School:**

- donation from Drew University, Center for Holocaust/Genocide Study, a grant to reduce transportation costs for a field trip of April 18, 2012.
- donation from M. Jack Leffler the following, having an estimated value of \$335:
 - mobile workstation for Technology Engineering Lab
 - foam insulation material for modeling gliders, Shop-Vac, miscellaneous materials and tools.
 - foam insulation for eighth (8) grade science night and miscellaneous tools.
- donation having an estimated total value of \$2,553, from the RMS PTO the following for specified staff members classroom use:
 - books for Renaissance Resources, estimated value of \$200.
 - solar panels & batteries, estimated value of \$250.
 - toolkits for nonfiction comprehension, estimated value of \$382.
 - Rome/Greece Primary sources, estimated value of \$330.
 - thirty (30) aprons for cook/bake class, estimated value of \$24.
 - partial tuition to ceramics workshop, valued at \$200.
 - thirty (30) digital recorders to be housed in media center, and used for reluctant writers, reader's Workshop, estimated value of \$950.

▪ **Shongum School:**

- donation from the Shongum PTO, iPad2 -10 pack bundle, having an estimated value of \$5,600 to be used in classrooms for educational purposes.

BE IT FURTHER RESOLVED, that Ms. Deborah Iosso, Principal of the Randolph High School and Miss Carol Strowbridge, Principal of the Middle School and Ms. Laura Hernandez, Principal of the Shongum School acknowledge the donations in a letter to the appropriate parties.

8. MOTION TO APPROVE SOFTWARE AND LICENSING AGREEMENT

RESOLVED, the Randolph Board of Education enter into agreement with IEP Direct, Centris Group, LLC, in accordance with the IEP Direct-NJ, Centris Group pricing proposal **FFT Exhibit #5**, attached hereto and made a part of the minutes.

9. FINAL BUDGET APPROVAL

Upon the recommendation of the Superintendent, that the Randolph Township School District Board of Education, in the County of Morris, State of New Jersey approves the following resolution:

BE IT RESOLVED, the Randolph Township Board of Education approve the 2012-2013 school district final budget as follows:

General Fund:	\$ 79,775,059
Special Revenue Fund:	\$ 1,207,497
Debt Service Fund:	\$ 4,087,929

BE IT FURTHER RESOLVED, that there should be raised for the General Fund \$65,794,456 for the ensuing school year 2012-2013; and

BE IT FURTHER RESOLVED, that the Randolph Township Board of Education approves the following capital projects for the 2012-2013 school year:

- o Replacement of Fernbrook Elementary School parking lot
- o Masonry pointing and sealing at Ironia Elementary School
- o Improvements to Softball and Baseball fields
- o Repairs and maintenance to the High School roof
- o Reconditioning of bathrooms at the High School, Center Grove and Fernbrook Schools
- o Stairwell tread replacement at the Middle School

- o Electrical and Security upgrades at the Technology Center
- o Various paving patches to parking lots

10. WHEREAS, school district policy and N.J.A.C. 6A:23A-7.3 provides that the Randolph Township Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2012-2013 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2011-2012 school year was \$ 56,957, and

WHEREAS, travel and expense reimbursement has reached a total amount of \$ 10,885 as of January 31, 2012;

NOW, THEREFORE, BE IT RESOLVED, that the Randolph Township School District Board of Education, in the County of Morris, State of New Jersey hereby establishes the school district travel maximum for the 2012-2013 school year at the sum of \$ 75,000; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

11. WHEREAS, N.J.A.C. 6A:23A:5.2(a) mandates boards to establish annually prior to budget preparation for the public relations and each type of professional service a maximum level of spending for the ensuing school year;

WHEREAS, the final budget includes the following appropriations:

Legal	\$ 272,116
Accounting	53,000
Architect	51,228
Election	15,000
Other Administrative Services	1,268,472
Repair Services	6,051,935
Extraordinary Services	1,989,486
Nonpublic Services	20,000
Professional Development	1,059,990
Transportation	4,028,214

; and

WHEREAS, the Administration needs to notice the Board if there arises a need to exceed said maximums. Upon which the board may adopt the dollar increase in the maximum amount through formal board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

NOW, THEREFORE, BE IT RESOLVED, that the Randolph Township School District Board of Education hereby establishes maximums professional development in the areas listed above at a level of one hundred twenty percent (120%) of the amounts listed for the 2012-2013 school year.