

On behalf of the Finance, Facilities and Transportation Committee, I hereby move the following resolutions 1 – 12:

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 – 03/31/18	\$ 4,250,641.71
1.1	Check Register – 04/18/18	\$ 5,204,136.62

2. BUDGET

RESOLVED, the Randolph Township Board of Education approve **March 2018** 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 – 03/31/18
2.2	Expense Account Adjustment – 03/31/18

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 **March 2018 Finance Exhibits # 3.1 – 3.5** consisting of:

3.1	Interim Balance Sheet/Board Secretary Report – 03/31/18
3.2	Revenue Report – 03/31/18
3.3	Budget Report – 03/31/18
3.4	Petty Cash Report – 03/31/18
3.5	Treasurer Report – 03/31/18

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. ADOPTION OF 2018 – 2019 FINAL SCHOOL BUDGET

BE IT RESOLVED by the Randolph Township Board of Education, to approve the 2018-2019 school district budget as follows:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2018-19 Total Expenditures	90,912,990	1,086,279	3,840,988	95,840,257
Less Anticipated Revenues	16,817,748	1,086,279	239,213	18,143,240
Taxes to be Raised	74,095,242	-0-	3,601,775	77,697,017

5. 2018 - 2019 MAXIMUM PROFESSIONAL SERVICES APPROVAL

WHEREAS, N.J.A.C. 6A:23A:5.2, a Board of Education must establish a maximum dollar limit for professional services and public relations, as defined in N.J.A.C. 6A:23A-9.3(c)14;

NOW, THEREFORE, BE IT RESOLVED, that the Randolph Board of Education hereby establishes the following maximums for the 2018-2019 school year as follows:

Architectural/Engineering	\$	350,000
Legal	\$	300,000
Audit	\$	60,000
Physician	\$	33,000
For a total amount of	\$	743,000

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

6. 2018 - 2019 MAXIMUM TRAVEL EXPENDITURE APPROVAL

WHEREAS, pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

The Randolph Board of Education approves establishing a maximum travel expenditure amount of \$ 160,000 for the 2018 - 2019 school year. The maximum travel expenditure for the 2017 - 2018 school year is \$ 140,000 of which, \$ 73,823.37 has been spent and \$ 7,014.60 encumbered to date.

7. WITHDRAWAL FROM CAPITAL RESERVE FUND BALANCE FOR 2018-2019 SCHOOL YEAR

MOTION to approve the appropriation of \$ 2,056,065 from capital reserve to fund \$ 2,056,065 of the \$ 3,000,000 budgeted for the following projects:

- RHS Added parking, restroom and concession at DaSilva Field
- RHS Wrestling Mat Hoist
- FB Fire Alarm replacement
- District Emergency lights and exit signs
- District Security Vestibules in 5 schools
- FB Locker room conversion to classroom
- CG Roof, gutters, cupola, underground water
- IR Locker room conversion to storage
- RMS Bathroom upgrades - 2 boys, 2 girls
- RMS Culinary Arts renovation

8. RESOLUTION TO APPROVE CUSTOM PROFESSIONAL DEVELOPMENT AGREEMENT WITH HEINEMANN

RESOLVED, the Randolph Township Board of Education approve contracted consulting services of Sue O'Connell from Heinemann Professional Development for site-based professional development from May 30 - May 31, 2018 for a total of \$ 9,000.00 and per terms and conditions of the agreement.

9. MOTION TO ACKNOWLEDGE, ACCEPT AND APPROVE SCHOOL BUS EMERGENCY EVACUATION DRILLS IN ACCORDANCE WITH NJAC 6A:27-11.2

RESOLVED the Randolph Township Board of Education note, accept and approve school bus emergency evacuation drills conducted between the 26th – 29th day of March 2018 in all district schools and bus runs in accordance with New Jersey Administrative Code NJAC 6A:27-11.2.

10. RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF RANDOLPH IN THE COUNTY OF MORRIS, NEW JERSEY DETERMINING TO ACQUIRE AND TO FINANCE EQUIPMENT BY MEANS OF A LEASE PURCHASE FINANCING IN AN AMOUNT NOT EXCEEDING \$1,543,000, AUTHORIZING AN ADVERTISEMENT FOR BIDS TO FINANCE THE EQUIPMENT IF NECESSARY, DELEGATING THE AWARD OF THE BID, AUTHORIZING THE EXECUTION OF THE LEASE AND RELATED DOCUMENTS AND AUTHORIZING OTHER ACTIONS NECESSARY TO COMPLETE THE TRANSACTION

WHEREAS, The Board of Education of the Township of Randolph in the County of Morris, New Jersey (the "Board") is created and is charged by law with the responsibility to provide a system of public education within the school district over which it has jurisdiction and to acquire equipment therefor; and

WHEREAS, the Board has determined to fund the acquisition and installation of various equipment consisting of computers (replacements and VDI expansion), security, replacements and expansions (Center Grove/Ironia PA System Replacement), MS Camera System Expansion, Card Access Expansion/Support; Network Cabling, Switch Replacement, UPS replacement, buses, and a sport utility custodial vehicle, including related work and equipment, financing and all incidental or related costs (the "Equipment") by means of a lease purchase financing for a term that does not exceed five (5) years pursuant to the provisions of N.J.S.A. 18A:20-4.2(f) and N.J.S.A. 18A:18A-1 *et. seq.*; and

WHEREAS, the Board has selected the Hunterdon County Educational Services Commission as financial advisor (the "Financial Advisor") and McManimon, Scotland & Baumann, LLC, as special counsel (the "Special Counsel") for the purpose of advising and assisting with the proposed lease purchase financing of the Equipment; and

WHEREAS, in accordance with the procedures set forth in N.J.S.A 18A:18A-1 *et. seq.* (the "Public School Contracts Law") and the regulations promulgated thereunder, a notice of the bid will be published if required and bids or quotes (hereinafter simply referred to as bids) are scheduled to be returned to the Business Administrator, who, with the assistance of the Special Counsel and the Financial Advisor, will determine the lowest responsive and responsible bidder to purchase the Lease (as hereinafter defined) from the Board (hereinafter referred to as the "Purchaser"); and

WHEREAS, the Board will enter into a lease purchase agreement (the "Lease") and other related documents with the Purchaser in an amount not to exceed **\$1,543,000** to finance the acquisition and installation of the Equipment; and

WHEREAS, the Board desires to authorize the delegation of the award of the bid to the Business Administrator and further authorizes the Board President, Business Administrator/Board Secretary, Financial Advisor and Special Counsel to prepare and to execute the Lease and certain other documents and agreements necessary or incidental to the transactions contemplated thereby;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF RANDOLPH IN THE COUNTY OF MORRIS, as follows:

Section 1. The Board hereby determines to finance the acquisition and installation of the Equipment by means of a lease purchase financing in a principal amount not exceeding **\$1,543,000** in accordance with the requirements of the Public School Contracts Law. The lease shall be for a period not to exceed five years and the interest portion of rent shall be calculated at a rate per annum not in excess of the rate set forth in the bid producing the lowest yield. The Business Administrator/Board Secretary, the Financial Advisor, the Special Counsel and other appropriate representatives of the Board (the "Professionals") are hereby authorized to prepare the necessary timetables, bid documents and other related documents as may be necessary and to take other steps necessary to prepare for and to implement the proposed financing.

Section 2. The Board hereby authorizes the publication of a request for bid if required in accordance with the Public School Contracts Law or the solicitation of quotes in order to prepare for the proposed transaction.

Section 3. The Board President and/or the Business Administrator are authorized to award the bid and the Lease in accordance with the terms of this resolution to the lowest bidder in accordance with the bid proposals or quotes submitted to the Business Administrator, which winning bid proposal or quote will be retained on file in the Business Administrator's office. The Purchaser's interest rate will be held fixed for a period of thirty (30) days from the date of the bid. If the closing does not occur within thirty (30) days of the date of the bid, the interest rate will be calculated in accordance with the index rate recommended by the Financial Advisor as set forth in the bid specifications.

Section 4. The Board President and/or the Business Administrator are hereby authorized to execute and deliver the Lease, an agent or an escrow agreement, an assignment agreement, if necessary, and such other documents as may be necessary to consummate the transaction in a form approved by Special Counsel. Specifically, the Board authorizes the Board President or the Business Administrator to establish an escrow account for the deposit of the Lease proceeds and to direct the deposit and investment of the Lease proceeds in the escrow in

accordance with the requirements of law. The Business Administrator is also authorized to pay any agreed upon fees in connection with the transaction including any escrow agent fee. The Board President and/or Business Administrator are also authorized and directed to take on behalf of the Board such other actions as shall be necessary and appropriate to accomplish the lease purchase financing for the Equipment in accordance with the terms of the Lease and this resolution and pursuant to the terms of the agreements and instruments authorized to be prepared hereby and to accomplish the performance of the obligations of the Board in respect thereto.

Section 5. The payment of rent or other monies due under the Lease shall be made only from the General Fund of the Board. Neither the Board, nor any agency, department or political subdivision thereof, shall be obligated to pay any sum due under the Lease to the Purchaser from any taxing source unless an appropriation is made in a duly approved budget of the Board. The obligations of the Board shall not constitute indebtedness of the Board or of the Township of Randolph or of any department, agency or political subdivision thereof. The Lease shall set forth the term of the lease purchase agreement for the Equipment, the rental payments to be paid by the Board in respect thereof and the dates on which such rent shall be due and payable.

Section 6. The Board hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on the Lease, including the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Lease, if applicable. The Board authorizes the Business Administrator to act and determine on behalf of the Board whether the Lease will be designated as "bank qualified" within the meaning of Section 265 of the Code. The Board hereby declares its intent to issue the Lease in the expected maximum principal amount of the Lease set forth herein and to use the proceeds of the Lease to pay or to reimburse expenditures for the costs of the purpose for which the Lease is authorized herein. This resolution is a declaration of intent within the meaning and for the purposes of Treasury Regulations Section 1.150-2 or any successor provisions of federal income tax law.

Section 7. This resolution shall take effect immediately.

11. ACCEPTANCE OF DONATIONS

RESOLVED the Randolph Township Board of Education accept the following donations:

➤ **District Special Services:**

- In recognition of Autism Awareness Month, Next Generation Training Center donation of school supplies to ABA classrooms. Supplies to

include crayons, paints and coloring books which will be used during ESY, to address curriculum and related service goals. The estimated value of the school supplies is \$100.

➤ **High School:**

- from the RHS Choir and Theater Booster Association, donation of two Comet Follow Spots from Altman Lighting, Inc. for the RHS Auditorium, having an estimated value of \$3,150.
- Janet H. & C. Harry Knowles Foundation, Inc. paid the cost of a substitute for a teaching staff member to attend an out of district meeting. The donation is the amount of \$103.
- donation from staff member Mr. Robert Finning, Samsung H4000 Series 24" LED TV, having an estimated value of \$128 to be used as a graphics monitor in the control room of the RHS TV studio.

➤ **Ironia School:**

- The following donations/grants from the Ironia PTO to teaching staff members; classroom supplies, materials totaling \$ 10,524.

DESCRIPTON	TOTAL
<u>Mrs. Rodrigues:</u>	
3D printer	\$ 3,600
4 iPads with covers, 2 dash/6 Dot Robots, 7 Launcher accessories, 10 port charging hub	\$ 2,300
<u>Mrs. Randazzo and Mrs. Polara:</u>	
Multisensory Cart	\$ 1,235
<u>Mrs. Cirella:</u>	
Perch stools and sit-to-stand work surface	\$ 855
<u>Mrs. Andrews:</u>	
Staff member purchases of classroom supplies from Teachers College Digital and Media Literary Institute, having an estimated value of \$800 reimbursable directly to staff member.	\$ 800
<u>Mrs. Feliciano:</u>	
Café table and stools.....	\$ 467
Staff member purchases of Sony ECM-AW4 wireless microphone system & Apple lightning 3.4mm aux jack adapter, having an estimated	

value of \$182 reimbursable directly to staff member.....	\$ 182
<u>Mrs. Daly:</u> HTC Vive.....	\$ 560
<u>Mrs. O'Rourke:</u> Staff member purchases of classroom supplies from Breakout EDU having an estimated value of \$525 reimbursable directly to staff member.	\$ 525

➤ **Middle School:**

- donation from Ms. Helen Lori in the amount of \$100 to be used towards the 6th grade class of Peter J. Mendoza.

BE IT FURTHER RESOLVED that Walter Curioni, Director of Special Services, Deborah Iosso, Principal of Randolph High School, David Kricheff, Principal of Ironia School, Dr. Dennis Copeland, Principal of the Middle School acknowledge the donations in a letter to the appropriate parties.

Revised: 4/23/18

12. RESOLUTION TO APPROVE SETTLEMENT AGREEMENT

WHEREAS, the Board is a Respondent in a special education due process action before the Office of Administrative Law, bearing Agency Reference Number 2018-26729 and OAL Docket No. EDS 14394-17; and

WHEREAS, the parties wish to amicably resolve the actions without further proceedings pursuant to the terms presented to the Board in a Settlement Agreement ("Agreement");

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Education approves the Agreement of the within referenced due process action on the terms and conditions contained therein; and

BE IT FURTHER RESOLVED THAT the Board President is authorized to execute the Agreement on behalf of the Board.