

FINANCE/FACILITIES & TRANSPORTATION MOTIONS 1 – 12, SEPTEMBER 20, 2018

Revised: 9/20/18

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 – 08/31/18	\$ 745,999.15
1.1	Check Register – 09/17/18	\$ 5,575,506.27

2. BUDGET

RESOLVED, the Randolph Township Board of Education approve **August 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 – 08/31/18
2.2	Expense Account Adjustment – 08/31/18

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

3.1	Interim Balance Sheet/Board Secretary Report – 08/31/18
3.2	Revenue Report – 08/31/18
3.3	Budget Report – 08/31/18
3.4	Petty Cash Report – 08/31/18
3.5	Treasurer Report – 08/31/18

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. RESOLUTION TO RESCIND FINANCE, FACILITIES AND TRANSPORTATION MOTION NO. 9 OF AUGUST 21, 2018 WITH BAYADA HOME HEALTH CARE FOR STUDENT SE-78 GRADE-K AND REPLACE WITH THE FOLLOWING MOTION:

RESOLVED, the Randolph Board of Education rescind FFT Motion No. 9, of August 21, 2018 for student SE-78 Grade-K and approve a services agreement between the Randolph Board of Education / Community School and Bayada Home Health Care, located at 520 Speedwell Avenue, Suite 220, Morris Plains, New Jersey 07950 for basic nursing care services for student **SE19-79** at the rate of \$44.50 per hour for an LPN and \$54.50 per hour for RN for period 5 September 2018 – 30 June 2019.

5. RESOLUTION TO RESCIND FINANCE, FACILITIES AND TRANSPORTATION MOTION NO. 12 OF AUGUST 21, 2018 WITH KATHY RONCA AND REPLACE WITH THE FOLLOWING MOTION:

RESOLVED, the Randolph Board of Education rescind FFT Motion No. 12, of August 21, 2018 for Kathy Ronca, Speech and Language Consultant, to work in district, as needed, up to three (3) days per week, at the rate of \$90 per hour effective September 4, 2018 – June 30, 2019 to be paid from Special Services Related Services budget line not to exceed \$45,000.

6. RESOLUTION TO APPROVE CUSTOM PROFESSIONAL DEVELOPMENT AGREEMENT WITH NORTHWEST EVALUATION ASSOCIATION

RESOLVED, the Randolph Township Board of Education approve contracted consulting services from the Northwest Evaluation Association site-based professional development on October 8, 2018 with two (2) presenters. For a total not to exceed of \$6,400. Total amount of the agreement will be charged to Title II funds per terms and conditions of the agreement.

7. MOTION TO ALLOW BOARD MEMBER AND ADMINISTRATORS TRAVEL TO ATTEND NJSBA ANNUAL WORKSHOP

BE IT RESOLVED, The Randolph Township Board of Education allow the Board Members and Administrators to attend the New Jersey School Board Association (NJSBA), and workshop co-sponsors, the New Jersey Association of School Administrators (NJASA), and the New Jersey Association of School Business

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Officials (NJASBO) Workshop **2018– PARTNERS IN STUDENT ACHIEVEMENT - Engaging Every Child Workshop, October 22 – 25, 2018**, Atlantic City Convention Center, Atlantic City, New Jersey. Reimbursement of registration fees, mileage, meals and incidental expenses, subject to the limitations and conditions set forth in OMB Circular A-87 and in accordance with district Policy and Regulation 6471 – School District Travel:

<https://www.straussesmay.com/seportal/Public/DistrictPolicy.aspx?policyid=6471&id=f294aed3e8804bec9f8dbd693dbd6eeb>

<https://www.straussesmay.com/seportal/Public/DistrictRegulation.aspx?regulationid=6471&search=6471&id=f294aed3e8804bec9f8dbd693dbd6eeb>

NOTE: Workshop registrations and hotel reservations must be handled by school business administrator. Last day to pay for / make hotel reservation is September 21.

Group Rate Registration Fee: \$ 1,600. (up to a total of 20)

Cancellation Fees may apply

or

Individual Registration Fee: \$ 300. / per member

Cancellation Fees may apply

A.C. - PER DIEM HOUSING LIMIT PER PERSON:

Lodging: \$ 99.00 / night *(Note: The federal per diem rates apply for all hotels. Hotel limit is \$99 per night. In addition, GSA Federal FY18 M&IE per diem of \$64 for September 2018. (Last day to make reservations is **September 21 2018**. Any changes and cancellations must be made in writing and either faxed or emailed. No refunds or credits issued for any changes or cancellations made after October 15, 2018)*

Room tax and tourism fees: (varies from \$5-\$15/day)

(To be exempt from the 14% room tax, accounts MUST settle with District Voucher or District Check by September 21, 2018)

Meals: (M&I.E.): per GSA Federal per diems apply

Mileage: .31cents / mile

Plus, other miscellaneous costs, may include reasonable gratuities

Note: Each attendee shall reimburse the district cost differential between the allowable domestic per diem rate vs actual lodging charge (where applicable)

8. MOTION TO AWARD CONTRACT FOR TRANSPORTATION FOR RANDOLPH COMMUNITY SCHOOL SKI CLUB

WHEREAS, the Randolph Community School offers a ski club program for students at Randolph High School and Randolph Middle School and fourth and fifth graders at Center Grove, Fernbrook, Ironia and Shongum Elementary Schools offering ski trips after school for the 2018-2019 school year;

WHEREAS, the Community School must provide transportation to the ski resorts for the trips;

WHEREAS, the Community School requested quotes from several New Jersey bus companies;

NOW THEREFORE, BE IT RESOLVED, that the Randolph Community School awards the contract to Panorama Tours of Clifton, the lowest quote at a cost of \$800 per bus.

9. RESOLUTION TO APPROVE PROGRAM SERVICES AGREEMENT WITH NATIONAL ASSOCIATION OF SCHOOL NURSES

RESOLEVED, the Randolph Board of Education approve National Association of School Nurses to provide school emergency triage training to eight of the district nursing staff members on October 8, 2018.

BE IT FUTHER RESOLVED, nursing staff from other districts may attend for a fee. All costs will be paid out of the nurses' professional development budget line.

10. ACCEPTANCE OF DONATIONS

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

➤ **DISTRICT ACCEPTANCE OF GRANT**

RESOLVED, the Randolph Township Board of Education accepts a grant in the amount of \$3,500 Play Unified grant from Special Olympics New Jersey. The funds will be used to establish Randolph High School as a Unified Champion School, creating and implementing inclusive Youth Leadership, Unified Sports and Whole School Engagement activities that promote inclusion, equality, friendship and dignity among students with and without disabilities.

➤ **CENTER GROVE:**

- donation from the Center Grove PTO of three (3) Elkay Water Coolers with bottle filling station including installation, having an estimated value of \$3,132.

➤ **High School:**

- donation from Friends of Randolph Football of snack bar freezer for the field house, having an estimated value of \$500. - \$750.

BE IT FURTHER RESOLVED that Mario Rodas, Principal of Center Grove School, Deborah Iosso, Principal of the High School, acknowledge the donations in a letter to the appropriate parties.

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11. RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF RANDOLPH IN THE COUNTY OF MORRIS, NEW JERSEY AUTHORIZING CERTAIN ACTIONS IN CONNECTION WITH PROPOSED SCHOOL FACILITIES PROJECTS.

***WHEREAS**, the Board of Education of the Township of Randolph in the County of Morris, New Jersey (the "Board"), in the furtherance of its educational goals and constitutional duties to provide a thorough and efficient education seeks to submit the following project: Randolph High School New Parking Lot and Restroom/Concession Stand at DaSilva Field for Annex Buildings at 511 Millbrook Avenue, Randolph New Jersey to the New Jersey Department of Education, School Development Authority.*

***WHEREAS**, the School District will not seek funding through the New Jersey Department of Education School Development Authority. The district will use "Other Capital" funding that is currently budgeted.*

***WHEREAS**, the Board now sees to take the initial steps in order to proceed with the planning and authorization of the Projects.*

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

Section 1. In accordance with the requirements of Section 6A:26-5.1 through 6A:26-56.3 of the New Jersey Administrative Code, the Board approves the preparation of Schematic Plans and Educational Specifications by Parette Somjen Architects in connection with the Project and the Board further authorizes and directs Parette Somjen Architects to submit same to the New Jersey Department of Education and to the Morris County Superintendent of Schools for review and approval. The Board further authorizes and directs the submission of Schematic Plans to the Randolph Planning Board for its review, to the extent required.

Section 2. In accordance with the requirements of Section 6A:26-2.3 of the New Jersey Administrative Code, the Board approves an amendment to the Long Range Facilities Plan, as necessary, to reflect the Projects and approves the submission of such amendment to the New Jersey Department of Education.

Section 3. In accordance with the requirements of Section 6A:26-2.2 of the New Jersey Administrative Code, the Board hereby approves the Projects

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applications and authorizes Parette Somjen Architects to submit such applications to the New Jersey Department of Education seeking approval.

Section 4. With respect to the Projects, the Board Secretary hereby authorizes and directs the Board President, the Superintendent and the Board Secretary, as applicable, to execute the schematic plans and educational specifications, the amendment to the Long Range Facilities Plan, the project cost estimate sheets and all related project documents allow submission of same to the New Jersey Department of Education.

Section 5. This resolution shall take place immediately.

12. MOTION TO VOID THE FOLLOWING CHECKS

RESOLVED, the Randolph Township Board of Education, by resolution; approve the cancellation of an un-cashed check remaining as open items as of September 1, 2018 for school year 2017-18, sum of check totaling \$8,978.48.

September 2017	95069	\$ 749.72
January 2018	96161	350.00
February 2018	96546	85.00
March 2018	96948	13.38
June 2018	97879	10.38
	98071	520.00
	98139	6,750.00
	98214	500.00
Total		\$ 8,978.48