

**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 – 10/30/09	\$ 5,067,102.63
1.1	Check Register – 11/05/09	\$ 2,441,492.09

**2. BUDGET**

**RESOLVED**, the Randolph Township Board of Education approve **October 2009** 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 – 10/30/09
2.2	Expense Account Adjustment Analysis 10/30/09

**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 **October 2009**, **Finance Exhibits # 3.1 – 3.6**, consisting of:

3.1	Interim Balance Sheet – 10/30/09
3.2	Revenue Report – 10/30/09
3.3	Budget Report – 10/30/09
3.4	Petty Cash Report – 10/30/09
3.5	Food Services Cash Report – 10/31/09
3.6	Treasurer Report – 09/30/09

and

**WHEREAS**, the Randolph Township Board of Education has received the Report of the Treasurer for the month of **September 2009**,

<b>October 31, 2009 FUND</b>	<b><u>CASH BALANCE</u></b>	<b><u>APPROPRIATION BALANCE</u></b>
(10) General Current Expense Fund	\$ 3,714,399.57	\$ 53,657.00
(11) Current Expense	-	6,204,342.81
(12) Capital Outlay	-	12,949.34
(20) Special Revenue Fund	(183,866.25)	1,156,631.01
(30) Capital Projects Fund	81,535.09	1,676.90
(40) Debt Service Fund	(106,567.25)	-
(60) Food Service	(411,891.17)	328,210.04
(63) Community School	122,064.98	769,817.25
<b><u>TOTAL</u></b>	<b>\$ 3,215,674.97</b>	<b>\$ 8,527,284.35</b>

**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. RESOLUTION TO ACCEPT THE 2008-2009 DISTRICT AUDIT**

**BE IT RESOLVED**, that the Randolph Township Board of Education District Report of the Audit Year Ended June 30, 2009 prepared by Nisivoccia & Company of Randolph, 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

*None*

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 recommendations regarding timely filing of the Board Secretary's December month end and Annual Report and the Student Activity Accounts were resolved during the current fiscal year.*

**5. MOTION** to approve a resolution of the Board of Education of the Township of Randolph in the County of Morris, State of New Jersey, authorizing the execution or acknowledgement and deliver of certain agreements in connection with the **MORRIS COUNTY IMPROVEMENT AUTHORITY'S 2009 COUNTY GUARANTEED LEASING PROGRAM:**

**RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF RANDOLPH IN THE COUNTY OF MORRIS, NEW JERSEY, AUTHORIZING THE EXECUTION OR ACKNOWLEDGMENT AND DELIVERY OF CERTAIN AGREEMENTS IN CONNECTION WITH THE MORRIS COUNTY IMPROVEMENT AUTHORITY'S 2009 COUNTY GUARANTEED LEASING PROGRAM**

**WHEREAS**, The Morris County Improvement Authority (including any successors and assigns, the "Authority") has been duly created by resolution no. 42 entitled "Resolution of the Board of Chosen Freeholders of Morris County, New Jersey creating the Morris County Improvement Authority" duly adopted by the Board of Chosen Freeholders (the "Board of Freeholders") of the County of Morris (the "County") in the State of New Jersey (the "State") on April 10, 2002 as a public body corporate and politic of the State pursuant to and in accordance with the county improvement authorities law, constituting Chapter 183 of the Pamphlet Laws of 1960 of the State, and the acts amendatory thereof and supplemental thereto (the "Act") and other applicable law;

**WHEREAS**, the Authority is authorized by the Act, including without limitation Section 11 thereof (N.J.S.A. 40:37A-54(a)), to purchase, lease or otherwise acquire public facilities, including capital equipment (the "Equipment") for the benefit of certain local governmental units located within the County, including (i) the County, (ii) municipalities within the County (collectively, the "Municipal Local Units"), (iii) school districts that provide service to one or more Municipal Local Units (the "School District Local Units") and (iv) other local governmental units that provide service to one or more Municipal Local Units, including County, municipal or regional authorities (the "Other Local Units" and together with the County, the Municipal Local Units and the School District Local Units, the "Local Units");

**WHEREAS**, the Authority created a county guaranteed leasing program (the "County Guaranteed Leasing Program", the "Program" or "CGLP") whereby a Local Unit can submit a request (the "Application") to the Authority to borrow funds from or on behalf of the Authority under the Authority's CGLP to finance the lease purchase of certain capital equipment and, if applicable, other personal property (the "Equipment;" the financing of the Equipment under the CGLP may be referred to herein as the "Project"), pursuant to which Program the Authority can provide a low cost, efficient means for financing Projects of the Local Unit;

**WHEREAS**, pursuant to the Act, specifically Section 34 thereof (N.J.S.A. 40:37A-77), a private Lessor, including without limitation a leasing finance company procured through a competitive process (the "Finance Company"), may sell, lease, lend, grant or convey to the Authority or permit the Authority or its Local Unit lessees to use, maintain or operate any real or personal property, including without limitation the Equipment;

**WHEREAS**, pursuant to the Act, including without limitation Section 35 thereof (N.J.S.A. 40:37A-78), the Authority is authorized, without public bidding, to enter into and perform any lease, sublease or other agreement with, among others, a Local Unit, for the lease to or use by the Local Unit of all or any part of any public facility or facilities as determined in Section 11 of the Act (N.J.S.A. 40:37A-54(l)), including without limitation the Equipment;

**WHEREAS**, the Authority created the CGLP to provide low cost, timely and turnkey lease purchase financing to Local Units desiring to lease finance their Equipment needs;

**WHEREAS**, under the CGLP, from time to time, as Local Units express the desire to enter into the Program and take the required authorization actions (the "Local Unit Official Action") therefore, the Lessor provides funds, at tax-exempt rates to the Local Units against purchase orders or other evidence of such Local Units' Equipment needs within the hereinafter defined Overall Maximum Program Amount, whereupon the Equipment will be owned by the Finance Company, leased to the Authority under the Master Lease (defined below), and subleased by the Authority, as Lessor, to the Local Unit, as lessee, which Local Unit will have the right to quiet use of and be obligated to maintain, the Equipment, all under a sublease purchase agreement (the "Sublease") to be entered into by the Authority and each such Local Unit in accordance with all applicable law, including without limitation Section 35 of the Act (N.J.S.A. 40:37A-78);

**WHEREAS**, upon expiration of the Sublease, the Equipment will be sold by the Finance Company through the Authority to the Local Unit for nominal consideration, which Local Unit will thereafter possess clear title to the Equipment;

**WHEREAS**, under the Master Lease and the Sublease, (i) the County and the Municipal Local Units make general obligation Sublease payments directly to the Finance Company, as assignee under the Master Lease of such payments otherwise due the Authority under the Sublease, and (ii) the School District Local Units and the Other Local Units make contractually obligated, subject to appropriation, Sublease payments directly to the Finance Company, as assignee under the Master Lease of such payments otherwise due the Authority under the Sublease;

**WHEREAS**, under the CGLP and applicable law, including without limitation Section 34 of the Act (N.J.S.A. 40:37A-77), the Authority, as lessee, entered into a master lease purchase agreement (the "Original Master Lease") with the Finance Company for the lease of Equipment to be determined in accordance with each Sublease (as hereinafter defined) entered into with Local Units under the Program, in an original maximum Program amount (until increased or renewed by the Authority, the County and the Local Finance Board, the "Original Maximum Program Amount") in an amount not to exceed \$10,000,000;

**WHEREAS**, the Authority issued to the Finance Company a performance bond (the "Original Bond") in a principal amount up to the Original Maximum Program Amount, which Original Bond was issued directly to the Finance Company as sole Bondholder, and which Bond will be payable to the Finance Company only upon a deficiency in Sublease payments due and owing by the respective Local Units, in which case the County will have fully, unconditionally and irrevocably guaranteed the payment of the principal of the Original Bond up to the Original Maximum Program Amount, plus interest thereon, through (i) the final adoption of a guaranty ordinance by the Board of Freeholders, (ii) the execution by an authorized officer of the County of a guaranty certificate on the face of each bond and (iii) as may be required by any rating agency, Finance Company or other entity giving approval to the CGLP, an agreement setting forth the County's obligation to make any such guaranty payments in accordance with and within the parameters set forth in the guaranty ordinance, all in accordance with all applicable law, including Section 37 of the Act (N.J.S.A. 40:37A-80), (collectively, the "Original County Guaranty");

**WHEREAS**, the Original Bond was authorized by the Act, all other applicable law, and a bond resolution (the "Original Bond Resolution") of the Authority adopted pursuant to N.J.S.A. 40:37A-60 and -62 of the Act;

**WHEREAS**, on June 14, 2006 the Authority obtained the approval of the Local Finance Board for (i) the extension of the Program until July 31, 2007 and (ii) an additional \$10,000,000 authorization thereby increasing the Original Maximum Program Amount (until further increased or renewed by the Authority, the County and the Local Finance Board, the "2006 Increased Program Amount") in an amount not to exceed \$20,000,000;

**WHEREAS**, the Authority, entered into an amendment No. 1 to Master Lease (the "Amendment No. 1 to Master Lease") with the Finance Company for the lease of Equipment to be determined in accordance with each Sublease entered into with Local Units under the Program, in the 2006 Increased Program Amount in an amount not to exceed \$20,000,000;

**WHEREAS**, the Authority issued to the Finance Company a performance bond (the "2006 Amended Bond") in a principal amount up to the 2006 Increased Program Amount, which 2006 Amended Bond was issued directly to the Finance Company as sole Bondholder, and which 2006 Amended Bond was payable to the Finance Company only upon a deficiency in Sublease payments due and owing by the respective Local Units, in which case the County will have fully, unconditionally and irrevocably guaranteed the payment of the principal of the Revised Bond up to the 2006 Increased Program Amount, plus interest thereon, through (i) the final adoption of an amendment to the original guaranty ordinance by the Board of Freeholders, and (ii) the execution by an authorized officer of the County of a guaranty certificate on the face of the Amended Bond, all in

accordance with all applicable law, including Section 37 of the Act (N.J.S.A. 40:37A-80), (collectively, the “2006 Amended County Guaranty”);

**WHEREAS**, the 2006 Amended Bond was authorized by the Act, all other applicable law, and a supplemental bond resolution amended and supplementing the terms of the Original Bond Resolution (the “2006 Supplemental Bond Resolution”) of the Authority adopted pursuant to N.J.S.A. 40:37A-60 and -62 of the Act;

**WHEREAS**, on June 13, 2007 the Authority obtained the approval of the Local Finance Board for (i) the extension of the Program until July 31, 2008 and (ii) an additional \$10,000,000 authorization thereby increasing the Original Maximum Program Amount (until further increased or renewed by the Authority, the County and the Local Finance Board, the “Overall Maximum Program Amount”) in an amount not to exceed \$30,000,000;

**WHEREAS**, the Authority, entered into an amendment No. 2 to Master Lease (the “Amendment No. 2 to Master Lease” and together with the Original Master Lease and the Amendment No 1 to Master Lease, the “Master Lease”) with the Finance Company for the lease of Equipment to be determined in accordance with each Sublease entered into with Local Units under the Program, in the Overall Maximum Program Amount in an amount not to exceed \$30,000,000;

**WHEREAS**, the Authority issued to the Finance Company a performance bond (the “2007 Amended Bond”) in a principal amount up to the Overall Maximum Program Amount, which 2007 Amended Bond was issued directly to the Finance Company as sole Bondholder, and which 2007 Amended Bond was payable to the Finance Company only upon a deficiency in Sublease payments due and owing by the respective Local Units, in which case the County will have fully, unconditionally and irrevocably guaranteed the payment of the principal of the Revised Bond up to the Overall Maximum Program Amount, plus interest thereon, through (i) the final adoption of an amendment to the original guaranty ordinance by the Board of Freeholders and (ii) the execution by an authorized officer of the County of a guaranty certificate on the face of the Amended Bond, all in accordance with all applicable law, including Section 37 of the Act (N.J.S.A. 40:37A-80), (collectively, the “2007 Amended County Guaranty”);

**WHEREAS**, the 2007 Amended Bond was authorized by the Act, all other applicable law, and a supplemental bond resolution amended and supplementing the terms of the Original Bond Resolution (the “2007 Supplemental Bond Resolution”) of the Authority adopted pursuant to N.J.S.A. 40:37A-60 and -62 of the Act;

**WHEREAS**, on June 11, 2008 the Authority obtained the approval of the Local Finance Board for the extension of the Program until July 31, 2009;

**WHEREAS**, the Board of Education of the **Township of Randolph** in the County of Morris, New Jersey (the "Participant"), has submitted or is interested in submitting a request to finance the Equipment set forth on **FFT Exhibit 4 & 5** attached hereto; and

**WHEREAS**, in order to participate in the Program, the Participant shall enter into a Sublease in substantially the form attached hereto as **FFT Exhibit 4.1 & 5.1**.

**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.** The Participant's Project and the financing of the Participant's Project through the Financing Documents are hereby approved.

**Section 2.** The Board President, the Board Secretary, the Business Administrator and the Chief Financial Officer of the Participant (collectively, the "*Authorized Officer*") are hereby each severally authorized and directed, upon the satisfaction of all the legal conditions precedent to the execution or acknowledgment and delivery by the Participant of the Sublease and the other Financing Documents to be so executed or acknowledged by the Participant, to execute or acknowledge and deliver such documents in substantially the form attached hereto as **FFT Exhibit 4.1 & 5.1**, with such changes thereto as the Authorized Officer, and solely within the discretion of the Authorized Officer, after consultation with counsel and any other professional advisors to the Participant and the Authority, if any, (the "*Consultants*" it being expressly understood by the Participant that the use of Consultants by the Participant is at the option of the Participant, and is not required by the Authority), deems in his or her sole discretion to be necessary, desirable or convenient for the execution thereof and to consummate the transactions contemplated hereby, which execution thereof shall conclusively evidence the Authorized Officer's approval of any changes to the forms thereof, including, without limitation, the insertion of the final financing terms in the Sublease that will result from the negotiation with the Authority as approved by the Consultants, so long as such final financing terms are within the parameters of those listed in the Application and the Findings.

**Section 3.** Each of the Board Secretary and the Business Administrator of the Participant is hereby authorized and directed, upon the execution or acknowledgment of the documents set forth in Section 2 hereof in accordance with the terms of Section 2 hereof, to attest to the Authorized Officer's execution or acknowledgment of such documents, and each is hereby further authorized and directed, when required by the Authority, to thereupon affix the seal of the Participant to such documents.

**Section 4.** Upon the execution or acknowledgment and attestation of and, if required, the placing of the seal on the documents set forth in Section 2 hereof



as contemplated by Sections 2 and 3 hereof, the Authorized Officer is hereby authorized and directed to (i) deliver such fully executed or acknowledged, attested and sealed Financing Documents to the other parties thereto and (ii) perform such other actions as the Authorized Officer deems necessary, desirable or convenient in relation to the execution and delivery thereof or in order to effect the transaction contemplated thereby.

**Section 5.** The governing body of the Participant hereby (i) ratifies all actions taken by an Authorized Officer or other officer of the Participant, (ii) authorizes the performance of any act and the execution or acknowledgment and delivery of any other document, instrument or closing certificates that the Authorized Officer, after consultation with the Consultants, deems necessary, desirable or convenient in connection with this contemplated transaction, and (iii) hereby directs the Authorized Officer to execute or acknowledge, attest and affix the seal to any such documents, instruments or closing certificates, the authorization of which actions shall be conclusively evidenced by the execution or acknowledgment, attestation, affixation and delivery, as the case may be, thereof by such persons.

**Section 6.** This resolution shall constitute (i) an appropriation for the purposes of N.J.S.A. 18A:22-1 *et seq.* and all other applicable law and (ii) authorization for the submission and approval of an application to the County Superintendent of Schools as required by N.J.A.C. 6A:26-10.1(d)(2).

**Section 7.** This resolution shall take effect at the time and in the manner prescribed by law.

**Section 8.** Upon the adoption hereof, the Board Secretary of the Participant shall forward certified copies of this resolution to the Authorized Officer, John Bonanni, Chairman of the Authority, and Stephen B. Pearlman, Esq., DeCotiis, FitzPatrick, Cole & Wisler, LLP, bond counsel to the Authority.

**6. APPROVAL OF SUBSCRIPTION BUSING**

**BE IT RESOLVED**, the Randolph Township Board of Education approve an agreement to provide subscription busing for **P.R.**, beginning November 2, 2009.

**7. MOTION TO VOID THE FOLLOWING CHECKS**

**BE IT RESOLVED**, the Randolph Township Board of Education, by Resolution, approve the cancellation of two (2) checks for the school year 1008-2009 in the amount of \$250.00, and \$7.95, respectfully.

<b>Check</b>	<b>Date</b>	<b>Amount</b>	<b>Adjustment Account</b>
55584	9-5-2008	\$250.00	11-000-221-580-45-0450

			Per vendor, check deposited – has not been processed by bank
58746	6-30-2009	\$ 7.95	60-000-310-600-60-0005 Vendor reduced balance due on account

**8. MOTION TO APPROVE CONTRACT AGREEMENT**

**BE IT RESOLVED**, the Randolph Township Board of Education approve an agreement with Ms. Staci M. Schlegel, as a psychological consultant at the Ironia school effective November 30, 1009, per diem rate of \$390.00. The agreement may be terminated by either party with thirty (30) days written notice.

**9. ACCEPTANCE OF THE COMPREHENSIVE MAINTENANCE PLAN**

**BE IT RESOLVED**, the Randolph Township Board of Education accept the attached **FFT Exhibit 6, Annual Comprehensive Maintenance Budget Amount Worksheet**, which is the annual update of the Comprehensive Maintenance Plan approved by the board of Education on September 20, 2001 pursuant to N.J.A.C. 6:26a.

**10. CORRECT FINANCE, FACILITIES AND TRANSPORTATION MOTION NO. 10 OF June 23, 2009 and REAPPROVE ACCEPTANCE OF FUNDS**

**BE IT RESOLVED**, the Randolph Township Board of Education rescind motion number ten (10), approved June 23, 1009, and re-approve the acceptance of the

following funds from the **New Jersey Department of Education, INDIVIDUALS WITH DISABILITIES EDUCATION ACT (ARRA) – IDEA, PART B** grant program (Basic/Preschool).

**BASIC** (ages 3-21):            \$1,184,026

Set asides:  
Nonpublic proportionate share: **\$27,097**

**PRESCHOOL** (ages 3-5) \$42,833

Set asides:  
Nonpublic proportionate share: \$ 765

**11. AWARD OF CONTRACT – TRANSPORTATION FOR PURCHASE OF ONE (1) NEW 2010 TYPE “C” PROPANE POWERED 26 PASSENGER WHEELCHAIR SCHOOL BUS EQUIPPED WITH “C.E. WHITE” CHILD RESTRAINT SEATS**

**BE IT RESOLVED**, the Randolph Township Board of Education advertised for sealed bids for the purchase of one (1) new 2010 Type “C” propane powered 26 passenger wheelchair bus on September 24, 2009. The bids were received and read aloud on Thursday, October 8, 2009 at 10 a.m. at the business offices of the Randolph Township Board of Education, 25 School House Road, Randolph, New Jersey.

In attendance were:

Maryanne Emmel  
Bonny Ames  
Mike Kelly

Randolph Township Board of Education  
Randolph Township Board of Education  
American Bus and Coach

Bid packages were mailed to the following vendors:

American Bus & Coach, LLC  
2595 East State Street  
Trenton, NJ 08619

Wolfington Body Company  
Route #38  
Mount Holly, NJ 08060

The Wolfington Body Co, bid has been rejected as their bid was non-conforming to the bid specifications.

**BE IT FURTHER RESOLVED**, that the Randolph Township Board of Education award the contract to **American Bus & Coach LLC**, of Trenton, New Jersey, for the purchase of one (1) new 2010 Type “C” propane powered 26 passenger wheelchair bus, in the total amount of \$114,277.00 based on lowest responsible bid meeting all specifications as set forth in the bid documents.

**12. ACCEPTANCE OF DONATIONS**

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

- **Randolph High School**, a donation in the amount of \$2,000.00 from the RAM Athletic Council to be applied toward the renovation of the Randolph High School Training Facility.

- **Center Grove School**, a conation from the PTS, through the Center Grove BIG Grant Program, a Work Building Set for each first grade student from the Wilson Reading Program. The materials will assist in promoting phonemic awareness and the development of the sound-symbol relationship. The Center Grove PTA donation is valued at approximately \$1,200.00.

**BE IT FURTHER RESOLVED**, that Ms. Carol Strowbridge, Ms. Deborah Iosso, Principal of Randolph High School, and the Principal of the Center Grove School, respectfully, acknowledge the donations in a letter to the appropriate parties.

**ADDENDUM:**

**13. MOTION TO ACCEPT GRANT AGREEMENTS**

**WHEREAS**, the Randolph Township Board of Education has been offered Section 15 Grants from the New Jersey Schools Development Authority (NJSDA) for school facilities projects as follows:

<u>SDA PROJECT # (DOE #)</u>	<u>GRANT #</u>	<u>GRANT AMOUNT</u>
4330-050-09-0ZVN (1001)	G5-3861	\$5,701
4330-065-09-0ZVO (1003)	G5-3862	\$18,190
4330-070-09-0ZVP (1002)	G5-3863	\$7,231
4330-075-09-0ZVQ (1004)	G5-3864	\$20,712

**NOW, THEREFORE, BE IT RESOLVED**, that the Randolph Township Board of Education hereby authorizes the execution and delivery of the Grant Agreements and approves the delegation of authority to the School Business Administrator for supervision of the school facilities projects.

**14. MOTION TO ALLOW TRAVEL FOR BOARD MEMBER**

**BE IT RESOLVED**, The Randolph Township Board of Education allow the following board member to attend NJSBA Delegate Assembly on November 21, 2009, at the Wyndham Conference Center and Hotel, Plainsboro, New Jersey.

**COST:**

Registration Fee: \$ N/C  
 Travel / round trip – mileage: \$ 31.00

The following will attend:

**Board Member:**  
 Tammy MacKay