## REPORT OF THE BUSINESS ADMINISTRATOR/BOARD SECRETARY

## **REGULAR MEETING**

## JUNE 21, 2023

## PART I - FINANCE

## A. <u>CASH RECEIPTS – May, 2023</u>

## **Proposed Resolution**

Resolved: That the Kearny Board of Education does hereby approve the following

Report of Cash Receipts for the month of May, 2023:

\$3	\$3,389.49
	\$93.00
	\$834.00
	\$420.00
\$17	75,221.19
\$17	75,321.95
\$2,99	94,550.00
\$36	60,752.63
\$:	\$1,782.60
\$33	38,719.75
\$1.	15,192.02
	\$449.20
	\$851.70
\$.	\$3,773.20
\$.	\$4,211.93
\$	\$5,004.24
\$4	42,876.17
\$20	08,958.67
\$4,82	28,691.00
\$1	11,396.00
\$1.	15,449.00
\$2,99	94,550.00
\$.	\$5,193.80
\$.	\$5,803.72
	\$105.00
	\$206.00
	\$578.61
\$	\$1,219.00
\$	\$1,250.00
\$	\$1,416.00
\$.	\$3,206.00
	\$4,313.00
	\$7,229.00
	15,758.00
\$1	16,168.00

3.000-0-0-0-0-0-0-0-0-0-0-0-0-0-0-0-0-0-	STATE OF NJ NTE 23 TITLE IV	\$27,032.00
	STATE OF NJ NTE 23 IDEABASIC	\$34,138.00
5/30/2023	STATE OF NJ NTE*21 CRRSA-ESSER II	\$44,462.00
5/30/2023	STATE OF NJ NTE 23 IDEABASIC 05/30/2023	\$55,144.00
5/30/2023	STATE OF NJ NTE 23 TITLE 1 GENERAL 05/30/2023	\$62,164.00
5/30/2023	STATE OF NJ NTE 23 TITLE 1 GENERAL 05/30/2023	\$124,798.00
5/30/2023	CITIZENS INTEREST	\$26,578.95
5/30/2023	CAFETERIA-PAYFORIT SALES	\$60,155.73
5/30/2023	KBOE-COPAY (AGENCY)	\$331,410.54
5/30/2023	REVENUES	\$76,058.39
	TOTAL	\$12,786,875.48
5/30/2023	INTEREST-CAPITAL RESERVE	\$0.00
5/30/2023	INTEREST- MAINTENANCE RESERVE	\$0.00
5/30/2023	INTEREST-CAPITAL PROJECT	\$0.00
5/30/2023	INTEREST- UNEMPLOYMENT FUND	\$0.00
	TOTAL INTEREST	\$0.00
12/30/22	TOTAL RECEIPTS	12,786,875.48

#### В. APPROVAL OF BUDGET TRANSFERS

## Proposed Resolution

That the Kearny Board of Education, based upon the recommendation Resolved:

of the Business Administrator/Board Secretary, does hereby approve the list

of transfers as per the attached for 2022/2023 school budget.

#### C. REPORT OF THE SECRETARY (A-148)

## **Proposed Resolution**

That the Kearny Board of Education does hereby accept the monthly Resolved:

> Report of the Secretary to the Board of Education for the month ending May 31, 2023 based upon the Board Secretary's certification that no line item account has encumbrances and expenditures which, in total, exceed the line

item appropriation in violation of N.J.A.C. 6A:23-2.11(a). And be it further

That for the record it be noted that after having reviewed the Resolved: appropriations section of said report and also having consulted with the

appropriate district officials, does hereby certify that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 (b), and that sufficient funds are available to meet the District's financial obligations

for the remainder of the 2022/2023 School Year.

## D. REPORT OF THE TREASURER OF SCHOOL FUNDS (A-149)

## **Proposed Resolution**

Resolved: That the Kearny Board of Education does hereby accept the monthly Report

of the Treasurer of School Funds to the Board of Education for the month

ending May, 2023.

### E. INVESTMENTS – JUNE 21, 2023 BOARD REPORT

Resolved: That the Kearny Board of Education does hereby confirm the action of the

Business Administrator/Board Secretary in having made investments

through Citizens Bank during the month of May 2023. And be it further

Resolved: For the record, it can be noted that the interest earned on said investments

amounted to \$29,968.44 for Citizens Bank bringing the year-to-date interest

to \$308,891.38

### F. PAYMENT OF BILLS

### **Proposed Resolution**

Resolved: That the Kearny Board of Education, based upon the representation of the

Business Administrator/Board Secretary that he has examined, audited, and certified in writing that the attached bill list is correct in the total amount of \$2,924,120.42 covering the period of <u>5/16/2023</u> to <u>6/21/2023</u>, does hereby

order same to be paid, in accordance with NJSA 18A:19-4.1.

#### G. ATHLETIC OFFICIALS ACCOUNT BILLS

#### Proposed Resolution

Resolved: That the Kearny Board of Education, based upon the recommendation of

the Business Administrator/Board Secretary, does hereby approve the

Athletic Officials Account Report for the month of May, 2023.

## H. HORIZON BLUE CROSS & BLUE SHIELD OF NEW JERSEY

## **Proposed Resolution**

Resolved: That the Kearny Board of Education has approved the wire transfer in

the amount of \$1,382,593.75 for June, 2023 which represents health

insurance and prescriptions.

## I. TRANSFER OF SURPLUS TO CAPITAL RESERVE

WHEREAS, the Kearny Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations not to exceed \$15,000,000 from the General Fund into the Capital Reserve account at year end, and

NOW, THEREFORE, BE IT RESOLVED by the Kearny Board of Education that it hereby authorizes the districts School Business Administrator to make this transfer consistent with all applicable laws and regulations.

## PART II - FACILITIES

## A. <u>REQUEST FOR PERMITS</u>

## **Proposed Resolution**

Resolved: That the Kearny Board of Education has hereby approved the permits

for June, 2023.

## **PART III- NON-PERSONNEL**

## A. <u>CRISIS MANAGEMENT PLAN</u>

Resolved: That the <u>Crisis Management Plan</u> for the Kearny School District, previously adopted by the Kearny Board of Education, be re-adopted for the 2023/2024 school year.

## B. SCHOOL SAFETY & SECURITY PLAN

Resolved: That the <u>School Safety & Security Plan</u> for the Kearny School District, previously adopted by the Kearny Board of Education, be re-adopted for the 2023/2024 school year.

## C. PETTY CASH ACCOUNTS

Resolved: That the Kearny Board of Education hereby approves the following Petty Cash Fund imprest cash accounts for the 2023-2024 school year:

Business Office	\$1,000.00
High School	
Franklin, Lincoln, Schuyler, Washington Schools, Technology Office	
Garfield and Roosevelt Schools, Special Services	
School Based Youth Services	
KHS Culinary Department	200.00
Preschool	

# D. <u>ADOPTION OF 2023/2024 SOPIC (STANDARD OPERATING PROCEDURES) AND PURCHASING MANUAL</u>

Resolved: That the Kearny Board of Education hereby adopts the 2023/2024 SOPIC and Purchasing Manual.

## E. ESTABLISH TUITION RATES FOR THE 2023/2024 SCHOOL YEAR

Resolved: That the Kearny Board of Education hereby approves the following 2023-2024 tuition rates for out-of-district students attending Kearny schools:

Pre-K	\$17,786.
Grades 1 - 5	\$20,128.
Grades 6 - 8	\$21,057.
Grades 9 -12	
Special Education Pre-K	\$30,565.
Behavioral Disabilities	
Autism	\$16,489.
Learning Language Disabled	

## F. <u>AUTHORIZE CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS</u> FOR CONTRACTING

Resolved: Whereas the Kearny Board of Education, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the division and Property in the Department of the Treasury; and

Whereas, the Kearny Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

Now, Therefore, Be It Resolved, that the Kearny Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list, pursuant to all conditions of the individual State contract; and

Be It Further Resolved, that the governing body of the Kearny Board of Education, pursuant to N.J.A.C. 5:30-5.5(b), certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Financial Officer; and

Be It Further Resolved, that the duration of the contract between the Kearny Board of Education and the Referenced State Contract Vendors shall be from July 1, 2022 to June 30, 2023.

## G. TAX REQUISITION SCHEDULE

### **Proposed Resolution**

Resolved:

That the Kearny Board of Education hereby approves the following 2023/2024 tax requisition schedule to be forwarded to the Kearny Town Council.

Amount of Request	<u>Payment Date</u>
\$4,870,688.00	July 15, 2023
\$4,870,688.00	August 15, 2023
\$4,870,688.00	September 15, 2023
\$4,870,688.00	October 15, 2023
\$4,870,688.00	November 15, 2023
\$4,870,688.00	December 15, 2023
\$4,870,688.00	January 15, 2024
\$4,870,688.00	February 15, 2024
\$4,870,688.00	March 15, 2024

\$4,870,688.00 \$4,870,688.00 \$4,870,699.00 April 15, 2024 May 15, 2024 June 15, 2024

## H. <u>AUTHORIZATION TO ISSUE WARRANTS AND TRANSFER BETWEEN BOARD</u> <u>MEETINGS</u>

## **Proposed Resolution**

Resolved:

That the Kearny Board of Education does hereby authorize the Business Administrator/Board Secretary to issue warrants and transfers between the June and July regular meetings to facilitate payments relative to the close of the 2023/2024 fiscal year with Board confirmation at the next regular meeting.

## I. <u>BID PARTICIPATION FOR EDUCATIONAL DATA SERVICES AND HUNTERDON</u> REGIONAL EDUCATIONAL SERVICES

## Proposed Resolution

Resolved:

The Kearny Board of Education, based upon the recommendation of the Business Administrator/Board Secretary does hereby agree to seek bids through Educational Data Services, Inc., and Hunterdon Regional Educational Services Commission. Original documents are on file at the Board Office.

# J. <u>BELAIR TRANSPORT - RENEWAL FOR 2023 - 2024 STUDENT TRANSPORTATION SERVICES</u>

## **Proposed Resolution**

Resolved:

That the Kearny Board of Education, based upon the recommendation of the Business Administrator/Board Secretary and the Director of Special Services, hereby authorizes the renewal of the 2023-2024 Transportation Routes with Belair Transport:

2023/2024 "To and From" Student Transportation

Route #	Route Total (Per Diem)	# of School Days	Total Regular School	СРІ	Increase	Total 2023-2024 Route Cost
30	495	180	\$89,100	5.86%	\$5,060.88	\$94,160.88
47	495	180	\$89,100	5.86%	\$5,060.88	\$94,160.88
74A	495	180	\$89,100	5.86%	\$5,060.88	\$94,160.88
74B	495	180	\$89,100	5.86%	\$5,060.88	\$94,160.88
<i>7</i> 5	495	180	\$89,100	5.86%	\$5,060.88	\$94,160.88
86	495	180	\$89,100	5.86%	\$5,060.88	\$94,160.88
89	495	180	\$89,100	5.86%	\$5,060.88	\$94,160.88
90	495	180	\$89,100	5.86%	\$5,060.88	\$94,160.88
100	495	180	\$89,100	5.86%	\$5,060.88	\$94,160.88
WSTB	495	189	\$89,100	5.86%	\$5,060.88	\$94,160.88
STJB1	495	180	\$89,100	5.86%	\$5,060.88	\$94,160.88
WSH1	450	180	\$81,000	5.86%	\$4,600.80	\$85,600.80
WSH2	450	180	\$81,000	5.86%	\$4,600.80	\$85,600.80
WSH3	450	180	\$81,000	5.86%	\$4,600.80	\$85,600.80
WSH4	450	180	\$81,000	5.86%	\$4,600.80	\$85,600.80
WSHK	450	180	\$81,000	5.86%	\$4,600.80	\$85,600.80
NMK1	495	180	\$89,100	5.86%	\$5,060.88	\$94,160.88
TOTAL	\$8,190.00		\$1,385,100.00			\$1,557,934.56

## K. <u>AWARD OF CONTRACT - "SCHOOL RELATED ACTIVITY" STUDENT TRANSPORTATION SERVICES</u>

Whereas, the Board of Education of the Town of Kearny (the Board) is in need of school-related activity transportation services for the 2023-2024 school year; and

Whereas, the Board, in accordance with the laws of the State of New Jersey, publicly advertised for bids for said transpiration services; and

Whereas, First Student, Inc. bid for said transportation services was timely received and reviewed by the Board Secretary and Board Counsel; and

Whereas, said review of the said all such received bids indicates that First Student, Inc. was the only responsible bidder;

Now, Therefore, Be It Resolved, that the Board of Education of the Town of Kearny does hereby award the 2023-2024 "School Related Activity" Student Transportation Services Contract to First Student Inc. subject to the preparation and execution of a formal contract between the parties and in accordance with the attached pricing as submitted by First Student, Inc. as their bid response.

# L. <u>APPROVAL OF LUNCH/MILK PRICING STRUCTURE FOR THE 2023-2024 SCHOOL YEAR</u>

## Proposed Resolution

Resolved: That the Kearny Board of Education, based upon the joint recommendation of the Business Administrator / Board Secretary and Mr. Mark Vidovich, President, Pomptonian Food Service, does hereby approve the LUNCH / MILK PRICING STRUCTURE FOR THE 2023-2024 SCHOOL YEAR as per the attached listing.

## M. RENEWAL OF STUDENT ATHLETIC INSURANCE

## **Proposed Resolution**

Resolved: The Kearny Board of Education, based upon the recommendation of the Business Administrator/Board Secretary, hereby authorizes the renewal of Student Athletic Accident Insurance for the 2023/2024 school year with Bollinger, Inc./Zurich Insurance Co. at the annual premium amount of \$128,802. There is no increase in premium for the 2023/2024 school year.

## N. RENEWAL OF PROPERTY, LIABILITY & WORKERS' COMPENSATION INSURANCE

## Proposed Resolution

Resolved:

That for the record, it be noted, that the quotation submitted by the Board's Insurance Agent of Record, EDGEWOOD PARTNERS INSURANCE CENTER ("EPIC") on behalf of the assessment levied by the School Alliance Insurance Fund (SAIF), be hereby approved in the amount of \$1,559,307. This represents a 10.7% increase for the 2023/2024 school year.

Per SAIF's Safety Incentive Program, the district is eligible to receive credits based on the district's performance during the 2022/2023 policy term. The maximum Tier 1 safety award is \$8,000 plus a 100 point bonus credit of \$1,000. The maximum Tier 2 safety award is \$7,500, which is dependent on the district's Workers Compensation claims experience during the 2022/2023 policy term. Assuming that the parameters of the Safety Incentive Program are met by the district (Tier 1 and Tier 2), the above referenced awards could bring the overall assessment for the 2023/2024 school year down to \$1,542,807.

## O. LINCOLN MIDDLE SCHOOL COOLING TOWER REPLACEMENT PROJECT

WHEREAS, a recommendation was made by the Superintendent of Schools to the Kearny Board of Education ("Board") to seek a contract for construction services for the Cooling Tower Replacement at the Lincoln Middle School ("Project"); and

WHEREAS, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4; and

WHEREAS, on June 1, 2023 the Board received the following bids from potential bidders at 10:00 A.M. in accordance with N.I.S.A.18A:18A-1, et seq.;

Bidder	Base Bid
DeSesa Engineering Company, Inc.	\$870,000.00

WHEREAS, the lowest bid was submitted by DeSesa Engineering Co., Inc., whose bid has been reviewed and deemed compliant with the bid specifications and New Jersey Public Contracts Law, N.I.S.A. 18A:18A-1 et seq.; and

#### **NOW, THEREFORE:**

BE IT RESOLVED, that the Board hereby awards the Project to DeSesa Engineering Co., Inc. at an amount of \$870,000.00.

## P. <u>LANDTEK GROUP, INC.</u>

## **Proposed Resolution**

Resolved: That the Kearny Board of Education does hereby approve the proposal from

the LandTek Group regarding Synthetic Turf Maintenance for the Kearny School District at a total cost of \$4,090 (1 session) or \$8,180 (2 sessions) per

COOP Bid#HCEJC-SCR-19-13.

## Q. LOGIC 54, LLC.

## Proposed Resolution

Resolved: That the Kearny Board of Education does hereby approve the Service

Agreement from Logic54, LLC for the cloud-based student transportation routing software for managing the district's transportation system at a

total cost of \$11,750. including training and support.

## R. ACTION DATA SERVICES, INC.

## **Proposed Resolution**

Resolved: That the Kearny Board of Education does hereby accept and approve

the renewal from Action Data Services, Inc. for Payroll and Accounting Services for a term of twelve (12) months commencing July 1, 2023

through June 30, 2024.

#### S. CLARITY WATER TECHNOLOGIES, INC.

## **Proposed Resolution**

Resolved: That the Kearny Board of Education does hereby approve the agreement with

Clarity Water Technologies, Inc. and the Kearny School District to provide a complete Water Treatment Chemical & Service Program for the HVAC Cooling Tower at Lincoln Middle School and as well as Franklin, Garfield, Roosevelt, Washington and Schuyler Elementary Schools Steam Boiler Systems. This will be a monthly maintenance at a total cost yearly cost of

\$22,092.24.

#### T. LEGAL SERVICE AGREEMENTS

## **Proposed Resolution**

Resolved: That the Kearny Board of Education does hereby approve the Legal

Agreements for Labor and Construction from Cornell, Merlino, McKeever and Osborne, LLC. effective July 1, 2023 through June 30, 2024 at a rate of

\$170.00 per hour.

### U. APPROVAL OF ESEA (ELEMENTARY & SECONDARY EDUCATION GRANT)

## **Proposed Resolution**

Resolved: That the Kearny Board of Education hereby accepts the following

amounts for the ESEA Grant for the 2023-2024 Fiscal Year and authorizes

submission of the grants:

 Title IA
 \$2,149,423.

 Title II-A
 \$241,520.

Title III ...... \$146,795.

*Title III Immigrant* ...... \$54,693

*Title IV Part A* ......\$128,523.

#### V. DELL TECHNOLOGIES

#### **Proposed Resolution**

Resolved: That the Kearny Board of Education, based upon the recommendation of

the Business Administrator/Board Secretary and the Director of Technology, does hereby accept the quote from Dell Technologies for (450) Chromebooks Model 3110 for the district at a total cost of \$146,700.00.

#### W. KEYBOARD CONSULTANTS

## **Proposed Resolution**

Resolved: That the Kearny Board of Education, based upon the recommendation of the

Business Administrator/Board Secretary and the Director of Technology does hereby approve the quote from Keyboard Consultants for a 75" Promethean ActivPanel 9 with Chromebox which will be paid through the HCESC Co-Op NJ State Approved #34HUNCCP Interactive Technology for Classrooms &

Meeting Rooms #AHCESC-CAT-23-07 in the total amount of \$77,020.

#### X. SCHOOL SPECIALTY, LLC

## Proposed Resolution

Resolved:

That the Kearny Board of Education does hereby approve the purchase orders for School Specialty, LLC from January 1, 2023 to June 21, 2023 through Educational Data Services, Inc. Bid Numbers: 11716, 11717, 11707, 11828, 11708, 11959, 11722, 11713 and 10430 for supplies and materials as per the attached list totaling \$15,156.15.

### Y. <u>KAPLAN EARLY LEARNING COMPANY</u>

## **Proposed Resolution**

Resolved:

That the Kearny Board of Education does hereby approve the purchase orders for Kaplan Early Learning Company from January 1, 2023 to June 21, 2023 through Educational Data Services, Inc. Bid Number: 11713 for supplies, materials and playground equipment as per the attached list totaling \$4,796.78.

## Z. <u>APPROVAL OF 2023 - 2024 SPECIAL EDUCATION TUITION CONTRACT</u> <u>WITH UNION COUNTY EDUCATIONAL SERVICES COMMISSION</u>

## **Proposed Resolution**

Resolved:

That the Kearny Board of Education, based upon the recommendation of the Business Administrator / Board Secretary and Director of Special Services, does hereby approve the 2023-2024 Special Education Tuition Contract with Union County Educational Services Commission to provide an educational program for students classified and maintain the necessary facilities to engage in such an educational program. Union County Educational Services will provide a program for the Extended School Year from July 5, 2023 to August 11, 2023 and the Regular School Year from September 8, 2023 to June 30, 2024.

## A-1. KEARNY SCHOOL DISTRICT BUSES - TOWN OF KEARNY

## **Proposed Resolution**

Resolved: That the Kearny Board of Education does hereby approve the use of the Kearny School District buses and bus drivers for the Town of Kearny

Recreation Department for the following Summer Camp Trips:

Date	Location	
June 29, 2023	Funplex	
July 13, 2023	Breakwater Beach Seaside	
July 20, 2023	Funplex	
July 27, 2023	Medieval Times	
August 3, 2023	Breakwater Beach Seaside	
August 10, 2023	Medieval Times	
August 17, 2023	Funplex	

## A-2. 2022-2023 PARENTAL CONTRACT FOR STUDENT TRANSPORTATION

#### **Proposed Resolution**

Resolved:

That the Kearny Board of Education does hereby accept the terms and conditions of the 2022-2023 Parental Contract for Student Transportation for a contract term of March 6, 2023 through June 30, 2023.

This agreement is retroactive to March 6, 2023 upon execution to the parent/legal guardian for the days which have already passed, within seven (7) days after the approval of the Board. The current month and all remaining months will be paid at the end of each month after the approval of the Wednesday, June 21, 2023 Regular Board Meeting.

## A-3. DISCARD OF TEXTBOOKS

## **Proposed Resolution**

Resolved:

The Kearny Board of Education, based upon the request of Aliki Bieltz, Director of Curriculum & Instruction, does hereby approve the discard of the following worn, unusable textbooks which are considered obsolete because the publisher is no longer distributing this curriculum:

Textbook Name	Publisher	Copyright	Quantity
Collections	Houghton Mifflin Harcourt Publishing Company	2015	1,000

#### A-4. DONATION

## **Proposed Resolution**

Resolved:

That the Kearny Board of Education does hereby accept a generous donation of \$750.00 in prizes and school supplies from the Kearny-Belleville Elks 1050 for the Garfield Elementary School Store.

That the Kearny Board of Education does hereby accept a generous donation of \$215.00 in supplies from the Kearny-Belleville Elks 1050 for the Garfield Elementary School Field Day.

#### A-5. DONATION

## **Proposed Resolution**

Resolved:

That the Kearny Board of Education does hereby accept a generous donation of gardening materials and plants from Home Depot for the 4th Grade Gardening Program at Franklin School for School Year 2023-2024.

#### A-6. <u>DONATION</u>

#### **Proposed Resolution**

Resolved:

That the Kearny Board of Education does hereby accept a generous donation of twenty-five (25) new backpacks filled with school supplies as well as extra school supplies that did not fit inside the backpacks to Franklin Elementary School from MetLife Investments for the 2023-2024 school year.

 $Respectfully\ submitted,$ 

Business Administrator/

**Board Secretary**