

Re-Scheduled Monthly Meeting
May 27, 2020

The Board of Education of the Borough of Fair Lawn, 37-01 Fair Lawn Ave., Fair Lawn, New Jersey, held a **Re-scheduled Monthly Meeting** via Zoom on **May 27, 2020**.

NOTE: Be advised that the Board may recess into executive session at any time during the meeting.

1. The Re-scheduled Monthly Meeting of **May 27, 2020** was called to order at 6:05 p.m.

2. **Roll Call**

BOARD MEMBERS	Mr. Banta	Dr. Cohen	Mrs. Frenkel	Mr. Itkin	Ms. Quackenbush	Mr. Rosenberg	Mr. Santana	Mr. Spindel	Mr. Barbarulo
PRESENT	X	X	X	X	X	X	Joined @6:25p.m.	X	X
ABSENT									

OTHERS PRESENT	Mr. Norcia <i>Superintendent</i>	Dr. Lacatena <i>Asst. Super. Education</i>	Mrs. DeFranco <i>Asst. Super. Student Services</i>	Mrs. Panagia <i>Director, HR</i>	Ms. Bartley <i>BA/Bd. Sec'y</i>	Ms. Ratcliffe-Lee <i>Asst. BA</i>	Mrs. Wellinghorst <i>Communications</i>	Joe Roselle <i>Board Att'y</i>
PRESENT	X	X	X	X	X	X		X
ABSENT							X	

3. **Sunshine Statement**

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interests is discussed or acted upon.

In accordance with the provisions of this act, the Fair Lawn Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof distributed to the persons on the approved list, posted in the Board of Education Administrative Office and sent to The Bergen Record and The Star Ledger.

The announcement/posting for the **Re-scheduled Monthly Meeting**, along with the date, place, and time thereof, was distributed on **May 22, 2020**.

The items to be discussed during the Closed Work Session (if needed), of the **May 27, 2020 Re-Scheduled Monthly Meeting** may include personnel matters, student matters, legal matters, negotiations, and/or grievances, and tactics and techniques utilized in protecting public safety and property. The results of these discussions will be made public as soon as possible.

4. **Flag Salute**

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5. Superintendent Report/Comments

- Mr. Norcia addressed the public and the Board on how the Zoom meeting will be conducted. Public comments will be read via PollEverywhere and/or a text message where residents must state their name and address.
- The SSDS Report is done twice a year, and Fair Lawn Public Schools had 22 reports from September to December 2019 with 12 confirmed HIB cases. All cases are closed and investigated for the Period 1 Report.
- Dr. Steffany Baptise-Bosco is being recommended for Assistant Principal at FLHS.
- Soft Borders Policy is set to sunset July 1, 2020, and due to the current pandemic has caused a delay in registration. There is a concern that we might not have the accurate data and whether we will return in the fall. The first meeting in June will be the first reading, and the second reading will be the end of June. The above action will extend soft borders policy by six months.
- Extended School Year program will be held virtually.
- State guidelines currently prohibit in-person summer camps, and Community Schools is offering a variety of virtual opportunities until we receive further notice.
- In preparation for our return in the Fall, we are creating a district-wide re-entry team and school level re-entry teams.
- Graduation will be virtual, where a banner has been set up in front of FLHS where students can take photos. The district is waiting for further guidance from the Governor's office to provide details on what in-person graduation would look like.
- Mr. Norcia thanked the PTA, counsel and municipalities for all their efforts to recognize the Class of 2020.
- On the agenda, there is a contract for the moving up ceremonies. Due to the addition at the middle schools this year, both the 4th and 5th-grade classes are moving into the Middle School next year.
- School calendar recommendation is to utilize the two remaining snow days to end the school year early. The last day for students would be June 19th, and for Staff would be June 22nd, 2020.
- Changes to Agenda from the version posted earlier in the week: motion for contract with Bergen Community College Dual Enrollment was removed until we receive the contract, should be on the June agenda. The Department of Education recommended we change the name Closure Plan to Health Related School Closure Plan.
- Dr. Natalie Lacatena presented data and summary findings on the NJ District Performance Report 2018-2019.

Public Comments on any Agenda Items

Members of the public commented on the Dell agreement motion which is for the additional devices for next year. Congrats were offered to Dr. Baptiste-Bosco. Thanks for updates on re-entry in the Fall and there will be an orientation for the new grades either in person or virtually. Re-entry teams will be made up of various groups of staff members to help with the transition. Concerns on ESS Substitute motion.

Board Comments on any Agenda Items

The Board asked questions and commented on the District's Performance Report, areas discussed including reflecting on the strategic plan, attendance improvement, math, and ELA improvement, need for improvement in all areas, structured learning environment and how the impact of a global health pandemic will change education in the next school year.

Question asked on bus leases on motion F4B&C, virtual graduation contracts, grants, Professional Services contracts, F5G motion, acknowledgment of Gerry Genuino and his service to the district, thanks for the scholarship. Comments on Health School Closure Plan and the Coronavirus Leadership Team.

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The following **General** items are brought to the Board of Education for **Action**:

G1. Approval of Minutes

Closed Session	April 30, 2020
Re-scheduled Monthly Meeting	April 30, 2020
Re-scheduled Closed Session: Personnel	May 18, 2020

G2. Reading of Policies and Adoption

No items

Motion By Mr. Rosenberg **Seconded By** Mr. Banta to approve Resolutions G1-2 as listed above.

BOARD MEMBER	AYE	NAY	ABSTAIN	RESOLUTION #
Mr. Banta	X			
Dr. Cohen	X			
Mrs. Frenkel	X			
Mr. Itkin	X			
Ms. Quackenbush	X			
Mr. Rosenberg	X			
Mr. Santana	X			
Mr. Spindel	X			
Mr. Barbarulo	X			

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Enrollments as of April 2020

April 2020	GRADES						Totals 4/30/20	Totals 4/30/19	Change from 4/30/19	Self-Contained Special Ed Totals 4/30/20	Totals Including Self Contained
	School	K	1	2	3	4					
Edison	0	0	0	0	0	0	0	0	98	98	
Forrest	48	50	65	46	48	48	305	265	40	28	333
Lyncrest	43	48	47	35	46	42	261	261	0	0	261
Milnes	72	97	72	88	96	98	523	507	16	0	523
Radburn	61	70	74	83	90	89	467	462	5	0	467
Warren Point	70	74	96	87	79	67	473	450	23	17	490
Westmoreland	58	71	48	49	51	43	320	315	5	30	350
Total	352	410	402	388	410	387	2,349	2,260	89	173	2,522
Middle Schools		6	7	8							
Memorial		161	152	119			432	431	1	37	469
Thomas Jefferson		234	244	252			730	722	8	20	750
Total		395	396	371			1,162	1,153	9	57	1,219
High School		9	10	11	12						
		382	358	365	360		1,465	1,428	37	75	1,540
Total All Schools							4,976	4,841	135	305	5,281
Total Sp Ed OOD							78	69	9		78
Charter School OOD							4	3	1		4
Bergen Tech OOD							57	57	0		57
Total District Enrollment							5,115	4,970	145		5,420

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The following **Superintendent** items are brought to the Board of Education for **Action**:

S1. Retirement Resolution

WHEREAS, the retiree(s) has dedicated themselves to the Fair Lawn School District displaying an unselfish commitment to our children; exemplifying the ideals of professionalism and the standard of excellence, has requested retirement; **AND**

WHEREAS, the Fair Lawn Board of Education, together with its citizens, wishes to acknowledge exemplary service that the retiree(s) has provided to our children; **AND**

NOW, THEREFORE, BE IT RESOLVED THAT the Fair Lawn Board of Education does hereby extend its appreciation and gratitude to the retiree(s) in recognition of their exemplary service to our school district; **AND BE IT FURTHER**

RESOLVED, that the Fair Lawn Board of Education spread this Resolution in full, upon the minutes and dispatch a copy thereof to the retiree(s).

<u>Name</u>	<u>School</u>	<u>Position</u>	<u>Years of Service</u>	<u>Date of Retirement</u>
Gerald Genuino	Bergen Avenue	Bus Driver	19 Years	April 30, 2020

S2. Approval of County/State Submissions/Requirements

No items

S3. Other Business

A. Approval of the FLHS Class of 2019 Scholarship

That the Board approves the Fair Lawn High School Scholarship as follows:

DONOR: Class of 2019

PURPOSE: To recognize a senior who has exemplified school spirit through his/her participation in Class Council, in addition to other extra-curricular activities.

TYPE: Up to two (2) awards in the amount of \$500

BASIS OF AWARD: The award shall be presented to a graduating senior who:

1. Must have been a member of Class Council at FLHS, in addition to other extra-curricular activities during their high school career. Preference is to be given to individuals who have served on the class council all four years.
2. Has a good academic and citizenship record.
3. Is graduating from Fair Lawn High School with a FLHS diploma.

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METHOD OF SELECTION: The recipient shall be selected by the Senior Class Advisor, in consultation with the other class council advisors.

DATE OF AWARD: Annually at the Senior Scholarship Awards Program
To be awarded for three years (June 2020, June 2021, June 2022)

OFFICIAL NOTIFICATION: Upon the announcement of the recipient, official notification of the award shall be sent to:

Senior Class Advisor
Fair Lawn High School
14-00 Berdan Avenue
Fair Lawn, NJ 07410

Fair Lawn is an Equal Opportunity School. We do not discriminate on the basis of sex, race, color, creed and religion, national origin, or handicapping condition.

B. Motion to Approve the District’s Health-Related School Closure Plan

That the Board approves a motion to deliver remote instruction to students to meet the 180 school day requirement, which was previously submitted to the Department of Education on March 19, 2020, and implemented since the District’s closure on March 16, 2020.

C. Approval of Harassment/Intimidation/Bullying/Investigation Decisions

BE IT RESOLVED, that the Fair Lawn Board of Education approves issuance of written decisions affirming, rejecting, or modifying the Superintendent’s determination in the following student HIB investigations:

<u>Incident Report No.</u>	<u>Board Determination</u>		<u>Incident Report No.</u>	<u>Board Determination</u>
RA 07-2019/20	HIB		MMS 03b-2019/20	Non-HIB
MMS 02a-2019/20	Non-HIB		MMS 04-2019/20	Non-HIB
MMS 02b-2019/20	Non-HIB		MMS 05-2019/20	HIB
MMS 03a-2019/20	Non-HIB			

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Motion By Mr. Rosenberg **Seconded By** Ms. Quackenbush to approve Resolutions S1-3 as listed above.

BOARD MEMBER	AYE	NAY	ABSTAIN	RESOLUTION #
Mr. Banta	X			
Dr. Cohen	X			
Mrs. Frenkel	X			
Mr. Itkin	X			
Ms. Quackenbush	X			
Mr. Rosenberg	X			
Mr. Santana	X			
Mr. Spindel	X			
Mr. Barbarulo	X			

The following **Education** items are brought to the Board of Education for **Action**:

E1. Attendance at Conferences, Conventions, Workshops

No items

E2. Approval of Extracurricular Trips

No items

E3. Other Business

Approval of Consultant - Stronge & Associates Educational Consulting, LLC

That the Board approves Stronge & Associates Educational Consulting, LLC to conduct a virtual one-day training on June 25, 2020 at a cost of \$3,400.

Code: 11-000-223-320-000-00-33-03

Motion By Mr. Rosenberg **Seconded By** Ms. Quackenbush to approve Resolutions E1-3 as listed above.

BOARD MEMBER	AYE	NAY	ABSTAIN	RESOLUTION #
Mr. Banta	X			
Dr. Cohen	X			
Mrs. Frenkel	X			
Mr. Itkin	X			
Ms. Quackenbush	X			
Mr. Rosenberg	X			
Mr. Santana	X			
Mr. Spindel	X			
Mr. Barbarulo	X			

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On the recommendation of the Superintendent, the following **Personnel** items are brought to the Board of Education for **Action**:

P1. Approval of Appointments

That the appointment of the following personnel, pending criminal history record check and employment verification in accordance with N.J. P.L., c. 5, be approved:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Assignment</u>	<u>Code</u>	<u>Replacement /New</u>
Vince DiMitri	Physical Education/Health Teacher	Warren Point/Edison/TJ Middle Schools	B.A., Step 1, \$55,555	11-120-100-101-001-60-01-02 (.4) 11-130-100-101-001-00-10-02 (.2) 11-120-100-101-001-60-04-02 (.4)	Replacement
Caitlin Shannon	Spanish Teacher	High School	M.A., Step 1, \$62,155	11-140-100-101-001-00-12-02	Replacement
Alexa Beck	Speech Teacher	Westmoreland School	M.A., Step 1, \$62,155	11-000-216-101-001-14-33-02	Replacement
Breanne Springstead	Language Arts Teacher	High School/TJ Middle School	M.A., Step 1, \$62,155	11-140-100-101-001-00-12-02 (.6) 11-130-100-101-001-00-10-02 (.4)	Replacement
Danielle LeGrand	Elementary Teacher - Grade 4	Westmoreland School	B.A., Step 1, \$55,555	11-120-100-101-001-00-04-02	Replacement
Larissa Woods	Elementary Teacher - Grade 4	Radburn School	B.A., Step 1, \$55,555	11-120-100-101-001-00-06-02	Replacement
Rebecca Maher	Special Education Teacher/ELA	High School	M.A., Step 1, \$62,155	11-213-100-101-001-14-33-02	Replacement
Karlie Lombardi	Elementary Teacher - Grade 3	Forrest School	B.A., Step 1, \$55,555	11-120-100-101-001-00-03-02	Replacement
Amy Rowland	Elementary Teacher - Grade 3	Lyncrest School	M.A., Step 1, \$62,155	11-120-100-101-001-00-08-02	Replacement
Jessica Statham	Ancillary Teacher	Milnes School	19.5 hours/maximum per week @ \$68.85/hour	11-424-100-101-001-00-07-03	Replacement
Jaelyn	Physical	TJ Middle	M.A., Step	11-130-100-101-001-00-10-02	New

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Wood	Education/Health Teacher	School	1, \$62,155		
Ashleigh Roberts	Elementary Teacher - Grade 2	Milnes School	B.A., Step 2, \$56,055	11-120-100-101-001-00-07-02	Replacement
Molly Willsey	Kindergarten Teacher	Radburn School	B.A. + 15, Step 1, \$56,455	11-110-100-101-001-00-06-02	Replacement

P2. Approval of Resignations/Retirements

That a resignation/retirement be approved for the following personnel:

<u>Employee Number</u>	<u>Effective Date</u>	<u>Resign/Retire</u>
#6840	June 30, 2020	Resignation
#6899	June 19, 2020	Resignation

P3. Approval of Leave of Absences/Amendment of Leave/Rescission of Leave

That a leave of absence, without pay, be approved for the following personnel:

<u>Employee Number</u>	<u>Effective From</u>	<u>Effective Through</u>	<u>State/ Federal FMLA Yes/No</u>	<u>Amendment</u>
#4176	June 12, 2020	June 24, 2020	Yes/State	No

P4. Change of Personnel Assignment/Status/Codes

No items

P5. Additional Compensation

A. Approval of Appointment of Personnel - Schedule "D" - Position

That the appointment for the following personnel to Schedule "D" Position for Fair Lawn High School, be approved for the 2019-2020 school year, at the annual rate indicated in accordance with the 2019-2020 salary schedule of the agreement between the Fair Lawn Board of Education and the Fair Lawn Education Association:

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High School
Schedule D Position 2019 – 2020 School Year

<u>Position</u>	<u>Name</u>	<u>Group</u>	<u>Step</u>	<u>Stipend</u>
Science National Honor Society	Anthony DeCaro	5	1	\$2,070

B. Approval of Leave Coverage - Certificated Personnel

That leave coverage, extra compensation, be approved for the following certificated personnel, at the daily rate indicated, in accordance with the 2019-2020 salary schedule, of the agreement between the Fair Lawn Board of Education and the Fair Lawn Education Association:

Katherine Wiseman, Psychologist, @ \$49.15/hour, not to exceed 10 hours
Melissa O’Carroll, Learning Consultant, @ \$65.43/hour, not to exceed 8 hours
Dana Tartaglia, Learning Consultant, @ \$73.29/hour, not to exceed 6 hours

P6. Other Business

A. Substitutes

That the persons on the **attached** list be approved as day-to-day non-certificated/certificated substitutes and bedside/home instruction personnel (RENEWALS, REGULAR, COACHES) in the Fair Lawn Public Schools for the 2019-2020 school year, effective May 28, 2020.

B. Approval of Promotion

That a promotion be approved for the following personnel, as indicated:

<u>Name</u>	<u>From Position</u>	<u>To Position</u>	<u>Effective</u>	<u>Salary</u>	<u>Code</u>
Kimberley Tomesco	Paraprofessional, Radburn School	Ancillary Teacher, Radburn School	September 1, 2020	19.5 hours/ maximum per week @ \$68.85/hour	11-424-100-101-001-00-06-03 Replacement
Steffany Baptiste-Bosco	Instructional Technology Coach, High School	Assistant Principal, High School	September 1, 2020	Step 1, \$132,767	11-000-240-103-001-00-12-02 Replacement

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Motion By Mr. Spindel **Seconded By** Mr. Santana to approve Resolutions P1-6 as listed above.

BOARD MEMBER	AYE	NAY	ABSTAIN	RESOLUTION #
Mr. Banta	X			
Dr. Cohen	X		P1	
Mrs. Frenkel	X			
Mr. Itkin	X			
Ms. Quackenbush	X			
Mr. Rosenberg	X			
Mr. Santana	X			
Mr. Spindel	X			
Mr. Barbarulo	X		P6B	

The following **Special Education** items are brought to the Board of Education for **Action**:

SE1. Approval of Tuition/Transportation

A. Approval of Tuition/Transportation to Special Schools Providing Regular Special Education

That the Board of Education approves the special schools out-of-district payment of tuition and transportation for the Special Education student(s) outlined on the **attachment** for **Board Members Only**, for the 2020-2021 school year, at the tuition rate established pending approval of the State Department of Education.

B. Approval of Tuition/Transportation to Special Schools Providing Extended School Year Special Education

That the Board of Education approves the extended school year special schools out-of-district payment of tuition and transportation for the Special Education student(s) outlined on the **attachment** for **Board Members Only**, for the 2020-2021 school year, at the tuition rate established pending approval of the State Department of Education.

SE2. Approval of Bedside Home Instruction for Classified Students

No items

SE3. Other Business

No items

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Motion By Mr. Rosenberg **Seconded By** Mr. Santana to approve Resolutions SE1-3 as listed above.

BOARD MEMBER	AYE	NAY	ABSTAIN	RESOLUTION #
Mr. Banta	X			
Dr. Cohen	X			
Mrs. Frenkel	X			
Mr. Itkin	X			
Ms. Quackenbush	X			
Mr. Rosenberg	X			
Mr. Santana	X			
Mr. Spindel	X			
Mr. Barbarulo	X			

The following **Finance** items are brought to the Board of Education for **Action**:

F1. Approval of Acceptance of Gifts/Grant Funds

No items

F2. Approval of Discards

That the Board approves the disposal of the following item(s) that are obsolete or beyond economical repair:

District - Various computer equipment per **attached** list.

F3. Approval of Bills Payable

A. Regular Account - May 1, 2020 through May 28, 2020

Fund Totals		
10	GENERAL FUND	\$163,176.34
11	GENERAL CURRENT EXPENSE	\$5,309,504.70
12	CAPITAL OUTLAY	\$19,785.17
13	SPECIAL SCHOOLS	\$32,533.20
20	SPECIAL REVENUE FUNDS	\$34,967.25
32	REFERENDUM 2018	\$281,676.02
60	ENTERPRISE FUND	\$8,865.28
91	TRUST AND AGENCY	\$908,395.64
Total for all checks listed		\$6,758,903.60

B. Payroll

That the Listing of Bills Payable, as of **April 30, 2020**, is approved; that the approved Listing of Bills Payable be recorded in the Record of Disbursement Book and that checks are issued for payment of bills if and when the funds are available.

Listing of Bills Payable on Warrant No. **994534** in the total amount of **\$2,867,437.14**.

That the Listing of Bills Payable, as of **May 15, 2020**, is approved; that the approved Listing of Bills Payable be recorded in the Record of Disbursement Book and that checks are issued for payment of bills if and when the funds are available.

Listing of Bills Payable on Warrant No. **994535** in the total amount of **\$2,825,991.52**.

F4. Approval of Monthly Reports

A. Board Secretary's Report - April 2020

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, the School Business Administrator/Board Secretary certifies that as of **April 30, 2020** no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Fair Lawn Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-2.12 (a) 1.

B. Board Treasurer's Report - April 2020

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Fair Lawn Board of Education certifies that as of **April 30, 2020** and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C.6A:23A-16.10 (a) 1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

C. Transfers - April 2020

That the Board authorizes the Business Administrator/Board Secretary to transfer the **attached** List of Funds for the 2019-2020 school year.

F5. Other Business

A. Approval of Amendment to Master Lease Agreement Between Dell Financial Services LLC and Fair Lawn Board of Education for Dell 3190 Laptops

Upon the recommendation of the Superintendent in consultation with the Business Administrator, that the Board of Education approves the amendment to the Master Lease Agreement dated November 26, 2019 between Dell Financial Services LLC and the Fair Lawn Board of Education to increase the amount per year by \$97,703.20 per year for the period of 2020 through 2024 totaling \$390,812.80, the agreement is on file in the Business Office.

B. Lease/Purchase of One (1) School Bus Through the Educational Services Cooperative of New Jersey (ESCNJ)

WHEREAS, the Fair Lawn Board of Education approved membership in the Educational Services Cooperative of New Jersey; **AND**

BE IT RESOLVED, that the Fair Lawn Board of Education approves the five (5) year lease purchase of one (1) 2021 IC Bus LLC Model PB105 (CE-3005) 54 Passenger Gas School Bus with 3 pt seat belts, Rosco 360 Camera System with Mirror Mounted Monitor to meet Abigail's Law; and 24/7 ZEUSS cameras with GPS and the Board utilize the proprietary bid pricing available from the Educational Service Cooperative of New Jersey Proprietary Category List of vehicles to lease purchase the bus; and that such five (5) year lease purchase be made from Truck King International Sales and Service Inc. as listed in the Educational Services Cooperative of New Jersey Pricing

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Schedule as bus bid #19/20-22, Item #8-B; and that such proprietary five (5) year lease purchase be made for this vehicle, which will ensure the safety of all district students. The base bid price of this vehicle being \$83,635.00, upgrading with 120,000 BTU A/C, Rosco 360 Camera System and 24/7 4-Camera System w/GPS for an additional \$30,348.00. The lease purchase agreement will be an annual one time payment of \$23,797.00 for (5) years. The total Board expenditure for this bus will be \$118,985.00.

C. Lease/Purchase of One (1) School Bus Through the Educational Services Cooperative of New Jersey (ESCNJ)

WHEREAS, the Fair Lawn Board of Education approved membership in the Educational Services Cooperative of New Jersey; **AND**

BE IT RESOLVED, that the Fair Lawn Board of Education approves the five (5) year lease purchase of one (1) 2021 IC Bus LLC Model PB105 (CE-3005) 50 Passenger Gas School Bus with (2) Wheelchair positions, 3 pt seat belts, Rosco 360 Camera System with Mirror Mounted Monitor to meet Abigail's Law; and 24/7 ZEUSS cameras with GPS and the Board utilize the proprietary bid pricing available from the Educational Service Cooperative of New Jersey Proprietary Category List of vehicles to lease purchase the bus; and that such five (5) year lease purchase be made from Truck King International Sales and Service Inc. as listed in the Educational Services Cooperative of New Jersey Pricing Schedule as bus bid #19/20-22, Item #8-B; and that such proprietary five (5) year lease purchase be made for this vehicle, which will ensure the safety of all district students. The base bid price of this vehicle being \$83,635.00, upgrading with 2 wheelchair positions, 120,000 BTU A/C, Rosco 360 Camera System and 24/7 4-Camera System w/GPS for an additional \$44,836.18. The lease purchase agreement will be an annual one time payment of \$26,820.00 for (5) years. The total Board expenditure for this bus will be \$134,100.00.

D. Shoestring Production, LLC

BE IT RESOLVED, that the Fair Lawn Board of Education approves Shoestring Production, LLC for a Video Production Project for the Elementary Moving-up Ceremonies for the 2019-2020 school year at the cost of \$2,400.

E. The Lane Group, LLC

BE IT RESOLVED, that the Fair Lawn Board of Education approves The Lane Group, LLC for a Virtual Graduation for the Fair Lawn High School Graduation for the 2019-2020 school year at the cost of \$8,536.

F. COVID-19 Public Health Emergency Supplies Donation

WHEREAS, by Executive Orders 103 and 119, Governor Phil Murphy declared a Public Health Emergency; **AND**

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WHEREAS, the Fair Lawn Board of Education recognizes the impact of the current COVID-19 Public Health Emergency; **AND**

WHEREAS, in response to the call for donations, the Fair Lawn School District donated 41 cases of snacks to Fair Lawn Food Pantry; **AND**

NOW, THEREFORE, BE IT RESOLVED, that the Fair Lawn Board of Education hereby ratifies and affirms the donation in response to the COVID-19 pandemic of 41 cases of snacks on May 20, 2020, to the Fair Lawn Food Pantry.

G. Ratification of the Collective Bargaining Agreement Between Fair Lawn Board of Education and the Fair Lawn Custodial Unit

BE IT RESOLVED, that the Fair Lawn Board of Education hereby ratifies and approves the Collective Bargaining Agreement, dated July 1, 2020 thru June 30, 2024, between the Fair Lawn Board of Education and the Fair Lawn Custodial Unit.

H. Approval to Submit Extraordinary Aid

That the Board approves the submission of the application for Extraordinary Aid for the 2019-2020 school year.

I. Acceptance of Perkins Grant Funds and Application Submission

That the Board approves submission and acceptance of Carl D. Perkins Career and Technical Education Improvement Act of 2006 Grant for the 2020-2021 school year, as follows: \$15,398.

J. Acceptance of CARES ESSER Grant Funds and Application Submission

That the Board approves submission of the ESSER Grant Application and acceptance of ESSER Grant Funds for the 2019-2020 school year, as follows: Public \$234,470 and Nonpublic \$4,687. Total Allocation \$239,157.

K. Application for Alyssa's Law Compliance Determination Submission

That the Board approves submission of the Alyssa's Law Compliance Determination Submission for the 2019-2020 school year.

L. Acceptance of School Security Grant Funds and Application Submission

That the Board approves submission of the School Security Grant Application and acceptance of the School Security Grant Funds for the 2019-2020 school year, as follows: Total Allocation \$285,687.

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Motion By Mr. Rosenberg **Seconded By** Mr. Banta to approve Resolutions F1-5 as listed above.

BOARD MEMBER	AYE	NAY	ABSTAIN	RESOLUTION #
Mr. Banta	X			
Dr. Cohen	X			
Mrs. Frenkel	X			
Mr. Itkin	X			
Ms. Quackenbush	X			
Mr. Rosenberg	X		F5G	
Mr. Santana	X			
Mr. Spindel	X			
Mr. Barbarulo	X			

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The following **Reorganization** items are brought to the Board of Education for **Action**:

R1. Approval of 2020-2021 District Tax Payment Schedule

That the Board approves the tax payment schedule to receive the current expense tax levy and the debt service tax levy for the 2020-2021 school year as indicated below:

<u>2020-2021 Tax Payment Schedule</u>			
<u>Date Due</u>	<u>General Fund</u>	<u>Debt Service</u>	<u>Total</u>
August 5, 2020	\$ 17,872,091	\$ 200,000	\$ 18,072,091
September 8, 2020	\$ 13,943,086	\$ 800,000	\$ 14,743,086
November 4, 2020	\$ 14,326,244		\$ 14,326,244
Sub-Total	\$ 44,141,421	\$ 1,000,000	\$ 47,141,421
January 5, 2021	\$ 3,972,798		\$ 3,972,798
February 8, 2021	\$ 14,709,622	\$ 1,736,035	\$ 16,445,657
March 2, 2021	\$ 5,749,402		\$ 5,749,402
April 5, 2021	\$ 5,749,402		\$ 5,749,402
May 5, 2021	\$ 16,466,130		\$ 16,466,130
Sub-Total	\$ 46,647,354	\$ 1,736,035	\$ 48,383,389
<i>Total</i>	<i>\$ 92,788,775</i>	<i>\$ 2,736,035</i>	<i>\$ 95,524,810</i>

R2. Approval of State Submissions/Requirements

A. Approval to Submit the 2020-2021 Applications for Toilet Room Facilities for Early Intervention, Pre-Kindergarten, and Kindergarten Classrooms at Edison School

BE IT RESOLVED, that the Fair Lawn Board of Education approves the submittal of the 2020-2021 application for toilet room facilities for Early Intervention, Pre-Kindergarten, and Kindergarten Classrooms at Edison School, Rooms one, two, and twenty-one. The district elects to use the alternate method of compliance in accordance to N.J.A.C. 6A:26-6.2(h)4ii, by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom.

FURTHER RESOLVED, direct the Superintendent and Business Administrator/Board Secretary to execute said application on behalf of the Fair Lawn Board of Education to the Bergen County Superintendent, New Jersey Department of Education.

B. Approval to Submit the 2020-2021 Application for Toilet Room Facilities for Preschool Program at the High School

RESOLVED, that the Fair Lawn Board of Education approves the submittal of the 2020-2021 application for toilet room facilities for the Fair Lawn High School Preschool Program, Room C-103. The district elects to use the alternate method of compliance in accordance to N.J.A.C. 6A:26-6.2(h)4ii, by providing toilet rooms adjacent to or outside the classroom in lieu of an individual toilet room in the classroom.

FURTHER RESOLVED, direct the Superintendent and Business Administrator/Board Secretary to execute said application on behalf of the Fair Lawn Board of Education to the Bergen County Superintendent, New Jersey Department of Education.

R3. Appointments of Officers

A. Appointment of Board Secretary

BE IT RESOLVED, that the Fair Lawn Board of Education appoints Brooke Bartley as the Business Administrator/Board Secretary for the Fair Lawn School District from July 1, 2020 through June 30, 2021.

B. Appointment of Custodian of Records Officer (OPRA)

BE IT RESOLVED, that the Fair Lawn Board of Education appoints Brooke Bartley, Business Administrator/Board Secretary, as the Custodian of Records (OPRA) Officer for the Fair Lawn School District from July 1, 2020 through June 30, 2021.

C. Appointment of Integrated Pest Management Coordinator

BE IT RESOLVED, that the Fair Lawn Board of Education appoints Thomas Senko, Director of Buildings and Grounds, as the Integrated Pest Management Coordinator for the Fair Lawn School District for the school year 2020-2021.

D. Appointment of Right-to-Know Officer

BE IT RESOLVED, that the Fair Lawn Board of Education appoints Thomas Senko, Director of Buildings and Grounds, as the Right-to-Know Officer for the Fair Lawn School District for the 2020-2021 school year.

E. Appointment of Chemical Hygiene Officer

BE IT RESOLVED, that the Fair Lawn Board of Education appoints Ronald Durso, Supervisor, as the Chemical Hygiene Officer for the 2020-2021 school year.

F. Appointment of 504 Officer

BE IT RESOLVED, that the Fair Lawn Board of Education appoints Camille DeFranco, Assistant Superintendent-Student Services, as the 504 Officer for the Fair Lawn School District for the 2020-2021 school year.

G. Appointment of Title IX Coordinator

BE IT RESOLVED, that the Fair Lawn Board of Education appoints Cory Robinson, Director of Athletics, as the Title IX Coordinator for the Fair Lawn School District for the 2020-2021 school year.

H. Appointment of Representative Requesting Federal and State Funds

BE IT RESOLVED, that the Superintendent of Schools and the Business Administrator/Board Secretary of the Fair Lawn Public Schools, or their designees, be designated as the Board's agents to request State and Federal funds under the existing State and Federal laws for the period commencing with this Public Meeting to the Board Organization Meeting in January 2021.

I. Designation of Claims Auditor: Pre-Payment Authority Amended 18A:19-1, 2 & 4

BE IT RESOLVED, that the Business Administrator/Board Secretary be designated as the Board of Education's Claims Auditor, with authority, as provided by 18A:19-1, 2 and 4 amended, to direct pre-payment of claims for Payroll, Fixed Charges, and any other claim or demand which would be in the best interest of the Board to pay promptly.

J. Approval of Officer for Bidding and Purchasing

WHEREAS, 18A:18A-2 provides that a Board of Education shall assign the authority, responsibility and accountability for the purchasing activity of the Board of Education to a person who shall have the power to prepare advertisements, to advertise for and receive bids, and to award contracts as permitted by this chapter, **AND**

WHEREAS, 18A:19A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate, in a contract year, the bid threshold (**currently \$40,000**) may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution; **AND**

WHEREAS, 18A:18A-37, provides that all contracts that are in the aggregate less than 15% of the bid threshold (**currently \$6,000**) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution; **AND**

NOW THEREFORE BE IT RESOLVED, that the Fair Lawn Board of Education pursuant to the statutes cited above, hereby appoints Brooke Bartley, Business Administrator/Board Secretary, as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Fair Lawn Board of Education; **AND**

BE IT FURTHER RESOLVED that the Business Administrator/Board Secretary is hereby authorized to award contracts on behalf of the Fair Lawn Board of Education that are in the aggregate less than 15% of the bid threshold (**currently \$6,000**) without soliciting competitive quotations; **AND**

BE IT FURTHER RESOLVED, that the Business Administrator/Board Secretary is hereby authorized to award contracts on behalf of the Fair Lawn Board of Education after seeking competitive quotations, when applicable and practicable when contracts in the aggregate exceed 15% of the bid threshold (**currently \$6,000**) but less than the bid threshold of **\$40,000**.

The effective date of this resolution is from July 1, 2020 through June 30, 2021.

K. Approval to Appoint a Public Agency Compliance Officer July 1, 2020 - June 30, 2021

RESOLVED, that in accordance with N.J.A.C. 17:27-3-5, each public agency shall designate an individual to serve as its Public Agency Compliance Officer or P.A.C.O. The P.A.C.O. is the liaison between the Division and the service provider. The service provider shall include but shall not be limited to goods and services vendors, professional service vendors and construction contractors. The P.A.C.O. is the Public Agency's point of contact for all matters concerning the implementation and administration of the statute. The P.A.C.O. is also responsible for administering contracting procedures pertaining to equal employment opportunity. As such, the P.A.C.O. must have the authority to recommend changes to effectively support the implementation of the statute and its regulations; **AND**

WHEREAS, each year all Public Agencies are required to submit the name, title, address, telephone number, fax, and e-mail address of the P.A.C.O. designated by the Public Agency. This information

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must be submitted to the Division no later than January 10th of each year. However, it shall be the responsibility of the Public Agency to update the P.A.C.O. designation at any time during the year if any changes are made concerning the designated P.A.C.O.; **AND**

BE IT RESOLVED, that the Fair Lawn Board of Education appoints Brooke Bartley, Business Administrator/Board Secretary, as the Compliance Officer for the July 1, 2020 through June 30, 2021 school year; **AND**

BE IT FURTHER RESOLVED, that the Board directs the Business Administrator / Board Secretary to submit the necessary information to the State of New Jersey, Department of the Treasury, Division of Contract Compliance and EEO in Public Contract.

L. Appointment of Affirmative Action Officer

BE IT RESOLVED, that the Fair Lawn Board of Education appoints Camille DeFranco, Assistant Superintendent-Student Services, as the Affirmative Action Officer for the Fair Lawn School District for the 2020-2021 school year.

M. Appointment of School Safety Specialist

BE IT RESOLVED, that the Fair Lawn Board of Education appoints Robert Licamara, Director of Safety and Security, as the School Safety Specialist for the Fair Lawn School District from July 1, 2020 to June 30, 2021.

N. Appointment of the Homeless Liaison

BE IT RESOLVED, that the Fair Lawn Board of Education appoints Michael Shansky, as the McKinney Vento Homeless Liaison, for the Fair Lawn School District from July 1, 2020 to June 30, 2021.

R4. Professional Appointments

That the professional appointments listed below be recommended for the 2020-2021 school year for the following reasons:

The fee structures for the professional services listed have been reviewed pursuant to N.J.A.C. 6A-23A-5.2 and are most advantageous to the Board, price and other factors considered. Experienced staff and resources are necessary to perform the contracts as demonstrated by their reputation and responsibility as professional contractors, based upon prior performance with the Board.

A. Appointment of Treasurer of School Moneys

BE IT RESOLVED, that Karen Palermo, CFO of the Borough of Fair Lawn, be appointed to the position of Treasurer of School Moneys for the period of July 1, 2020 through June 30, 2021, at the annual salary rate of **\$8,500**.

B. Appointment of School Auditors

BE IT RESOLVED that the firm of T.M. Vrabel & Associates, LLC., Montville, New Jersey be appointed to conduct the Comprehensive Annual Financial Report, prepare the Auditor's Management Report, prepare the Audit Summary Worksheet and prepare the Food Service Audit, for the fiscal school year 2020-2021, at a fee of **\$39,500**. Fees for additional services shall be billed hourly.

The Board will engage only a licensed public school accountant to conduct the annual audit in accordance with N.J.S.A. 18a:23-1 et seq. The accountant must have an external peer/quality report performed in accordance with N.J.A.C. 6A:23a-16.2 (i)1, unless the accountant or firm can show good cause as to why there was a delay completing such report within the required timelines established by Government Auditing Standards issued by the Comptroller General of the United States. The Board will require the submission of the most recent external peer quality report for review and evaluation prior to the appointment of the licensed public school accountant. The Board will acknowledge the receipt, review, and evaluation of the external peer/quality report in the public session and Board minutes in which the accountant or firm to perform the audit is engaged.

C. Appointment of School Architect of Record

BE IT RESOLVED, that the Fair Lawn Board of Education approves LAN Associates, Inc. of Midland Park, New Jersey to serve as the architect of record for the Fair Lawn School District for the fiscal school year 2020-2021 on a fee basis.

D. Appointment of Board Attorney

BE IT RESOLVED, that Paul Green, Esq. of the firm of Schenck, Price, Smith & King, LLP of Florham Park, New Jersey, be appointed as Fair Lawn Board Attorney for the 2020-2021 fiscal year, effective July 1, 2020, for assuming the following responsibilities, at an annual retainer fee of **\$8,000**.

- * Attendance at up to twelve (12) meetings each year for Regular Monthly Meetings.
- * The retainer will include the performance of legal work of a routine nature.
- * Legal matters not covered by the retainer will be billed at the rate of **\$185** per hour for general matters, special education, and construction matters.

E. Appointment of Special Counsel for Special Services

BE IT RESOLVED, that Nathanya Simon, Esq. of the firm of Scarinci Hollenbeck of Lyndhurst, New Jersey, be appointed as Fair Lawn Special Counsel for Special Services for the 2020-2021 fiscal year, effective July 1, 2020. Legal matters will be billed at the rate of **\$170** per hour.

F. Appointment of Bond Counsel

BE IT RESOLVED, that the Fair Lawn Board of Education appoints the law firm of Wilentz, Goldman & Spitzer, P.A. of Woodbridge, New Jersey, as the bond counsel for the 2020-2021 school year.

G. Appointment of Insurance Brokers

BE IT RESOLVED that the Fair Lawn Board of Education appoints Arthur J. Gallagher Risk Management Services, Inc. of Princeton, New Jersey, as the agent of record for Risk Management for the 2020-2021 school year, in accordance with NJSA 18A:18A-5.10.

FURTHER, that the Board of Education approves Gallagher Benefit Services Inc. of Princeton, New Jersey as the agent of record for District Health Benefits (medical, dental, and ancillary).

H. Environmental Consultants

- 1) **WHEREAS**, the Fair Lawn Board of Education is obligated to comply with AHERA 40FR Part 763, as required by the United States Environmental Protection Agency, requiring monitoring of asbestos.

WHEREAS, the Board is obligated to name a designated person and file semi-annual reports.

THEREFORE BE IT RESOLVED, that the Board of Education approves Garden State Environmental as the designated agency for semi-annual periodic surveillance inspections at all facilities with any additional services, as requested by the Board in accordance with the proposal for the 2020-2021 school year.

- 2) **WHEREAS**, the Fair Lawn Board of Education is obligated to comply with the Right-to-Know Laws; **AND**

WHEREAS, the Board is obligated to file a Right-to-Know survey to the New Jersey Department of Health; **AND**

WHEREAS, to ensure compliance with NJ-PEOSH IAQ (Indoor Air Quality) regulation NJAC 12:100-13.1(2007); **AND**

THEREFORE BE IT RESOLVED, that the Board of Education approves Garden State Environmental to act as the designated agency by conducting an annual audit and provide and submit the necessary information to the New Jersey Department of Health, with any additional services requested by the Board for the 2020-2021 school year.

R5. Approval of Contracts/Consortiums/Cooperatives

A. Approval to Renew the Athletic Transportation Contract for the 2020-2021 School Year

RESOLVED, that the Athletic contract be approved and renewed with D&M Tours according to Pupil Transportation Contract Renewal Agreement.

FURTHER RESOLVED, that the Business Administrator/Board Secretary be authorized and directed to sign a full contract for the annual amount listed below for the 2020-2021 school year, adjusted in June 2021 to the actual number of school days transported.

**ATHLETIC TRANSPORTATION CONTRACT W/
D & M TOURS 2020-2021**

<u>VEHICLE CONTRACT</u>	<u>CONTRACT 2019-2020</u>	<u>C.P.I. INCREASE</u>	<u>RENEWAL CONTRACT 2020-2021</u>
#AC01 54 PASSENGER	\$347.80 4 hour minimum \$27.19 add'1 ¼ hr	1.7%	\$353.71 4 hour minimum \$27.65 add'1 ¼ hr
#AC02 16 PASSENGER	\$304.45 4 hour minimum \$22.68 add'1 ¼ hr	1.7%	\$309.62 4 hour minimum \$23.07 add'1 ¼ hr

B. Approval to Award an Extraordinary Unspecifiable Services Contract to Phoenix Advisors, LLC for Financial Advisor Services

WHEREAS, the Fair Lawn Board of Education (the “Board”) has determined that it requires the services of a qualified financial advisor to provide Continuing Disclosure Agent Services and to serve as the District’s Independent Registered Municipal Advisor of Record; **AND**

WHEREAS, the services are in the nature of an extraordinary unspecifiable service (“EUS”) and not subject to public bidding per N.J.S.A. 18A:18A-5(a)(2), in that the need for expertise, extensive training and proven reputation in the field of endeavor are critical and essential to the project for which the contract is being awarded, and the services are of such a qualitative nature that the performance of the services cannot be reasonably described by written specifications; **AND**

WHEREAS, the anticipated total expenditure for the services is in any event below the bid threshold established by the Public School Contracts Law; **AND**

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WHEREAS, Phoenix Advisors, LLC has the necessary background and expertise to effectively provide such services and has previously provided such services to the Board in an effective and efficient manner; **NOW THEREFORE, BE IT**

RESOLVED, upon the recommendation of the Superintendent and the School Business Administrator, the Board hereby approves a contract between the Board and Phoenix Advisors, LLC for the provision of Continuing Disclosure Agent Services and to serve as the District's Independent Registered Municipal Advisor of Record for the 2020-2021 school year, at a total inclusive fee of **\$1,000**, with no fee for provision of services as the Board's Independent Registered Municipal Advisor; **AND BE IT**

FURTHER RESOLVED, that the Board hereby designates Phoenix Advisors, LLC as its Independent Registered Municipal Advisor for the 2020-2021 school year; **AND BE IT**

FURTHER RESOLVED, that the Board's School Business Administrator is authorized to execute the Agreement with Phoenix Advisors, LLC on behalf of the Board of Education for provision of such services.

C. Educational Data Services

RESOLVED, that the Fair Lawn Board of Education approves through Educational Data Services, Inc. awarded vendors for the 2020-2021 school year; **AND BE IT**

FURTHER RESOLVED, that the Fair Lawn Board of Education approves Educational Data Service Inc. for their Cooperative Bidding Services Program and licensing and maintenance fee for the 2020-2021 school year in the amount of **\$12,540**; **AND BE IT**

FURTHER RESOLVED, direct the Superintendent and Business Administrator/Board Secretary to execute said application on behalf of the Fair Lawn Board of Education to the Bergen County Superintendent, New Jersey Department of Education.

D. Approval of AFC Urgent Care

That the Board approves AFC Urgent Care as the official provider to conduct physical examinations for potential employees, CDL medical examinations, and drug testing for the Department of Transportation employees for the 2020-2021 school year.

E. Approval of Valley Physician Services

That the Board approves Valley Physician Services as the official provider to conduct student drug testing for the 2020-2021 school year.

F. Approval of Strauss Esmay Associates, LLP

That the Board approves Strauss Esmay Associates, LLP of Toms River, NJ as the Policy Alert and Support System for the 2020-2021 school year in the amount of **\$5,300**.

G. Approval of Aramark Educational Services, LLC

That the Board approves Aramark Educational Services, LLC for School Food Service Management Renewal for 2020-2021 school year.

H. RUIC

BE IT RESOLVED that the Board approves RUIC (Renaissance Unemployment Insurance Consultants, Inc.), as our unemployment cost control service at an annual fee of **\$3,000** for the 2020-2021 school year.

I. E-Rate Consulting Inc.

That the Board approves E-Rate Consulting Inc. as the District's e-rate representative for the 2020-2022 school years.

J. Care Plus

That the Board approves CarePlus NJ, Inc. ("CPNJ") for specialized therapeutic mental health services to certain District pupils for the 2020-2021 school year at a cost of **\$529,000**.

K. Approval to Continue to Participate Bidding and Purchasing Programs

BE IT RESOLVED, that the Fair Lawn Board of Education approves the participation in the following Bidding and Purchasing Cooperative Programs with no cost to the District.

- ACES Cooperative Purchasing System
- Camden County Educational Services Commission Cooperative
- Education Data Services, Inc. Cooperative Procurement Management
- Educational Services Commission of New Jersey (Formerly Middlesex Regional Educational Services Commission)
- Hunterdon County Educational Services Commission
- Keystone Purchasing Network
- Monmouth Ocean Educational Services Commission
- NASPO Value Point Cooperative Purchasing Program
- National Cooperative Purchasing Alliance
- New Jersey Cooperative Purchasing Alliance
- OMNIA Partners (Formerly National IPA and US Communities)
- PEPPM Technology Bidding and Purchasing Program
- Sourcewell (formerly National Joint Purchasing Alliance)

Western States Contracting Alliance (WSCA)

L. Ratify Employee Benefits Consulting Agreement

That the Board of Education ratifies the agreement effective July 1, 2020 through June 30, 2021 between the Fair Lawn Board of Education and Gallagher Benefit Services, Inc. The fee is a flat charge of **\$25,000**.

M. Approval of Effective School Solutions to Provide Therapeutic Mental Services

WHEREAS, Effective School Solutions provides therapeutic mental health services through licensed professionals to students in public school districts, **AND**

WHEREAS, the Board of Education is desirous of procuring such services from Effective School Solutions for students enrolled at Memorial Middle school, Fair Lawn High School and Thomas Jefferson Middle School in the Fair Lawn District, **AND**

WHEREAS, the Board of Education will enter into a contract for the 2020-2021 school year in the amount of \$570,000 for services to be paid in ten (10) equal and consecutive monthly installments of \$57,000. This contract will include the summer program effective July 1, 2020 according to the contract on file in the School Business Administrators office; **AND BE IT**

FURTHER RESOLVED, that the Board President and Secretary are authorized and directed to execute the Effective School Solutions agreement.

N. Approval of ESS Northeast, LLC to Provide Substitute Teaching Services

WHEREAS, ESS Northeast, LLC is an educational staffing firm that specializes in the full-service management of substitute teachers for public schools; **AND**

WHEREAS, ESS Northeast, LLC provides services that eliminates the administrative responsibilities relating to the provision of substitute teachers, including the recruiting, credentialing, hiring, training, scheduling and day-to-day management of the substitute teacher workforce; **AND**

WHEREAS, the Board, based upon the recommendation of its Administration, previously entered into a contract with ESS Northeast, LLC for the 2020-2021 school year; **AND**

WHEREAS, the Board, based upon the recommendation of its Administration, has determined that it will be in the best interest of the School District to renew the educational goods and services contract with ESS Northeast, LLC for the provision of substitute teaching services for the 2020-2021 school year and that the award of a contract hereunder will provide high quality substitute teacher services at a fair and competitive price; **AND**

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WHEREAS, the Board, pursuant to its authority under NJS.A.18A: 18A-5(a)(5), may negotiate and award a contract for educational goods and services without the necessity of public advertising for bids and bidding; **AND**

NOW, THEREFORE, BE IT RESOLVED, that the Fair Lawn Board of Education hereby approves the renewal of the educational goods and services contract for substitute teaching services between the Board and ESS Northeast, LLC for the term of July 1, 2020 through June 30, 2021; **AND BE IT**

FURTHER RESOLVED, that the Board authorizes its President and Secretary to execute any documents necessary to effectuate the terms of this Resolution, upon final approval of the form of same by Board counsel.

R6. Approval of Manuals

A. Re-Adoption of Policy and Regulation Manual

BE IT RESOLVED, that the Board of Education re-adopts all current written policies and by-laws in the official Policy and Regulation Manual of the Fair Lawn Board of Education for the fiscal school year 2020-2021.

B. Approval of Standard Operating Procedure Manual

That the Standard Operating Procedure Manual, on file in the Board Secretary's Office, be approved for the 2020-2021 school year.

C. Approval of District Positions and Job Descriptions – 2020-2021

That the Board of Education approves all District positions and corresponding written job descriptions as they define all existing responsibilities and are aligned with current standards and practices.

R7. Accounting

A. Authorization to Disburse Funds for Social Security, Health, and Dental Benefits

BE IT RESOLVED, that the Board of Education authorizes the Business Administrator/Board Secretary to disburse funds in payment of employees' shares of Social Security, Health Benefits, and Dental Benefits when they are due without prior Board of Education approval for the 2020-2021 school year.

B. Naming of Depositories of Board of Education Funds

BE IT RESOLVED, that the Business Administrator/Board Secretary, or the designee, be authorized to invest Board of Education funds as available without prior Board approval, with said action to be

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ratified at the next public meeting of the Board, following said investment(s) when appropriated;
AND

BE IT FURTHER RESOLVED, investments shall only be made with the banks heretofore approved as designated depositories for Board funds, and only instrumentally approved for investments of these public monies as listed below:

<u>Columbia Bank</u>	
<u>Account Description</u>	<u>Account Number</u>
Activities Account	024800369
Capital Reserve Account	024801034
Payroll Agency Account	024801078
Scholarships Account	022137605
Regular Account	024802569
Salary Account	8002042880
Cafeteria Account	024805342
Unemployment Insurance Trust	024805353
Athletic Officials Account	024805364
Open Space Grant Account	024805788
ROD Grant Account	024801067
Referendum Account	024807298
2018 Referendum Account	8001935333
Certificate of Deposit	Investment Purposes
<u>Valley National Bank</u>	
Certificates of Deposit	Investment Purposes
<u>SB One Bank</u>	
Regular Account	50017140
Referendum Account	50017175

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Certificates of Deposits	Investment Purposes
<u>New Jersey Cash Management Fund</u>	
Investment Purposes-Regular Account	83348-171
Investment Purposes-Referendum Acct	150800-171
Investment Purposes- New Referendum Account	152617-171
Investment Purposes-Capital Reserve	150797-171
<u>ConnectOneBank</u>	
Regular Account-Money Market	102903232
Certificates of Deposits	Investment Purposes
<u>403B & 457 Depositories</u>	
Equitable	
Valic	
Lincoln Investments	
Security Benefit	

C. Chart of Accounts

BE IT RESOLVED, that the Fair Lawn Board of Education approves in accordance with N.J.A.C. 6A-23A-5.2 the Chart of Accounts as published in the Uniform Minimum Chart of Accounts.

D. State Contract Vendors

BE IT RESOLVED, that the Fair Lawn Board of Education approves the State Contract Vendors for the 2020-2021 school year available at: <https://www.state.nj.us/cgi-bin/treas/purchase/search.pl>

E. Imprest Petty Cash Funds Authorization

BE IT RESOLVED, that the Board authorizes the Board Secretary to establish the following imprest petty cash fund accounts for the period from July 1, 2020 through June 30, 2021, during the next fiscal year, in accordance with N.J.S.A. 18A:19-13N.J.A.C.6:20-2.10:

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<u>ADMINISTRATOR</u>	<u>FUND ACCOUNT TITLE</u>	<u>AMOUNT</u>
Suzanne Gons	Warren Point Elementary School	\$250
Damon Placenti	Forrest Elementary School	\$250
Christine Dell'Aglio	Westmoreland Elementary School	\$250
Jill Lindsay	Radburn Elementary School	\$250
Stephanie Primavera	Milnes Elementary School	\$250
Kelly Diee	Lyncrest School	\$250
Camille DeFranco	Special Education	\$250
Nancy Schwindt	Memorial Middle School	\$300
Michael Weaver	Thomas Jefferson Middle School	\$300
Paul Gorski	Fair Lawn High School	\$350
Robert Greco	Central Office	\$250
Thomas Senko	Bergen Avenue	\$300
Lori Roccanova	Bergen Avenue	\$250
Mike Shansky	Community School	\$250

F. Authorization of Employment-Summer 2020

RESOLVED, that the Fair Lawn Board of Education authorizes the Superintendent of Fair Lawn Schools to extend an offer of employment, via letters of intent for the summer of 2020-2021 school year, to such candidates as the Superintendent deems worthy of employment, upon such terms as the Superintendent deems advisable, consistent with applicable collective negotiations agreements and subject to ratification at a later date by the Board.

G. Approval to Authorize Payment of Bills and Transfers

That the Board authorizes the Business Administrator to pay all bills and make the necessary transfers during summer 2020-2021.

H. Payroll Authorization

BE IT RESOLVED that the Business Administrator / Board Secretary, be authorized to transfer funds from the general accounts to the net payroll and agency accounts, as needed, to provide for payment of payrolls/legal obligations, in connection therewith, and to disburse funds from the net

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payroll and agency accounts to and on behalf of employees, all in a manner consistent with law and contractual obligations between the Board and its employees, **AND**

BE IT FURTHER RESOLVED, that the Board President, the Superintendent of Schools and the Business Administrator/Board Secretary shall certify each payroll as required by law.

R8. Memberships

A. Membership in New Jersey School Boards Association/Bergen County School Boards Association

BE IT RESOLVED, that the Board of Education approves membership for the 2020-2021 school year in the New Jersey School Boards Association and Bergen County School Boards Association.

B. Approval to Participate in the New Jersey State Interscholastic Athletic Association

That the Fair Lawn Board of Education, in accordance with N.J.S.A.18A:11-3, et. Seq., Chapter 172, authorizes and directs the Business Administrator/Board Secretary to execute membership for the participation of the Fair Lawn School District in the New Jersey Interscholastic Athletic Association for the 2020-2021 school year. The Fair Lawn Board of Education agrees to be governed by the Constitution By-laws and Rules and Regulation of the NJSIAA.

R9. Other Business

A. Resolution to Approve Special Education Medicaid Initiative

That the Board approves District participation in the SEMI (Special Education Medicaid Initiative) Program for the 2020-2021 school year.

B. Naming of Official Local Newspapers

That the North Jersey Media, Woodland Park, New Jersey, and The Star Ledger, Iselin, New Jersey, be named as the official newspapers for the publication of all statutory business requirements of the Board of Education for the 2020-2021 school year.

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Motion By Mr. Santana **Seconded By** Mr. Banta to postpone Resolutions R4 to June 25, 2020 Regular Monthly Meeting.

BOARD MEMBER	AYE	NAY	ABSTAIN	RESOLUTION #
Mr. Banta		X		
Dr. Cohen		X		
Mrs. Frenkel		X		
Mr. Itkin		X		
Ms. Quackenbush		X		
Mr. Rosenberg		X		
Mr. Santana	X			
Mr. Spindel		X		
Mr. Barbarulo		X		

Motion By Mr. Rosenberg **Seconded By** Mr. Banta to approve Resolutions R1-R9 as listed above.

BOARD MEMBER	AYE	NAY	ABSTAIN	RESOLUTION #
Mr. Banta	X			
Dr. Cohen	X			
Mrs. Frenkel	X			
Mr. Itkin	X			
Ms. Quackenbush	X			
Mr. Rosenberg	X			
Mr. Santana		R4		
Mr. Spindel	X			
Mr. Barbarulo	X			

Re-Scheduled Monthly Meeting
May 27, 2020

Public Comments New Business

No item

Board Comments New Business

Acknowledgment of spirit of request to see contracts in R4, online registration, virtual orientation for middle schools, and request to consider kindergarten next year. Thanks to the administration for making program options available for camps this summer. The impact of global pandemic and reactions to this universal problem will be what sets us apart. Several requests were made to the finance committee for contracts with Fair Lawn businesses, district vehicles for personal use, cost of professional services contracts, and requests for a plan on potential state aid loss. Questions and discussion took place on how we are recruiting a diverse staff. Discussion on Board's Oath of Office and their role within the Board and what the main job is to hire the superintendent, sensitivity training, virtual board retreat.

Upcoming Meetings

<u>Date</u>	<u>Meeting</u>	<u>Time</u>	<u>Location</u>
June 11, 2020	Special Action Meeting	6:00PM	Via Zoom
June 25, 2020	Regular Monthly Meeting	6:00PM	Via Zoom
July 23, 2020	Regular Monthly Meeting	TBD	TBD

Motion to Recess into Executive Closed Session

Motion By Mr. Rosenberg **Seconded By** Ms. Quackenbush that the Board recess into Closed Session at 8:27 p.m.

Motion to Adjourn Re-scheduled Monthly Meeting

Motion By Mrs. Frenkel **Seconded By** Mr. Rosenberg to adjourn the Re-scheduled Monthly Meeting from Executive Closed Session on May 27, 2020 at 9:09 p.m.

Respectfully submitted,



Brooke Bartley
Business Administrator/Board Secretary

Re-scheduled Monthly Meeting
May 27, 2020

Motion #P6A

Approval of Day-to-Day Substitutes and Bedside/Home Instruction Personnel for the 2019-20 School Year.

	<u>NAME</u>	<u>DEGREE</u>	<u>COLLEGE</u>	<u>CERTIFICATION</u>	<u>MAJOR</u>	<u>INTV'D BY</u>
a.	<u>Renewals</u>					
b.	<u>Regular</u>					
	Hoefler, Kaitlyn	60+	Montclair State University	State Substitute Certificate	Secondary History	L. Panagia
c.	<u>Coach</u>					
a.	Non-Certificated Substitutes			Position		

<u>Item Description</u>	<u>Model</u>	<u>Asset or Serial No.</u>	<u>Location</u>	<u>Condition</u>
Dell PC	Optiplex 320	004139	Edison	broken
Dell PC	Optiplex 320	005711	Edison	broken
Dell PC	Optiplex 320	6MZCGD1	Edison	broken
Dell PC	Optiplex 320	6V22DD1	Edison	broken
Dell PC	Optiplex 330	2R3H2H1	Edison	broken
Dell PC	Optiplex 330	003399	Edison	broken
Dell PC	Optiplex 320	1011DD1	Edison	broken
Dell PC	Optiplex 330	10971	Edison	broken
Dell PC	Optiplex 320	4MZC6D1	Edison	broken
Dell PC	Optiplex 320	003457	Edison	broken
Dell PC	Optiplex 330	6KJH4G1	Edison	broken
Dell PC	Optiplex 330	003380	Edison	broken
Dell PC	Optiplex 330	005217	Edison	broken

2019-20 Monthly Transfers Worksheet - Details of Transfers

District:	Fair Lawn
LEA Code:	1450
Month/Year:	April-20
Date of Submission	

Cells have been left blank for data entry.

This line contains column numbers for the amount columns, and descriptions of the calculations in each column.

(column 1 = + Data Entry) (column 2 = + Data Entry) (column 3 = column 1 + column 2) (column 4 = column 3 * 0.1) (column 5 = + or - Data Entry) (column 6 = column 5 / column 3) (column 7 = column 4 + column 5) (column 8 = column 4 - column 5)

Lines	Budget Category	Account	2019-20 Original Budget	Revenues Allowed (N.J.A.C. 6A:23A-13.3(d))	2019-20 Original Budget For Use In 10% Calculation	Maximum Transfer Amount	2019-20 YTD Net Transfers to/(from) as of Date of Submission in cell B5	% Change of Transfers YTD	2019-20 Remaining Allowable Balance From	2019-20 Remaining Allowable Balance To
Instruction										
3200	Regular Programs	11-1XX-100-XXX	30,714,733	649,450	31,364,183	3,136,418	(202,776)	-0.65%	2,933,642	
10300, 11160, 12160, 40580, 41080	Special Education, Basic Skills/Remedial and Bilingual Instruction, and Speech/OT/PT and Extraordinary Services	11-2XX-100-XXX 11-000-216,217	12,999,706	278,877	13,278,583	1,327,858	580,219	4.37%	1,908,077	
13160, 15180	Vocational Programs - Local	11-3XX-100-XXX			-	-	-	0.00%	-	
17100, 17600, 19620, 20620, 21620, 22620, 23620, 25100	School-Sponsored Co/Extra-Curricular Activities, School Sponsored Athletics, and Other Instructional Programs	11-4XX-X00-XXX	2,822,952	53,886	2,876,838	287,684	15,452	0.54%	303,136	
27100	Community Services Programs/Operations	11-800-330-XXX			-	-		0.00%	-	
Undistributed Expenditures										
29180	Tuition	11-000-100-XXX	6,072,571	1,754,422	7,826,993	782,699	(380,479)	-4.86%	402,220	
29680, 30620, 41660, 42200, 43620	Attendance and Social Work, Health, Guidance, Child Study Teams, Education Media Services/School Library	11-000-211,213,218,219,222	9,197,186	186,442	9,383,628	938,363	(323,507)	-3.45%	614,856	
43200, 44180	Improvement of Instruction Services and Instructional Staff Training Services	11-000-221,223	726,429	2,832	729,261	72,926	76,212	10.45%	149,138	
45300	General Administration	11-000-230-XXX	932,447	36,511	968,958	96,896	96,840	9.99%	193,736	56
46160	School Administration	11-000-240-XXX	4,304,366	613	4,304,979	430,498	35,555	0.83%	466,053	394,943
47200, 47620	Central Services & Administrative Information Technology	11-000-25X-XXX	3,536,562	79,663	3,616,225	361,623		0.00%	361,623	361,623
51120	Operation and Maintenance of Plant Services	11-000-26X-XXX	8,928,568	821,543	9,750,111	975,011	(62,018)	-0.64%	912,993	
52480	Student Transportation Services	11-000-270-XXX	3,385,723	155,636	3,541,359	354,136	72,105	2.04%	426,241	
71260	Personal Services - Employee Benefits	11-XXX-XXX-2XX	17,135,172	166,284	17,301,456	1,730,146	(9,244)	-0.05%	1,720,902	
72020	Food Services	11-000-310-XXX			-	-		0.00%	-	
72120	Transfer Property Sale Proceeds to Debt Service Reserve	11-000-520-934			-	-				
72122	Transfer from General Fund Surplus to Debt Service Fund to Repay CDL	11-000-520-936			-	-				
72160	Deposit to Sale/Lease-Back Reserve	10-605			-	-		0.00%	-	
72180	Interest Earned on Maintenance Reserve	10-606			-	-		0.00%	-	
72200	Deposit to Maintenance Reserve	10-606			-	-				
72220	Deposit to Current Expense Emergency Reserve	10-607			-	-				
72240	Interest Earned on Current Expense Emergency Reserve	10-607			-	-		0.00%	-	
72245	Deposit to Bus Advertising Reserve for Fuel Costs	10-610			-	-		0.00%	-	
72246	Increase in IMPACT Aid Reserve (General)	10-611			-	-				
72247	Increase in IMPACT Aid Reserve (Capital)	10-612			-	-				
72260	Total General Current Expense		100,756,415	4,186,159	104,942,574	10,494,258	(101,641)			
Capital Outlay										
75880	Equipment	12-XXX-XXX-73X	1,070,090	238,810	1,308,900	130,890	55,810	4.26%	186,700	
76260	Facilities/Acquisition and Construction Services	12-000-4XX-XXX	4,453,256	275,058	4,728,314	472,831		0.00%		
76320	Capital Reserve-Transfer to Capital Projects Fund	12-000-4XX-931			-	-		0.00%	-	
76340	Capital Reserve-Transfer to Repayment of Debt	12-000-4XX-933	600,000		600,000	60,000		0.00%	60,000	
76360	Deposit to Capital Reserve	10-604			-	-				
76380	Interest Earned on Capital Reserve	10-604	2,000		2,000	200		0.00%	200	

District: **Fair Lawn**
 LEA Code: **1450**
 Month/Year: **April-20**
 Date of Submission:

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Lines	Budget Category	Account	(column 1 = + Data Entry)	(column 2 = + Data Entry)	(column 3 = column 1 + column 2)	(column 4 = column 3 * 0.1)	(column 5 = + or - Data Entry)	(column 6 = column 5 / column 3)	(column 7 = column 4 + column 5)	(column 8 = column 4 - column 5)
			2019-20 Original Budget	Revenues Allowed (N.J.A.C. 6A:23A-13.3(d))	2019-20 Original Budget For Use In 10% Calculation	Maximum Transfer Amount	2019-20 YTD Net Transfers to/(from) as of Date of Submission In cell B5	% Change of Transfers YTD	2019-20 Remaining Allowable Balance From	2019-20 Remaining Allowable Balance To
76385	Impact Aid Reserve (Capital) - Transfer to Capital Projects	12-000-400-938			-	-		0.00%	-	
76400	Total Capital Expenditures		6,125,346	613,888	6,639,214	663,921	55,810			
83080	Total Special Schools	13-XXX-XXX-XXX	1,974,187	2,948	1,977,135	197,714		0.00%	197,714	
84000	Transfer of Funds to Charter Schools	10-000-100-56X	24,707		24,707	2,471	45,831	185.50%	48,302	
84005	Transfer for Funds to Resident Renaissance Schools	10-000-100-571			-	-		0.00%	-	
84020	General Fund Contribution to School Based Budgets	10-000-520-930			-	-		0.00%	-	
84060	Operating Budget Grand Total		108,880,855	4,702,975	113,583,830	11,358,384	-			

School Business Administrator Signature: *Deborah Bentley*

Date: 5/20/20