

**CLIFFSIDE PARK BOARD OF
EDUCATION
AGENDA FOR
REORGANIZATION MEETING
April 25, 2018**

CLIFFSIDE PARK BOARD OF EDUCATION MEETING

REORGANIZATION AGENDA – APRIL 25, 2018

Louis Alfano, Board Secretary, to administer the Oath of Office to Mr. Garciga, Mrs. Nikaj, and Mr. Russo.

Board Secretary asks for nominations for the office of Board President.

Board Secretary asks for nominations for Vice-President.

Resolution to approve K-8 Curriculum pursuant to Article V of the By-Laws for the 2018-2019 school year.

Resolution to approve 9-12 Curriculum pursuant to Article V of the By-Laws for the 2018-2019 school year.

Resolution to approve Special Education K-12 Curriculum pursuant to Article V of the By-Laws for the 2018-2019 school year.

Resolution to Adopt Policies and By-Laws of Cliffside Park Board of Education.

Resolution to Adopt Standing Operating Procedures for the 2018-2019 school year.

Resolution to approve The Record as the official newspaper for the publication of all statutory business requirements of the Board of Education for the ensuing year.

Resolution to appoint Frank Berardo as Treasurer of School Monies for the 2018-2019 school year at a salary to be negotiated.

Resolution to appoint Louis Alfano as Board Secretary for the 2018-2019 school year.

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Resolution, recommended by the Superintendent of Schools to appoint Robert Walker as Affirmative Action Officer and Anti-Bullying Chairperson for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to appoint Renee Arp as Anti-Bullying Chairperson for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to appoint Louis Alfano as Qualified Purchasing Agent (QPA) and authorize the bid threshold to be \$40,000 for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to approve Board Secretary to disburse funds in payment of employees' Health Insurances and Payroll and Unemployment Funds without prior Board approval for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to approve PenServ Plan Services, Inc. as Third Party Administrator for the 403b and 457 plan at no cost to the Cliffside Park Board of Education for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to appoint Michael Bello Agency as Broker of Record for all insurance of the Cliffside Park Board of Education for the 2018-2019 school year.

Resolution to approve the following:

WHEREAS, It is necessary and advisable to establish a certain time and place for the regular and special meetings of this Board of Education, therefore, be it

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RESOLVED, That this Board of Education does hereby approve the second and third Wednesdays of each month, Work session and Regular meetings, beginning at 7:00 in the evening, and further

RESOLVED, That this resolution shall be in force and effect only until the next annual organization meeting of this Board of Education.

Resolution concerning the status of the Board of Education with reference to funds in its custody;

- a) TD Bank Official Depository Bank
- b) Warrants signed by - Board President,
Board Secretary, Treasurer of School Monies

RESOLUTION CONCERNING THE STATUS OF BOARD OF EDUCATION IN REFERENCE TO FUNDS IN ITS CUSTODY:

WHEREAS, The Board of Education of the Borough of Cliffside Park deems it necessary and advisable that the exact status of this Board be fixed with reference to the funds in its custody and in its control now on deposit in TD Bank and hereinafter to be deposited in said TD Bank; and, the said TD Bank is hereby designated as the official depository for the funds of this Board of Education; and

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WHEREAS, That upon and after the adoption of the Resolution, all warrants, checks or other instruments providing for payment of money hereafter issued by this Board of Education through its Current Account, Unemployment Compensation Trust Account, shall be signed by the President [with manual signature] and Board Secretary [with manual signature], and accepted and countersigned by the Treasurer of School Moneys [with manual or facsimile signature]; through its Food Service Account shall be signed by the President [with manual signature] or Vice-President and Board Secretary [with manual signature], and accepted and countersigned by the Treasurer of School Moneys [with manual or facsimile signature] except as hereinafter provided, and

WHEREAS, All warrants, checks or other instruments providing for the payment of money hereafter issued by this Board of Education through its Athletic Account shall be signed by the High School Principal and Business Administrator; High School Account shall be signed by the Business Administrator and Principal of the High School, Project Graduation Account shall be signed by the High School Principal and Business Administrator respectively; and

WHEREAS, All warrants, checks or other instruments providing for the payment of money hereafter issued by this Board of Education through its Petty Cash Account shall be signed by the Superintendent of Schools and the Business Administrator, and

WHEREAS, All warrants, checks or other instruments providing for the payment of moneys hereafter issued by this Board of Education through its Salary Account and Agency Account shall be signed by the Treasurer of School Moneys [with manual or facsimile signature], Board Secretary and Board President [with manual signature]; therefore, be it

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RESOLVED, That a copy of this Resolution, certified to be a true copy by the Business Administrator of this Board of Education, be delivered to TD Bank within twenty four hours from and after the adoption thereof.

BE IT RESOLVED, that the Cliffside Park Board of Education approve the following State Contract Vendors and State Approved Cooperatives for the 2018-2019 School Year:

<u>VENDOR</u>	<u>STATE CONTRACT</u>
Apple Computer Inc.	70259
Goose Town Communications	83892
Hewlett Packard Company	70262
PCM	89854
Pitney Bowes Inc.	75237
School Specialty	80986
Sherwin Williams Co Inc.	82236
SHI International Corp.	89851
Verizon Wireless	82583
Virco	83753
Winner Ford of Cherry Hill	88228
Xerox Corporation	82703 & 68053
<u>STATE APPROVED COOPERATIVE</u>	<u>CO-OP#</u>
CDW	65MCESCCPS
Keyboard Consultants, Inc.	ESCNJ – 16/17-28
Wolffington Body Company, Inc.	ESCNJ -16/17-35

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Resolution, recommended by the Superintendent of Schools to appoint Michael A. Meese, M.D. as Medical Consultant and Team Physician at a fee of \$15,000 and Dr. Van Vinciguerra, School Optometrist at no cost for the Cliffside Park Public Schools for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to appoint Bayada Health Care, Inc. a Professional Nursing Service at a fee of \$54.00/hour for Registered Nurse (RN) services and \$45.00/hour for Licensed Practical Nurse (LPN) services for the Cliffside Park Public Schools for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to appoint Preferred Home Health Care and Nursing Services, Inc. a Professional Nursing Service at a fee of \$49.00/hour for Registered Nurse and/or Licensed Practical Nurse (LPN) services for the Cliffside Park Public Schools for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to appoint Delta-T Group North Jersey, Inc. a Behavioral Healthcare Referral Agency at a fee of \$41.00/hour for Registered Nurse (RN) services and \$33.00/hour for Licensed Practical Nurse (LPN) services for the Cliffside Park Public Schools for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to appoint Winning Grants the Grant Writer of the Cliffside Park Board of Education for the 2018-2019 school year at a fee of \$45,000.

Resolution, recommended by the Superintendent of Schools to appoint Ferraioli, Wielkotz, Cerullo & Cuva, Certified Public Accountants, the Auditor of the Cliffside Park Board of Education for the school year ended June 30, 2018 at a fee of \$41,000.

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Resolution, recommended by the Superintendent of Schools to appoint Spectrotel as Internet and WAN service provider at a cost of \$17,800 per month for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to appoint Adalex Communications as Telecommunications maintenance and services provider for the 2018-2019 school year for all district schools at a cost of \$3,910.

Resolution, recommended by the Superintendent of Schools to appoint Adalex Communications as Telecommunications maintenance and services provider for the 2018-2019 school year for the Board of Education Office at a cost of \$1,200.

Resolution, recommended by the Superintendent of Schools to appoint E-Rate Consulting Services at a rate of 8% of Telecom Project Savings with an approximate cost of \$15,000 per year for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to appoint The Whitman Companies, Inc., as the designated agency and Mr. Kevin Lovely, as the designated person to comply with AHERA 40Fr Part 763 as required by the United States Environmental Protection requiring monitoring of asbestos of the Cliffsides Park Board of Education for the 2018-2019 school year at a cost of \$3,300.

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Resolution, recommended by the Superintendent of Schools to appoint EnerNOC as the designated agency providing services for both Demand Response and Energy Management software at School #6 for the 2018-2019 school year. EnerNoc takes care of all enrollment paperwork, any additional permitting needed, installation of the site server, and 24/7 support throughout your enrollment. The Energy Management software will cost the district \$3,000 a year.

Resolution, recommended by the Superintendent of Schools to appoint LAN Associates as the architect-of-record for the Cliffside Park School District for the 2018-2019 school year as per attached Hourly Rate Schedule for outstanding service and projects to be completed during the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to approve agreement between Cliffside Park Board of Education and United Federated System for security and alarm services at a fee of \$75.00/hour (Standard Service Monday-Friday), Emergency Service (Off Normal Working Hours) at a fee of \$112.50 per hour and \$150.00 per man hours for Sunday and Holidays for the Cliffside Park Public Schools for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to appoint Promedia/New Era Technology "IT" Managed Support Services for the 2018-2019 school year at a cost of \$24,000.

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Resolution, recommended by the Superintendent of Schools to approve the Service Agreement between Cliffside Park Board of Education and Express Air Systems for preventative maintenance, including four (4) maintenance visits. One (1) inspection in the Summer, one (1) in the Fall, one (1) in the Winter, and one (1) in the Spring. Equipment Service will include all rooftop heating and cooling units and blower belt replacements, at School #6/Middle School and new addition classrooms for the Cliffside Park Public Schools, commencing July 1, 2018 and shall remain in effect until June 30, 2019 for a cost of \$8,750.00.

Resolution, recommended by the Superintendent of Schools to approve Express Air Systems HVAC Maintenance Agreement of ten (10) Bard wall mounted heat pumps at the modular classrooms at school #5 for the period, July 1, 2018 to June 30, 2019 at a cost of \$4,800.00.

Resolution, recommended by the Superintendent of Schools to approve Express Air Systems HVAC Maintenance Agreement for the #3 Annex/Trailer at a cost of \$2,625.00 for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to appoint Otis Elevator to Service elevator at School #6 for the 2018-2019 school year at a cost of \$3,881.00.

Resolution, recommended by the Superintendent of Schools to appoint Field Turf for maintenance to the High School Athletic Field for the 2018-2019 school year at a cost of \$8,070.00.

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Resolution, recommended by the Superintendent of Schools to approve The SEHBP Insurance Consultant Services Agreement between the Cliffside Park Board of Education and Brown & Brown Benefit Advisors, Inc. at a fee of \$30,000 payable on a monthly basis in the amount of \$2,500 for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to approve the Leasing Agreement between the Cliffside Park Board of Education and Mobilease Modular Space, Inc. at a fee of \$53,000 payable on a monthly basis in the amount of \$13,250.00 for the period July-October 2018 and a fee of \$98,000 payable on a monthly basis in the amount of \$12,250.00 from November 2018-June 2019 for a total of \$151,000 for the Modular Trailers at school #5 for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to approve the Copier Leasing Agreement between the Cliffside Park Board of Education and Stewart Business Systems, a Xerox Company, at a fee of \$12,324.00 per month for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to approve the Mail Meter Leasing Agreement between the Cliffside Park Board of Education and Pitney Bowes, at a fee of \$586.00 per month for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to approve the Transportation Tracking Agreement between the Cliffside Park Board of Education and Zonar at a fee of \$7,065.72 for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to approve the AED Servicing Agreement between the Cliffside Park Board of Education and Cardiac Science Corp. at a fee of \$10,132 for the 2018-2019 school year.

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Resolution, recommended by the Superintendent of Schools to approve The Agreement between the Cliffside Park Board of Education and the law firm of Rubenstein, Meyerson, Fox, Mancinelli, Conte & Bern, P.A. at an hourly rate of \$135.00 for both a partner and an associate for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to appoint Phoenix Advisors, LLC a Continuing Disclosure Agent Service at a fee of \$850.00 all-inclusive (for up to three (3) outstanding issues), plus \$100.00 for each additional outstanding issue, if any, for which filings are required for the Cliffside Park Public Schools for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to approve Butler Engineering's Service Agreement for the renewal of boiler water treatment services within the Cliffside Park school system at a fee of \$4,200.00 for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to approve Lerch, Vinci & Higgins, LLP Agreement to provide consulting support and financial management services to the Cliffside Park Board of Education at the attached rates for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to approve Remington & Vernick Engineers Agreement to provide engineering, planning, and construction management services to the Cliffside Park Board of Education at the attached rates for the 2018-2019 school year and as the Architect of record.

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Resolution, recommended by the Superintendent of Schools to approve Educational Data Services, Inc. to provide licensing and maintenance at a fee of \$8,100.00 and Right to Know Services at a fee of \$4,520.00 for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to approve SYSTEMS 3000 Inc., for total license fee of \$22,130.00 for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to approve CJ Vanderbeck & Sons, Inc. to provide cleaning of (10) ten District Boilers for the annual inspection for a fee of \$7,800, and the annual combustion adjustment testing (ACA) for the (2) two High School EASCO Boilers for a fee of \$1,860 for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to approve Mettler Mechanical to provide scheduled planned maintenance at the High School on (13) thirteen Refrigeration and Freezer Units three times per year at an annual fee of \$1,795 and to provide scheduled planned maintenance at School #6/Middle School on (6) six Refrigeration and Freezer Units three times per year at an annual fee of \$955.00 for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to approve Anchor Pest Control monthly services of IPM Inspections and Treatments for all schools at an annual cost of \$4,200 for the 2018-2019 school year.

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Resolution, recommended by the Superintendent of Schools to appoint Strauss Esmay Associates, LLP the Policy Alert and Support System (PASS) for the Cliffside Park Board of Education at a fee of \$2,445.00 for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to appoint Frontline Technologies Group, AESOP services for the procurement of substitutes for the Cliffside Park School District at a fee of \$9,500.00 for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to appoint Frontline Technologies Group, AESOP services for Employee Evaluation Management for a cost of \$3,362.26 and for Stronge District wide for a cost of \$3,339.00 at a total cost of \$6,701.26 for the Cliffside Park School District for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to appoint American Fire & Safety Equipment Co., Inc. to service, inspect and certify all portable fire extinguishers for the Cliffside Park School District at a fee of \$7,500.00 for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to appoint American Fire & Safety Equipment Co., Inc. to service, inspect and certify all portable fire extinguishers for the Cliffside Park School District Buses at a fee of \$1,500.00 for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to appoint EcoBionics, a division of Chemsearch Companies, the Green Biological Grease Trap Maintenance System of the Cliffside Park School District for the 2018-2019 school year at a monthly fee of \$294.95 per BioAmp unit.

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Resolution, recommended by the Superintendent of Schools to appoint George A. Koteen Associates, Inc./Allan Rotto Consultants, Inc. (hereinafter referred to as the “Utility Consultant”) to audit, correct, and submit recommendations for all possible savings, refunds, credits, or adjustments on the Board’s electric, gas, water, sewer, and telecommunications and approve the appointment of the Utility Consultant to serve as a consultant to the Board regarding its utilities costs for three (3) years from 2016-2017 to 2018-2019 in accordance with the terms of the Agreement.

Resolution, recommended by the Superintendent of Schools to approve the Hewlett-Packard Financial Services Company lease purchase agreement for 700 Chromebooks, for a lease term of 39 months, starting in the 2017-2018 school year through the 2019-2020 school year at an annual cost of \$44,323.93 for the lease-purchase agreement.

Resolution, recommended by the Superintendent of Schools to approve PromptMD Urgent Care to provide Bus Driver DOT Physical at a fee of \$90.00 for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to approve Interstate Equipment Repair, Inc. to provide repair and preventative maintenance services at a labor cost of \$98/hour for all buses and transportation vehicles for the 2018-2019 school year.

Resolution, recommended by the Superintendent of Schools to approve Tom’s Service Center to provide repair and preventative maintenance services at a labor cost of \$98/hour for all buses and transportation vehicles for the 2018-2019 school year.

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Resolution, recommended by the Superintendent of Schools to approve Worth Ave. Group to provide insurance coverage (unlimited Incidents) for 1,583 devices (chrome books) at a total cost of \$26,911.00. Group discount rate of \$17 per device for the 2018-2019 school year.