

CLIFFSIDE PARK BOARD OF
EDUCATION
AGENDA FOR
REORGANIZATION MEETING
MAY 3, 2023

CLIFFSIDE PARK BOARD OF EDUCATION MEETING

REORGANIZATION AGENDA – MAY 3, 2023

Louis Alfano, Board Secretary, to administer the Oath of Office to Mrs. Abreu, and Mr. Raincourt, and on May 4, 2023 to Mr. Tarabokija.

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 2023-2024 school year.

Resolution to approve 9-12 Curriculum pursuant to Article V of the By-Laws for the 2023-2024 school year.

Resolution to approve Special Education K-12 Curriculum pursuant to Article V of the By-Laws for the 2023-2024 school year.

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

Resolution to Adopt Standing Operating Procedures for the 2023-2024 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 2023-2024 school year at a salary of \$16,075.

Resolution to appoint Louis Alfano as Board Secretary for the 2023-2024 school year.

Resolution recommended by the Superintendent of Schools to appoint John Lombardo Affirmative Action Officer for the 2023-2024 school year.

Resolution recommended by the Superintendent of Schools to appoint Renee Arp as Anti-Bullying Chairperson for the 2023-2024 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 \$44,000 for the 2023-2024 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 2023-2024 school year.

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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 2023-2024 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 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to appoint ATRA Janitorial Supply Company, Inc. as Custodial Supply Vendor for the 2023-2024 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

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 or Superintendent of Schools; High School Account shall be signed by the Business Administrator or Superintendent of Schools and Principal of the High School, Project Graduation Account shall be signed by the High School Principal and Business Administrator or Superintendent of Schools 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

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 County/State Approved Cooperatives for the 2023-2024 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

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BE IT RESOLVED, that the Cliffside Park Board of Education approve the following State Contract Vendors and County/State Approved Cooperatives for the 2023-2024 School Year:

<u>VENDOR</u>	<u>STATE CONTRACT</u>
SHI International Corp.	89851
Van Dine’s Motors	A88270
Verizon Wireless	82583
Virco	83753
Winner Ford of Cherry Hill	88228 & T2006
Xerox Corporation	82703 & 68053
<u>COUNTY/STATE APPROVED COOPERATIVE</u>	<u>CO-OP#</u>
ATRA Janitorial Supply Co. Inc.	ESCNJCo-op#65MCECCPS18/19-35- (machine purchases)
ATRA Janitorial Supply Co. Inc.	ESCNJCo-op#65MCECCPS BID21/22-18- (supplies)
CDW	65MCECCPS
JCT Solutions	8-UCCP Coop Bid #42-2017
Keyboard Consultants, Inc.	ESCNJ – 16/17-28
KI	ESCNJ 20/21
SPORTCARE	ESCNJ 22/23-37
<u>NATIONAL COOPERATIVE</u>	<u>CO-OP#</u>
Jenne/Adalex	NCPA01-125
TIPS-USA/C&M Doors	NCPA-210205

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 2023-20234school year.

Resolution, recommended by the Superintendent of Schools to appoint Bayada Health Care, Inc. a Professional Nursing Service at a fee of \$60.00/hour for Registered Nurse (RN) services for the Cliffside Park Public Schools for the 2023-2024 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 \$41.75/hour for Registered Nurse (RN) services and \$36.50/hour for Licensed Practical Nurse (LPN) services for the Cliffside Park Public Schools for the 2023-2024 school year.

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Resolution, recommended by the Superintendent of Schools to approve The Service Agreement between Cliffside Park Board of Education and Atlas Search LLC a Healthcare Referral Agency as per attached fees for the Cliffside Park Public Schools for the 2023-2024 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 2023-2024 school year at a fee of \$65,000.

Resolution, recommended by the Superintendent of Schools to appoint Millennium the Grant Writer of the Cliffside Park Board of Education for the 2023-2024 school year at a fee of \$10,000.

Resolution, recommended by the Superintendent of Schools to appoint Wielkocz & Company, LLC, Certified Public Accountants, the Auditor of the Cliffside Park Board of Education for the school year ended June 30, 2023 at a fee of \$45,200.

Resolution, recommended by the Superintendent of Schools to appoint Cable Vision Light Path as Internet and WAN service provider at a cost of \$9,477.00 per month for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to appoint Adalex Communications as Telecommunications maintenance and services provider for the 2023-2024 school year for all district schools at a cost of \$7,460.50

Resolution, recommended by the Superintendent of Schools to appoint Adalex Communications as Telecommunications maintenance and services provider for the 2023-2024 school year for the Board of Education Office at a cost of \$1,328.

Resolution, recommended by the Superintendent of Schools to appoint E-Rate Consulting Services at a rate of 3% of Telecom Project Savings with an approximate cost of \$15,000 per year for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to appoint Environmental Logic 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 Cliffside Park Board of Education for the 2023-2024 school year at a cost of \$3,800.

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Resolution, recommended by the Superintendent of Schools to appoint ENEL-X as the designated agency providing services for both Demand Response and Energy Management software at School #6 and the High School for the 2023-2024 school year. ENEL-X 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 for a period from February, 2020-February, 2025.

Resolution, recommended by the Superintendent of Schools to appoint LAN Associates as the architect-of-record for the Cliffside Park School District for the 2023-2024 school year as per attached Hourly Rate Schedule for outstanding service and projects to be completed during the 2023-2024 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 2023-2024 school year. Annual Testing & Inspection of Fire Alarm Systems at a cost of \$2,600 for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to appoint Elite Plus Services Technology “IT” Managed Support Services for the 2023-2024 school year at a per project cost and hourly rate cost TBD.

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 and two (2) complete System Checks. 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, 2023 and shall remain in effect until June 30, 2024 for a cost of \$9,750.

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, 2023 to June 30, 2024 at a cost of \$5,480.

Resolution, recommended by the Superintendent of Schools to approve Express Air Systems HVAC Maintenance Agreement for the #3 Annex/Trailer at a cost of \$3,275 for the 2023-2024 school year.

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Resolution, recommended by the Superintendent of Schools to approve Express Air Systems HVAC Maintenance Agreement to perform four (4) Filter Changes, two (2) System Start-ups, and two (2) Belt Replacements at the High School which includes the Library, Balcony Units and IT Room Mini-Split Unit for the period, July 1, 2023 to June 30, 2024 at a total cost of \$6,480.

Resolution, recommended by the Superintendent of Schools to approve Express Air Systems Preventative Maintenance Agreement for three (3) Roof Top Units at the Board of Education Office for the period, July 1, 2023 to June 30, 2024 at a cost of \$2,500.

Resolution, recommended by the Superintendent of Schools to appoint Jersey Elevator to Service elevator at School #6 for the 2023-2024 school year at a cost of \$2,478.96.

Resolution, recommended by the Superintendent of Schools to appoint SportCare for maintenance to the High School Athletic Field for the 2023-2024 school year at a cost of \$8,300.

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 2023-2024 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. payable on a monthly basis in the amount of \$11,250 x 12 months for a total of \$135,000 for the Modular Trailers at school #5 for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to approve the Copier Leasing Agreement including tracking software, toner, and parts between the Cliffside Park Board of Education and Stewart Business Systems, a Xerox Company, at a fee of \$14,717 per month for the 2023-2024 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, for the period beginning August 1, 2023 for 60 months at a fee of \$1,535.61 per quarter for the 2023-2024 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 \$8,265 for the 2023-2024 school year.

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Resolution, recommended by the Superintendent of Schools to approve the AED Servicing Agreement between the Cliffside Park Board of Education and Zoll Medical Corp. at a fee of \$11,324 for the 2022-2023-2024 school years.

Resolution, recommended by the Superintendent of Schools to appoint Phoenix Advisors, LLC a Continuing Disclosure Agent Service at a fee of \$1,350 all-inclusive (for up to three (3) outstanding issues), plus \$100 for each additional outstanding issue, if any, for which filings are required for the Cliffside Park Public Schools for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to approve Butler Water Corrections Service Agreement for the renewal of boiler water treatment services within the Cliffside Park school system at a fee of \$5,250 for the 2023-2024 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 2023-2024 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 Hourly Rate - \$200-Project Manager/Engineer \$165-Construction Manager for the 2023-2024 school year as the Architect of record.

Resolution, recommended by the Superintendent of Schools to approve Educational Data Services, Inc. to provide licensing and maintenance at a fee of \$8,550 and Right to Know Services at a fee of \$4,760 for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to approve SYSTEMS 3000 Inc., for total license fee of \$24,433 for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to approve CJ Vanderbeck & Sons, Inc. to provide cleaning of (12) twelve District Boilers for the annual inspection for a fee of \$10,560, and the annual combustion adjustment testing (ACA) for the (2) two High School EASCO Boilers for a fee of \$1,860 for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to approve Heerema Company to provide maintenance at the High School and School #6/Middle School on (13) thirteen Refrigeration and Freezer Units and (1) one Ice Machine at the High School on an as needed basis for the 2023-2024 school year. In addition, service all Food Service Appliances on an as needed basis per rates attached.

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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 \$5,225.88 for the 2023-2024 school year.

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 \$4,965 for the 2023-2024 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 \$14,341.13 for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to appoint Frontline Technologies Group, AESOP services for Employee Evaluation Management for a cost of \$4,270.55 and for Stronge District wide for a cost of \$4,013.58 at a total cost of \$8,284.13 for the Cliffside Park School District for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to appoint Allied Fire & Safety Equipment Co., Inc. to service, inspect and certify all portable fire extinguishers for the Cliffside Park School District at a fee of \$7,900 for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to appoint Allied 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 \$1,750 for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to appoint EcoBionics, a division of Chemsearch Companies, the Green Biological Grease Trap Maintenance System at school #6 at a monthly fee of \$325 and at the High School at a monthly fee of \$325 per BioAmp unit for the 2023-2024 school year

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 2022-2023 to 2024-2025 in accordance with the terms of the Agreement.

Resolution, recommended by the Superintendent of Schools to approve PromptMD Urgent Care to provide Bus Driver DOT Physical at a fee of \$125 for the 2023-2024 school year.

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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 \$110/hour for all buses and transportation vehicles for the 2023-2024 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 \$110.70/hour for all buses and transportation vehicles for the 2023-2024 school year

Resolution recommended by the Superintendent of Schools to appoint CAC Apparel as the uniform supplier for custodians at an estimated per annum cost of \$10,000 for the 2023-2024 school year.

Resolution recommended by the Superintendent of Schools to approve The Alcohol and Drug Testing Services Agreement between Valley Medical Group (VMG) and the Cliffside Park Board of Education for the period July 1, 2022-June 30, 2024 per the attached Fee Schedule.

Resolution, recommended by the Superintendent of Schools to approve Goosetown Communications to provide Two-Way Radios for all schools at a cost of \$2,220 per month for 10 months for a total of \$22,200 for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to approve Goosetown Communications to provide Two-Way Radios for all buses at a cost of \$965 per month for 12 months for a total of \$11,580 for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to approve AM Consultants to create Fixed Asset Inventory for Audit at a cost of \$1,360 for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to approve Coastal Clock and Chime cover maintenance of the School #3 Bell Tower at a cost of \$650 for the period July 1, 2023-June 30, 2024.

Resolution, recommended by the Superintendent of Schools to approve Critical Response Group to cover annual maintenance fee of \$2,175 for Digital Floor Plans for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to approve Moore Street Lawnmower to cover servicing of lawnmowers and snow blowers at an approximate annual cost of \$5,000 for the 2023-2024 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 Fogarty & Hara, ESQS. at an hourly rate of \$175.00 for a partner and \$155.00 for an associate for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to approve the Leasing Agreement between the Cliffside Park Board of Education and Insight Investments. beginning September, 2019 for a 60 month period payable on a monthly basis in the amount of \$39,228 for the temporary classrooms at school #3.

Resolution, recommended by the Superintendent of Schools to approve DocuSign to provide Electronic Signature Service from July 1, 2023-June 30, 2024 at a cost of \$4,750.49.

Resolution, recommended by the Superintendent of Schools to approve the agreement between the Cliffside Park Board of Education and Approved Energy to provide gas to the district for a term of fifty-nine (59) months beginning November, 2022 in accordance with the terms of the agreement annexed hereto and incorporated herein by reference.

Resolution, recommended by the Superintendent of Schools to approve the agreement between the Cliffside Park Board of Education and PSE&G to provide electric general power accounts (GLP) to the district for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to approve the Leasing Agreement between the Cliffside Park Board of Education and Vesta Housing Solutions, LLC payable on a monthly basis in the amount of \$825 x 12 months for a total of \$9,900 for the Child Study Team Modular Trailer at school #3 for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to approve the agreement between the Cliffside Park Board of Education and Endurance Flooring to cover High School Gymnasium floor maintenance in the amount of \$3,705 for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to approve the agreement between the Cliffside Park Board of Education and Realtime Information Technology, Inc. to cover Student Information System, Special Education Management/IEP Writer, Food Service Management/POS in the amount of \$65,934 for the 2023-2024 school year.

Resolution, recommended by the Superintendent of Schools to approve 2023-2024 Anticipated contracts to be renewed, awarded, or to expire during the school year – P.L. 2015, c. 47

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Pursuant to PL 2015, Chapter 47 the **Cliffside Park** Board of Education intends to renew, award, or permit to expire the contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 6A:23A, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq.

**CLIFFSIDE PARK BOARD OF EDUCATION MEETING
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RESOLUTION

Resolution, recommended by the Superintendent of Schools, to appoint John Lombardo, Vice Principal-School #6, as the Affirmative Action Officer for the 2023-2024 school year.

ROLL CALL VOTE:

AYES:

NAYES:

ABSTENTIONS:

CERTIFICATION

I hereby certify that the within Resolution was adopted by the Cliffside Park Board of Education by a majority vote at its duly authorized meeting on May 3, 2023.

LOUIS ALFANO
Business Administrator/Board Secretary

Dated: May 4, 2023

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POLICIES AND PROCEDURES

RESOLUTION

Resolution, recommended by the Superintendent of Schools, to confirm the review and instruction on the School Ethics Act, including the signing by all Board Members on May 3, 2023 the Acknowledgement of Receipt Form – ‘Code of Ethics for School Board Members’.

ROLL CALL VOTE:

AYES:

NAYS:

ABSTENTIONS:

CERTIFICATION

I hereby certify that the within Resolution was adopted by the Cliffside Park Board of Education by a majority vote at its duly authorized meeting on May 3, 2023.

LOUIS ALFANO
Business Administrator/Board Secretary

Dated: May 4, 2023