

CEDAR GROVE BOARD OF EDUCATION
Cedar Grove, New Jersey
AGENDA

January 7, 2020
North End School Faculty Room
North End Media Center

Executive Session 6:30 PM
Public Session 7:30 PM

Call to order by the Board Secretary

Roll Call

E1. Motion to **adjourn to executive session to discuss the following items:**

- Student matter relative to **HIB**. Action is not expected to follow the discussion in executive session. Due to the confidentiality of student matters, public release of this discussion will probably never occur.
- Student matter relative to **suspensions**. Action is not expected to follow the discussion in Executive Session. Public release of the discussion will probably never occur due to the confidentiality of the matter.

Reconvene in Public Session
Pledge of Allegiance

Announcement: The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of, and to attend the meeting of, public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, the Cedar Grove Board of Education has caused notice of this meeting to be advertised, by having the date, time, and place thereof posted on bulletin boards in the District, published and/or transmitted to the *Verona-Cedar Grove Times* and *Star Ledger* newspapers, TAPinto online news, filed with the Township Clerk, and posted on the District's web site.

THE MEETING IS OPEN TO THE PUBLIC FOR COMMENT ON ITEMS ON THE AGENDA.

FROM THE OFFICE OF THE BUSINESS ADMINISTRATOR and BOARD SECRETARY

On Tuesday, November 5, 2019 the Annual School Election for the Cedar Grove School District was held between the hours of 6:00 am and 8:00 p.m. and as much longer as was necessary to permit all of the legal voters then present at the polling places to vote.

Voting was conducted for the election of two members to the Board of Education for a period of three years and for the election of one member to the Board of Education for a period of two years.

The votes were certified by the Office of the Clerk of Essex County and the results of the election were as follows:

Candidates for 3-year terms

Michele Mega	1,204
David Schoner	1,101

Candidate for 2-year term

Leonard Splendoria	1,056
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The candidates elected for the three-year terms were: Michele Mega and David Schoner and the candidate elected for the two-year term was Leonard Splendoria.

OATH OF OFFICE administered to the newly elected Board Member by the Board Secretary.

ROLL CALL

ORGANIZATION ACTION ITEMS

B1. Motion to appoint the **Board Secretary as the Temporary Chairperson** to conduct election of Board President and Board Vice President.

B2. Election for the office of **Board President**.

Motion to elect _____ as President of the Board of Education, effective immediately, until the next reorganization meeting as prescribed by law.

B3. Election for the office of **Board Vice President**.

Motion to elect _____ as Vice President of the Board of Education, effective immediately, until the next reorganization meeting as prescribed by law.

THE NEWLY ELECTED PRESIDENT NOW PRESIDES AT THE MEETING.

B4. Motion to **approve, to the extent consistent with State Law, Policies and By-Laws,** that the Board will be guided by *Robert's Rules of Order*.

B5. Motion to **adopt and be governed in all actions to come before the Board by the written Board Policies, Regulations, and Job Descriptions** previously duly adopted and currently in use.

B6. Motion to **approve the following Board meeting dates** for the remainder of the 2019-2020 school year and for the time period July 2020 through January 2021. The Board will meet to discuss or act upon public business at 7:30 pm in the Media Center of North End School, unless otherwise noted. In addition, such other meetings as the Board of Education business may require, shall be scheduled and held, but pursuant to and with such additional notice as is required by law. An executive session will precede the regular meeting at 6:30 pm to discuss personnel matters, negotiations, and/or ongoing litigation:

January 21, 2020

February 11, 2020

February 25, 2020
 March 3, 2020
 March 17, 2020
 April 21, 2020
 May 5, 2020 (Public Hearing)
 May 19, 2020
 June 16, 2020
 July 21, 2020
 August 18, 2020
 September 15, 2020
 September 29, 2020
 October 13, 2020
 October 27, 2020
 November 17, 2020
 December 15, 2020
 January 5, 2021 (Reorganization Meeting)

B7. Motion to approve the tuition rate for students entering the Integrated Preschool Program for the 2020-2021 school year from the current rate of \$6,000 to \$6,180.

Payment options are as follows:

- Deposit of \$500 due upon acceptance
- Option 1 – One installment of \$5,630 (A discount of \$50 will be offered)
- Option 2 – Two installments of \$2,840
- Option 3 – Three installments of \$1,893.33
- Option 4 – Four installments of \$1,420
- Option 5 – Five installments of \$1,136
- Option 6 – Six installments of \$946.67
- Option 7 – Seven installments of \$811.43

B8. Motion to acknowledge receipt of the Code of Ethics material forwarded to the District by NJ School Boards Association; and **BE IT FURTHER RESOLVED**, to adopt the Code of Ethics as per N.J.S.A. 18A:12-21 et seq. The Board shall see that all members of the Board receive training in understanding and adhering to this Code and shall discuss it annually at a regularly scheduled public meeting. Each member of the Board shall sign documentation that he/she has received a copy of the code and has read and understood it.

B9. Motion to approve the following Board Committees for the time period January 8, 2020 through the next Board Reorganization Meeting:

Standing Committees/Liaisons	Board Member	Board Member
Curriculum (2)		
Communications (2)		

Facilities (2)		
Finance (2)		
Legislation (1)		
Personnel-CGEA Negotiations (2)		
Personnel-CGSAA Negotiations (2)		
Personnel-CGCA Negotiations (1)		
Personnel-Elementary Teachers (2)		
Personnel-Secondary Teachers (2)		
Policy (2)		
NJSBA Delegate (1)		(alt)
ECSBA Delegate (1)		(alt)
NE FSA Liaison (1)		(alt)
SE FSA Liaison (1)		(alt)
CGHS APT Liaison (1)		(alt)
MMS FSA Liaison (1)		(alt)
Town Council Liaisons (2)		
Cable TV Liaison (1)		
Music Matters (1)		(alt)
Special Education (2)		
Recreation Board Liaison (1)		(alt)

B10. Motion to **approve The Verona Cedar Grove Times and/or The Star-Ledger and/or TAPinto** as official newspapers in which to advertise Board notices.

B11. Motion to **approve the following Reorganization Appointments and Designations** from January 8, 2020 through the next Board Reorganization Meeting:

Board Secretary
 Treasurer of School Moneys
 Attendance Officer

Public Agency Compliance Officer
 Purchasing Agent Compliance Officer
 Qualified Purchasing Agent
 Affirmative Action Officers

Abused, Neglected, Missing and
 Homeless Children Liaison

Mr. Michael DeVita
 Mr. William Homa
 Mr. Rick Mangili, CGHS
 Mr. Nick DeCorte, MMS
 Mrs. Lynn DiMatteo, SE
 Ms. Traci Dyer, NE
 Mr. Michael DeVita
 Mr. Michael DeVita
 Mr. Michael DeVita
 Mr. Bart Pierson
 Mrs. Janine Barboza
 Mr. Chris Kinney

HIB District Coordinator	Mr. Chris Kinney
Substance Awareness Coordinator	Mrs. Donna DeFabiis
Title IX Coordinators	Mrs. Janine Barboza and Mr. Bart Pierson
Section 504 CGHS Coordinator	Mrs. Jody Inglis
Section 504 Mem. Middle School Coord.	Mr. Derrick Chell
Section 504 South End School Coordinator	Mrs. Lynn DiMatteo
Section 504 North End School Coordinator	Ms. Traci Dyer
ADA Coordinator	Mr. Chris Kinney
A.H.E.R.A. Designee	Mr. Mario Gaita
Right to Know Officer	Mr. Mario Gaita
Chemical Hygiene Officer	Mr. Mario Gaita
Safety & Health Designee	Mr. Mario Gaita
Indoor Air Quality/PEOSH Designee	Mr. Mario Gaita
Integrated Pest Mgmt. Designee	Mr. Mario Gaita
School Safety Specialist	Mr. Chris Kinney

B12. Motion to **appoint Mr. Michael DeVita as the District Qualified Purchasing Agent** according to the rules and regulations of P.L. 1999 and to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility and accountability of the purchasing activity of the Cedar Grove Board of Education. **FURTHER RESOLVED: that the District Qualified Purchasing Agent has the authorization to award contracts up to the bid threshold of \$40,000 and set the quote threshold at 15% of the bid threshold amount, as per 18A:18A-3.**

B13. Motion to **approve Investors Savings Bank as the designated and approved depository of school district funds** from January 8 2020 to the next Board Reorganization Meeting.

B14. Motion to **require that all checks, drafts or other orders for payment or withdrawal of money from said account be signed by the person holding the appropriate title:**

Cedar Grove BOE Unemployment Trust Account	Treasurer/Board Secretary/President (any 2)
Cedar Grove BOE Operating Account	President/Board Secretary/Treasurer (any 2)
Cedar Grove Payroll Account	President/Board Secretary/Treasurer (any 2)
Cedar Grove Cafeteria Account	President/Board Secretary/Treasurer (1)
Cedar Grove Payroll Agency (Deductions) Account	President/Board Secretary/Treasurer (any 2)
Lease Trust-LRP	Board Secretary/President/Treasurer
CGHS Student Activities	Board Secretary/Building Principal/Athletic Director (any 2)
MMS Student Activities	Board Secretary/Building Principal/School Secretary (any 2)
North End Student Activities	Board Secretary/Building Principal/School Secretary (any 2)
South End Student Activities	Board Secretary/Building Principal/School Secretary (any 2)
Cedar Grove Flexible Spending Account	Board Secretary/Treasurer/President (any 2)

Cedar Grove Debt Service Account	Board Secretary/Treasurer/President (any 2)
Cedar Grove Capital Projects Account	Board Secretary/Treasurer/President (any 2)
Cedar Grove Capital Reserve Account	Board Secretary/Treasurer/President (any 2)
Cedar Grove High School Athletic Account	Board Secretary/Principal/Ath. Dir. (any 2)
Scholarship Fund	Board Secretary
Miele Scholarship Fund	Board Secretary
D. Revesz Memorial Scholarship Fund	Board Secretary
Michael Kapura Scholarship Fund	Board Secretary
David Murray Memorial Scholarship Fund	Board Secretary
Laura Moscato Scholarship Fund	Board Secretary
Laura Patuelli Scholarship Fund	Board Secretary
Garden Center Scholarship Fund	Board Secretary

- B15. Motion to **approve the use of facsimile and signature stamps for the President, Board Secretary and Treasurer of School Monies on all warrants.**
- B16. Motion to **authorize the Business Administrator/Board Secretary to make intra-bank electronic fund transfers** to Board of Education accounts.
- B17. Motion to **authorize the Business Administrator/Board Secretary to make investment decisions** in accordance with N.J.S.A. 18A:20-37-39, when in the best interest of the Board of Education.
- B18. Motion to **authorize the Business Administrator/Board Secretary to affix the Board of Education seal** to any appropriate document.
- B19. Motion to **approve the establishment of a Petty Cash Fund** and appoint the custodian of the fund, pursuant to N.J.A.C. 6A:23-2.9, N.J.S.A. 18A-19-13 as follows:

	<u>Amount of Fund</u>	<u>Maximum Single Expenditure</u>
<u>High School</u>		
Mr. Rick Mangili	\$200.00	\$50.00
<u>Middle School</u>		
Mr. Nick DeCorte	\$25.00	\$25.00
<u>South End School</u>		
Mrs. Lynn DiMatteo	\$25.00	\$25.00
<u>North End School</u>		
Ms. Traci Dyer	\$25.00	\$25.00
<u>Superintendent's Office</u>		
Ms. Theresa Lombardi	\$200.00	\$50.00

- B20. Motion to **adopt the uniform minimum chart of accounts** distributed by the State and utilized by the District, to authorize the addition of sub-account designations as the

Business Administrator may deem necessary, and to **authorize the Superintendent of Schools to make any necessary transfers** below the level of the NJDOE Chart of Accounts, and that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regular meeting.

- B21. Motion to **appoint the Business Administrator/Board Secretary as the Custodian of Government Records** for the period January 8, 2020 through the next Board Reorganization meeting, as required by N.J.S.A. 47:1A-1, et. seq., the New Jersey Open Publics Law, and establish a photocopy fee of five cents (\$.05) for printed matter of letter size page or smaller and seven cents (\$.07) for printed matter of legal size or larger for official public documents.
- B22. Motion to **authorize the Business Administrator/Board Secretary to solicit bids** when required.
- B23. Motion to **authorize the Business Administrator/Board Secretary to participate in the New Jersey State Contract Process**; and BE IT FURTHER RESOLVED, to authorize the Business Administrator/Board Secretary to utilize State Contracts for purchases when feasible.
- B24. Motion to **approve continued participation at various state and national cooperative contracts as a method of procurement in accordance with Chapter 139 PL 2011 as referenced in Local Finance Notice 2012-10, May 14, 2012 at no cost to the Cedar Grove School District to include:**

<i>Company</i>	<i>Contract #</i>	<i>Description of Goods/Services</i>
Dell	89850,89967,88796	Computers & Associated Software/Licenses
CDW Government	89849	Software License & Related Service
Storr Tractor Company	43038	Grounds Equipment
Grainger	M0002	Industrial Supplies/Equipment
Cliffside Body Corp	40822,89250,88268	Vehicle Repair Services
Staples	77249(A74337)	Supplies
School Specialty	T0114/A80986	Supplies
Meru		Technology Equipment & Associated Software/Licenses

United Business Systems	M0053 13-R 22832	Cannon Copiers
Educational Services Commission of New Jersey Cooperative Pricing System, Parsippany, NJ		Technology Equipment & Associated Software/Licenses; Athletic Equipment; School/Classroom/Office Supplies; Professional Services; Industrial Supplies/Equipment
Rich's Tree Service	80902	Tree removal and Pruning
TCPN (The Cooperative Purchasing Network), Houston, TX		Technology Equipment & Associated Software/Licenses; Athletic Equipment; School/Classroom/Office Supplies; Professional Services; Industrial Supplies/Equipment
GSA.GOV (United States General Services Administration), Washington, DC		Technology Equipment & Associated Software/Licenses; Athletic Equipment; School/Classroom/Office Supplies; Professional Services; Industrial Supplies/Equipment
PEPPM Technology Bidding & Purchasing Program, Milton, PA		Technology Equipment & Associated Software/Licenses
US Communities, Gaithersburg, MD		Technology Equipment & Associated Software/Licenses; Athletic Equipment; School/Classroom/Office Supplies; Professional Services; Industrial Supplies/Equipment
Hunterdon County Educational Services Commission, Lebanon, NJ		Technology Equipment & Associated Software/Licenses; Athletic Equipment; School/Classroom/Office Supplies; Professional Services; Industrial Supplies/Equipment
Union County Educational Services Commission		Non-Public Services

The Interlocal Purchasing System (TIPS)		Technology Equipment & Associated Software/Licenses; Athletic Equipment; School/Classroom/Office Supplies; Professional Services; Industrial Supplies/Equipment
National Cooperative Purchasing Alliance		Technology Equipment & Associated Software/Licenses; Athletic Equipment; School/Classroom/Office Supplies; Professional Services; Industrial Supplies/Equipment
Keystone Purchasing Network		Technology Equipment & Associated Software/Licenses; Athletic Equipment; School/Classroom/Office Supplies; Professional Services; Industrial Supplies/Equipment
Somerset County Cooperative Pricing System		Technology Equipment & Associated Software/Licenses; Athletic Equipment; School/Classroom/Office Supplies; Professional Services; Industrial Supplies/Equipment; Grounds Services and Supplies
Union County Cooperative Pricing System		Technology Equipment & Associated Software/Licenses; Athletic Equipment; School/Classroom/Office Supplies; Professional Services; Industrial Supplies/Equipment; Security Services and Supplies
Ben Shaffer Recreation		Playground Equipment

Further, be it resolved, that the QPA for the district be authorized to procure goods and services through state agencies under state contracts that have been properly bid and awarded in accordance with public purchasing laws.

- B25. Motion to **approve the adoption of the existing Contracts and Agreements** to which the Cedar Grove Board of Education is a party.

- B26. Motion to **reaffirm the Cedar Grove School District’s participation in the Educational Data Service, Inc. Cooperative Pricing System** (Ed-Data), for the purchasing of supplies, goods and services for the remainder of the 2019-2020 school year from its authorized vendors.
- B27. Motion to **authorize the Business Administrator/Board Secretary to release warrants** for payment of the District’s bills and payroll as needed in between scheduled Board meetings and have those claims ratified at the next regular Board Meeting.
- B28. Motion that the **Business Administrator/Board Secretary, or his designee, be designated as the Board’s agents to request state and federal funds** under the existing State and Federal Laws from January 8, 2020 to the next Board’s Reorganization meeting.
- B29. Motion to **approve that the Cedar Grove Board of Education, in compliance with N.J.A.C. 6:3-6.3(a) 2, acknowledges the following language on student records in Policy 8330:**
“Mandated public records are those records school districts have been directed to compile by State statute, regulations, or authorized administrative directive in accordance with NJAC 6A:32-7.3. Permitted pupil records are records authorized by the Board to be collected in order to promote the education welfare of the pupil. The Board shall authorize the permitted records to be collected by adopting at a regular public Board meeting a resolution listing such permitted records or Regulation 8330, which will list such permitted records.”
- B30. Motion that the **Cedar Grove Board of Education hereby adopts the following “Code of Ethics” as established by the New Jersey School Boards Association.**

CODE OF ETHICS FOR SCHOOL BOARD MEMBERS – 18A:12-24.1

A school board member shall abide by the following Code of Ethics for School Board Members:

1. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
3. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.

4. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
5. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
6. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
7. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. I will support and protect school personnel in proper performance of their duties.
10. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

BE IT FURTHER RESOLVED, that the Board shall see that all members of the Board receive training in understanding and adhering to this Code and shall discuss it annually at a regularly scheduled public meeting. Each member of the Board shall sign documentation that he/she has received a copy of the code and has read and understood it.

B31. Motion for approval of professional appointments:

WHEREAS, there exists a need for board counsel services, auditing services, school physician services, architectural services, financial services, environmental services and indoor air quality/asbestos services and;

WHEREAS, such board counsel services, auditing services, school physician services architectural services, financial services, environmental services and indoor air quality/asbestos services can be provided only by specialized firms and individuals, and the below firms are so recognized as such a firm or individual and;

WHEREAS, funds are or will be available for this purpose.

NOW, THEREFORE, BE IT RESOLVED: That the Cedar Grove Board of Education hereby approves the following:

1. The professional appointments of the below firms/individuals are retained for the term commencing January 8, 2020 to and including the date of the next Board Reorganization meeting:

School Physician(s)	Vanguard Medical Group 271 Grove Ave. Verona, NJ 07044
Auditing Firm	Lerch, Vinci & Higgins 17-17 State Highway #208N Fairlawn, NJ 07410
Architect-of-Record	Dan Dressel 19 Edstan Drive Moonachie, NJ 07074
Bond Counsel	Rogut McCarthy, LLC 37 Alden St. Cranford, NJ 07016
Board Attorney	Sciarrillo, Cornell, Merlino, McKeever & Osburne 238 St. Paul St. Westfield, NJ 07090
Financial Advisor	Phoenix Advisors, LLC 4 West Park St. Bordentown, NJ 08505
Environmental	NAETI 181 Route 46 Mine Hill, NJ 07803
Indoor Air Quality/ Asbestos	AHERA Consultants PO Box 385 Oceanville, NJ 08231

2. The contracts are awarded without competitive bidding as “Professional Services” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18(A)(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this resolution, as well as any engagement letters or contracts shall be placed on file with the Secretary of the Board.

B32. Motion to **approve the following Extraordinary Unspecifiable Services:**

WHEREAS, there exists a need for brokerage services in connection with insurance benefits and insurance risk advisement for the 2020 Year, and

WHEREAS, it has been determined that such Brokerage services are specialized and qualitative in nature requiring expertise, extensive training and proven reputation in the field of insurance benefits and insurance risk advisement and is not reasonably possible to describe the required services with written bid specifications, and

NOW, THEREFORE, BE IT RESOLVED, that the Cedar Grove Board of Education approves the following:

1. The brokerage services of IMAC Insurance Agency is hereby retained to provide the necessary services in conjunction with the district's insurance benefits.
2. The brokerage services of C. Walter Searle Insurance Agency is hereby retained to provide the necessary services in conjunction with the district's insurance risk advisement.
3. Both contracts are awarded without competitive bidding as "Extraordinary Unspecifiable Services" in accordance with the Public School Contracts Law, N.J.S.A.18A:18A(a)(1) and N.J.S.A. 40A: 11-5(1)(a)(ii) and 40A: 11-5(1)(m) because it is for services that cannot be reasonably described and bid.
4. A copy of this resolution as well as the contract shall be placed on file with the Secretary of the Board.

B33. Motion to **appoint the following service providers** for the remainder of the 2019-2020 School Year:

STARS Therapy – Feeding and Speech Therapies, \$140/hour
Occupational Therapy Consultants – OT, PT and Speech Learning Therapies, \$89/hr
Gregory Parker, ABA: \$70/hour
Dr. Elliot Grossman – Psychological Evaluation
Next Step Pediatric Therapy – PT services, \$84/hour
Intensive Therapeutics – OT services, \$87/hour
Speech & Hearing Associates – Evaluations
Assistive Tek – Technology Evaluations
Carl Ziesing, PhD & Keith Golin, PhD – Clinical Neuropsychology
Coordinated Treatment Solutions – Counseling, \$250/hour
Platt Psychiatric Associates – Evaluations
JVS – Transition Services
Dr. Mark Faber – Psychiatric Evaluations, \$550 per
Dr. Bryan Fennelly – Psychiatric Evaluations
North Jersey Behavioral Health – ABA Services, \$150/session
Therapeutic Options – Social Skills
Faith Therapy – OT Services, \$86/hour
Rebecca Foti – Interventionist, \$85/hour
Shift Transition Services – Job Coaching
Good Talking People – Social Skills Training
Montclair State University – Clinical, Consultation and Evaluation Services
Knotted Thread – Hearing Services
Dr. Keith Golin – Clinical Neuropsychology
Tempo Music Therapy Services – Music Therapy

North Jersey Outreach, KDDS TOO – ABA, \$80, Speech, \$125
Social Work RPN – Social Worker, \$57/hour
Steinke Psychological Service - \$225/hour
Therapy Source – Speech, \$88/hour

Melick-Tully & Associates – Environment Services
Joe Bell Enterprises – Custodial Uniforms
Pomptonian Food Service – Food Service Provider
Northwest Evaluation – MAP testing
Dial Pest Control – IPM Services
Natural Lawn of America
Pitney Bowes Global Financial – Postage Meter
NAETI – National Asbestos & Environmental Testing Institute
AM Consultants – Fixed Asset Consultant
New Jersey Wild Geese Control, Inc.
AmeriHealth Administrators (COBRA administration)
Strauss Esmay Associated, LLP- Policy & Regulations Consultants
Western States Contracting Alliance
Stronge & Associates – Teacher / Administrator Evaluation and Assessment
E-Rate Consulting
Genesis Educational Services – Student Information System
K12USA.com – Email, TroubleTrakker, Web Filtering
Frontline Technologies Group – IEP Direct
United Business Systems – Photocopiers
Bollinger Insurance – Student Accident Coverage
Delta Dental of New Jersey – Dental Coverage
Horizon Blue Cross Blue Shield – Medical & Prescription Coverage
Computer Solutions – Accounting & Personnel Systems
HandiLift – Lift Maintenance
Honeywell – Building Automation Control System Services
Haig Service Corp – Fire Alarm/Panic Button Monitoring

- B34. Motion to **appoint the Superintendent as Acting Board Secretary** for emergency purposes.
- B35. Motion to **approve the Standard Operating Procedures and Internal Controls Manual.**

COMMITTEE REPORTS

Curriculum
Communications
Facilities
Finance
Legislation
Personnel
Policy

FROM THE OFFICE OF THE BUSINESS ADMINISTRATOR and BOARD SECRETARY

MINUTES

- B36. Motion to **approve the Public and Executive minutes** of December 10, 2019.
- B37. Motion to **approve the Board Secretary's certification to the Cedar Grove Board of Education, pursuant to NJAC 6A:23-2.11(c)3**, that no line item account has encumbrances and expenditures which, in total, exceed the line item appropriation in violation of NJAC 6A:23-2.11(a); and further pursuant to NJAC 6A:23-2.11(c)4, no major account or fund has been over-expended in violation of NJAC 6A:23-2.11(b).
- B38. Motion to **approve the Treasurer's Report for the months of October and November 2019**.
- B39. Motion to **approve the Board Secretary Report for the months of October and November 2019**.

BUSINESS

- B40. **RESOLVED, that in accordance with the CGEA Agreement, the following employees shall be paid for unused vacation days:**
Employee #0357: \$2,972.21
Employee #0926: \$2,263.75
- B41. **RESOLVED that in accordance with the CGEA Agreement, the following employees shall be paid for unused sick days:**
Employee #0032: \$4,500
Employee #0514: \$1,250
Employee #0562: \$10,080
Employee #0902: \$10,773
Employee #0204: \$13,671
Employee #0433: \$11,938.50
Employee #0428: \$819 (1st Payment)
Employee #0721: \$5,555
Employee #0926: \$2,000 (1st Payment)
- B42. **Motion to accept the generous donation of \$1,790 from the Cedar Grove High School Black & Gold Club** to be used towards the purchase of soccer banners.

- B43. Motion to **approve payment for student ID #401824** to receive a CGHS Prom Bid Ticket and School Yearbook in the amount of \$160.00 for the 2019/2020 school year
- B44. Motion to **approve the following parent transportation contract for the 2019-2020 school year (September 2019 – May 2020): ID No. 2663149035, \$10.60 per diem, 151 day maximum).**
- B45. Motion to **approve submission of an amendment to the IDEA FY2020 grant** to include carryover funds from the prior year's grant.
- B46. Motion to **approve Zenith Construction Services, Inc. payment application No. 2 in the amount of \$318,666.60** for work done on the Security Upgrades and Renovations Project. This payment application has been reviewed and approved by Mr. Daniel Dressel, Architect. Payment for this application will be from the CGBOE 2018 Bond Referendum
- B47. Motion to approve the submission the amendment to the **ESEAFY2020 grant** to reflect the allocation of carryover funds from the FY2019 grant in the amount listed below:
Title I \$4,073 Title IV \$1,812

FROM THE OFFICE OF THE SUPERINTENDENT OF SCHOOLS

PERSONNEL

- S1. Motion to **approve the resignation of LouAnn Kapura, Business Office Secretary, for the purpose of retirement**, effective January 1, 2020.
- S2. Motion to **approve the resignation of Augustine Prater, High School Custodian**, effective April 1, 2020.
- S3. Motion to **retroactively approve Lisa Hagel, paraprofessional**, South End School, at a salary of \$20,021, prorated, from January 3, 2020 to June 30, 2020.
- S4. Motion to **approve the following as school volunteers**:
Lisa Houlbert SE Jameel Freeman NE
- S5. Motion to **approve Kim Ciprian for Substitute Lunch Duty** for the 2019-2020 school year at South End School.
- S6. Motion to **approve the revised job description for the position of P/T Business Office Secretary**, 12 months, effective January 8, 2020.

S7. Motion to **authorize attendance** at the following event/s:

<i>Program</i>	<i>Date</i>	<i>Employee(s)</i>	<i>Board Member(s)</i>	<i>Cost</i>
NJAHPERD	2/24-25/2020	M. Moussab	0	\$62.50
GC Meeting	12/12/2020 (retroactively)	M. Denman	0	\$0
LGBTQ Pilot Program	1/7/2020 Rescheduled from 12/19	C. Cannella	0	\$0
US Lacrosse Convention	1/10/2020	S. Sweeney	0	\$0

S8. Motion to **approve the following Spring Coaching positions** for the 2019-2020 school year.

Boys' Track

Michael Moussab	head	4	\$ 8998
Tom Moogan	assist	4	\$ 5837

Girls' Track

Colleen Bulger	head	4	\$ 8998
Vincent LoProto	assist	4	\$ 5837

Softball

Nicole Velardi	head	5	\$ 9280
Eddie Capozzi	assist	3	\$ 5497
Cheryl Marion-Zenobi	JV	5	\$ 6179

Baseball

Joe Cardinale	head	5	\$ 9280
Vincent Cordasco	assist	2	\$ 5158
Mike Konopka	JV	2	\$ 5158
Anthony Dalbo	fresh	4	\$ 5511

Boys' Tennis

Robert Dunn	head	5	\$ 6038
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Boys' Lacrosse

Louis Aboyoun	head	5	\$ 9280
TBD	assist		

Girls' Lacrosse

Sean Sweeney	head	4	\$ 8998
John Murphy	assist	5	\$ 6179

Spring Weight Room

Ryan Corbosiero stpd \$ 2647

S9. Motion to **approve the following advisors for SAT Prep** to be offered to all 11th graders beginning Tuesday, January 14, 2020 and ending March 6, 2020. Classes will meet from 7:10am – 8:00am (zero period), and/or from 3:00pm – 3:50pm, at the rate of extra period stipend, \$6300, prorated:

- Meagan Amador; English (4x per week)
- Colleen McElroy; Math (2x per week)
- Joan Oehm; Math (2x week)

S10. Motion to **approve the following students for Classroom Observation:**

<i>Student</i>	<i>College/Univ. Student Attends</i>	<i>School Observing in Grade/Subject</i>	<i>Date(s)/Hours of Observation</i>
Lexi Fiore	Rowan University	SE/Elementary Education	Observation/2019-2020 school year; 2 days
Ryan Fearon	Caldwell University	MMS/7 th Grade Social Studies	Clinical Experience & Practice; Jan 2020 thru Dec 2020.

S11. Motion to **approve Patience Rustomji, Paraprofessional**, maternity leave coverage at Memorial Middle School, at a salary of \$20,021, prorated, effective January 20, 2020 through June 19, 2020.

POLICIES

CURRICULUM

CONTRACTS

THE MEETING IS OPEN TO THE PUBLIC FOR COMMENT ON ITEMS ON OR OFF THE AGENDA.

Announcement of future meetings:

January 21, 2020 North End Media Ctr. 6:30 pm Executive Session; 7:30pm Regular Mtg
 February 11, 2020 North End Media Ctr. 6:30 pm Executive Session; 7:30pm Regular Mtg