

EAST HANOVER TOWNSHIP BOARD OF EDUCATION

Public Meeting, 6:30 p.m.

March 19, 2018

East Hanover Middle School Auditorium

477 Ridgedale Avenue

AGENDA

The mission of the East Hanover School District is to prepare our young people to be positive, contributing members of society. Our diversified curriculum incorporates the expectation that all students achieve or exceed the New Jersey Student Learning Standards (NJSLs) at all grade levels. The educational environment fosters self-esteem, independent thinking, and respect for individual differences. We provide our students with the skills and experiences necessary to assist them in achieving their fullest potential as unique individuals and to meet the challenges of life.

Assistance for persons with disabilities for the purpose of attending this or any other district meeting/function can be obtained by contacting the Board Secretary's office at 973-887-2112 (x100).

**CALL TO ORDER OPEN PUBLIC MEETING STATEMENT**

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

In accordance with the provisions of this Act, the East Hanover Township Board of Education has caused notice of this meeting to be forwarded to the Hanover Eagle and Daily Record as official newspapers of the East Hanover Township Board of Education and posted in the Board Office, 20 School Avenue, and forwarded to the Township Clerk.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PUBLIC COMMENTS**

**EXECUTIVE SESSION**

WHEREAS, C.231, P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in executive or private session under certain limited circumstances; and

WHEREAS, said law requires the Board to adopt a resolution at a public meeting before it can meet in such an executive or private session:

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE EAST HANOVER TOWNSHIP SCHOOL DISTRICT:

1. That it does hereby determine that it is necessary to meet in Executive Session on March 19, 2018, at \_\_\_\_\_ p.m. to discuss personnel and legal issues.
2. That the matter discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.

Formal action may be taken upon return from Executive Session.

President \_\_\_\_ reconvenes the meeting at \_\_\_\_ p.m.

**RETURN TO PUBLIC SESSION**

**PRESENTATIONS**

**SUPERINTENDENT'S REPORT**

District Updates

HIB Report

Central Elementary School 100 Club: Angelo Chirichiello

Frank J. Smith Elementary School Scholar-Athlete of the Month: Ryan McPartland

East Hanover Middle School Students of the Month:

Grade 6 - Vincenza Ucci

Grade 7 - Holdin Kim

Grade 8 - Maya Martzen

East Hanover Middle School Student Council Representative: Maddalena Grieco

## **BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT**

### **COMMITTEE REPORTS**

Personnel  
Education/Technology  
Finance  
Policy/Public Relations  
Buildings and Grounds/Transportation

### **CONSENT RESOLUTIONS**

All matters are considered to be routine in nature and will be enacted by one motion. Any Board member may request that an item be removed from the Consent Agenda for separate consideration. Any item(s) removed from the Consent Agenda will be discussed and acted upon separately, immediately following the consideration of the remaining items on the Consent Agenda. A motion or a second is not required to remove an item(s) from the Consent Agenda. All resolutions acted upon at this meeting are available to be viewed this evening and copies can be obtained by contacting the School Board Secretary's Office.

### **MINUTES**

1. Approve the February 12, 2018, Regular Meeting. (Doc. M-1)
2. Approve the February 12, 2018, Executive Session. (Doc. M-2)

### **PERSONNEL**

1. Accept a letter of resignation for retirement purposes from Christine Gilmore, Grade 5 Teacher, Central Elementary School, effective July 1, 2018. (Doc. P-1)
2. Accept a letter of resignation for retirement purposes from Barbara Campbell, Full-Time Instructional Aide, effective June 30, 2018. (Doc. P-2)
3. Accept a letter of resignation from Rekha Rudra, Speech Language Specialist, Frank J. Smith Elementary School, effective April 6, 2018. (Doc. P-3)
4. Approve the appointment of Rose-Marie Iannicelli to the position of School Guidance Counselor Leave Replacement, Central Elementary School, at a per diem rate of \$293.60, of the 2017-2018 Teacher's Salary Guide, effective May 22, 2018, through June 22, 2018. (Doc. P-4)
5. Approve the transfer of Thomas Page to the position of Custodian, Central Elementary School, at an annual revised salary of \$46,001, Step 7 of the 2017-2018 Custodian Salary Guide, effective April 1, 2018.
6. Ratify/approve the appointment of Alexandria Garruto to the position of Grade 6 Science and Social Studies Leave Replacement Teacher, at a per diem rate of \$293.60, MA Step 1, of the 2017-2018 Teacher's Salary Guide, effective March 5, 2018, through March 29, 2018. (Doc. P-5)
7. Ratify/approve the appointment of Angela Mullen as a Leave Replacement Teacher, East Hanover Middle School, at a per diem rate of \$274.48, BA Step 1 of the 2017-2018 Teacher's Salary Guide, effective March 15, 2018, through June 22, 2018, or sooner if a permanent teacher is appointed.
8. Approve the appointment of Lisa Hatala, Part-Time Speech Therapist, to the position of Full-Time Speech Therapist, Frank J. Smith Elementary School, at a prorated salary of \$42,596.50, Step 1 MA+15 of the 2017-2018 Teacher's Salary Guide, effective April 9, 2018, through June 30, 2018.
9. Ratify/Approve Michael Calomino, Assistant Principal, East Hanover Middle School, to the position of district Safety Officer, at an annual stipend of \$2,000.00, to be funded by Title IV funds.
10. Approve Kristen Kearney, Supervisor of Curriculum & Instruction, to receive a stipend for serving as Acting Principal, Central Elementary School, at a rate of \$150 per diem at the request of the Superintendent of Schools.
11. Approve Kelly Hart, Supervisor of Educational Technology, to receive a stipend for serving as Acting Principal, Central Elementary School, at a rate of \$150 per diem at the request of the Superintendent of Schools.

12. Approve the appointment of the following individuals as district substitutes for the 2017-2018 school year, pending approval by the New Jersey Department of Education following a criminal history review:

Liliana Sanchez                      Substitute Teacher and Instructional Aide

13. Approve the following individuals as Jr. Assistants in the EHTASCC Before-School and After-School Program at Frank J. Smith School and Central Elementary Schools, subject to enrollment, at the following salaries per hour, not to exceed 29 hours/week, including training, effective March 20, 2018, through June 30, 2018, pending criminal history and background check approval:

<b>Employee</b>	<b>Hourly Salary</b>
Giuliana Caravella	\$9.00
Kevin Gilroy	\$9.00

**EDUCATION**

1. Affirm and approve the Superintendent’s HIB Report for February 12, 2018, through March 12, 2018.
2. Approve the revised 2017-2018 district calendar, as attached. (Doc. E-1)
3. Approve the following students/coaches from Hanover Park High School to volunteer at EHMS volleyball practices:

- Kristi Brokaw
- Victoria Lopinto
- Danielle Dvorkin
- Brittany Scott
- Katie Piedade
- Coach Tara Kelly
- Assistant Coach Heather Sobieski

4. Approve the following sponsorship donations for the EHTASCC fundraising for the Muscular Dystrophy Association:

- The Long Family
- The Dondapati Family
- Elite Realty Group, Inc.
- Erica Tober ABA Consulting
- Rosemary Stone-Dougherty, ESQ

5. Ratify/Approve the following field trips for the 2017-2018 school year:

<u>School</u>	<u>Destination</u>	<u>Grade Level</u>	<u>Proposed Date</u>
EHMS	Costco Luncheon Prep Lesson	6-8 Resource room	3/1/18
EHMS	Home Depot	6-8 Resource Room	3/26/18
EHMS	College of St. Elizabeth & Riviera Maya in Rockaway	8	3/27/18
EHMS	Madison, NJ Escape Room	G&T	3/29/18
EHMS	Lyndhurst Medieval Times	6	5/11/18
EHMS	Lurker Park 8 <sup>th</sup> Grade Pool Party	8	6/12/18
FJS	Mayo Performing Arts Center	2	3/21/18
Central	Ellis Island: Gateway to a Dream Liberty Science Center Brainstorming Around the World	3	3/22/18; 4/13/18; 4/30/18

6. Approve Erica Lawler, student at Towson University to observe Lisa Margolis for 1 hour on a date after March 20, 2018.
7. Approve the following clinical practice/clinical experience assignments:

Student/College	Purpose	Cooperating Teacher(s)	Dates
Funicelli, Brittany Fairleigh Dickinson	Clinical Experience 2 days/week	Megan Hannis, Grade 2	9/4/18-12/21/18
	Clinical Practice FT 5 days/week	Megan Hannis, Grade 2	1/21/19-5/3/19
Ross, Taylor Fairleigh Dickinson	Clinical Experience 2 days/week	Paige Kennedy, Grade 1	9/4/18-12/21/18
	Clinical Experience FT 5 days/week	Paige Kennedy, Grade 1	1/21/19-5/3/19

8. Acknowledge the following fire drills and school security drills, as reported by the school principals, for the month of February 2018:

<u>School</u>	<u>Fire Drill</u>	<u>Security Drill Evacuation</u>
Frank J. Smith Elementary School	2/21/18	2/21/18 Tabletop Exercise
Central Elementary School	2/21/18	2/21/18 Tabletop Exercise
East Hanover Middle School	2/28/18	2/21/18 Tabletop Exercise

**FINANCE**

1. Approve the attached travel and related expenses. (Doc. F- 1)
2. Approve the following bills list dated February 28, 2018, through March 19 , 2018, for the 2017-18 school year in the amount of \$715,507.08: (Doc. F- 2)

General Fund	\$ 664,436.64
Special Revenue Fund	\$ 49,950.52
Capital Projects	\$ 23.00
Enterprise Fund-EHTASCC	\$ 1,096.92

Approve the payroll disbursement for February 15, 2018, in the total amount of \$674,521.24.

Approve the payroll disbursement for February 28, 2018, in the total amount of \$594,867.15.

Approve the Milk Account check #2162 in the amount of \$698.40 to the East Hanover PTA for free lunches for the month of March, 2018.

Approve the Milk Account check #2163 in the amount of \$1,051.87 to Cream-O-Land Dairies for February, 2018.

Approve the Unemployment Compensation Fund check #2054 in the amount of \$7,657.95 for the quarter ending 12/31/17.

3. Approve the report of the Secretary A-148 and the Treasurer’s Report A-149 for the month ending January 31, 2018. (Doc. F-3)
4. Approve the certification of the Business Administrator/ Board Secretary that as January 31, 2018, pursuant to N.J.A.C. 6A:23-2.11(c)3, no budgetary line item has been over expended in violation of N.J.A.C. 6A:23-s.11(a).
5. Certify that as of January 31, 2018, after reviewing the Business Administrator/Board Secretary’s financial report, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b) and sufficient funds are available to meet the District’s financial obligations for the remainder of the year.
6. Approve the list of transfers dated January 31, 2018. (Doc. F-4)
7. Approve the following persons be authorized to sign checks on or before April 9, 2018, through June 30, 2018, for the following accounts at TD Bank, and that the facsimile signature(s) be authorized:

Central Elementary School Student Account (Acct. #785969943)

Signatures: Ms. Melissa Falcone, Principal, Central Elementary School

or Mr. Flavio Rubino, Leave Replacement Principal, Central Elementary School  
 and Mrs. Deborah Muscara, Business Administrator/Board Secretary  
 or Mrs. Natalee Bartlett, Superintendent

8. Approve the following resolution binding the East Hanover School District to purchase natural gas services through the Alliance for Competitive Energy Services (ACES) Bid Cooperative Pricing System ID#E8801-ACESCPS:

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the East Hanover School District is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023, hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that submits bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and

WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

WHEREAS, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and

WHEREAS, the Lead Agency will notify the Department of Community Affairs’ Division of Local Government Services by mail prior to the issuance a Request for Bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it RESOLVED that the District binds itself to the ACES Cooperative Pricing System #E8801-ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School

Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

9. Approve the following resolution binding the East Hanover School District to purchase electric generation services through the Alliance for Competitive Energy Services (ACES) Bid Cooperative Pricing System ID#E8801-ACESCPS:

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the East Hanover School District is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023 hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs’ Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it RESOLVED that the District binds itself to the ACES Cooperative Pricing System #E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

10. Approve the purchase of a shared 911 service with OnScene Technologies, Inc. in Ramsey, NJ for the cost of \$8,850.00 for the 2018-2019 school year for the purpose of adding this service to the district’s safety model. The service will commence in the 2017-2018 school year at zero cost. Quotes were requested with OnScene Technologies, Inc. providing the lowest quote as follows:

OnScene Technologies, Inc.	\$8,850.00
Alertus	Service needed not available.
Everbridge	Service needed not available.

11. Approve the additional electrical service installation to the Combined Heat & Power Unit at the East Hanover Middle School needed for emergency purposes with United Electrical Contracting of Paterson, NJ for the cost of \$13,002.52. The service to provide additional lighting in the gymnasium and boy’s locker room is a continuation of the ESIP project and will be funded by the remaining capital reserve funds set aside for ESIP. (Doc. F-5)

12. Approve the purchase of a Collaborative Response Graphic for the school district for safety purposes with Critical Response Group (CRG) of Seaside Park, NJ, for the 2017-2018 school year in the amount of \$8,001.00. This product is aligned with the Morris County First Responders and is considered proprietary in nature. (Doc. F- 6)

13. Approve the purchase of library seating for the Frank J. Smith Elementary School with Demco of Madison, Wisconsin in the amount of \$6,817.85. Quotes were requested with Demco providing the lowest quote as follows:

Demco	\$6,817.85
The Library Store	\$8,728.90

14. Ratify/Approve the increase of providing Home/Bedside instruction services with Professional Education Services, Inc. of Glassboro, NJ for East Hanover student # 2018288 for 24 additional hours from January 15 through February 6, 2018 in the amount of \$768.00 for a revised fee of \$2,624.00.

15. Ratify/Approve the cost of providing Home/Bedside instruction with American Tutor of Hillsborough, NJ for East Hanover student # 10409 for up to 10 hours per week beginning January 2, 2018 – April 19, 2018 in the amount of \$65.00 per hour as needed but not to exceed 104 hours for a total of \$6,760.00.

16. Ratify/Approve the cost of providing Home/Bedside instruction for East Hanover student # 2018288 for up to 10 hours per week beginning February 26, 2018 – April 30, 2018 at the amount of \$40.00 per hour as needed but not to exceed 80 hours for a total of \$3,200.00.

17. Approve the payment of an estimated thirty-eight accumulated unused sick days as of March 31, 2018, for retiree, William Gialanella, in the amount not to exceed \$1,140.00 based on the EHEA agreement.

18. Approve the payment of an estimated twenty-seven accumulated unused vacation days as of March 31, 2018, for retiree, William Gialanella, in the amount not to exceed \$5,847.58 based on the EHEA agreement.

19. Approve the disposal and/or donation of 18 non-working district cell phones to Verizon.

20. Approve the submission of the 2018-2019 Tentative Budget:

A. BE IT RESOLVED that the tentative budget be approved for the 2018-2019 school year using the 2018-2019 state aid figures and the Secretary to the Board of Education be authorized to submit to the Executive County Superintendent for approval in accordance with N.J.S.A.18A:7F-5 and 18A:7F-6:

	<b>General Fund</b>	<b>Special Revenues</b>	<b>Debt Service</b>	<b>Total</b>
2018-2019 Total Expenditures	\$21,213,886	\$ 326,528	\$639,113	\$22,179,527
Less: Anticipated Revenues	<u>\$ 1,743,737</u>	<u>\$ 326,528</u>	<u>\$ 1</u>	<u>\$ 2,070,266</u>

Taxes to be Raised	\$19,470,149	\$631,112	\$20,109,261
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And, to advertise said tentative budget in the Daily Record in accordance with the form suggested by the New Jersey Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing will be held at the East Hanover Township Middle School, 477 Ridgedale Avenue, East Hanover, NJ on April 25, 2018 at 6:30 pm for the purpose of conducting a public hearing on the budget for the 2018-2019 school year.

B. Prebudget Year Tax Levy and Healthcare Costs Adjustment

RESOLVED that the East Hanover Township Board of Education includes in the proposed budget the adjustment for health care costs in the amount of \$280,280.00. The additional funds are included in the base budget and will be used to pay towards the increase of health care costs.

C. Banked Cap Adjustment

WHEREAS, the district has a taxing authority of a 2% cap increase over the prior year which totals \$375,586 resulting in a maximum district tax levy of \$19,154,865 and,

WHEREAS, the district has the available increase in health care costs adjustment of \$280,280 and included in the proposed budget is the adjustment for increase in health care costs in the amount of \$280,280, and,

WHEREAS, the district has the available banked cap from prior years in the amount of \$443,530 and included in the proposed budget is the banked cap in the amount of \$35,004, and

WHEREAS, the proposed 2018-2019 tax levy is only \$19,470,149; and

THEREFORE, BE IT RESOLVED, that the East Hanover Township Board of Education, in the County of Morris, New Jersey approves that the unused taxing authority of \$408,526 to be banked for potential use in the subsequent fiscal year.

D. Capital Reserve Account Withdrawal-Excess Costs & Other Capital Projects

WHEREAS, included in budget line 620, Budgeted Withdrawal from Capital Reserve for Excess Costs and Other Capital Projects, is \$675,000.00 for other capital projects costs, and

WHEREAS, that the East Hanover Township Board of Education requests the approval of a capital reserve withdrawal in the amount of \$675,000.00, and

RESOLVED, that the district intends to replace the outdated clock system at the Frank J. Smith Elementary School for the cost of \$10,000 to provide an updated system, and

RESOLVED, that the district intends to install new ceiling tiles in the East Hanover Middle School gym for the cost of \$40,000. New lighting was installed during the ESIP project which affected the current ceiling tiles, and

RESOLVED, that the district install air conditioning at the Frank J. Smith Elementary School for the cost of \$575,000 to provide a better environment for the students and staff and complete the air conditioning in the entire district.

E. Maintenance Reserve Account Withdrawal

RESOLVED that the East Hanover Township Board of Education requests the approval of a maintenance reserve withdrawal in the amount of \$151,549.00. The district intends to utilize these funds for required maintenance for the district.

F. Travel and Related Expense Reimbursement-2018-2019

WHEREAS school district Policy 6471, School District Travel, and N.J.A.C. 6A:23A-7.1 et.seq., provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2018-2019 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2017-2018 school year was \$35,000; and



WHEREAS, travel and expense reimbursement has reached a total amount of \$10,921 as of March 1, 2018;

NOW, THEREFORE, BE IT RESOLVED, that the East Hanover Township Board of Education hereby establishes the school district travel maximum for the 2018-2019 school year not to exceed \$50,000; and

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary shall track and record these costs to insure that the maximum amount is not exceeded.

G. Professional Service Expenses

WHEREAS, N.J.A.C. 6A:23A:5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuring school year, as defined in N.J.A.C. 6A:23A-9.3(c) 14; and

WHEREAS, the tentative budget includes the following appropriations

Legal Services	\$ 30,000
Accounting Services	\$ 32,500
Architect	\$ 8,000
School Physician	\$ 9,851
Financial Advisory	\$ 1,000
Technology Prof Svc	\$163,357; and

WHEREAS, the Administration needs to notice the Board if there arises a need to exceed said maximums. Upon which the Board may adopt a monetary increase in the maximum amount through formal Board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

THEREFORE, BE IT RESOLVED, that the East Hanover Township School District Board of Education establishes maximums for professional development in the areas listed above at a level of 120% of the amounts listed for the 2018-2019 school year. (Doc. F-7)

- 21. Approve the Speech/Language services with J and B Therapy of Augusta, NJ for various in-district students effective April 9 through June 30, 2018 at \$84.00 per hour not to exceed 154 hours for a total of \$12,936.00. (Doc. F-8)
- 22. Approve the following resolution to award the contract for the Frank J. Smith Elementary School Air Conditioning Project:

**WHEREAS**, on March 9, 2018, the East Hanover Board of Education (“Board”) held a public bid opening for the award of a contract for the Air Conditioning Project at Frank J. Smith Elementary School project (“Project”); and

**WHEREAS**, the Board received ten (10) bids for the Project at the public bid opening as follows:

<u>Vendor</u>	<u>Base Bid</u>
DeSesa Engineering Co. Inc.	\$413,300.00
Direct Digital Control Systems, Inc.	\$466,000.00
ACP Contractors	\$478,000.00
Amco Enterprises	\$497,000.00
Pattman Plumbing, Heating & Air Conditioning	\$505,000.00
Central Pack Engineering	\$512,000.00
Teo Technologies, Inc.	\$526,000.00
Iron Mountain Mechanical	\$530,995.00
EACM Corp.	\$557,000.00
Air Maintenance Solutions	\$568,400.00

and;

**WHEREAS**, the Board, in conjunction with its Design Professional and Board Counsel, has determined DeSesa Engineering Co. Inc. to be the lowest responsive and responsible bidder with a base bid of Four Hundred Thirteen Thousand Three Hundred Dollars (\$413,300.00), which is inclusive of the Fifty Thousand Dollars (\$50,000.00) Contingency Allowance.

