

- HCESC School Board Rep.- Seth Cohen

- Ethics Training & Orientation: Matt Giacobbe, Esq.
- Annual Adoptions, Authorizations and Appointments

RESOLUTION 2015-2016: 47 ADOPTNS, AUTHORIZATNS & APPOINTMNTS

Craig Sowell moved, seconded by Carl Sabatino, to acknowledge and re-approve the adoptions, authorizations and appointments for the 2015-16 school year, as listed below. Motion carried unanimously with all “ayes” by roll call vote.

<p>1. To authorize the Superintendent/Principal to offer employment via a “Letter of Intent” to candidates for vacancies between regularly scheduled Board Meetings that require an emergent hire. This authority extends only to formerly approved Board of Education Positions, as represented on the district’s Position Control Roster. The Superintendent/Principal is required to “straw poll” all members of the Board to discuss the candidate, qualifications, salary requirements, and references. Candidates who receive three “individual approvals” will be placed on the next agenda for formal hire. Should any aspect of this process not be followed, the “Letter of Intent” is void as of midnight on the calendar date of the Board of Education Meeting.</p>
<p>2. To authorize the Superintendent/Principal and the Business Administrator to initiate any line item transfers as may be necessary to facilitate any unanticipated encumbrances/ expenditures that may arise between Board meetings, with disclosure to the Board at subsequent Board meetings.</p>
<p>3. To approve the following publications as official newspapers:</p> <ul style="list-style-type: none"> a. Hunterdon County Democrat b. Courier News (alternate) c. Express Times (alternate)
<p>4. To approve Matthew Giacobbe of Cleary, Giacobbe, Alfieri and Jacobs as general legal counsel and Wilenz Goldman & Spitzer as Bond Counsel.</p>
<p>5. To approve Pediatric Workshop and SAM’S Kids for physical therapy services; and Therapeutic Intervention, Inc. for occupational therapy services.</p>
<p>6. To appoint Behavioral Consultants, LLC, Glasberg Behavioral Consulting, LLC, and Brett DiNovi & Associates, LLC for BCBA behavioral services.</p>
<p>7. To approve the firm of Berdard, Kurowicki & Co. as Financial Auditor and Phoenix Advisors, LLC as Financial Advisors.</p>
<p>8. To approve Gianforcaro Architects and Engineers as Architect of Record.</p>
<p>9. To name ELES, Inc as the Board’s Broker of Record for medical insurance.</p>
<p>10. To name Brown & Brown as the Board’s Broker of Record for dental insurance.</p>
<p>11. To appoint Gallagher, O’Gorman & Young as our school commercial package insurance agent.</p>
<p>12. To approve Horizon of New Jersey for Health and Dental Insurance.</p>
<p>13. To appoint Educational Consortium as the E-Rate Consultant.</p>
<p>14. To appoint Dr. Ronald Frank, M.D. as School Physician.</p>
<p>15. To approve Bayada Nursing and Liberty Health Care Services for alternate mandated nursing services, as needed.</p>
<p>16. To appoint the Town of Clinton Police Chief as attendance officer.</p>

<p>17. To authorize the following signatures for the depositories of the board of education:</p> <ul style="list-style-type: none"> a. <u>General Account</u> (3 Signatures) President, Business Administrator, Treasurer b. <u>Payroll Account</u> (1 Signature) Treasurer c. <u>Payroll Agency Account</u> (1 Signature) Treasurer d. <u>Student Activities Account</u> (2 Signatures) Supt/Principal, Business Administrator e. <u>Cafeteria Account</u> (2 Signatures) Supt/Principal, Business Administrator f. <u>Unemployment Account</u> (Any 1 Signature) Business Administrator, Treasurer g. <u>Capital Reserve</u> (Any 2 Signatures) President, Business Administrator, Treasurer h. <u>Maintenance Reserve</u> (Any 2 Signatures) President, Business Administrator, Treasurer i. <u>Emergency Reserve</u> (Any 2 Signatures) President, Business Administrator, Treasurer j. <u>Capital Projects Account and Sweep</u> (Any 2 Signatures) President, Business Administrator, Treasurer
<p>18. To designate the listed banks as approved depositories, while authorizing the School Business Administrator to select the depository offering the most financially beneficial services.</p> <ul style="list-style-type: none"> a. Investors Bank b. Team Capital c. PNC Bank
<p>19. To adopt the existing curriculum guides and Curriculum Evaluation Schedule (on file in Main Office).</p>
<p>20. To adopt Clinton-Glen Gardner Board of Education Policy Manual (on file in Main Office).</p>
<p>21. To adopt the textbook list (on file in Main Office).</p>
<p>22. To adopt the NJSBA Code of Ethics.</p>
<p>23. To set the petty cash account amount at \$150 and to appoint the Business Administrator as the disbursing agent, funds to be reviewed by another administrator before paid.</p>
<p>24. To designate the Business Administrator/Board Secretary as school funds investor.</p>
<p>25. To authorize Business Administrator to remit payment, as deemed necessary, between scheduled Board meetings, for financial obligations that are contractual in nature, are considered emergency needs, or are to be paid timely to avoid late fees. All such expenditures shall be approved by the Superintendent/Principal or his designee.</p>
<p>26. To approve the listed Tuition Rates plus related services.</p> <ul style="list-style-type: none"> a. Preschool Integrated \$1,800
<p>27. To appoint the Superintendent/Principal, as district Affirmative Action Officer</p>
<p>28. To appoint the Assistant Principal as the 504 Compliance Officer.</p>
<p>29. To appoint the School Nurse as the Chemical Hygiene Officer.</p>
<p>30. To appoint the Guidance Counselor as the Anti-Bullying Specialist.</p>
<p>31. To appoint the Supervisor of Special Services as the Anti-Bullying Coordinator.</p>
<p>32. To approve purchasing and contracting through the Hunterdon County ESC and the Middlesex County Regional ESC and Morris County Co-op, as listed:</p> <ul style="list-style-type: none"> a. Electricity b. General Supplies & Materials c. Equipment d. Janitorial Supplies e. Maintenance Contracting f. OT/PT Evaluation g. Paraprofessionals

33. To participate in the Hunterdon County Educational Services Commission and Warren County Special Services transportation programs.												
34. To appoint Lisa Craft as Board Secretary/ Business Administrator.												
35. To appoint the Vice-President of the Board as the Acting Secretary in the absence of the Board Secretary.												
36. To appoint the Supervisor of Building & Grounds as the Asbestos Management Officer, AHERA Officer, Safety & Health Designee, Indoor Air Quality Designee, Integrated Pest Management Coordinator, and Right to Know Officer.												
37. To appoint the School Business Administrator as the Qualified Purchasing Agent; and authorize to award contracts up to the bid threshold, and set quote threshold at 15% of bid threshold amount.												
38. To appoint the School Business Administrator as the Custodian of Records.												
39. To authorize Darlene Nardi to sign purchase orders, quarterly tax returns, and take minutes as needed in the absence of the Business Administrator/Board Secretary.												
40. To appoint Kathleen Olsen as the School Treasurer.												
41. To approve the rate of pay for leave replacements and long-term substitutes at \$150 per diem for the first 60 days, followed by a per diem equivalent of the first step, BA column, on the CEA negotiated agreement.												
42. To approve the Substitute Rates as: Teacher \$85/day, Nurse \$125/day and Secretary \$11/hour.												
43. To appoint the Business Administrator as the Public Agency Compliance Officer for the purpose of affirmative action with public contracting.												
44. To approve time & material maintenance work with Hunterdon County Educational Services Commission, Middlesex Regional Educational Services Commission, Morris County Cooperative Purchasing, and as listed.												
<table border="1"> <thead> <tr> <th>Maintenance Contractor</th> <th>Hourly Rate</th> <th>Service</th> </tr> </thead> <tbody> <tr> <td>Jurin Roofing</td> <td>\$72/hour</td> <td>Roof</td> </tr> <tr> <td>Vail</td> <td>\$98/hour</td> <td>HVAC</td> </tr> <tr> <td>Mack Industries</td> <td>\$84/hour</td> <td>Boilers</td> </tr> </tbody> </table>	Maintenance Contractor	Hourly Rate	Service	Jurin Roofing	\$72/hour	Roof	Vail	\$98/hour	HVAC	Mack Industries	\$84/hour	Boilers
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45. To approve the listed Tax Shelter Annuities as approved vendors in the district 403B Plan: <ul style="list-style-type: none"> a. AXA Equitable b. Ameriprise c. Lincoln Financial Group d. Lincoln National Life e. Siracusa f. Valic 												
46. To adopt all other resolutions still in force as policy of the Board.												

CORRESPONDENCE:

- ACA update on reporting deadline extension and Cadillac Tax

NEW BUSINESS:

- 2016-17 Annual School Budget – Budget Reserves & CAP: Lisa Craft presented.

OLD BUSINESS:

- Dr. Judith Ferguson, Centennium Consultants, LLC: upcoming meeting with Dr. Cohen.
- Carl Sabatino introduced idea of video usage for Board Meetings.

PUBLIC COMMENT: None

RESOLUTION 2015-2016: 48

ADJOURNMENT

Craig Sowell moved, seconded by Lorraine Linfante, to adjourn the Board Meeting at 8:40 p.m. Motion carried unanimously with all "ayes".

Respectfully submitted,



Lisa Craft
Business Administrator



Brendan McIsaac, President