

RESOLUTION #153

AUTHORIZATION OF THE LAWN SIDE BOARD OF EDUCATION TO ACCEPT A CONTRACT WITH CAMDEN COUNTY EDUCATIONAL SERVICES COMMISSION FOR SHARE SERVICES FOR THE 2024-2025 SCHOOL YEAR

WHEREAS, the continuation of the following services provided by the Camden County Educational Services Commission for the 2024-2025 as said agreement attached

BE IT FURTHER RESOLVED that the Board elect Michael Harper to serve as their representative to the Camden County Educational Services Commission.

Date: June 13, 2024

Moved: Ms. Arterbridge

Seconded: Ms. Kittles

Vote: Yes
Motion Carried

Forrest - Y	Hayes - Y	Harper - Y	Arterbridge - Y
Catlett - Y	Cauthorne - Y	Kittles - Y	Still - Y

I, Karen Willis , Secretary of the Board of Education of the Borough of Lawnside, do hereby certify that this is a true copy of the minutes recorded at a meeting held on Thursday, June 13, 2024

Karen Willis
Business Administrator/Board Secretary

**RESOLUTION FOR MEMBER PARTICIPATION
IN A COOPERATIVE PRICING SYSTEM**

A RESOLUTION AUTHORIZING THE (Lawnside BOE)
TO ENTER INTO A COOPERATIVE PRICING AGREEMENT

RESOLUTION NUMBER: 153

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Camden County Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on (DATE OF ACTION) the governing body of the (CONTRACTING UNIT), County of (COUNTY OF LOCATION), State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the (CONTRACTING UNIT)

AUTHORITY

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the (CHIEF EXECUTIVE OFFICER) is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

CERTIFICATION

BY: Karen Willis/ SBA

(NAME AND TITLE)

ATTEST BY:

(NAME AND TITLE)

RESOLUTION #154

AUTHORIZATION OF LAWSIDE BOARD OF EDUCATION TO APPROVE A CONTRACT WITH FORD - SCOTT FOR AUDITING SERVICES FOR THE 24-25 SCHOOL YEAR IN AMOUNT NOT TO EXCEED \$37,500

WHEREAS, The Lawnside School District solicited an RFP for auditing services on May 10, 2024, and received two proposals as noted:

Name of the Vendor	Type of Service(s)	Price
Ford-Scott	Auditing Services for the 24-25 SY	\$37,500.00
Holt McNally & Associates	Auditing Services for the 24-25 SY	\$42,000.00

WHEREAS, the proposal from Ford-Scott was reviewed, evaluated, and presented to the Superintendent for acceptance; and

NOW, THEREFORE BE IT RESOLVED, that a contract be awarded to Ford-Scott for auditing services for the 24-25 school year not to exceed \$37,500.00

Date June 13, 2023

Motion: Ms. Arterbridge

Second: Ms. Kittles

Forrest - Y	Hayes - Y	Arterbridge - Y	Harper Y
Catlett - Y	Cauthorne - Y	Kittles - Y	Still -

Motion carried.

RESOLUTION -155

AUTHORIZATION OF THE LAWNESIDE BOARD OF EDUCATION TO ACCEPT A CONTRACT COMPUTER SOLUTION INC. FOR THE BUDGETARY ACCOUNTING SYSTEM FOR 24-25 SCHOOL YEAR NOT TO EXCEED \$7,260.00

WHEREAS, the continuation of the following services provided by the Computer Solution Inc. for the 2024-2025 as said agreement attached

BE IT FURTHER RESOLVED that the Lawnside Board of Education approve the renewal contract with Computer Solution Inc. (CSI) for the 2024-2025 SY

Date: June 13, 2024

MOTION: Ms. Arterbridge

SECOND: Ms. Kittles

VOTE - Yes, Motion Carried

FORREST - Y	HAYES - Y	HARPER - Y
CAUTHORNE - Y	CATLETT - Y	KITTLES - Y
STILL - Y	ATERBRIDGE - Y	

I, Karen Willis , Secretary of the Board of Education of the Borough of Lawnside, do hereby certify that this is a true copy of the minutes recorded at a meeting held on Thursday, June 13, 2024.

RESOLUTION #156

AUTHORIZATION OF THE LAWN SIDE BOARD OF EDUCATION TO ACCEPT THE BEAR REIMBURSEMENT FROM THE UNIVERSAL SERVICE ADMINISTRATIVE CO.

WHEREAS, the Lawnside School District has submitted Form 471 to the Universal Service Administrative Company (USAC) for funding under the E-rate program; and

WHEREAS, the Universal Service Administrative Co. has approved the reimbursement for the Lawnside School District; and

WHEREAS, the contract with the Universal Service Administrative Co. spans from July 1, 2024, to June 30, 2025;

Source of Funding	Amount Received
Universal Service Administrative Co.	\$18,000.00

THEREFORE BE IT RESOLVED, that the Lawnside Board of Education accepts the BEAR reimbursement in the amount of \$18,000.00 from the Universal Service Administrative Co. for the contract period from July 1, 2024, to June 30, 2025.

Date: June 13, 2024

MOTION: Ms. Arterbridge

SECOND: Ms. Kittles

VOTE - Yes, Motion Carried

FORREST - Y	HAYES - Y	HARPER - Y
CAUTHORNE - Y	CATLETT - Y	KITTLES - Y
STILL - Y	ATERBRIDGE - Y	

RESOLUTION #157
24-25

AUTHORIZATION OF THE LAWNSIDE BOARD OF EDUCATION APPROVE AN MONTH TO MONTH CONTRACT WITH CASA PAYROLL SERVICES FOR PAYROLL SERVICES FOR THE 24-25 SCHOOL YEAR

WHEREAS, the Lawnside School District desires to solicit services from CASA Payroll services for the 2022-2023 school year and ;

The price structure is as follows:

- 70 Checks \$176.00
- Tax Payment & Files Services \$ 15.00 per run
- Check Signing Charge \$ 20.00
- Delivery Charge \$ 20.00
- Total Processing Per Pay Period \$243.00
- W-2 Charge
 - Basic Charge \$75.00
 - Plus Charge per W-2 \$ 7.00
 - Yearly Tax Update \$55.00
 - Management Report/Other Services
 - 1. New Hire Reporting \$1.50 per employee
 - 2. PERS/TPAF Quarterly Report \$30.00 / Qtr.

THEREFORE, BE IT RESOLVED, the Board of Education of the Borough of Lawnside approved the month-to-month contract with CASA Payroll Services for the 24-25 school year.

Date: June 13, 2024

MOTION: Ms. Arterbridge

SECOND: Ms. Kittles

VOTE - Yes, Motion Carried

FORREST - Y	HAYES - Y	HARPER - Y
CAUTHORNE - Y	CATLETT - Y	KITTLES - Y
STILL - Y	ATERBRIDGE - Y	

RESOLUTION #158

AUTHORIZATION OF THE LAWNSIDE BOARD OF EDUCATION TO ENTER INTO A RENEWAL CONTRACT AGREEMENT WITH PIXEL ELECTRONIC REPAIRS FOR COMPUTER REPAIR SERVICES FOR THE 2024-2025 SCHOOL YEAR IN AMOUNT NOT EXCEED \$80,000.00

WHEREAS, Lawnside School District solicited a RFP on May 10, 2024 for computer repair services; and

WHEREAS, the District received only one response from Pixel Electronic Repair; and

WHEREAS, Pixel Electronics Repair the below response for the 24-25 school year based on the following

Vendor Name	Type of Services	Hourly Rate
Pixel Electronic Repair	Computer Repair Services	Macbook Air - \$320.00; Macbook Air M2 Lcd - \$680 Hourly Onsite rate -\$49

THEREFORE BE RESOLVED, that the Lawnside Board of Education accepts and approve the renewal agreement with Pixel Electronic Repair for computer repair service for the 24-25 school year in amount not to exceed \$80,000.00

Date June 13, 2023

Motion: Ms. Arterbridge

Second: Ms. Kittles

Forrest - Y	Hayes - Y	Arterbridge - Y	Harper Y
Catlett - Y	Cauthorne - Y	Kittles - Y	Still -

Motion carried.

RESOLUTION #159

AUTHORIZATION OF LAWNSIDE BOARD OF EDUCATION TO APPROVE CONTRACTS FOR BEHAVIORAL EDUCATION SERVICES FOR THE 24-25 SCHOOL YEAR IN AMOUNT NOT TO EXCEED \$250,000.00

WHEREAS, The Lawnside School District solicited an RFP for Behavioral Education Services on May 10, 2024, and received a total of six proposal packets; and

WHEREAS, the following proposals were reviewed by the Lawnside School District Child Study Team;

Name of the Vendor	Type of Service(s)	Price
First Children Services	1:1 Paraprofessional BCBA	\$45.00 per hour \$105.00 per hour
Amazing Transformation	Clinical Ass. in school. 1:1 Clinical Ass at Home BCBA	\$52.00 per hour \$50.00 per hour \$155.00 per hour
New Behavioral Network	BCBA BCABA Behavioral Interventionist	\$150.00 per hour \$140.00 per hour \$60.00 per hour

WHEREAS, the proposal from First Children Services, Amazing Transformation, and New Behavioral Network was reviewed, evaluated; and

NOW, THEREFORE BE IT RESOLVED, that a contract be awarded to First Children Services, Amazing Transformation, and New Behavioral Network for Behavioral Education services for the 24-25 school year not to exceed \$250,000.00

Date June 13, 2023

Motion: Ms. Arterbridge

Second: Ms. Kittles

Forrest - Y	Hayes - Y	Arterbridge - Y	Harper Y
Catlett - Y	Cauthorne - Y	Kittles - Y	Still -

Motion carried.

RESOLUTION #160

AUTHORIZATION OF LAWNSIDE BOARD OF EDUCATION TO APPROVE A CONTRACT WITH NEWBORN NURSES FOR SUPPLEMENTAL NURSING SERVICES FOR THE 24-25 SCHOOL YEAR IN AMOUNT NOT TO EXCEED \$100,000.00

WHEREAS, The Lawnside School District solicited an RFP for Supplemental Nursing Services services on May 10, 2024, and received the below proposal packet:

Name of the Vendor	Type of Service(s)	Price
Newborn Nurses	Supplemental Nursing Services for the 24-25 SY	LPN \$65 per hour RN 75 per hour

WHEREAS, the proposal from Ford-Scott was reviewed, evaluated, and presented to the Superintendent for acceptance; and

NOW, THEREFORE BE IT RESOLVED, that a contract be awarded to Newborn Nurses for Supplemental Nursing Services for the 24-25 school year not to exceed \$100,000.00

Date June 13, 2023

Motion: Ms. Arterbridge

Second: Ms. Kittles

Forrest - Y	Hayes - Y	Arterbridge - Y	Harper Y
Catlett - Y	Cauthorne - Y	Kittles - Y	Still -

Motion carried.



RESOLUTION #161
24-25

**AUTHORIZATION OF THE LAWSIDE BOARD OF EDUCATION APPROVE AN
CONTRACT WITH TLC LANDSCAPING FOR GROUNDSKEEPING SERVICES FOR THE
24-25 SCHOOL YEAR IN AMOUNT NOT TO EXCEED \$28,800.00**

WHEREAS, the Lawnside School District advertised for groundskeeping service on March 27, 2024 for the 2024-2025 school year: and

WHEREAS, the district received two bid responses for groundskeeping services as per the following:

Name of the Vendor	Type of Service	Annual Amount
Journey Landscaping	Groundskeeping Services	\$34,110.00
TLC Landscaping Services	Groundskeeping Services	\$28,800.00

THEREFORE, BE IT RESOLVED, the Board of Education of the Borough of Lawnside approved the contract with TLC Landscaping in an amount not to exceed \$28,800.00 for the 24-25 school year, beginning 07/01/2024- through 06/30/2025.

Date: June 13, 2024

MOTION: Ms. Arterbridge

SECOND: Ms. Kittles

VOTE - Yes, Motion Carried

FORREST - Y	HAYES - Y	HARPER - Y
CAUTHORNE - Y	CATLETT - Y	KITTLES - Y
STILL - Y	ATERBRIDGE - Y	



New Business

RESOLUTION #162

AUTHORIZATION OF THE LAWNSIDE BOARD OF EDUCATION TO APPROVE THE FACILITY USE APPLICATION FROM LAWNSIDE HERITAGE DAY FIREWORKS

WHEREAS, the Heritage Day Committee has requested the usage of the Lawnside Public School back field (outside event). The event will be held on Saturday, June 29, 2024 with an alternate date of Sunday, June 30, 2024 from the 3:00 PM to 10:00 PM for the sole purpose of displaying fireworks for the community;

WHEREAS, the Lawnside Heritage Day Committee has agreed to compensate the Custodial Staff for these additional hours outside the regular school hours if such services are required;

THEREFORE, BE IT RESOLVED, that the Lawnside Board of Education has authorized the Lawnside Heritage Day Committee permission to utilize the back field for said time period on June 29,2024 or with the alternative date of June 30, 2024 from the hours between 3:00pm to 10:00 pm.

Date June 13, 2023

Motion: Ms. Arterbridge

Second: Ms. Kittles

Forrest - Y	Hayes - Y	Arterbridge - Y	Harper Y
Catlett - Y	Cauthorne - Y	Kittles - Y	Still -

Motion carried.

RESOLUTION #163

AUTHORIZATION OF THE LAWNSIDE BOARD OF EDUCATION TO APPROVE THE CONTRACT FOR NUTRI SERVE FOOD MANAGEMENT COMPANY FOR 2024-25 SCHOOL YEAR NOT TO EXCEED \$24,250.00 FOR MANAGEMENT FEE

WHEREAS, The Lawnside Board of Education has solicited an RFP for the 24-25 SY for additional four (4) consecutive years with Nutri Serve Food Management Company ; and

WHEREAS, the annual management fee is \$24,250.00 with no guarantee with total cost of the contract \$308,444.82

THEREAS, BE IT RESOLVED, that the Lawnside Board of Education has authorized a contract with Nutri Serve Food Management Services for the 2024-2025 School Year with additional years optional renewal.

Date: June 13, 2024

MOTION: Ms. Arterbridge

SECOND: Ms. Kittles

VOTE - Yes, Motion Carried

FORREST - Y	HAYES - Y	HARPER - Y
CAUTHORNE - Y	CATLETT - Y	KITTLES - Y
STILL - Y	ATERBRIDGE - Y	

RESOLUTION #164

AUTHORIZATION OF THE LAWSIDE BOARD OF EDUCATION TO ENTER INTO A RENEWAL CONTRACT AGREEMENT WITH PRITCHARD INDUSTRIES FOR CUSTODIAL CLEANING SERVICES THE 2024-2025 SCHOOL YEAR IN AMOUNT NOT EXCEED \$81,005.93

WHEREAS, , Lawnside School District solicited a Bid on May 31, 2022 for custodial cleaning services; and

WHEREAS, the District awarded the contract with Pritchard Industries with an option to renew; and

WHEREAS, the District has opted to renew said contract as per the expiring price as noted below; and

Vendor Name	Type of Services	Price
Pritchard Industries Inc.	Custodial Cleaning Service	\$81,006.00

THEREFORE BE RESOLVED, that the Lawnside Board of Education accepts and approve the renewal agreement with Pritchard Industries Ince service for the 24-25 school year in amount not to exceed \$81,006.00

Date: June 13, 2024

MOTION: Ms. Arterbridge

SECOND: Ms. Kittles

VOTE - Yes, Motion Carried

FORREST - Y	HAYES - Y	HARPER - Y
CAUTHORNE - Y	CATLETT - Y	KITTLES - Y
STILL - Y	ATERBRIDGE - Y	



New Jersey Department of Education

Annual Temporary Facilities Approvals for School Year **2024-25**

Indicate below the status of facilities in your district.

Check the appropriate statements – one statement must be checked in each section.

Negative reports are required.

Please complete and return this form to the County Office by June 30, 2024

Temporary:

<input checked="" type="checkbox"/>	I anticipate the need to renew temporary spaces for the 2023-24 school year.
<input type="checkbox"/>	I anticipate the need to use new temporary spaces for the 2023-24 school year.
<input type="checkbox"/>	I will not have any temporary spaces for the 2023-24 school year.
Note: All off-site facilities are considered temporary and require annual application and inspection.	

Dual Use:

<input type="checkbox"/>	I anticipate requesting dual use of instructional space for the 2023-24 school year.
<input checked="" type="checkbox"/>	There will be no dual use of instructional space during the 2023-24 school year.

Change of Use:

<input type="checkbox"/>	I anticipate applying for a change of use for the 2023-24 school year.
<input checked="" type="checkbox"/>	I do not anticipate applying for a change of use for the 2023-24 school year.

Kindergarten/Pre-Kindergarten Toilet:

<input type="checkbox"/>	I will be requesting approval of alternate method of compliance for the 2023-24 school year.
<input checked="" type="checkbox"/>	All Kindergarten, Pre-K classrooms being used in 2024 school year have their own toilet facility.
<input type="checkbox"/>	There are no Kindergarten or Pre-K classrooms in the district.
<input type="checkbox"/>	Not Applicable

Lawnside

Karen Willis

June 13, 2024

District

School Business Administrator

Date

New Business

RESOLUTION #166

WHEREAS, the State Department of Education permits transfers among the budgetary line item accounts;

AND WHEREAS, it is the desire of the Board of Education of the Borough of Lawnside to make such transfers;

AND WHEREAS, the need exists to adjust line item accounts to meet obligations encumbered and anticipated,

THEREFORE BE IT RESOLVED by the Board of Education of the Borough of Lawnside that the Secretary is hereby authorized to make the following line item transfers:

GENERAL FUND:

<u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
11-000-230-500-00-00 Other Purchased services	704.00	
11-000-262-590-00-00 Other Purchased services		704.00
Total	704.00	704.00

Date: June 13, 2024

MOTION: Ms. Arterbridge

SECOND: Ms. Kittles

VOTE - Yes, Motion Carried

FORREST - Y	HAYES - Y	HARPER - Y
CAUTHORNE - Y	CATLETT - Y	KITTLES - Y
STILL - Y	ATERBRIDGE - Y	

New Business

RESOLUTION #167

WHEREAS, the State Department of Education permits transfers among the budgetary line item accounts;

AND WHEREAS, it is the desire of the Board of Education of the Borough of Lawnside to make such transfers;

AND WHEREAS, the need exists to adjust line item accounts to meet obligations encumbered and anticipated,

THEREFORE BE IT RESOLVED by the Board of Education of the Borough of Lawnside that the Secretary is hereby authorized to make the following line item transfers:

GENERAL FUND:

<u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
11-190-100-610-00-00 General Supplies	1,216.00	
		1,216.00
11-000-251-600-00-00 Other Purchased services		
Total	1,216.00	1,216.00

Date: June 13, 2024

MOTION: Ms. Arterbridge

SECOND: Ms. Kittles

VOTE - Yes, Motion Carried

FORREST - Y	HAYES - Y	HARPER - Y
CAUTHORNE - Y	CATLETT - Y	KITTLES - Y
STILL - Y	ATERBRIDGE - Y	

New Business

RESOLUTION #168

WHEREAS, the State Department of Education permits transfers among the budgetary line item accounts;

AND WHEREAS, it is the desire of the Board of Education of the Borough of Lawnside to make such transfers;

AND WHEREAS, the need exists to adjust line item accounts to meet obligations encumbered and anticipated,

THEREFORE BE IT RESOLVED by the Board of Education of the Borough of Lawnside that the Secretary is hereby authorized to make the following line item transfers:

GENERAL FUND:

<u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
11-190-100-610-00-00 General Supplies	2,000.00	
11-000-251-330-00-00 Purchased Professional Services		2,000.00
Total	2,000.00	2,000.00

Date: June 13, 2024

MOTION: Ms. Arterbridge

SECOND: Ms. Kittles

VOTE - Yes, Motion Carried

FORREST - Y	HAYES - Y	HARPER - Y
CAUTHORNE - Y	CATLETT - Y	KITTLES - Y
STILL - Y	ATERBRIDGE - Y	

New Business

RESOLUTION #169

WHEREAS, the State Department of Education permits transfers among the budgetary line item accounts;

AND WHEREAS, it is the desire of the Board of Education of the Borough of Lawnside to make such transfers;

AND WHEREAS, the need exists to adjust line item accounts to meet obligations encumbered and anticipated,

THEREFORE BE IT RESOLVED by the Board of Education of the Borough of Lawnside that the Secretary is hereby authorized to make the following line item transfers:

GENERAL FUND:

<u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
11-190-100-610-00-00 General Supplies	2,000.00	
11-140-100-320-00-00 Substitute/ Assistance		2,000.00
Total	2,000.00	2,000.00

Date: June 13, 2024

MOTION: Ms. Arterbridge

SECOND: Ms. Kittles

VOTE - Yes, Motion Carried

FORREST - Y	HAYES - Y	HARPER - Y
CAUTHORNE - Y	CATLETT - Y	KITTLES - Y
STILL - Y	ATERBRIDGE - Y	

New Business

RESOLUTION #170

WHEREAS, the State Department of Education permits transfers among the budgetary line item accounts;

AND WHEREAS, it is the desire of the Board of Education of the Borough of Lawnside to make such transfers;

AND WHEREAS, the need exists to adjust line item accounts to meet obligations encumbered and anticipated,

THEREFORE BE IT RESOLVED by the Board of Education of the Borough of Lawnside that the Secretary is hereby authorized to make the following line item transfers:

GENERAL FUND:

<u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
11-000-219-390-00-00 Other Purchased Professional and Tech	534.63	
11-000-219-600-00-00 Supplies and Material		534.63
Total	534.63	534.63

Date: June 13, 2024

MOTION: Ms. Arterbridge

SECOND: Ms. Kittles

VOTE - Yes, Motion Carried

FORREST - Y	HAYES - Y	HARPER - Y
CAUTHORNE - Y	CATLETT - Y	KITTLES - Y
STILL - Y	ATERBRIDGE - Y	

New Business

RESOLUTION #171

WHEREAS, the State Department of Education permits transfers among the budgetary line item accounts;

AND WHEREAS, it is the desire of the Board of Education of the Borough of Lawnside to make such transfers;

AND WHEREAS, the need exists to adjust line item accounts to meet obligations encumbered and anticipated,

THEREFORE BE IT RESOLVED by the Board of Education of the Borough of Lawnside that the Secretary is hereby authorized to make the following line item transfers:

GENERAL FUND:

<u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
11-000-100-566-00-00 Tuition To PVT school Handicap	25,000.00	
11-000-219-320-00-00 Purchased Prof. Educational Ser		25,000.00
Total	25,000.00	25,000.00

Date: June 13, 2024

MOTION: Ms. Arterbridge

SECOND: Ms. Kittles

VOTE - Yes, Motion Carried

FORREST - Y	HAYES - Y	HARPER - Y
CAUTHORNE - Y	CATLETT - Y	KITTLES - Y
STILL - Y	ATERBRIDGE - Y	

New Business

RESOLUTION #172

WHEREAS, the State Department of Education permits transfers among the budgetary line item accounts;

AND WHEREAS, it is the desire of the Board of Education of the Borough of Lawnside to make such transfers;

AND WHEREAS, the need exists to adjust line item accounts to meet obligations encumbered and anticipated,

THEREFORE BE IT RESOLVED by the Board of Education of the Borough of Lawnside that the Secretary is hereby authorized to make the following line item transfers:

GENERAL FUND:

<u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
20-475-000-800-00-00 Student Activity Fund	10,000.00	
Total	10,000.00	

Date: June 13, 2024

MOTION: Ms. Arterbridge

SECOND: Ms. Kittles

VOTE - Yes, Motion Carried

FORREST - Y	HAYES - Y	HARPER - Y
CAUTHORNE - Y	CATLETT - Y	KITTLES - Y
STILL - Y	ATERBRIDGE - Y	

RESOLUTION #173

AUTHORIZATION OF THE LAWSIDE BOARD OF EDUCATION TO APPROVE STATE CONTRACTED VENDORS FOR AN AMOUNT NOT TO EXCEED \$150,000.00

WHEREAS, the Lawnside School District has reviewed the need for various services and supplies for the efficient operation of the district; and

WHEREAS, the vendors listed have been identified as holding valid state contracts which qualify them to provide services and supplies under state-negotiated terms and conditions; and

WHEREAS, the administration has assessed the proposals and recommends the approval of these vendors for expenditures up to the specified limit;

THEREFORE BE IT RESOLVED, that the Lawnside Board of Education approves the attached list of vendors with their respective state contract numbers for purchases not to exceed a total of \$150,000.00 for the school year 2024-2025.

Vendor List:

1. ALL-RISK - #65MCESCCP
2. ALPINE CONSULTING, INC - 65MCESCCPS
3. APPLE STORE FOR EDUCATION, INC - 650958
4. CDW GOVERNMENT, INC. - MO483
5. CLASSIC SPORT FLOORS - #65MCESCCP
6. CM3 BUILDING SOLUTIONS, INC. - #66CCESC
7. COMCAST - #65MCESCCP
8. DELL MARKETING, LP - M7000
9. DEMCO, INC. - C8B001
10. GALER/HILLYARD - A84825
11. GAMETIME - A PLAYCORE COMPANY - A81411
12. GATEWAY COMPANIES, INC. - A81239
13. GEORGE ELY ASSOCIATES, INC. - 47862
14. GLOBAL INDUSTRIES INC. - #65MCESCCP
15. GRAINGER - A-79875
16. HD SUPPLY FACILITIES MAINTENANCE, LTD - M8001
17. HOME DEPOT/GECF - 18-FL-00234
18. IMPERIAL BAG & PAPER CO, LLC - 19-FD-01332
19. INDCO, INC. - A65873
20. JOHNSON CONTROLS - G8039
21. LAKESHORE LEARNING MATERIALS - T0114
22. MERCHANTVILLE BOE - 21-6000245
23. MOBILEASE MODULAR SPACE, INC. - #MCESCCP
24. MUSIC & ARTS CENTERS - #65MCESCCP
25. NORTHEAST ELECTRICAL SERVICES - #65MCESCCP
26. NWN CORPORATION - 73979
27. PALMER HAMILTON - A67809

- 28. PUBLIC CONSULTING GROUP, INC. - #65MCESCCP
- 29. SCHOOL HEALTH CORPORATION - #65MCESCCP
- 30. SCHOOL SPECIALTY, LLC - #65MCESCCP
- 31. SUPPLYWORKS - #65MCESCCP
- 32. TANNER FURNITURE, INC. - A-60682
- 33. THROWER MECHANICAL CONTRACTING - A64290
- 34. TRI CITY PRODUCTS - A65899
- 35. VERIZON - #MCESSCCP
- 36. WB MASON CO., INC - A80974
- 37. WJ GROSS, INC - #66CCESC
- 38. XTEL COMMUNICATIONS - #65MCESCCO

Date: June 13, 2024

MOTION: Ms. Arterbridge

SECOND: Ms. Kittles

VOTE - Yes, Motion Carried

FORREST - Y	HAYES - Y	HARPER - Y
CAUTHORNE - Y	CATLETT - Y	KITTLES - Y
STILL - Y	ATERBRIDGE - Y	

New Business

RESOLUTION #174

AUTHORIZATION OF THE LAWSIDE BOARD OF EDUCATION TO SELECT RULLO AND JUILLET ASSOCIATES, INC. AS THE DISTRICT'S RIGHT TO KNOW AND PEOSH HAZARD COMMUNICATIONS CONSULTANTS FOR THE SCHOOL YEAR 2024-2025

WHEREAS, the Lawnside School District requires specialized consultancy services for Right To Know and PEOSH Hazard Communications to comply with state and federal regulations; and

WHEREAS, Rullo and Juillet Associates, Inc. has demonstrated expertise and capacity to provide these services effectively; and

WHEREAS, the proposed fee structure includes:

- A base fee of \$2,740 for consultancy services,
- An additional fee of \$200.00 for the district's Safety Data Sheet, Survey, and Listing of Hazardous Substance Fact Sheets,
- A further \$750 for required PEOSH Hazard Communication training;

THEREFORE BE IT RESOLVED, that the Lawnside Board of Education selects Rullo and Juillet Associates, Inc. as the district's Right To Know and PEOSH Hazard Communications consultants for the school year 2024-2025 at the detailed fee structure.

Date: June 13, 2024

MOTION: Ms. Arterbridge

SECOND: Ms. Kittles

VOTE - Yes, Motion Carried

FORREST - Y	HAYES - Y	HARPER - Y
CAUTHORNE - Y	CATLETT - Y	KITTLES - Y
STILL - Y	ATERBRIDGE - Y	

New Business

RESOLUTION #176

AUTHORIZATION OF THE LAWN SIDE BOARD OF EDUCATION TO APPROVE THE CERTIFIED TUITION RATES BASED ON CERTIFIED TUITION RATES FOR SY 2022-23 AS DETERMINED BY THE ANNUAL COMPREHENSIVE FINANCIAL REPORT CERTIFIED BY THE NJ DEPARTMENT OF EDUCATION

GRADE LEVEL OR PROGRAM	EDUCATION AGENCIES
PRESCHOOL/ K	\$25,087.00
GRADES 1-5	\$21,475.00
GRADES 6-8	\$20,915.00

Date: June 13, 2024

MOTION: Ms. Arterbridge

SECOND: Ms. Kittles

VOTE - Yes, Motion Carried

FORREST - Y	HAYES - Y	HARPER - Y
CAUTHORNE - Y	CATLETT - Y	KITTLES - Y
STILL - Y	ATERBRIDGE - Y	

RESOLUTION #177

AUTHORIZATION OF LAWNSIDE BOARD OF EDUCATION TO ACCEPT AND APPROVAL THE CONTRACT WITH REMINGTON & VERNICK ENGINEERS FOR ENGINEER OF RECORD TO INCLUDE ARCHITECTURAL SERVICES FOR THE 24-25 SCHOOL YEAR IN AMOUNT NOT TO EXCEED \$20,000.00

WHEREAS, The Lawnside School District solicited and RFP for engineer of record to include architectural services for services and received the sole proposal

Name of the Vendor	Type of Service(s)	Hour Rates
Remington & Vernick Engineers (RVE)	Architect of Record/ Engineer Services	Engineering - Project Management - \$215. Per hr. Construction Management - Project Manager - \$185.00 per hr. Construction Manager - \$ 170.00 per hr. Technical Aide - \$90.00 Various other positions if needed.

WHEREAS, the proposals stated above were reviewed and evaluated by Business Office and determined that services provided by all vendors meet the specifications with the scope of services; and

NOW, THEREFORE BE IT RESOLVED, that contracts be awarded to Remington & Vernick Engineer , when services are required for architect of record/ engineer in amount not to exceed \$20,000.00

Date June 13, 2023

Motion: Ms. Arterbridge

Second: Ms. Kittles

Forrest - Y	Hayes - Y	Arterbridge - Y	Harper Y
Catlett - Y	Cauthorne - Y	Kittles - Y	Still -

Motion carried.

RESOLUTION #178

**AUTHORIZATION OF THE LAWNSIDE BOARD OF EDUCATION TO APPROVE
NON-RESIDENT TUITION RATES FOR THE SCHOOL YEAR 2024-2025**

WHEREAS, NJSA 18A:38-3 was amended effective May 15, 2023, to permit the admission of non-resident students to the schools of a district upon terms prescribed by the board of education with required payment of tuition; and

WHEREAS, the Lawnside School District, with the approval of the executive county superintendent, is required to establish a uniform tuition amount for any nonresident student admitted pursuant to this statute; and

WHEREAS, the Board of Education has reviewed and determined the appropriate non- tuition rates for non-resident students for the school year 2024-2025 as follows:

- Pre-kindergarten at an annual rate of \$6,627.75,
- Grades 1-5 at an annual rate of \$5,368.75,
- Grades 6-8 at an annual rate of \$5,338.75;

THEREFORE BE IT RESOLVED, that the Lawnside Board of Education approves the following non-resident tuition rates for the school year 2024-2025:

- Pre-kindergarten: \$6,627.75,
- Grades 1-5: \$5,368.75,
- Grades 6-8: \$5,338.75,

as per the statute Non-Resident Tuition – S3349 and amendments to NJSA 18A:38-3.

Date: June 13, 2024

MOTION: Ms. Arterbridge

SECOND: Ms. Kittles

VOTE - Yes, Motion Carried

FORREST - Y	HAYES - Y	HARPER - Y
CAUTHORNE - Y	CATLETT - Y	KITTLES - Y
STILL - Y	ATERBRIDGE - Y	



New Jersey Schools Insurance Group

Burlington & Camden County Educators Insurance Consortium

Indemnity and Trust Agreement

Resolution to Join / Renew Membership

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Lawnside Board of Education, hereinafter referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been canceled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.



New Jersey Schools Insurance Group

Burlington & Camden County Educators Insurance Consortium

Indemnity and Trust Agreement

Resolution to Join / Renew Membership

NOW THEREFORE, BE IT RESOLVED, THAT:

- 1) This agreement is made by and between NJSIG and the Educational Institution;
- 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2024, and ending July 1, 2027 at 12:01 a.m.;
- 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;



New Jersey Schools Insurance Group

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Indemnity and Trust Agreement

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- 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
- 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
- 6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
- 7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
- 8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and



New Jersey Schools Insurance Group

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Indemnity and Trust Agreement

Resolution to Join / Renew Membership

regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;

- 9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
- 10) If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;
- 11) The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,
- 12) The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.



**New Jersey Schools Insurance Group
Burlington & Camden County Educators Insurance Consortium
Indemnity and Trust Agreement
Resolution to Join / Renew Membership**

I certify that the foregoing is a true copy of a Resolution passed by the Educational Institution at the meeting duly held on this 13th day of June, 2024.

Educational Institution, by:

Signature: *Karen Willis*

Print name: Karen Willis

Title: SBA



New Jersey Schools Insurance Group

Burlington & Camden County Educators Insurance Consortium

Indemnity and Trust Agreement

Resolution to Join / Renew Membership

Board Secretary
Use Only

DATE: 6/13/2024 _____

MOVED BY:
Ms. Arterbridge

SECONDED BY:
Ms. Kittles

VOTE: Yes

RESOLUTION 180

AUTHORIZATION OF THE LAWNSIDE BOARD OF EDUCATION TO APPROVE A CONTRACT WITH PUBLIC RISK GROUP FOR LAWNSIDE BOE PROPERTY & CASUALTY INSURANCE RENEWAL FOR THE 24-25 SY IN AMOUNT NOT TO EXCEED \$113,294.00

WHEREAS, the continuation of the following services provided by the various insurance carriers with Public Risk Group for the 2024-2025 as said agreement attached

BE IT FURTHER RESOLVED that the Lawnside Board of Education approve the renewal contract with Public Risk Group in amount not to exceed \$113,294.00 for the 2024-2025 SY

Coverage	2023-2024 Final Premiums	2024-2025 Final Premiums
Package	\$38,312	\$42,674
Errors & Omissions	\$12,139	\$12,900
Worker's Compensation	\$36,842	\$53,911
Supplemental Indemnity	\$1330	\$1169
Student Accident	\$1581	\$1581
Bonds	\$1059	\$1059
Total	\$91,263	\$113,294

Date: June 13, 2024

Date June 13, 2023

Motion: Ms. Arterbridge

Second: Ms. Kittles

Forrest - Y	Hayes - Y	Arterbridge - Y	Harper Y
Catlett - Y	Cauthorne - Y	Kittles - Y	Still -

Motion carried.

I, Karen Willis , Secretary of the Board of Education of the Borough of Lawnside, do hereby certify that this is a true copy of the minutes recorded at a meeting held on Thursday, June 13, 2024.

Karen Willis
Business Administrator/Board Secretary

RESOLUTION #181

AUTHORIZATION OF THE LAWNSIDE BOARD OF EDUCATION TO APPROVE THE FACILITY USE APPLICATION FOR THE SUMMER ENRICHMENT PROGRAM II

WHEREAS, the Borough of Lawnside New Jersey has requested the use of the Lawnside School building located at 426 E. Charleston Avenue, Lawnside, NJ from July 8, 2024 to August 2, 2024 between the hours of 1:00 pm to 4:30 pm; and

WHEREAS, The Borough of Lawnside will agree to compensate the salary for custodian services during said time stated above; and

THEREFORE, BE IT RESOLVED, that the Lawnside Board of Education has authorized the Borough of Lawnside to the use of their school building on for the Summer Enrichment Program II.

Motion : Ms. Kittles

Second: Ms. Still

Forrest - Y	Hayes - Y	Arterbridge - Y	Catlett -Y
Cauthorne - Y	Harper - Y	Kittles - Y	Still - Y



Lawnside School District Facility Use Application

This form is to be submitted in-person or electronically to the Administrative Office of the Lawnside Board of Education at least 60 days prior to the requested date of use. Use is not permitted without an authorized and approved application.

Date(s) Requested: Monday, July 8th to Friday August 2, 2024

Alternate Date(s) Requested: _____

Event Time: From 1:00 To 4:30pm

Setup Time: 12:30pm

Name of Activity: Lawnside Summer Enrichment Program II

Name of Sponsor Organization: Borough of Lawnside - Interprofessional Dream Team

Today's Date: June 10, 2024

Type of Program/Activity: Summer Enrichment Program (Borough)

Number of participants and/or audience anticipated: 50

Will an admission fee be charged? Yes No

Is participation limited to Lawnside residents? Yes No

Is there a minimum 50% participation from Lawnside residents? Yes No

Number of Chaperones: 8 to 10

List two (2) responsible officials who will be present at all times of the facilities use.

Name of Applicant: (1) Rhonda Wardlaw Hurley

Address: 4 Dr. Martin Luther King Blvd.
Lawnside N.J. 08045

Phone number: (856) 577-5751 Email: rhurleyritas@comcast.net

Date: June 10, 2024 Signature: Rhonda Wardlaw Hurley



Name of Applicant: (2) SEAN SMITH

Address: 4 Dr. Martin Luther King Rd
Lawnside N.J. 09045

Phone number: (609) 682-0096 Email: ssmith@SMITHCO.COM

Date: 6/10/2014 Signature [Signature]

Who accepts responsibility for the facility use? [Signature]

PLEASE CHECK THE BOX BELOW to indicate that you understand that you must provide proof of insurance to the Board office no later than thirty (30) days prior to the date of the event. Failure to provide proof of insurance will forfeit your ability to use any and all school facilities.

Yes, I agree to provide proof of insurance to the Lawnside BOE office 30 days prior to the date of my event(s).

Your signature below attests to the fact that you have read the rules and regulations that are included with this application and have accepted responsibility for the enforcement that you assume the responsibility for the preservation of order in the facility and liability for any damages thereto or loss of property that may accrue. SIGN YOUR NAME IN THE SPACE PROVIDED BELOW.

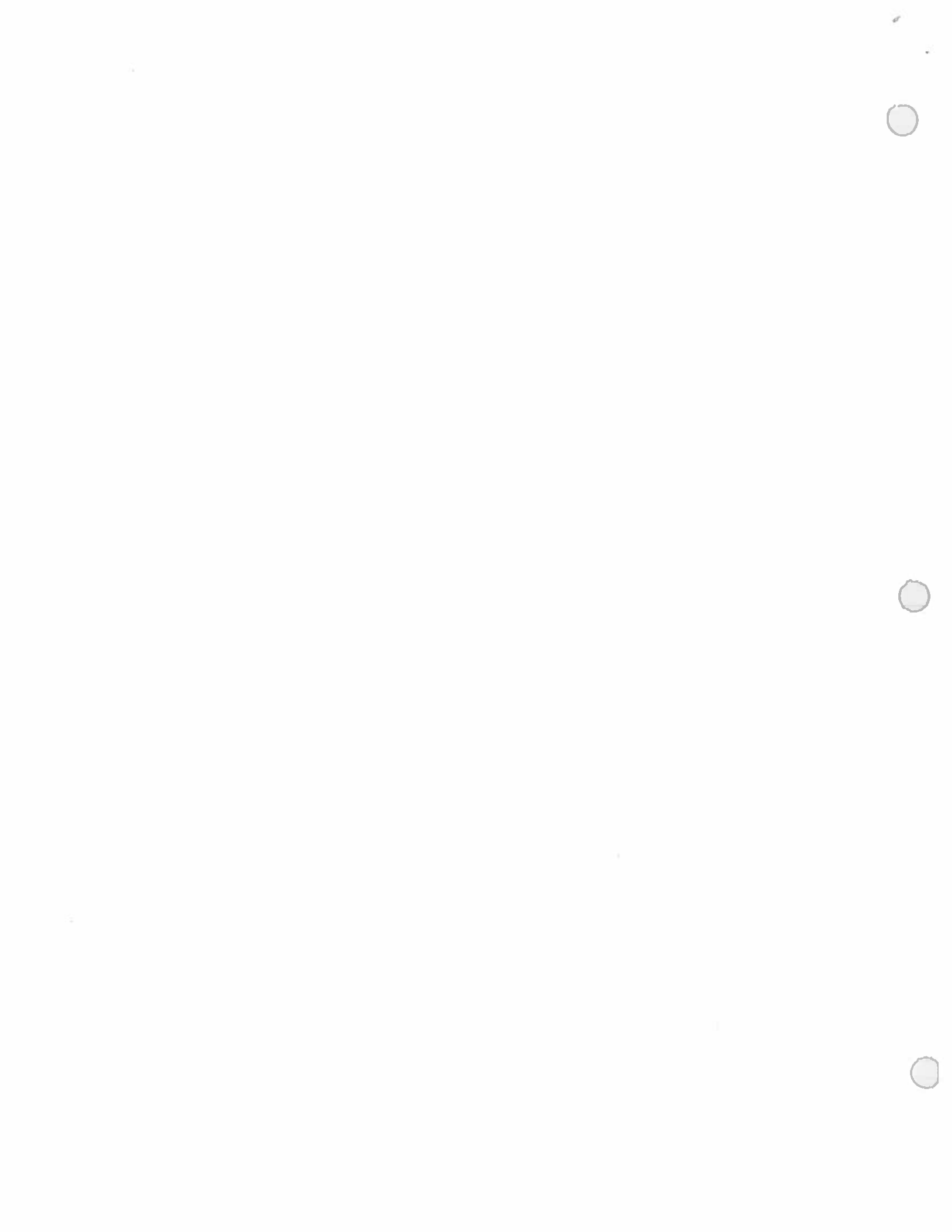
X [Signature]

NOTE: Use of facilities shall comply with all state and local fire, health, safety and police regulations and shall be limited to the use requested and approved.

FACILITIES USE

Space Requested:

- Specialized Space (Art, Music, Library, Science, Stage)
- All Purpose Room
- All Purpose Room with use of Kitchen



- Classrooms (2)

● Other: _____

If Classroom, please indicate the number of classrooms needed: (2)

Equipment: Check all that apply.

- Tables
- Chairs
- Bleachers
- Sound system
- Projector and screen
- Microphone
- Fields/grounds
- Other: _____

Equipment: Number of Tables: (6)

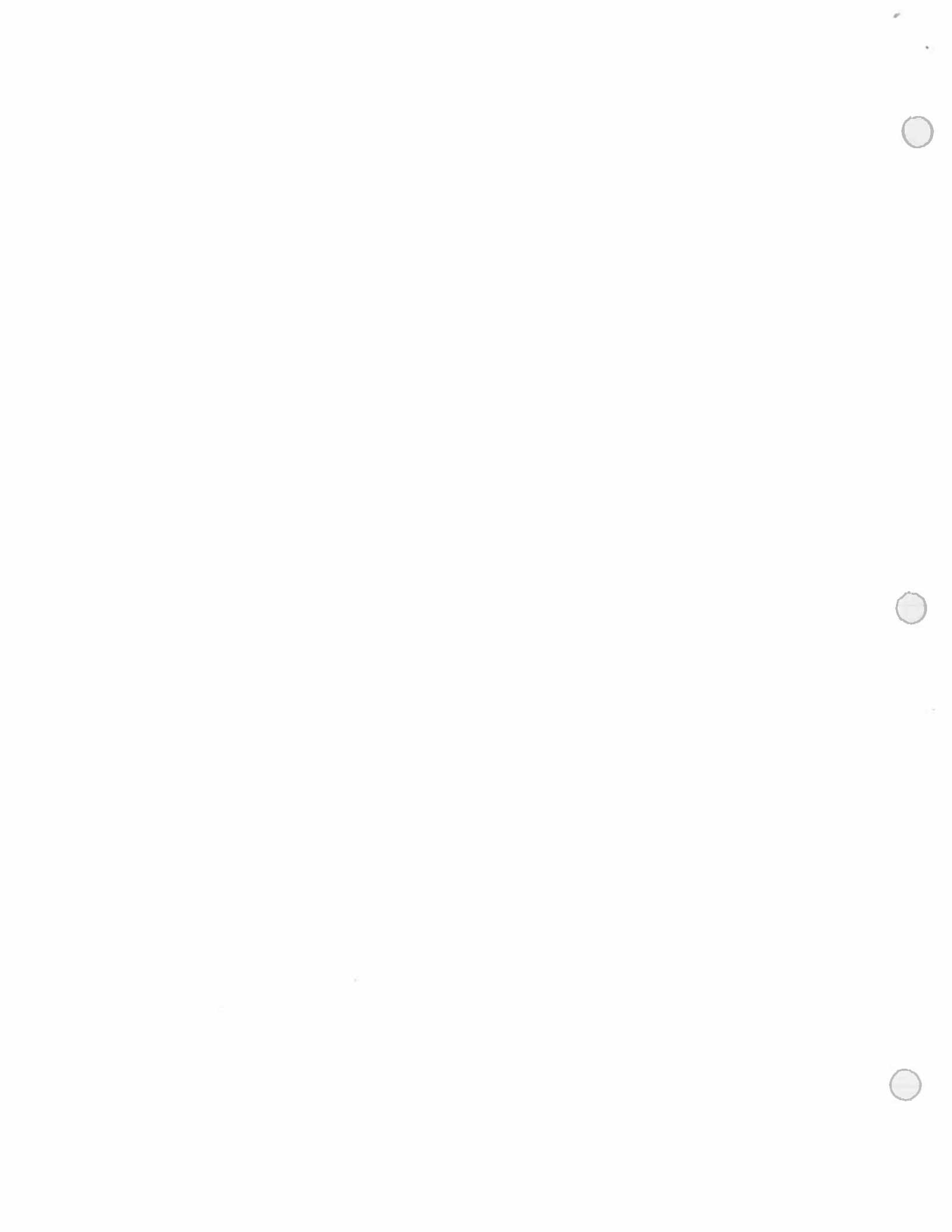
Equipment: Number of Chairs: _____

Food Service/Cafeteria Facilities: Minimum facilities. Check all that apply.

- cafeteria counter
- sink, water, electrical power
- no school food service equipment
- Other: _____

Food Service/Cafeteria Facilities: Minimum facilities. Check all that apply.

- dishwasher (requires a 2nd cafeteria employee)
- oven
- sink, water, electrical power
- pans, utensils
- dishes, glassware, silverware



- Other: Library - Media Room
Boys & Girl's Locker Rooms

Make check/money orders payable to Lawnside Board of Education/Facility Use

For School Use Only

Application Complete: Yes No

Date(s) available: Yes No

Approved by: (Superintendent) _____

Date of Approval: _____

Approved by: (School Business Admin.) _____

Date of Approval: _____

Approved by: (BOE Representative) _____

Date of Approval: _____

Facility use has been approved conditionally upon receipt of proper insurance certification naming the Lawnside Board of Education as an additional insured and loss payee. Required security deposit, where required, and all other fees must be received in the amount stated below by the due date or facility use may be denied.

Fees:

Facility space amount - \$ _____

Personnel amount - \$ _____

Administrative cost - \$ _____

Total - \$ _____

Amount security deposit required: \$ _____

Security deposit due date: _____



RESOLUTION #182

AUTHORIZATION OF THE LAWNSIDE BOARD OF EDUCATION TO ENTER INTO A CONTRACT AGREEMENT WITH BROWN & CONNERY, LLP TO PROVIDE LEGAL SERVICES FOR CONFIDENTIAL INVESTIGATION IN AMOUNT NOT TO EXCEED \$6600.00

WHEREAS, Lawnside School District solicited representation from Brown & Connery, LLP to represent and provide general legal assistance regarding a confidential investigation; and

WHEREAS, the District received the attached proposal;n

THEREFORE BE RESOLVED, that the Lawnside Board of Education accepts and approve the legal agreement with Brown & Connery, LLP for general legal services in amount not to exceed \$6600.00

Date June 13, 2023

Motion: Mr. Harper

Second: Ms. Still

Forrest - Y	Hayes - Y	Arterbridge - Y	Harper Y
Catlett - Y	Cauthorne - Y	Kittles - Y	Still -

Motion carried.



BROWN & CONNERY, LLP

ATTORNEYS AT LAW
360 HADDON AVENUE
WESTMONT, NEW JERSEY 08108
(856) 854-8900
FAX (856) 858-4967

Arlette Leyba, Esq.
aleyba@brownconnery.com

June 9, 2024

Sabrina Forrest
Borough of Lawnside Board of Education
426 E. Charleston Ave
Lawnside, NJ 08045

Re: Letter of Representation

Dear Ms. Forrest,

As we discussed, our firm is able to provide you representation with regard to your confidential investigation and any other general legal assistance you may require in the future.

Our services in this matter will be billed on an hourly basis. Hourly rates will be \$195 for both partners and associates in connection with this matter. Itemized computer statements will be rendered on a monthly basis. Time will be charged for all services, including, but not limited to, telephone conversations, correspondence, drafting of documents, negotiations, legal research, court time, travel or any work performed during our representation. Costs and expenses will also be your responsibility. Expenses incurred in connection to our representation may include such items as postage, filing fees, service costs, long distance telephone charges, computer assisted research, photocopying, facsimile charges, expert and consulting fees, court expenses, transportation and other related expenses. Payment of statements will be due thirty (30) days from the statement date. For your convenience, the firm accepts payments via Visa and Mastercard. If you are interested in this method of payment, please contact our bookkeeping department. The rates noted in this engagement letter are subject to annual review and potential increase with sixty (60) day advance notice.

The attorney/client relationship may be terminated at any time by either party for cause or without cause upon reasonable notice to the other. Any termination by this law firm shall not violate the Rules of Professional Conduct.

We trust that this agreement is acceptable to you. If you accept this fee agreement, we request that you sign this correspondence in the space provided below and return the same via email or regular mail.

I look forward to working with you,

Very truly yours,



BROWN & CONNERY, LLP

/s/ Arlette Leyba

Arlette Leyba, Esq.

AL/mmd

ACCEPTANCE OF AGREEMENT

I have read and understand the foregoing concerning the representation of Borough of Lawnside, Board of Education, by Brown and Connery, LLP and I accept the terms of the agreement.

Borough of Lawnside, Board of Education

Dated: _____



By: Sabrina Forrest

