

13. Recommendations of the Superintendent of Schools

(at this time the Board will take formal action on the following items)

B. FINANCE

1. Treasurer of School Monies and Board Secretary's Reports

Move to approve the Treasurer of School Monies' Report, and Board Secretary's Report as of April 28, 2018.

2. Payment of Bills

a) Board Secretary's Certification

Pursuant to N.J.A.C. 6:20-2A.10(d), the Board Secretary has certified that as of June 26, 2018 no budgetary line item accounts have obligations and payments which exceed the amount appropriated by the Board of Education.

Michael A. Harvier, Board Secretary

Date

b) Approve the Following Items Submitted by the Board Secretary

Payment of bills and claims, as shown on the attached list(s) that have been certified by the Board of Education and filed in the Business Office.

3. Budget Transfers

Move to approve budget transfers effective April 28, 2018.

4. Facilities Use Agreement with BASC

Move to approve the Facilities Use Agreement with BASC (Before and After School Care) effective September 1, 2018 through June 30, 2019 at the rate of \$1,200/month.

5. Contract – RFP Solutions

Move to approve contract with RFP Solutions for purchase of a telecommunications systems at the cost of \$64,667, which included a 4-year maintenance contract. New Jersey State contract #80801.

6. Appointment – Treasurer of School Monies

Move to approve the appointment of Rebecca Cuthbert as Treasurer of School Monies for the 2018-2019 school year at the rate of \$4,996/year.

7. Appointment – Architects of Record

Move to approve the appointment of EI Associates as Architects of Record for 2018-2019 school year.

8. Appointment – Board Attorney

Move that the Board of Education (Board) approve the appointment of David Rubin, P.C. (Firm) as General Counsel and approve the Firm for

the period of July 1, 2018 – June 30, 2019. The Board will pay the Firm an hourly rate of \$185/hr.

9. Appointment - Board Attorney

Move that the Board of Education (Board) approve the appointment of The Machado Law Group (Firm) as Special Education Counsel and approve the Firm for the period of July 1, 2018 – June 30, 2019. The Board will pay the Firm an hourly rate of \$150/hr.

10. Appointment – Board Attorney

Move that the Board of Education (Board) approve the appointment of Scarinci Hollenbeck, LLC for construction and procurement and approve the Firm for the period of July 1, 2018 – June 30, 2019. The Board will pay the Firm \$160/hr. for partners and counsel, \$155/hr. for associates and \$100/hr. for clerks and paralegals.

11. Appointment – Bond Attorney

Move that the Board of Education (Board) approve the appointment of McManimon, Scotland & Baumann (Firm) as Bond Counsel and approve the Firm for the period from July 1, 2018 through June 30, 2019. The Board will pay the firm an hourly rate of \$215/hr.

12. Appointment – District Auditors

Move to approve the appointment of the firm of Baker Tilly, LLP Certified Public Accountant as district auditors for the 2018-2019 school year at the base fee of \$46,200/year.

13. Establishment of Petty Cash Funds for the 2018-2019 School Year

Pursuant to N.J.S.A 18A:19-3 move to approve the establishment of petty cash funds as of July 1, 2018. The individuals responsible for proper disposition of the indicated fund amounts are as follows:

Caputo, Vincent	Superintendent	\$200.00
Harvier, Michael	Business Administrator/Board Secretary	\$200.00
Cohen, Richard	Assistant Superintendent	\$100.00
Herzog, Tania	Director of Special Services	\$100.00
Peragallo, Bruce	Principal, Metuchen High School	\$100.00
McPeck, Kevin	Principal, Edgar Middle School	\$100.00
Porowski, Edward	Principal, Campbell Elementary School	\$100.00
Cohen, Richard	Principal, Moss School	\$100.00
Gerard Redmond	Supervisor of Buildings and Grounds	\$100.00

14. Designation of Board Depositories

BE IT RESOLVED that effective July 1, 2018, Wells Fargo Bank, TD Bank, Evergreen Investments, Metuchen Savings, New Jersey ARM, MBIA Investment Bankers, Beneficial Bank, the Provident Savings Bank, and Valley National Bank are hereby designated as the official depositories for the funds of the Metuchen Board of Education for the 2018-2019 school year.

15. Tax Shelter Annuity Companies

Move to approve the following as Tax Shelter Annuity Companies for the Metuchen School District for the 2018-2019 school year:

- a) 403b & 457: Valic and Equitable
- b) 403b: USAA, Vanguard, and MetLife
- c) Plan Connect to administer tax shelter annuities

16. Minimum Chart of Accounts

Move to approve the 2008 Uniform Minimum Chart of Accounts for New Jersey Public Schools for the 2018-2019 school year.

17. Appointment – Insurance Broker of Record

Move to approve the appointment of The Schenck Agency as the Metuchen School District's Insurance Brokers of Record for the 2018-2019 school year, for the purpose of providing necessary services including the solicitation of competitive insurance rates, provision of advice regarding coverage maintained by the Board and responding to both general and specific coverage questions. Awarded as an Extraordinary Unspecifiable Service.

18. Appointment – School Physician

Move to approve the appointment of Kevin Lukenda, MD as district school physician for the 2018-2019 school year at the rate of \$20,205/year.

19. Appointment – Online Education Provider

Move to approve the appointment of Educere LLC., for the provision of online courses for the 2018-2019 school year at costs ranging from \$200 to \$1,000 as needed.

20. Appointment of Representatives Requesting Federal and State Funds

Motion to adopt the following resolution:

RESOLVED that Vincent Caputo, Superintendent of Schools, Michael Harvier, Board Secretary/Business Administrator of the Metuchen Board of Education, Richard Cohen, Assistant Superintendent, and Tania Herzog, Director of Special Services or their designees, be designated as the Board's agents to request state and federal funds under the existing State and Federal Laws for the 2018-2019 school year.

21. Approval of Officer of Bidding, Purchasing and Sale of Property

Motion to adopt the following resolution:

RESOLVED that Michael Harvier, Board Secretary/Business Administrator be designated and empowered as the Board of Education's Purchasing Agent as set forth in N.J.S.A. 18A:18A-2-2, 18A:18A-7, 18A:18A-37, including authorization to:

1. advertise for and receive bids;

2. acts as the Board's Purchasing Agent for both sale of property and purchase contracts up the statutory limit and for emergency purchase contracts; and
3. purchase through state, county and other local contracts wherever practical and in the best interest of the Board of Education for the period from this date to the Board Organization Meeting in the next calendar year.

22. Resolution

RESOLUTION APPOINTING A QUALIFIED PURCHASING AGENT IN A BOARD OF EDUCATION OR OTHER ENTITY SUBJECT TO THE PROVISIONS OF N.J.S.A. 18A:18a-1 et seq.

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualifying Purchasing Agent; and

WHEREAS, Michael Harvier possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq; and

RESOLVED, that the governing body hereby appoints Michael Harvier as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific duties of a purchasing authority, responsibility, and accountability of the purchasing activity of the Board of Education, and

BE IT FURTHER RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Michael Harvier's certification to the Director of the Division of Local Government Services.

23. RESERVE ACCOUNTS

WHEREAS, N.J.S.A. 18A:21-2, N.J.S.A. 18A:7G-31, and N.J.S.A. 18A:7F-41 permit Board of Education to establish and/or deposit into certain reserve accounts at the end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permits a Board of Education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Metuchen Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into the Capital Reserve Fund in the amount not to exceed \$400,000 and Maintenance reserve in an amount not to exceed \$400,000.

NOW THEREFORE BE IT RESOLVED, by the Metuchen Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

24. Reserve Accounts

Move to approve transferring \$1,200,000 from capital reserve into fund 12 for construction of the Metuchen High School science labs.

25. Transportation Jointures and Individual Routes 2018-2019

Move to approve transportation jointures and individual routes for the 2018-2019 school year with the following district: Gloucester County Special Services School District.

26. Multi-Media and Communication Services

Move to approve a contract with Brandon Uhlig LLC to provide multi-media and communication services at the rate of \$10,000 for the 2018-2019 school year.

27. Appointment – Providers of Psychiatric Assessments/Evaluations

Move to approve the appointment of the following to provide psychiatric assessments/evaluations for the 2018-2019 school year:

- a. Alexander Road Associates at the rate of \$595
- b. Dr. Steven Dyckman at the rate of \$600/evaluation
- c. Platt Psychological Associates at the rate of \$825/assessment (includes consult and report)

28. Appointment – Neurodevelopmental Specialists

Move to approve the appointment of the following to perform specialized neurodevelopmental evaluations for the 2018-2019 school year:

- a. Dr. Lewis Milrod at the rate of \$550/evaluation
- b. Dr. Joseph Holahan at the rate of \$450/evaluation
- c. Dr. Nancy Holahan at the rate of \$450/evaluation
- d. Dr. Aparna Mallik at the rate of \$450/evaluation
- e. Dr. Vanna Amorapanth at the rate of \$850/evaluation

29. Appointment – Autism/Behavioral Services

Move to approve the appointment of the following for the 2018-2019 school year:

- a. Puzzle Solutions, Inc. to provide ABA and behavioral services and consultations at the rate of \$83/hr.
- b. Brett DiNovi & Associates as a provider of independent BCBA at a rate of \$125/hr.
- c. Behavior Therapy Associates at the rate of \$200/hr.
- d. Douglas Outreach Services for \$160/hour plus mileage for consultation and \$2,800 for Functional Behavioral Assessments

- e. The Data Group for \$150/hour for consultation and \$2,500 for Functional Behavior Assessments

30. Occupational/Physical Therapy/Speech Services

Move to approve the appointment of the following for the 2018-2019 school year:

- a. United Therapy Solutions Inc. for the speech and occupational therapy services at the rate of \$75/hr.
- b. Lori-Ann DiSerio as Physical Therapist at the rate of \$88/hr.

31. Appointment – Healthcare/Nursing Services

Move to approve the appointment of the following for the 2018-2019 school year:

- a. Assisting Hands Home Care at the rate of \$24/hr.
- b. Bayada Pediatric at the rate of:
 - RN (1:1) - \$52.50/hour
 - LPN - \$42.50/hour
 - Substitute Nurse - \$50/hour

32. Appointment – Deaf/Blind Services

Move to approve the appointment of the following for the 2018-2019 school year:

- a. Summit Speech School at the rate of \$155/hr.
- b. NJ Specialized Child Study Team at the following rates:
 - i. \$550 per individual evaluation
 - ii. \$950 for 2 evaluations
 - ii. \$1,350 for three evaluation (3 evaluations)
- c. NJ Commission for the Blind and Visually Impaired at the rate per level of impairment as follows:
 - i. Level 1: \$1,900
 - ii. Level 2: \$4,500
 - iii. Level 3: \$12,600
 - iv. Level 4: \$14,300

33. Appointment – Independent Assessments

Move to approve the appointment of the following independent assessment providers for the 2018-2019 school year:

- a. Teaching Strategies for early childhood; individual preschool portfolios at \$12 per student
- b. The ARC of New Jersey – Project Hire - \$60.00/hour as a provider of transition services assessment
- c. Family Resource Association, Inc./TechConnection for technology in-services and trainings ranging from \$60 - \$660.

- For technology workshops at Tech*Connection* ranging from \$75/per person to \$125/per person
- d. Adam Krass Consulting, LLC at the rate of \$150 for Assistive Technology consultation and trainings
 - e. Integrated Speech Pathology, LLC at the rate of \$130 - \$150/hour for Speech Language consultations and trainings, and evaluations ranging from \$700 - \$1,300/evaluation
 - f. JFK Hospital for:
 - i. Audiological Evaluation at \$499/evaluation (ages 5+)
 - ii. Audiological Evaluation at \$630/evaluation (ages 4 and under)
 - iii. Central Auditory Processing Evaluation at \$882/evaluation (Prices going up January 2019)
 - g. Supreme Consultants, LLC:
 - i. \$600/Mono-lingual evaluation
 - ii. \$750/Bi-lingual evaluation
 - iii. Added Travel Expenses - \$0.50/mile
 - h. Cross County Clinical
 - i. \$625/English evaluation
 - ii. \$850/Bilingual evaluation
 - i. Learning Tree Multicultural/Multilingual:
 - i. \$750/Spanish evaluation
 - ii. \$780/Bi-lingual evaluation
 - j. Cerebral Palsy Association, Inc. (aka NJ Institute for Disabilities) at the rate of \$925/student technology evaluation (CPA, Inc. Board has not approved rate yet)
 - k. Jewish Vocational Services:
 - i. \$900/Basic evaluation
 - ii. \$950/Tee Tap evaluation (2-3 day eval – more comprehensive)
 - l. Dr. Francie Matthews – Educational Evaluations including observations at:
 - i. \$2,400/evaluation and
 - ii. \$200 for \$45 minutes to 1 hour of classroom observation

34. Appointment – Home Instruction

Move to approve the appointment of the following as providers of Home Instruction for the 2018-2019 school year:

- a. Brookfield Homebound School at the rate of \$45/hr.
- b. Embrace The Kids– Homebound Instruction at the rate of \$45/hr.
- c. Professional Education Services, Inc. at the rate of \$45/hr.

- d. Education, Inc. (bedside instruction at Summit Hospital) at the rate of \$55/hr.
- e. Silvergate Prep at the rate of \$55/hour
- f. UBHC – UMDNJ at the rate of \$65/hour

35. Appointment – Transition Services

Move to approve the ARC of NJ Project Hire to provide onsite vocational training and transitional services for the 2018-2019 school year at the rate of \$60/hr.

36. 2018-2019 ESEA Grant Application

Move to approve the district's ESEA Grant Application for 2018-2019:

Title	Amount	Description
Title I	\$109,125	Improving Programs (Academically At-Risk students)
Title IIA*	\$29,472	Teacher and Principal Training (Professional Development)
Title III**	\$6,499	Immigrant Learners (English Language Learners)
Title IV***	\$10,000	Student Support and Academic Enrichment Program

*Metuchen Public Schools receives \$18,809 of the Title II allocation.

**Metuchen Public Schools receives \$6,308 of the Title III allocation.

***Metuchen Public Schools receives \$6,382 of the Title IV allocation.

37. Professional Development

Move to approve the following professional development activities as listed on the attached chart:

38. Out of District Student Placements – Extended School Year 2018

Move to approve the following extended school year out of district student placements as listed on the attached chart: