

Mount Arlington Board of Education  
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Tonya M. Flowers  
Business Administrator/Board Secretary

TO: All Board Members

FROM: Tonya M. Flowers, Board Secretary 

SUBJECT: Business Office Action Items

DATE: September 21, 2016

FINANCE:

092116-B-1 RESOLVED, that the Mount Arlington Board of Education approve the check register of payments dated from August 18, 2016 through September 21, 2016, in the amount of \$717,741.94 as presented to the Board be approved.

092116-B-2 RESOLVED, that the Mount Arlington Board of Education approve the list of line item transfers for the month of August 2016.

092116-B-3 RESOLVED, that the report of the Secretary and the related statement of cash balances for the month of August 2016 be approved by the Mount Arlington Board of Education and ordered filed, and further that the Mount Arlington Board of Education approve the certification of the Board Secretary for the month of August 2016 that no line item account has encumbrances and expenditures which, in total, exceed the line appropriation of the adopted 2016-2017 budget, as revised, in accordance with N.J.S.A. 18A:17-9 and further certifies that no major account or fund has been expended in violation of N.J.S.A. 18A:17-8 or N.J.S.A. 18A:19.

092116-B-4 RESOLVED, that the Mount Arlington Board of Education approve travel and related costs, as follows which are educationally necessary and fiscally prudent and are related to and within the scope of the employees' current responsibilities and promotes the delivery of instruction or furthers the efficient operation of the school district. The reimbursements listed in this resolution are in compliance with State travel reimbursement guidelines as established by the Department of the Treasury and Board of Education policy in accordance with N.J.A.C. 6A:23B-1.1 et. seq.

Name	Seminar/Conference	Date	Est. Expense	Mileage Expense
T. Flowers	Fiscal Updates to Procurement	9/19/16	*\$900.00	\$44.27
A.Terkovich	NJAEC Connect Arts Education Conference	9/21/16	\$25.00	\$56.17
J. Crawford	Power to Save Grant	9/22/16	-0-	\$54.13
T. Flowers	Power to Save Grant	9/22/16	-0-	\$26.91
S. Hamilton	Power to Save Grant	9/22/16	-0-	\$54.13
J. Crawford	Trans Options Annual Ceremony	9/28/16	-0-	\$5.27
J. Crawford	NJ Consortium for Gifted & Talented Planning Workshop	9/30/16	-0-	\$10.11
T. Flowers	Introduction & State Information	10/4/16	-0-	\$29.26
M. Malakuskie	Greater Morris County Jr. Coaches Meeting	10/5/16	-0-	-0-
J. Crawford	NJ Consortium for Gifted & Talented Living Voices Program	10/13/16	-0-	\$12.03
T. Flowers	School Security	10/31/16	*	\$44.27
B. Caggiano	School Security	10/19/16	*	\$5.21
T. Flowers	NJSBA Conference	10/25/16-10/27/16	**\$533.00	\$70.68
R. Byrne	NJSBA Conference	10/25/16-10/26/16	**\$404.00	\$91.91
A.Decena	NJSBA Conference	10/25/16-10/26/16	**\$404.00	\$91.91
K. Alexander	Rutgers Annual Reading & Writing Conference	10/28/16	\$180.00	\$25.78
T. Flowers	Update on School Ethics	11/17/16	*	\$10.73
B. Caggiano	Update on School Ethics	11/17/16	*	\$5.21
T. Flowers	Purchasing Overview	11/29/16	-0-	\$29.26
T. Flowers	Artemis Records Retention	12/13/16	*	\$10.73
B. Caggiano	Artemis Records Retention	12/13/16	*	\$5.21
T. Flowers	Legal Program on Seniority	1/19/17	*	\$10.73
B. Caggiano	Legal Program on Seniority	1/19/17	*	\$5.21
T. Flowers	Budgeting	1/25/17	-0-	\$29.26
T. Flowers	Pension Update	2/14/17	*	\$44.27
B. Caggiano	Pension Update	2/23/17	*	\$5.21
T. Flowers	BA Contracts	3/7/16	-0-	\$29.26
T. Flowers	Purchasing	3/14/17	*	\$44.27

B. Caggiano	Purchasing	3/16/17	*	\$5.21
T. Flowers	Audit Program Update	4/25/17	*	\$10.73
B. Caggiano	Audit Program Update	4/25/17	*	\$5.21
T. Flowers	Administrative Assistant Program	5/11/17	*	\$10.73
B. Caggiano	Administrative Assistant Program	5/11/17	*	\$5.21
T. Flowers	How to Manage Your Workers Compensation	5/16/17	-0-	\$29.26
J. Crawford	NJ Consortium of Gifted & Talented Jr Solar Sprint Workshop	11/3/15 & 11/18/15	-0-	\$20.96
J. Crawford	NJ Consortium of Gifted & Talented Model UN Training	11/12/15	-0-	\$8.62
J. Crawford	Rutgers Gifted Education Conference	11/19/15	\$175.00	\$30.42
K. Alexander	48 <sup>th</sup> Annual Reader's & Writer's Conference	10/23/15	\$180.00	\$33.03

\*Professional Development

\*\*Meals & incidentals to be determined

092116-B-5 RESOLVED, that the Mount Arlington Board of Education approve payment of the 2016-2017 annual membership dues and assessments to Morris County Association of School Business Administrators in the amount of \$350.00.

092116-B-6 RESOLVED, that the Mount Arlington Board of Education approve payment of the 2016-2017 annual membership dues to the NJ Principals & Supervisors Association in the amount of \$820.00.

092116-B-7 RESOLVED, that the Mount Arlington Board of Education approve payment of the 2016-2017 membership renewal to the Morris County Administrators of Special Education in the amount of \$275.00.

092116-B-8 RESOLVED, that the Mount Arlington Board of Education approve payment for the 2016-2017 membership renewal to the New Jersey Consortium for the Gifted and Talented Program in the amount of \$400.00.

092116-B-9 RESOLVED, that the Mount Arlington Board of Education approve payment for the 2016-2017 annual membership renewal to the New Jersey Association of Designated Person in the amount of \$100.00.

092116-B-10 RESOLVED, that the Mount Arlington Board of Education determines the following bus routes where sidewalks, safe walking conditions and/or crossing guards are not provided, to be considered as Hazardous routes;

Mount Arlington School: Routes 1 through 6  
 Edith M. Decker School: Routes 7 through 9  
 Roxbury High School: Routes 12 through 14

092116-B-11 RESOLVED, that the Mount Arlington Board of Education approve the following routes and costs for the 2015-2016 school year with Educational Services Commission of Morris County:

Route	Route Number	Cost
Public	MA1 thru MA9 MA12 thru MA14	*\$215,914.20
Non-Public	P0067	\$TBD
Special Education	CS152-New Beginnings CE523-Park Lake TBD-Stoney Brook School-Rockaway	\$16,500. \$25,500. \$TBD
Pre-K Route	MTA1	\$33,300.
Steps PM	CE614	\$22,464.

\*previously approved

092116-B-12 RESOLVED, that the Mount Arlington Board of Education approve the following route and cost for the 2015-2016 school year with Sussex County Regional Cooperative:

Route	Route Number	Cost
Special Education	J-A14	\$TBD

1 Student attending CTC

092115-B-13 RESOLVED, that the Mount Arlington Board of Education approve the following Special Education Tuition contract:

Student ID	Contract	Dates	Tuition	Personal Aide	Nursing Services
10236	Ed Services Commission of Morris County (Park Lake School)	9/1/16-6/30/17	\$61,700.00	\$27,440.00	\$50.00 an hour

092116-B-14 RESOLVED, that the Mount Arlington Board of Education approve the lease agreement with The Work Family Connection for the 2016-2017 school year to provide space so that the Work Family Connection can provide before and after school daycare for the students of the Mount Arlington school district, at a rate of \$1.00 per month.

092116-B-15 RESOLVED, that the Mount Arlington Board of Education approve David Stolaz, David Caldwell-Mason and Barry Spatz as piano accompanist for (6) concerts for an amount not to exceed \$1,200.00 for the 2016-2017 school year.

092116-B-16 Motion to approve resolution authorizing payment of merit bonus to the Superintendent for completion of Quantitative and Qualitative Merit Goals #1-#4 as follows:

WHEREAS, on August 17, 2016, pursuant to NJAC 6A:23A-3.1 and its contract with the Superintendent of Schools, the Board of Education established quantitative and qualitative criteria and associated merit bonuses for the Superintendent for the 2016-2017 school year, and

WHEREAS, the Board of Education has now reviewed indicators of the achievement of those goals;

NOW, THEREFORE, BE IT RESOLVED, the Board of Education makes the following determination relevant to Quantitative and Qualitative Merit Goals #1- #4 and directs that its determinations be submitted to the Executive County Superintendent of Schools for approval before payment as required by law:

Quantitative and Qualitative Merit Goals	Status	Merit Bonus Approved
<p><b>#1: Qualitative Goal:</b> For the start of the 2016-17 school year, in an effort to afford the teachers and students learning consistency across multiple grade levels, a vertical articulation addendum to the curriculum will be created in Language Arts for grades three through six. The purpose of creating this document is to identify gaps and overlaps, and insure that blended vertical articulation is implemented in a meaningful manner. In order to complete this I will schedule a summer session with staff to and discuss best practices being implemented and add these grade level standards to the document initiated in the 2015 summer for grades Kindergarten through grade three.</p>	Achieved	2.5% of Base Salary: \$3375.00
<p><b>#2: Qualitative Goal:</b> Communication with the public is an essential element in promoting the fine work of our students and staff. My goal for the start of the 2016-17 school year is to utilize the technology that is now available to our schools. The Superintendent will prepare communication in the form of a Blog to best communicate with parents of our ongoing efforts to enhance teaching, learning, planning and thoughtful work.</p>	Achieved	2.5% of Base Salary: \$3375.00

<p><b>#3: Quantitative Goal:</b> In an effort to enhance and maintain computer literacy skills while offering our students the opportunity for advanced learning, a one-to-one Chrome Book initiative will be planned for and implemented by September of 2016. 100 % of eighth grade students and 100 % of the teachers working with these students will be given Chrome Books for use in the classroom and at home and will receive training regarding expectations. I will insure that Board policies are adhered to along with developing an implementation plan for use as well as guidance documents and all related information be distributed prior to use. Additionally, the Principal, Technology Coordinator and I will conduct a parent information night to introduce this initiative and insure that parents are fully aware of their responsibilities as well as their children's when taking the Chrome Books for use at home.</p>	<p>Achieved</p>	<p>3.33% of Base Salary: \$4495.50</p>
<p><b>#4: Quantitative Goal:</b> In order to maintain current standards of excellence and to promote future standards of excellence, the Superintendent will revise/update 100% of the Superintendent/Board goals for the District in the Areas of Curriculum and Instruction, Buildings and Grounds, Personnel, Board Policy, Contracts and Negotiations. A document will be developed that can be utilized during the transition to a new Superintendent in order to insure continuity of effort during the upcoming school year.</p>	<p>Achieved</p>	<p>3.33% of Base Salary: \$4495.50</p>

092116-B-17 RESOLVED, that the Mount Arlington Board of Education approve the School Board Legal deductible will remain the same, \$10,000 for the 2016-2017 school year, and the Employment Practices deductible will increase to \$15,000 for the 2016-2017 school year.

092116-B-18 RESOLVED, that the Mount Arlington Board of Education to accept the approval by the New Jersey Department of Education of the NCLB Consolidated Grant FY17 Application. The amounts for each grant are as follows:

Title I Part A	\$36,485
Title II Part A	\$17,639
Title III	\$ 480

092116-B-19 RESOLVED, that the Mount Arlington Board of Education approve the Memorandum of Agreement (MOA) between The Center for Prevention and Counseling and the Mount Arlington Public Elementary School effective September 1, 2016 through June 30, 2017.

092116-B-20 WHEREAS, following a solicitation for quotes for an installation of a sump pump at the Mount Arlington Public School, the district received two:

Drill Construction	\$23,100.00
American Painting Co.	\$27,500.00

RESOLVED, that the Mount Arlington Board of Education accept the responsible quote, provided by Drill Construction, to install a sump pump at the Mount Arlington Public School and to award a contract reflective of such.

092116-B-21 WHEREAS, following a solicitation for quotes for a Point of Sale System at the Mount Arlington Public School and Edith M. Decker school cafeterias the district received three:

CC Productions, Inc.	\$12,602.00
Heartland	\$13,320.00
Horizon Software	\$ 6,770.00

RESOLVED, that the Mount Arlington Board of Education accept the responsible quote, provided by CC Productions Inc., for a Point of Sale System at the Mount Arlington Public School and Edith M. Decker cafeterias, award a contract reflective of such.