

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD ORGANIZATION MEETING MINUTES
Monday – May 18, 2015 – 5:30 P.M.

Completed May 29, 2015
Convened at 5:30 P.M.

Call to Order

Jayne S. Howard, Business Administrator/Board Secretary, called the meeting to order at 5:30 p.m.

Pledge of Allegiance

Jayne S. Howard led the salute to the flag.

New Jersey Sunshine Law - Read by Jayne S. Howard

The New Jersey Public Meetings Law was enacted to ensure the right to the public to have advanced notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted on.

On the rules of this act, the Trenton Board of Education has caused notice of this meeting by publicizing the date, time and place, therefore posted in the Central Services Building, 108 North Clinton Avenue, City Clerk's Office, City Hall and the Times. Anyone whose name is on the mailing list should receive a notice.

Formal action will take place at this meeting.

Roll Call for Attendance

Present:

D. A. Graham
Fiah Gussin – arrived 5:54 p.m.
Denise Millington
Jason Redd
Jane Rosenbaum – arrived 5:34 p.m.
Guillermo Gomez Salazar
Gerald Truehart II
Lucy Vandenberg

Superintendent of Schools – Francisco Durán - Present

Nomination and Election of President

Ms. Howard stated that the floor is open for nominations to the office of President. Mr. Truehart nominated Jason Redd for President. Dr. Graham seconded the nomination. Ms. Howard asked if there are any other nominations for President. Hearing none, a Roll Call vote was taken, with all Board Members present approving Jason Redd as the 2015-2016 Board President.

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<u>ROLL CALL</u>	YES	NO	ABSTAIN
D. A. Graham	X		
Fiah Gussin		not present for vote	
Jason Redd	X		
Jane Rosenbaum		not present for vote	
Guillermo Gomez Salazar	X		
Gerald Truehart II	X		
Lucy Vandenberg	X		
Denise Millington	X		

Ms. Howard congratulated Board President Jason Redd.

Nomination and Election of Vice President

President Redd stated that the floor is open for nominations to the office of Vice President. Mr. Salazar nominated Gerald Truehart for Vice President. Dr. Graham seconded the nomination. Mr. Redd asked if there are any other nominations for Vice President. Hearing none, a Roll Call vote was taken, wherein Mr. Truehart was unanimously voted the 2015-2016 Board Vice President by the members present.

<u>ROLL CALL</u>	YES	NO	ABSTAIN
D. A. Graham	X		
Fiah Gussin		not present for vote	
Jason Redd	X		
Jane Rosenbaum		not present for vote	
Guillermo Gomez Salazar	X		
Gerald Truehart II	X		
Lucy Vandenberg	X		
Denise Millington	X		

Adoption Of Agenda

Motion was made by Dr. Graham and seconded by Mr. Salazar to adopt the agenda. The agenda was adopted by all Board Members present.

<u>ROLL CALL</u>	YES	NO	ABSTAIN
D. A. Graham	X		
Fiah Gussin		not present for vote	
Jason Redd	X		
Jane Rosenbaum	X		
Guillermo Gomez Salazar	X		
Gerald Truehart II	X		
Lucy Vandenberg	X		
Denise Millington	X		

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PUBLIC PARTICIPATION

Ms. Lisa McAllister from SEIU Local 32BJ, along with Security Officer Tynisha Francis, addressed the Board and expressed their concerns with security services in the District.

Ms. Jessica Davis, President of the P. J. Hill Elementary School PTO, spoke about issues she is having with administration at the school.

Ms. Janice Williams, Grievance Chair for Trenton Education Association (TEA), asked for respect and benefits for the Security Officers. She also expressed concern about the abolishment of some Vice Principal positions, and she offered her thoughts on the role of Board Members.

Ms. Naomi Johnson-Lafleur, TEA President, congratulated President Redd and Vice President Truehart on their new Board offices. She commented on the Progressive Science Initiative (PSI) at the middle schools and high schools, discussing the involvement of Woodrow Wilson Fellows in the program. She felt that the District should not lose the majority of these Fellows to the STEM Charter School's faculty. Ms. Johnson-Lafleur said that there is not enough room at Monument School to relocate the District's STEM program from St. Mary's, and she feared this would drive some of our students to the charter schools.

Ms. Johnson-Lafleur expressed concern with reducing the number of Math Teachers by five for Grades 6-12. Lastly, she discussed non-renewals as they impact teachers.

Mr. Michael Goodman, President of the TCHS Main PTO, also discussed the P. J. Hill PTO President's concerns as raised earlier by Ms. Davis. He felt that ongoing issues will hinder the growth of parental and community engagement at the school.

BOARD MEMBER COMMENTS

There were no Board comments this evening.

BOARD DISCUSSION & ACTION ON BUSINESS AGENDA

There were no questions or comments on the Business Agenda.

Motion was made by Dr. Graham and seconded by Ms. Gussin to approve the Business Agenda with. The motion was **approved** by all Board Members.

<u>ROLL CALL</u>	YES	NO	ABSTAIN
D. A. Graham	X		
Fiah Gussin	X		
Jason Redd	X		
Jane Rosenbaum	X		
Guillermo Gomez Salazar	X		
Gerald Truehart II	X		

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Lucy Vandenberg	X
Denise Millington	X

BUSINESS AGENDA:

1. **RESOLUTION to Adopt the Annual Board Meeting Schedule for 2015/2016**

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approves the Resolution to adopt the Annual Board Meeting Schedule for the 2015/2016 school year (**Attachment 1**).

2. **RESOLUTION for Newspapers of Record for 2015/2016**

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith designates *The Times* as the official Newspaper of Record; further be it

RESOLVED: that the following newspapers are approved as Newspapers in Education: *Fourth Estate, Newark Star Ledger, Philadelphia Tribune, Philadelphia Inquirer* and *Vision Hispana*.

3. **RESOLUTION Authorizing the Superintendent to Audit and Approve Bill Payments for 2015/2016**

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith designates the Superintendent of Schools, in accordance with N.J.S.A. 18A:19-1, as the person designated to audit accounts and demands and to approve accounts and demands prior to presentation to the Board for the 2015/2016 school year.

4. **RESOLUTION Authorizing the Superintendent to Approve Human Resources Items and Awards of Contracts for Scored Requests for Proposals (RFP)**

BE IT RESOLVED: that the Trenton Board of Education herewith designates the Superintendent of Schools as the person to take all necessary actions to protect the interests of Trenton Public Schools including, but not limited to, the entry into contracts of employment for services, hiring and firing of employees under their jurisdiction, and awards of contracts for scored RFPs, subject to consultation with the State Monitor and Board President for the period June 23, 2015 through September 18, 2015.

Also be it RESOLVED, that said actions are further subject to ratification of the actions taken at the next regularly scheduled Board meeting to be held on the 21st of September, 2015.

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5. RESOLUTION Approving Movement of the Ninth Grade Academy to Monument School

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith approves housing the Ninth Grade Academy in Monument School beginning with the 2015-2016 school year.

6. RESOLUTION to Readopt the Board Operational Policy Manual for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith readopts the Board Operational Policies/Procedures for the 2015/2016 school year.

7. RESOLUTION to Adopt the Business Office Standard Operating Procedures for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith adopts the Business Office Standard Operating Procedures for 2015/2016 as per QSAC.

8. RESOLUTION to Appoint an Affirmative Action Officer and Section 504 Administrator for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith appoints the Assistant Superintendent for Human Resources as the Affirmative Action Officer and Section 504 Administrators, pursuant to N.J.A.C. 6:4-1.4, for the 2015/2016 school year.

9. RESOLUTION to Appoint a Section 504 Compliance Officer for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith appoints the Supervisor of Nurses as Section 504 Compliance Officer, pursuant to Section 504 – 1973 Rehabilitation Act, for the 2015/2016 school year.

10. Approval of 2015/2016 Payroll Schedule

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, hereby approves the 2015/2016 Payroll Schedule (**Attachment 10**).

11. RESOLUTION to Appoint District Purchasing Agents for 2015/2016

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BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, hereby appoints for the 2015/2016 school year Jayne S. Howard as its duly authorized qualified purchasing agent, and as registered authorized purchasing official, Georgette Bowman.

12. RESOLUTION to Appoint Treasurer of School Monies for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith appoints James Bartolomei as Treasurer of School Monies for the 2015/2016 school year at a cost not to exceed **\$18,000.00**.

13. RESOLUTION to Appoint Board Attorneys for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, hereby appoints the law firm of Florio, Perrucci, Steinhardt & Fader LLC and the law firm of Adams, Guttierrez & Lattiboudere LLC as the vendors to provide the legal services needed for the school year ending June 30, 2016 at a total cost not to exceed **\$350,000.00**.

14. RESOLUTION to Appoint Food Services Management Provider for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, hereby appoints Aramark Educational Services as the food services management provider for the school year ending June 30, 2016.

15. RESOLUTION to Appoint External Auditing Firm for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith appoints Wiss & Company LLP as the vendor to prepare the District's Comprehensive Annual Financial Report for the fiscal year ended June 30, 2016 and the Management Report at a cost not to exceed **\$185,000.00**.

16. RESOLUTION to Appoint Architects of Record for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith designates the following as Architects of Record at the rates shown for the fiscal year ended June 30, 2016:

Clarke Caton Hintz	Hourly Rates
Partner	\$195.00
Associate Partner	\$165.00
Senior Associate/Director	\$145.00
Associate/Project Manager	\$130.00
Project Architect/Planner	\$110.00

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Staff (3.1 X direct salary-not to exceed \$95.00/hr.)	\$75.00 to \$95.00
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Garrison Architects	Hourly Rates
Partner	\$150.00
Senior Associates	\$125.00
Project Architects	\$110.00
Project Directors	\$95.00
Project Manager	\$85.00
Computer Design	\$65.00
Drafting	\$55.00
Clerical	\$35.00

Todd Geter Architects	Hourly Rate
Principal	\$110.00
Project Architect	\$100.00
Project Manager	\$100.00
Project Designer	\$100.00
Construction Specifier	\$75.00

17. RESOLUTION for Facilities Appointments for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith designates the Facilities Administrator to the following appointments for the fiscal year ended June 30, 2016: Indoor Air Quality Coordinator, Right to Know Contact, Asbestos/AHERA Coordinator and Integrated Pest Management Coordinator.

18. RESOLUTION to Appoint Chemical Hygiene Officer for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith appoints Environmental Connections as the Chemical Hygiene Officer for the fiscal year ended June 30, 2016.

19. RESOLUTION to Appoint Engineers of Record for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith designates the following as Engineers of Record at the rates shown for the fiscal year ended June 30, 2016:

Smithco. Engineering Group, Inc.:	Hourly Rates
Principal/Program Manager	\$225.00
Licensed Professional Engineer	\$150.00

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Professional Planner	\$150.00
Landscape Architect	\$150.00
2-Man Survey Crew	\$245.00
4-Man Survey Crew	\$390.00
Project Architect	\$100.00
Project Engineer	\$ 95.00
Senior CADD Designer	\$ 95.00
Staff Architect	\$ 85.00
Senior Project Manager	\$ 85.00
Staff Engineer	\$ 75.00
Contract Administration	\$ 70.00
Construction Manager	\$ 70.00
CADD/ Draftsperson	\$ 65.00
Student Intern	\$ 55.00
Administrative Services	\$ 45.00

Kelter & Gilligo Consulting Engineers	Range:
Engineering Aide	\$30.00-\$50.00
Draftsperson	\$50.00-\$75.00
Designer	\$75.00-\$125.00
Engineer	\$125.00-\$150.00
Dept. Head/Manager	\$150.00-\$200.00
Principal-in Charge	Flat rate of \$200.00
Principal-in-Charge Testifying	Flat rate of \$275.00

Leonard Busch Associates PS Consulting Engineers	Hourly Rates
Principal	\$130.00
Senior Structural Engineer	\$100.00
Structural Engineer	\$80.00
Senior Draftsman	\$70.00
Junior Draftsman	\$47.50

20. RESOLUTION to Approve Membership in the New Jersey State Interscholastic Athletic Association (NJSIAA) by TCHS Main for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith approves Membership in New Jersey State Interscholastic Athletic Association (NJSIAA) by TCHS-Main for the period July 1, 2015 to June 30, 2016 at a cost not to exceed **\$2,150.00**. This membership is required for the school to compete interscholastically for individual, team championships and competitions.

21. RESOLUTION to Appoint Homeless Liaison for 2015/2016

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BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith appoints Monique Harvey as the Homeless Liaison for Mercer, Burlington and Atlantic Counties, for the fiscal year ended June 30, 2016.

22. RESOLUTION to Approve Use of Facilities Schedule of Fees for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith approves the existing Use of Facilities Schedule of Fees for the fiscal year ended June 30, 2016.

23. RESOLUTION to Approve Joint Transportation Agreement with Mercer County Special Services School District for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith approves the 2015-2016 Contractual Agreement between Mercer County Special Services School District (MCSSSD) and the Trenton Board of Education for the provision of transportation services for Special Education, non-public, public and/or vocational school students.

24. RESOLUTION to Approve Board Committees for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith approves the following Board Committees for the fiscal year ended June 30, 2016: Human Resources, Board Grievance Committee, Operations, Special Ed/Curriculum, Family & Community Engagement/Policy and SDA Committee.

25. RESOLUTION to Approve Curriculum for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith approves the existing Curriculum for the 2015/2016 school year.

26. RESOLUTION to Approve Textbooks for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith approves the existing Textbooks for the 2015/2016 school year.

27. RESOLUTION to Approve Tax Shelter Annuity Companies for 2015/2016

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BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith approves the Tax Shelter Annuity Companies for the fiscal year ending June 30, 2016. **(Attachment 27)**

28. RESOLUTION to Approve Chart of Accounts for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith approves the Chart of Accounts for the fiscal year ending June 30, 2016. **(Attachment 28)**

29. RESOLUTION to Approve Depositories and Signatories for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, hereby approves the Depositories and Signatories for the fiscal year ending June 30, 2016. **(Attachment 29)**

30. RESOLUTION to Approve Use of Facsimile Signatures for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, hereby approves the Use of Facsimile Signatures for the following: Warrant Account, Net Payroll Account, Payroll Agency Account, Summer Savings Accounts and Purchase Orders, for the fiscal year ending June 30, 2016.

31. RESOLUTION to Approve Petty Cash Accounts for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, hereby approves the Petty Cash Account for the Buildings & Grounds Department in the amount of \$750.00 for the fiscal year ending June 30, 2016.

32. RESOLUTION to Approve Tax Payment Schedule for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, hereby approves the Tax Payment Schedule for the fiscal year ending June 30, 2016. Payments to be made by the City of Trenton as follows: two payments of \$2,111,566.00 in July and August; ten payments of \$1,689,253.00 from September to June; total amount received \$21,115,662.00.

33. RESOLUTION to Approve Contracts with Approved State Contract Vendors for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, authorizes the Purchasing Agent to purchase certain

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goods or services from those approved New Jersey State Contract Vendors for the period July 1, 2015 through June 30, 2016. (**Attachment 33**)

34. RESOLUTION to Approve Contracts with Approved County Contract Vendors for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey County Contract Vendors for the period July 1, 2015 through June 30, 2016. (**Attachment 34**)

35. RESOLUTION to Approve Shared Service Agreement with South Jersey Technology Partnership for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation for the Superintendent of Schools, authorizes **Participation in the Shared Services Agreement** through *Sterling High School forming South Jersey Technology Partnership* for the purchase of work, materials and supplies for the 2015-2016 fiscal year.

36. RESOLUTION to Appoint Public Agency Compliance Officer for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, pursuant to N.J.A.C. 17:27-3.3 hereby appoints Jayne S. Howard as its duly authorized Public Agency Compliance Officer for the 2015-2016 School Year.

37. RESOLUTION to Appoint District Custodians of Public Records for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, in compliance with the Open Public Records Act, hereby appoints as Custodian the Board Secretary for all records other than records concerning students or district employees, the Director of Student, Parent & Community Support for records concerning students, and the Assistant Superintendent of Human Resources for records concerning district employees, for the fiscal year 2015-2016. During the absence or inability to act or during a vacancy in any of these positions, the Superintendent shall be the acting custodian of government records for such positions.

38. RECOMMENDATION FOR RFP #1516-02 AWARD OF CONTRACT FOR PROSPECTIVE ORGANIZATION TO PROVIDE SECURITY SERVICES

WHEREAS, pursuant to the Public School Contract Law and the New Jersey Statutes Title 18A:18A-37, the proposal solicitation for Prospective Organization to Provide Security Services was received on April 29th, 2015; and

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WHEREAS, the proposals were reviewed by Trenton Board of Education Staff per N.J.S. 18A:18A-4.5d; and

WHEREAS, the Board received the following responses:

The Davis Group Innovative Security Services
Dreamland Security Services, Inc.
Motivated Security Services, Inc.
U.S. Security Associates
Wisdom Protective Services

WHEREAS, based on the evaluation criteria included in the solicitation Motivated Security Services, Inc. received the highest score within the qualifications listed below:

1. Qualifications of employees, experience in schools and urban school district
2. District Plan
3. Budget

WHEREAS, funds will be made available from the following Account: 11-000-266-330-0000-00-57

WHEREAS, that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, awards a contract to Motivated Security Services, Inc. for the proposal solicitation, at a total cost not to exceed \$3,181,321.17.

BE IT FURTHER RESOLVED; that the Trenton Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant.

39. RECOMMENDATION FOR RFP #1516-03 AWARD OF CONTRACT FOR PROSPECTIVE ORGANIZATION TO PROVIDE SUBSTITUTE STAFFING FOR TEACHERS

WHEREAS, pursuant to the Public School Contract Law and the New Jersey Statutes Title 18A:18A-37, the proposal solicitation for Prospective Organization to Provide Substitute Staffing for Teachers was received on April 29th, 2015; and

WHEREAS, the proposals were reviewed by Trenton Board of Education Staff per N.J.S. 18A:18A-4.5d; and

WHEREAS, the Board received the following responses:

Insight Workforce Solutions
PESG Educational Staffing Solutions

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Source4Teachers

WHEREAS, based on the evaluation criteria included in the solicitation Source4Teachers received the highest score within the qualifications listed below:

1. Quality of proposed substitute staff
2. Ability to increase the district's efficiency in providing substitute coverage
3. Demonstrated success in the field of providing substitute coverage
4. Experience in an urban educational setting
5. Economic Factors
6. Professionalism

WHEREAS, funds will be made available from the following Account: 11-190-100-320-0000-00-52

WHEREAS, that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, awards a contract to Source4 Teachers for the proposal solicitation, at a total cost not to exceed \$2,000,000.00.

BE IT FURTHER RESOLVED; that the Trenton Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant.

40. RECOMMENDATION FOR RFP #1516-04 AWARD OF CONTRACT FOR PROSPECTIVE ORGANIZATION TO PROVIDE SUBSTITUTE SECRETARIAL SERVICES

WHEREAS, pursuant to the Public School Contract Law and the New Jersey Statutes Title 18A:18A-37, the proposal solicitation for Prospective Organization to Provide Substitute Secretarial Services was received on April 29th, 2015; and

WHEREAS, the proposals were reviewed by Trenton Board of Education Staff per N.J.S. 18A:18A-4.5d; and

WHEREAS, the Board received the following responses:

Insight Workforce Solutions
PESG Educational Staffing Solutions
Source4Teachers

WHEREAS, based on the evaluation criteria included in the solicitation Insight Workforce Solutions received the highest score within the qualifications listed below:

1. Quality of proposed substitute staff

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2. Ability to increase the district's efficiency in providing substitute coverage
3. Demonstrated success in the field of providing substitute coverage
4. Experience in an urban educational setting
5. Economic Factors
6. Professionalism

WHEREAS, funds will be made available from the following Account: 11-190-100-320-0000-00-52

WHEREAS, that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, awards a contract to Insight Workforce Solutions for the proposal solicitation, at a total cost not to exceed \$500,000.00.

BE IT FURTHER RESOLVED; that the Trenton Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant.

41. RECOMMENDATION FOR RFP #1516-05 AWARD OF CONTRACT FOR PROSPECTIVE ORGANIZATION TO PROVIDE SUBSTITUTE PARAPROFESSIONAL SERVICES

WHEREAS, pursuant to the Public School Contract Law and the New Jersey Statutes Title 18A:18A-37, the proposal solicitation for Prospective Organization to Provide Substitute Paraprofessional Services was received on April 29th, 2015; and

WHEREAS, the proposals were reviewed by Trenton Board of Education Staff per N.J.S. 18A:18A-4.5d; and

WHEREAS, the Board received the following responses:

Delta-T Group New Jersey, Inc.
General Healthcare Resources, Inc.
Insight Workforce Solutions
PESG Educational Staffing Solutions
Source4Teachers
Staffing Plus

WHEREAS, based on the evaluation criteria included in the solicitation Delta-T Group New Jersey, Inc. received the highest score within the qualifications listed below:

1. Quality of proposed substitute staff
2. Ability to increase the district's efficiency in providing substitute coverage
3. Demonstrated success in the field of providing substitute coverage
4. Experience in an urban educational setting

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5. Economic Factors
6. Professionalism

WHEREAS, funds will be made available from the following Account: 11-190-100-320-0000-00-52

WHEREAS, that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, awards a contract to Delta-T Group New Jersey, Inc. for the proposal solicitation, at a total cost not to exceed \$750,000.00.

BE IT FURTHER RESOLVED; that the Trenton Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant.

42. RECOMMENDATION FOR RFP #1516-06 AWARD OF CONTRACT FOR PROSPECTIVE ORGANIZATION TO PROVIDE SYSTEMS FOCUSED CLINICAL/MENTAL HEALTH COUNSELING (SBYSP)

WHEREAS, pursuant to the Public School Contract Law and the New Jersey Statutes Title 18A:18A-37, the proposal solicitation for Prospective Organization to Provide Systems Focused Clinical/Mental Health Counseling (SBYSP) was received on April 29th, 2015; and

WHEREAS, the proposals were reviewed by Trenton Board of Education Staff per N.J.S. 18A:18A-4.5d; and

WHEREAS, the Board received responses from:

The Center for Family Community & Social Justice
The Children's Home Society of New Jersey

WHEREAS, based on the evaluation criteria included in the solicitation The Center for Family, Community & Social Justice, Inc. received the only score within the qualifications listed below:

1. Consultant Qualification
2. Project Plan
3. Questionnaire
4. Budget

WHEREAS, funds will be made available from the following Account: 20-470-200-330-0000-15-05

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NOW, THEREFORE, BE IT RESOLVED, that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools awards a contract to The Center for Family, Community & Social Justice, Inc., for the proposal solicitation as indicated, at a cost not to exceed \$129,136.00

BE IT FURTHER RESOLVED; that the Trenton Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant.

43. RECOMMENDATION FOR RFP #1516-07 AWARD OF CONTRACT FOR PROSPECTIVE ORGANIZATION TO PROVIDE YOUTH DEVELOPMENT SERVICES (SBYSP)

WHEREAS, pursuant to the Public School Contract Law and the New Jersey Statutes Title 18A:18A-37, the proposal solicitation for Prospective Organization to Provide Youth Development Services was received on April 29th, 2015; and

WHEREAS, the proposals were reviewed by Trenton Board of Education Staff per N.J.S. 18A:18A-4.5d; and

WHEREAS, the Board received responses from:

The Center for Family Community & Social Justice Inc.

WHEREAS, based on the evaluation criteria included in the solicitation The Center for Family Community & Social Justice Inc. received the only score within the qualifications listed below:

1. Consultant Qualification
2. Project Plan
3. Questionnaire
4. Budget

WHEREAS, funds will be made available from the following Account: 20-470-200-330-0000-15-05

NOW, THEREFORE, BE IT RESOLVED, that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools awards a contract to The Center for Family Community & Social Justice, for the proposal solicitation as indicated, at a cost not to exceed \$51,225.00.

BE IT FURTHER RESOLVED; that the Trenton Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and

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have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant.

44. RECOMMENDATION FOR RFP #1516-08 AWARD OF CONTRACT FOR PROSPECTIVE ORGANIZATION TO PROVIDE DAYCARE & TRANSPORTATION SERVICES (SBYSP)

WHEREAS, pursuant to the Public School Contract Law and the New Jersey Statutes Title 18A:18A-37, the proposal solicitation for Prospective Organization to Provide Daycare & Transportation Services (SBYSP) was received on April 29th, 2015; and

WHEREAS, the proposals were reviewed by Trenton Board of Education Staff per N.J.S. 18A:18A-4.5d; and

WHEREAS, the Board received responses from:

Deeper Life Child Care Development Center

WHEREAS, based on the evaluation criteria included in the solicitation Deeper Life Child Care Development Center received the only score within the qualifications listed below:

1. Consultant Qualification
2. Project Plan
3. Questionnaire
4. Budget

WHEREAS, funds will be made available from the following Account: 20-470-200-330-0001-15-05

NOW, THEREFORE, BE IT RESOLVED, that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools awards a contract to Deeper Life Child Care Development Center, for the proposal solicitation as indicated, at a cost not to exceed \$120,000.00.

BE IT FURTHER RESOLVED; that the Trenton Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant.

45. RECOMMENDATION FOR RFP #1516-09 AWARD OF CONTRACT FOR PROSPECTIVE ORGANIZATION TO PROVIDE CASE MANAGEMENT, EDUCATION & SUPPORT SERVICES FOR EXPECTANT TEENS ATTENDING TCHS (PLP EXPANSION)

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WHEREAS, pursuant to the Public School Contract Law and the New Jersey Statutes Title 18A:18A-37, the proposal solicitation for Prospective Organization to Provide Case Management, Education & Support Services for Expectant Teens Attending TCHS (PLP Expansion) was received on April 29th, 2015; and

WHEREAS, the proposals were reviewed by Trenton Board of Education Staff per N.J.S. 18A:18A-4.5d; and

WHEREAS, the Board received responses from:

Children’s Futures
The Children’s Home Society of New Jersey
Central Jersey Family Health Consortium

WHEREAS, based on the evaluation criteria included in the solicitation Central Jersey Family Health Consortium received the highest score within the qualifications listed below:

1. Consultant Qualification
2. Project Plan
3. Questionnaire
4. Budget

WHEREAS, funds will be made available from the following Account: 20-470-200-330-0002-15-05

NOW, THEREFORE, BE IT RESOLVED, that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools awards a contract to Central Jersey Family Health Consortium, for the proposal solicitation as indicated, at a cost not to exceed \$60,822.00.

BE IT FURTHER RESOLVED; that the Trenton Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant.

46. RECOMMENDATION FOR RFP #1516-18 AWARD OF CONTRACT FOR PROSPECTIVE ORGANIZATION TO PROVIDE TITLE I, PART A SERVICES TO ELIGIBLE NON-PUBLIC SCHOOL STUDENTS IN GRADES PREK-12

WHEREAS, pursuant to the Public School Contract Law and the New Jersey Statutes Title 18A:18A-37, the proposal solicitation for Prospective Organization to Provide Title I, Part A Services to Eligible Non-Public School Students in Grades PreK-12 was received on April 29th, 2015; and

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WHEREAS, the proposals were reviewed by Trenton Board of Education Staff per N.J.S. 18A:18A-4.5d; and

WHEREAS, the Board received responses from:

Accuracy Temporary Services dba: ATS Project Success
Catapult Learning
IScoreSuccess, LLC
Levy Learning Center, Inc.
Psych-Ed Services, Inc.
Webwise Education

WHEREAS, based on the evaluation criteria included in the solicitation Catapult Learning scored the highest within the qualifications listed below:

1. Experience relevant to project, quality of personnel
2. Experience in urban education
3. Project provides sound realistic approach
4. Project is cost effective
5. Project will add to district's knowledge

WHEREAS, funds will be made available from the following account: 20-235-100-300-0002-15-82

NOW, THEREFORE, BE IT RESOLVED, that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, awards a contract to Catapult Learning for the proposal solicitation as indicated, at a cost not to exceed \$85,000.00.

BE IT FURTHER RESOLVED; that the Trenton Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant.

47. RECOMMENDATION FOR RFP #1516-20 AWARD OF CONTRACT FOR PROSPECTIVE ORGANIZATION TO PROVIDE 1:1 AIDES, SPECIAL EDUCATION 504 FOR GRADES PREK-12

WHEREAS, pursuant to the Public School Contract Law and the New Jersey Statutes Title 18A:18A-37, the proposal solicitation for **Prospective Organization to Provide 1:1 Aides, Special Education 504 for Grades Pre-K-12** was received on April 29th, 2015; and

WHEREAS, the proposals were reviewed by Trenton Board of Education Staff per N.J.S. 18A:18A-4.5d; and

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WHEREAS, the Board received the following responses:

Bayada Home Health Care
Delta-T Group New Jersey, Inc.
Insight Workforce Solutions
Theracare of New York, Inc.

WHEREAS, based on the evaluation criteria included in the solicitation Delta-T Group New Jersey, Inc. received the highest score within the qualifications listed below:

1. Experience relevant to project, quality of personnel
2. Experience in urban education
3. Project provides sound realistic approach
4. Project is cost effective
5. Project will add to district's knowledge

WHEREAS, funds will be made available from the following Account: 11-150-100-320-0000-00-84

NOW, THEREFORE, BE IT RESOLVED, that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, awards a contract to Delta-T Group New Jersey, Inc. for the proposal solicitation as indicated, at a cost not to exceed \$1,000,000.00

BE IT FURTHER RESOLVED; that the Trenton Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant.

48. RESOLUTION to Approve Tuition Rates for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, hereby approves the Tuition Rates for the school year ended June 30, 2016 **(Attachment 48)**

49. RESOLUTION to Approve Collection and Maintenance of Pupil Records for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, hereby approves the collection and maintenance of pupil records, to be managed by the Director for Student, Parent & Community Support, for the school year ended June 30, 2016.

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50. RESOLUTION to Appoint Chief Medical Inspector for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, hereby appoints Jacqueline B. Gettys as the Chief Medical Inspector for the school year ending June 30, 2016 at a cost not to exceed **\$42,000.00**.

51. RESOLUTION Authorizing the Member Participation in a National Cooperative Pricing System with PEPPM National Cooperative Contracts for 2015-2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approves the Resolution for the member participation in a cooperative pricing system with **PEPPM National Cooperative Contracts** to provide substantial economies in the provision and performance of goods and services priced cooperatively may include supplies and materials, time and material bids, energy aggregation and such other items that two or more participating contracting units in the system agree can be purchased on a cooperative basis.

52. RESOLUTION Authorizing the Member Participation in a National Cooperative Pricing System with U.S. Communities Government Purchasing Alliance, a National Cooperative, for 2015-2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approves the Resolution for the member participation in a cooperative pricing system with **U.S. Communities Government Purchasing Alliance, a National Cooperative**, to provide substantial economies in the provision and performance of goods and services priced cooperatively may include supplies and materials, time and material bids, energy aggregation and such other items that two or more participating contracting units in the system agree can be purchased on a cooperative basis.

53. RESOLUTION Authorizing the Member Participation in a Cooperative Pricing System with Middlesex Regional Educational Services Commission for 2015-2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approves the Resolution for the member participation in a cooperative pricing system with **Middlesex Regional Educational Services Commission** to provide substantial economies in the provision and performance of goods and services priced cooperatively may include supplies and materials, time and material bids, energy aggregation and such other items that two or more participating contracting units in the system agree can be purchased on a cooperative basis.

54. RESOLUTION Authorizing the Member Participation in a Cooperative Pricing Program with Keystone Purchasing Network for 2015-2016

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BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approves the Resolution for the member participation in a cooperative pricing program with **Keystone Purchasing Network** to provide substantial economies in the provision and performance of goods and services priced cooperatively may include supplies and materials, time and material bids, energy aggregation and such other items that two or more participating contracting units in the system agree can be purchased on a cooperative basis.

55. RESOLUTION Authorizing Member Participation in the Educational Data Cooperative Pricing System for 2015-2016

A RESOLUTION AUTHORIZING THE **TRENTION SCHOOL DISTRICT** TO ENTER INTO A COOPERATIVE PRICING AGREEMENT-RESOLUTION NUMBER **26EDCP**

WHEREAS N.J.S.A. 40A:11-11 (5) authorizes contracting units to enter into Cooperative Pricing Agreements; whereas the participation fee with Educational Data Services, Inc. will not exceed \$1,990.00;

WHEREAS the Board of Education of the Township of Glen Rock, hereinafter referred to as the “Lead Agency”, has offered voluntary participation in a Cooperative Pricing System known as the “Educational Cooperative Pricing System” for the purchase of work, materials and supplies;

56. RESOLUTION for Participation in the Hi-Nella School District’s Joint Purchasing System for 2015-2016

WHEREAS *N.J.S.A. 40A:11-11(10)* authorizes contracting units to establish a Joint Purchasing System and to enter into a Joint Purchasing Agreement for its administration; and

WHEREAS Hi-Nella School District, hereinafter referred to as the “Lead Agency” has offered voluntary participation in a Joint Purchasing System for the provision and performance of goods and services; and

WHEREAS, on May 18, 2015 the governing body of the **Trenton Public Schools** County of **Mercer**, State of New Jersey duly considered participation in a Joint Purchasing 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 Hi-Nella Joint Purchasing Resolution of the **Trenton Public Schools**.

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AUTHORITY

Pursuant to the provisions of *N.J.S.A. 40A:11-10* the **Board Secretary** is hereby authorized to enter into a Joint Purchasing 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.

57. Hi-Nella School District's Joint Purchasing System Agreement for 2015-2016

WHEREAS *N.J.S.A. 40A:11-11(10)* authorizes contracting units to establish a Joint Purchasing System and to enter into a Joint Purchasing Agreement for its administration; and

WHEREAS Hi-Nella School District, hereinafter referred to as the "Lead Agency" has offered voluntary participation in a New Jersey State Approved Joint Purchasing System (ID Number: 234HNSDIPS) for the provision and performance of goods and services that; and

WHEREAS, the Lead Agency will be bidding on or providing the following goods and services: Business Operations; Technology; Building and Grounds Staffing and Maintenance; Fixed Assets Management Report; Professional Development; AP Services, AR Services and Staffing Needs; e-Rate Services (including email); Lighting and Energy Installation and Upgrades (including efficient lights, switches, bulbs); Security Systems Installation, Upgrades and Replacement (through existing or new network – internet based); Technology Hosted Services; Technology Material and Supplies; Technology Services (including projects, helpdesk and applications)

WHEREAS, the Lead Agency prepared bid specification for the above goods and services and the Board of Education awarded bids to the various vendors on January 13, 2014; and

WHEREAS, the Lead Agency will be responsible for all bidding and awarding of contracts to vendors and 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 for the above goods and services as well as future goods and services as deemed necessary by the Lead Agency and its members; and

WHEREAS, there is no membership fee to participate in the joint purchasing system and the members will issue purchase orders to the Lead Agency for the items and services they wish to secure and shall pay the Lead Agency for all items and services order on behalf of the member; and

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NOW, THEREFORE BE IT RESOLVED as follows: That this agreement as approved on the attached resolutions and subsequent resolutions, pursuant to N.J.A.C. 5:34-6.5(f) be in effect for five (5) years from the date of the approved resolution.
(Account Code: Department and School Locations)

58. Hi-Nella Shared Service Agreement for 2015-2016

THIS AGREEMENT between the BOARD OF EDUCATION of the **HI-NELLA SCHOOL DISTRICT**, Hi-Nella, New Jersey (hereinafter referred to as “HI-NELLA”, and the **TRENTON PUBLIC SCHOOLS**, in Trenton, New Jersey (hereinafter referred to as “SHARED SERVICE DISTRICT”).

WITNESSETH:

- A. N.J.S.A. 40A:65-1et seq. the Uniform Shared Services and Consolidation authorizes shared services by educational and municipal districts.
- B. HI-NELLA and SHARED SERVICES DISTRICT are participating.
- C. SHARED SERVICES DISTRICT wishes to join with HI-NELLA to share services. Service may include, but not limited to Business and Office Services, Building and Grounds Services, Construction, Construction Management Services, Maintenance Services, Joint Purchasing and Supplies and Materials.

NOW THEREFORE, in consideration of the premises and the covenants hereinafter set forth, the parties agree as follows:

1. HI-NELLA and SHARED SERVICES DISTRICT shall from time to time purchase above products and services.
2. HI-NELLA will be responsible for hiring certified and competent employees and all materials to complete the task.
3. The employees will be paid by HI-NELLA.
4. HI-NELLA will have the right to hire employees to work for the SHARED SERVICE DISTRICT.
5. SHARED SERVICE DISTRICT shall have the right to participate with any task or service.
6. SHARED SERVICE DISTRICT shall pay HI-NELLA directly for technology items or services (or portions thereof) which they purchase.
7. SHARED SERVICE DISTRICT shall pay HI-NELLA HIGH SCHOOL directly for those items or services (or portions thereof) which they purchase
8. As per N.J.S.A., the term of this agreement shall be ten (10) years. Either party may cancel with a thirty (30) day written notice
(Account Code: Department and School locations)

59. Resolution Authorizing the Shared Services Agreement with Educational Information and Resource Center (EIRC) for 2015-2016

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BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, agrees to enter into an Inter-Local Agency/Shared Service Agreement/Consortia with the EIRC to provide products and services to the Trenton Board of Education per **40A:65-1 et. seq.**, the Uniform Shared Services and Consolidation Act and **18A:6-95.1** Educational Information and Resource Center; establishment; services provided.

60. Resolution Authorizing the Member Participation in a Service Cooperative with National Joint Powers Alliance (NJPA) for 2015-2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approves the Resolution for the member participation in a cooperative pricing system with National Joint Powers Alliance (NJPA) a cooperative to provide substantial economies in the provision and performance of goods and services priced cooperatively may include supplies and materials, time and material bids, energy aggregation and such other items that two or more participating contracting units in the system agree can be purchased on a cooperative basis.

61. Academic Plan for 2015-2018

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith approves the Trenton Public School Academic Plan for 2015-2018 as submitted by the Superintendent of Schools. (**Attachment 61**)

62. Resolution for Approval of Capital Projects for 2013/2014, 2014/2015 and 2015/2016

WHEREAS: the Board of School Estimate of the City of Trenton has approved the Capital Projects for 2013/2014 (**\$2,205,000**), 2014/2015 (**\$3,080,000**) and 2015/2016 (**\$2,850,000**); and

WHEREAS: the City of Trenton requires Board of Education approval of the Capital Projects prior to City Council adopting an ordinance to fund the projects; now therefore

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith approves the Capital Projects for 2013/2014, 2014/2015 and 2015/2016. (**Attachment 62**)

63. Employment Contracts for Business Administrator, Assistant Superintendent of Human Resources and Chief Academic Officer for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith approves the 2015/2016 Employment Contracts for

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the Business Administrator, Assistant Superintendent of Human Resources and the Chief Academic Officer. (**Attachment 63**)

64. Resolution for Maximum Travel Expenditure for 2015/2016

WHEREAS, Pursuant to *N.J.S.A. 18A:11-12*, in each pre-budget year, the Trenton Board of Education is required to establish a maximum travel expenditure amount for the budget year which may not be exceeded; and

WHEREAS, The Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by State and local funds; and

WHEREAS, The Board of Education has elected to exclude travel expenditures supported by federal funds, which is \$60,000.00, from the maximum travel expenditure amount; now therefore be it

RESOLVED, that the Trenton Board of Education hereby establishes the maximum travel expenditure amount for the 2015-2016 school year as \$100,000.00 from the General Fund

65. Resolution for Approval of Organization Charts for 2015/2016

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, herewith approves the Organization Charts for 2015/2016. (**Attachment 65**)

ADJOURN TO EXECUTIVE SESSION

RESOLUTION FOR EXECUTIVE SESSION

FOR CLOSED SESSION ON May 18, 2015

WHEREAS, The Open Public Meetings Act, codified as *N.J.S.A. § 10:4-6, et seq.*, permits the exclusion of the public from a meeting under certain circumstances; and,

WHEREAS, the Trenton Board of Education is of the opinion that such circumstances presently exist, indicated as follows:

Personnel matters related to the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion, or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individuals who could be adversely affected request, in writing, that the matter be discussed at a public meeting;

DESCRIPTION OF MATTER(S) Superintendent's Evaluation

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NOW THEREFORE, BE IT RESOLVED, by the Trenton Board of Education, County of Mercer, State of New Jersey, that an Executive Session will be held on May 18, 2015 for the statutorily permissible purpose indicated in this resolution.

BE IT FURTHER RESOLVED, that action may be taken by the Board when it reconvenes in Open Session.

BE IT FINALLY RESOLVED, that Minutes of the Executive Session with regard to the above subject matter shall be disclosed to the public at a later date and to the extent that the same is not prejudicial to the interests of the parties involved, no longer adverse to the public interest, or does not endanger any individual's right to privacy.

ADJOURN 6:02 p.m.

The Board went into Closed Executive Session to discuss the Superintendent's Evaluation.

Respectfully submitted

Jayne S. Howard

Jayne S. Howard
Business Administrator/Board Secretary