

Minutes of **Tuesday, September 8, 2015, Public Board Meeting** of the Orange Board Of Education held at 7:30 p.m., Orange Preparatory Academy, 400 Central Avenue, Orange, New Jersey.

Cristina Mateo is presiding over tonight's meeting.

Mr. Abdul-Shabazz Ashanti
Mrs. Paula Desormes (**absent**)
Ms. Gloria Fisher
Mr. Jarteau Israel
Mr. Jeffrey Wingfield
Mr. E. Lydell Carter
Ms. Cristina Mateo

ROLL CALL: (6) PRESENT (1) ABSENT

ALSO PRESENT:

- Mr. Ronald C. Lee, Superintendent of Schools
- Mrs. Belinda Scott-Smiley, Administrative Assistant to the Superintendent for Operations/Human Resource Services
- Dr. Paula E. Howard, Deputy Superintendent of Schools
- Mr. Akindele Ayodele, Assistant School Business Administrator/Board Secretary
- Mr. Ronald Hunt, School Board Attorney with the firm of Hunt, Hamlin & Ridley

In conformance with the **Board of Education Policy 1120-1 and Open Public Meeting Act, Chapter 231**, this is to announce that this Public Board Meeting of the Orange Board of Education is being convened with adequate notice. Notice of this meeting has been posted at the Administrative Office, filed with the City Clerk's Office of the City of Orange Township and delivered to the Orange Transcript and the Star Ledger.

The City of Orange Township Board of Education encourages the participation and input from members of the public at its board meetings. However, in accordance with Board Policy, verbal attacks against individual staff members or members of the Board are not permitted. Persons are encouraged to address the Board regarding comments relating to agenda items or issues concerning the educational process. The Board of Education thanks you for your cooperation.

FLAG SALUTE

All in attendance will participate in performing the Flag Salute

PRESENTATIONS

Superintendent Report

Mr. Ronald C. Lee, Superintendent of Schools

BOARD MINUTES

BOARD COMMENTS

- Roll Call was performed by Mr. Akindele Ayodele (Asst. BA), followed by the Flag Salute.
- The Board President requested Mr. Lee to render the Superintendent's Report.
- Mr. Lee briefly went through his report with the public. He further reported about school opening and the Superintendent's Forum.

PUBLIC COMMENTS

- Ms. Patricia Arthur asked about the request to use facilities by the YWCA and the City of Orange. Mr. Lee addressed her concerns. She asked about the 21st Century Grant and wants to know who will be using the fund. Mr. Lee also gave explanations about the 21st Century Grant.
- Ms. Gloria Stewart (resident of Orange) expressed her excitement about the school opening and the Superintendent's Forum. She said she is optimistic about the school year and commended Superintendent Lee and administrators. She wanted to know when the Heywood playground would be renovated. Mr. Lee responded stating that the contract has been awarded.

BOARD RESOLUTIONS

**A15-029 RESOLUTION TO APPROVE THE FOOD SERVICE
MANAGEMENT CONTRACT WITH CHARTWELLS FOR THE
2015-2016 SCHOOL YEAR**

WHEREAS, there exists a continued need to provide food services management in the district; and

WHEREAS, Chartwells will implement a free breakfast at all of the District's elementary schools and Orange Preparatory Academy; and

WHEREAS, the Orange Board of Education approves a one (1) year service contract agreement with Chartwells Food Service Management Company; and

WHEREAS, the New Jersey Department of Agriculture, Bureau of Child Nutrition Programs, requires that the Board approves its food service management contract to include the following Contract language:

General Support Services Allowance (Administrative Fee) equal to Forty Thousand Seven Hundred and 00/100 Dollars (\$40,700.00) for the 2015-2016 contract year, payable in ten (10) equal installments of Four Thousand Seventy and 00/100 dollars (\$4,070.00)

Management Fee in an amount equal Eighty-three Thousand and 00/100 Dollars (\$83,000.00) per year payable in ten equal installments of Eight Thousand Three Hundred and 00/100 Dollars (\$8,300.00) and a guaranteed break-even or result in no subsidy to the bottom line of the LEA.

Chartwells guarantees to absorb a loss capped at its management fees of Eighty-three Thousand and 00/100 Dollars (\$83,000.00)

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education hereby approves the food service management contract with Chartwells for the 2015-2016 school year, as per the indicated language and amount stated above.

Moved by Jeffrey Wingfield. Seconded by Abdul-Shabazz Ashanti.
ROLL CALL: (6) YEA (0)NAY

C15-057 RESOLUTION TO APPROVE THE PAYMENT OF BILLS FOR AUGUST 2015

WHEREAS, the Orange School District request the payment of the attached detailed bills for August 2015, whose totals are summarized as follows:

| <u>FUNDS</u> | <u>CHECKS</u> | <u>BILLS</u> | <u>TOTALS</u> |
|-----------------------------------|-----------------------|-----------------------|-----------------------|
| Fund 11 - General Current Expense | \$1,780,828.81 | \$860,448.08 | \$2,641,276.89 |
| Fund 12 – Capital Outlay | 308,600.00 | 0.00 | 308,600.00 |
| Fund 13 – Special Schools | 227.74 | 0.00 | 227.74 |
| Fund 15 – Whole School Reform | 162,515.03 | 191,940.78 | 354,455.81 |
| Fund 20 – Special Revenue Funds | 675,625.91 | 117,012.74 | 792,638.65 |
| Grand Total | \$2,927,797.49 | \$1,169,401.60 | \$4,097,199.09 |

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education hereby approves the total payment of district bills in the amount of **\$4,097,199.09**

Moved by Jeffrey Wingfield. Seconded by Abdul-Shabazz Ashanti.
ROLL CALL: (6) YEA (0)NAY

C15-058 RESOLUTION TO ACCEPT THE BOARD SECRETARY'S REPORT FOR THE MONTH OF JULY 2015

WHEREAS, the School Business Administrator/Board Secretary, hereby submits the Board Secretary's Financial Report for the month of July 2015.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education, after review of such report, hereby accepts the July 2015 Board Secretary's Financial Report.

BE IT FURTHER RESOLVED, that a copy of this report be on file in the Business Office

Moved by Jeffrey Wingfield. Seconded by Abdul-Shabazz Ashanti.
ROLL CALL: (6) YEA (0)NAY

C15-059 RESOLUTION TO ACCEPT THE TREASURER OF SCHOOL FUNDS REPORT FOR THE MONTH OF JULY 2015

WHEREAS, under statute regulations the Treasurer of School Funds is required to reconcile bank accounts and the Board Secretary Report and said reports have been submitted.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education hereby accepts the Treasurer of School Funds Report for the month of July 2015.

Moved by Jeffrey Wingfield. Seconded by Abdul-Shabazz Ashanti.

ROLL CALL: (6) YEA (0) NAY

C15-060 RESOLUTION TO APPROVE THE BOARD OF EDUCATION'S MONTHLY CERTIFICATION OF BUDGETARY MAJOR ACCOUNT/FUND STATUS FOR JULY 2015

WHEREAS, pursuant to N.J.A.C. 6:20-2.3(3), we (the Board) certify that as of July 2015, after review of the Board Secretary's Financial Report (appropriate sections) and upon consultation with appropriate Official, to the best of our knowledge, no major account of funds has been over-expended in violation of N.J.A.C. 6:20-1.13(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education, hereby approves its Monthly Certification of Budgetary Major Account/Fund Status, as indicated above.

Moved by Jeffrey Wingfield. Seconded by Abdul-Shabazz Ashanti.

ROLL CALL: (6) YEA (0) NAY

C15-061 RESOLUTION TO APPROVE THE TRANSFER OF FUNDS (FUND 11) FOR THE 2015-2016 SCHOOL YEAR

WHEREAS, the Orange School District requires budgetary transfers to meet the encumbrances for the 2014-2015 school year, as per the attached.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education hereby approves the Transfer of Funds.

BE IT FURTHER RESOLVED, that the 2014-2015 budget be adjusted accordingly.

Moved by Jeffrey Wingfield. Seconded by Abdul-Shabazz Ashanti.

ROLL CALL: (6) YEA (0) NAY

C15-062 RESOLUTION TO APPROVE THE WHOLE SCHOOL REFORM (FUND 15) TRANSFER REQUEST FOR ORANGE HIGH SCHOOL

WHEREAS, the Whole School Reform, Abbott Districts, are required to obtain the approval of transfers from the State of New Jersey Department of Education; and

WHEREAS, the following school listed below has submitted a transfer request as approved by the School Principal, SPMT Chairperson, Business Administrator and Superintendent of Schools, per the attached:

CAREER INNOVATION ACADEMY OF ORANGE

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education, hereby approves the Whole School Reform Transfer Request for the above school and submits such requests to the State of New Jersey Department of Education for their approval.

Moved by Jeffrey Wingfield. Seconded by Abdul-Shabazz Ashanti.
ROLL CALL: (6) YEA (0)NAY

D15-014 RESOLUTION FOR THE ORANGE BOARD OF EDUCATION TO ACCEPT THE POSITION OF EDUCATIONAL COORDINATOR FOR THE 21ST CENTURY GRANT

WHEREAS, the grant application for the 21st Century Learning Center grant submitted by the Orange Public Schools was accepted for funding by the New Jersey department of Education; and,

WHEREAS, the NJDOE accepted to fund the grant for 2,750,000 over 5 years; and,

WHEREAS, the grant provides funding for out of school hours programming for Rosa Parks Community School, Oakwood Community School, Park Avenue and Heywood Avenue; and,

WHEREAS, the grant requires an Educational Coordinator for the after school program in each school; and,

WHEREAS, the Educational Coordinator will be responsible for the implementation of a robust instructional program in the after school hours; and,

WHEREAS, the position will be funded through the 21st Century Learning Center grant.

NOW, THEREFORE, BE IT RESOLVED, for the Orange Board of Education accept the position of Educational Coordinator for the 21st Century Learning Center Grant.

Moved by Jeffrey Wingfield. Seconded by Abdul-Shabazz Ashanti.
ROLL CALL: (6) YEA (0)NAY

D15-015 RESOLUTION FOR THE ORANGE BOARD OF EDUCATION TO ACCEPT THE 21ST CENTURY LEARNING CENTER GRANT

WHEREAS, the NJDOE submitted a Notice of Grant Opportunity and the Orange School District submitted a grant; and,

WHEREAS, the NJDOE accepted to fund the grant for \$2,750,000 over 5 years, and;

WHEREAS, the grant provides funding for out of school hours programming for Rosa Parks Community School, Oakwood Community School, Park Avenue and Heywood Avenue.

WHEREAS, the Orange Board of Education is the lead agency for this grant.

NOW, THEREFORE, BE IT RESOLVED, for the Orange Board of Education accept the 21st Century Learning Center Grant.

Moved by Jeffrey Wingfield. Seconded by Abdul-Shabazz Ashanti.

ROLL CALL: (6) YEA (0) NAY

**D15-016 RESOLUTION TO ACCEPT THE STATE OF NEW JERSEY
DEPARTMENT OF AGRICULTURE FRESH FRUIT AND
VEGETABLE PROGRAM GRANT**

WHEREAS, the Food Services Manager for the Orange Public School District applied for the State of New Jersey Department of Agriculture Fresh Fruit and Vegetables Program Grant; and

WHEREAS, as a result, several elementary schools in the Orange Public School District were awarded a grant. Listed are the schools that were awarded the Fresh Fruit and Vegetable Program Grant totaling \$116,600.00

- Forest Street Elementary \$21,670.00
- Oakwood Community School \$15,345.00
- Park Avenue Elementary \$24,860.00
- Rosa Parks Community School \$54,635.00

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education, at the recommendation of the Superintendent and Business Administrator, hereby approves and accepts the grant awards as listed above and offers their sincere appreciation to Mr. Tyrone Dorsey, Manager of Food Service and the State Department of Agriculture Fresh Fruit and Vegetable Program.

Moved by Jeffrey Wingfield. Seconded by Abdul-Shabazz Ashanti.

ROLL CALL: (6) YEA (0) NAY

**E15-037 RESOLUTION TO APPROVE THE REQUEST OF THE YWCA
OF ESSEX AND WEST HUDSON TO UTILIZE ROSA PARKS
COMMUNITY SCHOOL, CLEVELAND STREET SCHOOL,
HEYWOOD AVENUE SCHOOL, AND LINCOLN AVENUE
SCHOOL TO HOST THEIR AFTER-SCHOOL PROGRAM**

WHEREAS, the YWCA of Essex and West Hudson is requesting to utilize the following:

**ROSA PARKS COMMUNITY SCHOOL (CAFETERIA AND VARIOUS ROOMS)
CLEVELAND STREET SCHOOL (K1-ROOM, RM 3 & ART AND CAFETERIA)**

**HEYWOOD AVENUE (AUDITORIUM, GYM, AND VARIOUS CLASS ROOMS)
LINCOLN AVENUE SCHOOL (CAFETERIA AND LAB D 203)
AFTER SCHOOL PROGRAM**

MONDAY – FRIDAY (EXCLUDING HOLIDAYS, HALF DAYS AND SCHOOL
CLOSINGS)

SEPTEMBER 21, 2015 – JUNE 3, 2016
3:00 P.M. – 6:00 P.M.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education hereby approves the request of the YWCA of Essex and West Hudson, as indicated above, pending the receipt of the signed copy of the Hold Harmless Agreement, Request for Use of District Facilities Forms and proof of insurance.

**Moved by Jeffrey Wingfield. Seconded by Abdul-Shabazz Ashanti.
ROLL CALL: (6) YEA (0)NAY**

**E15-038 RESOLUTION TO APPROVE THE REQUEST OF HILLTOPPER
HEAT AAU BASKETBALL PROGRAM TO UTILIZE LINCOLN
AVENUE SCHOOL GYMNASIUM FOR THEIR BASKETBALL
PRACTICES**

WHEREAS, the Hilltopper Heat AAU Basketball Program is requesting to utilize the following:

LINCOLN AVENUE SCHOOL GYMNASIUM
Basketball Practices
October 6, 8, 13, 15, 20, 22, 27, & 29 2015
November 3, 10, 12, 17, 19 & 24, 2015
December 1, 3, 8, 10, 15 & 17, 2015
7:00 p.m. – 9:00 p.m.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education hereby approves the request of the Hilltopper Heat AAU Basketball Program, as indicated above, pending the signing and return of the Hold Harmless Agreement, proof of insurance coverage, completion of the Request to Use Facilities form and payment of service fees (custodial & security) in the amount of \$2,207.00

**Moved by Jeffrey Wingfield. Seconded by Abdul-Shabazz Ashanti.
ROLL CALL: (6) YEA (0)NAY**

**F15-034 RESOLUTION TO APPROVE DISTRICT-WIDE
WORKSHOPS/CONFERENCES**

WHEREAS, the Orange Board of Education seeks to expand educational opportunities by providing alternative non-traditional experiences.

NOW, THEREFORE BE IT RESOLVED, that the Orange Board Of Education approves the Workshops/Conferences as per attached summary.

**Moved by Jeffrey Wingfield. Seconded by Abdul-Shabazz Ashanti.
ROLL CALL: (6) YEA (0)NAY**

F15-035 RESOLUTION TO APPROVE THE REVISIONS OF JOB DESCRIPTIONS: DATABASE MANAGER, INFORMATION TECHNOLOGY MANAGER, NETWORK ADMINISTRATOR, REGISTRAR/INFORMATION SUPPORT AND SERVICES MANAGER, AND COMMUNITY SCHOOL SITE COORDINATOR

WHEREAS, the District has approved Job Descriptions for the positions of Database Manager, Information Technology Manager, Network Administrator, Registrar/Information Support and Services Manager, and Community School Site Coordinator; and

WHEREAS, the current Job Descriptions need revisions to include a change in the reporting function; and

WHEREAS, a revised Job Description is attached delineating the new supervisory reporting function for the positions of Database Manager, Information Technology Manager, Network Administrator, Registrar/Information Support and Services Manager, and Community School Site Coordinator.

NOW, THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education of the City of Orange Township; hereby approves the revision of the Job Descriptions for the positions of Database Manager, Information Technology Manager, Network Administrator, Registrar/Information Support and Services Manager, and Community School Site Coordinator.

Moved by Jeffrey Wingfield. Seconded by Abdul-Shabazz Ashanti.

ROLL CALL: (6) YEA (0)NAY

G15-030 RESOLUTION TO ACCEPT A DONATION OF BACK PACKS AND SCHOOL SUPPLIES FROM THE JUNIOR LEAGUE OF THE ORANGES AND SHORT HILLS, INC. FOR THE 2015-2016 SCHOOL YEAR

WHEREAS, the Junior League of the Oranges and Short Hills, Inc. wishes to donate back packs and school supplies to the Orange Board of Education, and;

WHEREAS, the Junior League of the Oranges and Short Hills, Inc. is committed to providing resources to our community.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education hereby approves and accepts the donation of back packs and school supplies from the Junior League of the Oranges and Short hills, Inc. and offers their sincere appreciation, to the Junior League of the Oranges and Short Hills, Inc. for their generosity and continued support of the Orange Public School District.

Moved by Jeffrey Wingfield. Seconded by Abdul-Shabazz Ashanti.

ROLL CALL: (6) YEA (0)NAY

H. Case Numbers

Home Instruction Cases

#'s none

Out-of-District Placement Cases

#'s none

H.I.B Cases

Substantiated

#s none

HUMAN RESOURCE AGENDA

- Leaves of Absences
- Separations: Suspension
- Appointments
- Stipends
- Other Personnel Actions
- For the Record

Moved by Jeffrey Wingfield. Seconded by Abdul-Shabazz Ashanti.

ROLL CALL: (6) YEA (0)NAY

DISTRICT MEETINGS

- Next scheduled meetings are as follows:

Public

- Facilities Committee Meeting – Monday, September 14, 2015 at 2:30 p.m., 451 Lincoln Avenue.
- Next Public Board Meeting – Tuesday, October 13, 2015 at 7:30 p.m., Orange Preparatory Academy, 400 Central Avenue.
- Curriculum Committee Meeting – Tuesday, September 29, 2015 at 5:00 p.m., 451 Lincoln Avenue.

Closed

- Human Resource Committee Meeting – Monday, September 12, 2015 at 5:00 p.m.

CORRESPONDENCES

COMMITTEE REPORTS

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Public Minutes – September 8, 2015

Pursuant to N.J.S.A. 10:4-12 and in conformance with the Board of Education Policy 1120-1 **and Open Public Meeting Act, Chapter 231**, this is to announce that the Orange Board Of Education will hold its next regularly scheduled **Meeting on July 14, 2015** Closed Session at 5:30 p.m. and Public Session at 7:30 p.m. It is expected that the discussion undertaken in the closed session board meeting can be made public at the time official action is taken or when its confidentiality is no longer required.


Motion to adjourn Public Session.

Moved by Jeffrey Wingfield. Seconded by Abdul-Shabazz Ashanti.

ROLL CALL: (6) YEA (0)NAY

APPROVAL DATE: October 13, 2015

ATTESTED TO BY:



**School Business Administrator/
Board Secretary**