

STERLING HIGH SCHOOL DISTRICT  
BOARD OF EDUCATION  
REPORT OF THE BOARD SECRETARY  
REGULAR MEETING  
APRIL 23, 2020

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**A. INFORMATION ITEMS**

1. Student Activities Account Reconciliation for [February 2020](#) is attached.
2. **ETHICS FORMS** - Please complete your Ethics Forms as soon as possible and let Joanne Augustine know if you need any assistance. (Radcliff)
3. **MANDATED TRAINING** - The following board members must complete their mandated training by December 31, 2020.  
Please let Joanne Augustine know if you have any questions.

Victoria Burckley    Governance IV    Online

Jason Clark            Governance I    June 20, 2020 @ NJSBA Headquarters - Trenton

Bill Hiltner            Governance IV    October 22, 2020 @ Atlantic City Convention Center

Dan Radcliff           Governance III    Online

Kellie Stout            Governance III    Online

4. The Public Hearing on the 2020-2021 School Budget will be held on May 7, 2020.

**B. BILL LISTS FOR APPROVAL**

1. Approval of the attached Bill Lists.

<a href="#">Bill List 1</a>	March 19, 2020	Fund 60	\$ 9,977.76
<a href="#">Bill List 2</a>	March 19, 2020	Fund S/A	\$ 4,574.83
<a href="#">Bill List 3</a>	March 25, 2020	Fund S/A	\$ 4,037.00
<a href="#">Bill List 4</a>	April 9, 2020	Fund S/A	\$ 1,250.00
<a href="#">Bill List 5</a>	April 9, 2020	Fund 60	\$ 22,937.09
<a href="#">Bill List 6</a>	March 23, 2020	Fund 11	\$ 67,825.74
		Fund 12	\$ 37,655.28
		Fund 30	\$ 2,389.86
			<u>\$107,870.88</u>
<a href="#">Bill List 7</a>	March 30, 2020	Fund 11	\$723,965.85
		Fund 20	\$ 4,503.00
			<u>\$728,468.85</u>

Fund S/A – Student Activity Funds

### **C. BOARD ACTION ITEMS**

#### **1. TRANSFERS**

- a. Approve the attached transfers for [February 2020](#).

#### **2. PURCHASES - LOW QUOTE VENDORS**

- a. Approve the following purchase from United Electric Supply Co., the low quote vendor:

P.O. #000838    \$4,519.01    Account #11-000-261-610    LED Lighting

- b. Approve the following purchase from Master Wire Mfg. Inc., the low quote vendor:

Req #                \$17,400.00    Account #12-000-263-730    Security Gate

\*Funds transfer from 11-000-263-420 & 11-000-266-420

#### **3. PURCHASE – CCESC CONTRACT**

- a. Ratify and approve the following purchase from CM3 Building Solutions, under

CCESC Contract #66CCEPS:

P.O. #000836    \$4,936.00    Account #11-000-261-420    Door Access Controls

#### **4. PURCHASE – STATE CONTRACT**

- a. Approve the following purchase of computer equipment from Dell Computer Corp. under State Contract #WSCA 70256:

P.O. #000837    \$1,035.80    Account #11-190-100-610    Replacement Charger

#### **5. RENEWABLE ENERGY PROGRAM**

- a. Approve the attached [Resolution](#) authorizing the execution of First Amendments to the [Solar Energy Services Agreement](#) and the [Parking Lot Agreement](#) dated March 25, 2019, in connection with the Board of Education's Renewable Energy Program. [Grading Plan](#) and [Site Plan](#) are attached.

#### **6. OUT OF DISTRICT PLACEMENT**

- a. Approve to continue the [Out of District Placement](#) of Student #7205078379 at the Burlington County Special Services School District for their 2020 ESY program and for the 2020-2021 school year.

#### **7. BIDS**

- a. Approve awarding a contract for Grounds Keeping Services for the 2020-2021 school year to Rahn Landscaping, LLC, the lowest responsive and responsible bidder. The following bids were opened on March 31, 2020 at 11:01 am:

Company Name	Amount of Bid (Per Cutting) including cost of liability insurance for 2020-2021	Renewal if awarded by the BOE Amount of Bid (Per Cutting) including cost of liability insurance for 2021-2022	Renewal if awarded by the BOE Amount of Bid (Per Cutting) including cost of liability insurance for 2022-2023
Landscape Maintenance & Nursery LLC	\$970.00	\$970.00	\$970.00
Rahn Landscaping, LLC	\$955.00	\$955.00	\$965.00
TLC Landscape Company	\$1,220.00	\$1,260.00	\$1,300.00

b. Approve Remington & Vernick to advertise the bid for the following project:

Water Main Project – 2020-2021

## 8. FOOD SERVICE

- a. Ratify and approve the [Application for Seamless Summer Option](#) during the COVID-19 related school closures.
- b. Ratify and approve the [COVID-19 Meal Pattern Flexibility Waiver Request](#).

## 9. FINANCIAL REPORTS

- a. Approve the following resolution:
  - A. [Board Secretary's Report](#) in accordance with 18A:17-36 and 18A:17-9 for the month of February 2020. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A:23A-16.10(c)3 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.
  - B. [Treasurer's Report](#) in accordance with 18A:17-36 and 18A:17-9 for the month of February 2020. The Treasurer's and Secretary's report are in agreement for the month of February 2020.
  - C. Board Secretary in accordance with N.J.A.C. 6A:23A – 16.10(c)2 certifies that there are no changes in anticipated revenue amounts or revenue sources.
  - D. Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10(c)4, we certify that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate District officials, that to the best of our knowledge no major accounts or funds have been over expended in violation of N.J.A.C. 6A:23A – 16.10(b) and that sufficient funds are available to meet the District's financial obligations for the

remainder of the fiscal year.

Joanne Augustine, Board Secretary

April 23, 2020  
Date