

STERLING HIGH SCHOOL DISTRICT
 BOARD OF EDUCATION
 REPORT OF THE BOARD SECRETARY
 REGULAR MEETING
 DECEMBER 3, 2020

A. INFORMATION ITEMS

1. Student Activities Account Reconciliation for [October 2020](#) is attached.
2. The [November 3, 2020 School Board Election Official Results](#) are attached for your information.
3. **REMINDER** – The following board members must complete their mandated online training by **December 31, 2020**:

Victoria Burckley – Governance IV
 Bill Hiltner - Governance IV
 Dan Radcliff – Governance III

B. BILL LISTS FOR APPROVAL

1. Approval of the attached Bill Lists.

Bill List 1	November 11, 2020	Fund 11	\$ 2,261.00
Bill List 2	November 11, 2020	Fund 11	\$ 28.00
Bill List 3	November 13, 2020	Fund 11 Fund 20	\$472,291.53 <u>\$ 2,948.90</u> \$475,240.43
Bill List 4	November 16, 2020	Fund 11 Fund 20 Fund 30	\$ 15,747.52 \$ 437.50 <u>\$ 15,877.62</u> \$ 32,062.64
Bill List 5	November 18, 2020	Fund 60	\$ 20,874.91
Bill List 6	November 20, 2020	Fund 11 Fund 20	\$ 75,151.40 <u>\$ 6,862.96</u> \$ 82,014.36
Bill List 7	November 30, 2020	Fund 11 Fund 20	\$461,692.76 <u>\$ 2,948.90</u> \$464,641.66
Bill List 8	November 23, 2020	Fund 11	\$ 2,385.00
Bill List 9	November 23, 2020	Fund S/A	\$ 1,971.26

Fund S/A – Student Activity Funds

C. BOARD ACTION ITEMS

1. TRANSFERS

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

2. PURCHASES – EDUCATIONAL SERVICES COMMISSION OF NJ (ESCNJ)

- a. Ratify and approve the following purchase from WB Mason, an approved ESCNJ vendor. ESCNJ Bid #18/19-02.

Req. #R10380 \$120.09 Account #11-000-240-610 Supplies

- b. Ratify and approve the following purchase from CDW Government, an approved ESCNJ vendor. ESCNJ Bid #18/19-03.

Req. #R10410 \$10,530.00 Account #11-190-100-592 Web Filter Renew

3. PURCHASES - LOW QUOTE VENDORS

- a. Ratify and approve the following purchase from Amazon/Synchrony Bank, the low quote vendor.

Req. #R10389 \$259.60 Account #11-000-222-610 Headsets

- b. Ratify and approve the following purchase from Sports Paradise, the low quote vendor.

Req. #R10399 \$2,210.00 Account #11-402-100-610 Girls Basketball Uniforms

- c. Ratify and approve the following purchase from Global Industrial Equipment Co., the low quote vendor.

Req. #R10428 \$1,788.84 Account #11-000-261-610 Shelving

- d. Ratify and approve the following purchase from United Electric Supply Co., the low quote vendor.

Req. #R10433 \$3,946.56 Account #11-000-261-610 LED Lighting

4. CORONAVIRUS RELIEF FUND GRANT PURCHASES

- a. Ratify and approve the following purchase from WB Mason, the low quote vendor.

Req. #R10420 \$1,944.60 Account #20-479-200-600 Tech Supplies

5. SHARED SERVICE AGREEMENT – BOROUGH OF MAGNOLIA

- a. Approve a [Shared Service Agreement with the Borough of Magnolia](#) for the Mechanical Repair and Maintenance of School Vehicles and Equipment from January 1, 2021 through December 31, 2021 at the following rates:
Regular Hourly Rate for labor of \$60.00 per hour for work performed at the Magnolia Facility.
Special Service Rate of \$80.00 per hour for Road Service Calls and Emergency Work.
30% over Magnolia costs for all repair parts and sublet parts. No charge for parts supplied by SHS.

6. PHARMACY SERVICES AGREEMENT

- a. Ratify and approve the attached [Addendum to Pharmacy Services Agreement](#) between MaxorPlus, Ltd. and Sterling High School for the 2020-2021 school year.
- b. Ratify and approve the attached [2020 Amendment 2 to the Pharmacy Services Agreement](#) dated January 1, 2006 between MaxorPlus, Ltd. and Sterling High School effective as of January 1, 2021.

7. **COPIER LEASE AGREEMENT**

- a. Approve a 60 month [Lease Agreement](#) for two Xerox B9100 large copier/printers under State of NJ Term Contract G2075, Xerox Corporate Award #A40469.

8. **PROPERTY**

- a. Approve the attached [Resolution](#) to authorize Garrison Architects to amend the District's Long Range Facilities Plan to include the following projects:
 1. Backup Generator for HVAC/Boiler Pumps
 2. New HVAC for New Gym
 3. Univents – High School Classrooms
 4. Turf Football Field

9. **VOIDED CHECK**

- a. Approve voiding the following Prior Year Cafeteria Account check:

<u>Check #</u>	<u>Amount</u>	<u>Issued</u>
1653	\$15.10	6-2-20

10. **PROPERTY – CHANGE ORDER**

- a. Approve a [Change Order Request #1 – American Athletic Courts, Inc.](#) for the 2017-2018 Ballfields Project for a net decrease of \$16,700. Reduction is for an agreed upon sod credit. This credit, receipt of the final closing documents, and payment of \$30,800 on PO # 800138 and \$9,200 on PO #800140 will close out the 2017-2018 project.

11. **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 October 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 October 2020. The Treasurer's and Secretary's report are in agreement for the month of October 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

December 3, 2020
Date