

STERLING HIGH SCHOOL DISTRICT
BOARD OF EDUCATION
REPORT OF THE BOARD SECRETARY
REGULAR MEETING
JUNE 25, 2020

A. INFORMATION ITEMS

1. Student Activities Account Reconciliation for [May 2020](#) is attached.
2. The Summer Board Meeting will be held on Wednesday, July 22, 2020 at 7:00 p.m.
3. Monday, July 27, 2020 is the last day to file a Nomination Petition for the School Board Election on November 3, 2020.

B. BILL LISTS FOR APPROVAL

1. Approval of the attached Bill Lists.

Bill List 1	June 9, 2020	Fund 60	\$ 18,266.26
Bill List 2	June 8, 2020	Fund S/A	\$ 3,950.00
Bill List 3	June 10, 2020	Fund 11	\$ 671.30
Bill List 4	June 15, 2020	Fund S/A	\$ 300.00
Bill List 5	June 15, 2020	Fund 11	\$525,193.38
		Fund 20	<u>\$ 3,825.00</u>
			\$529,018.38
Bill List 6	June 23, 2020	Fund S/A	\$ 12,124.95
Bill List 7	June 17, 2020	Fund 11	\$208,936.56
		Fund 20	\$ 21,304.80
		Fund 30	<u>\$ 309.06</u>
			\$230,550.42
Bill List 8	June 23, 2020	Fund 60	\$ 85.00

Fund S/A – Student Activity Funds

C. BOARD ACTION ITEMS

1. **TRANSFERS**
 - a. Approve the attached transfers for [May 2020](#).
 - b. Approve the attached [Resolution](#) to transfer up to \$1,000,000 of 2019-2020 surplus to Capital Reserve.

- c. Approve the attached [Resolution](#) to transfer up to \$100,000 to Maintenance Reserve.

2. **CARES EMERGENCY RELIEF GRANT**

- a. Ratify and approve the submission of the CARES Emergency Relief Grant application on June 16, 2020. The District's allocation is \$86,559.

3. **PURCHASES – EDUCATIONAL SERVICES COMMISSION OF NJ (ESCNJ)**

- a. Approve the purchase of additional custodial supplies in the amount of \$3,370.63 from Hillyard Delaware Valley, an approved ESCNJ vendor. ESCNJ Bid #18/19-35. Supplies to be charged to 11-000-262-420.
- b. Approve the purchase of supplies in the amount of \$265.39 from W.B. Mason, an approved ESCNJ vendor. ESCNJ Bid #18/19-02. Supplies to be charged to 11-000-230-610.

4. **PURCHASE – STATE CONTRACT**

- a. Approve the following purchase of computer equipment from Dell Computer Corp. under State Contract #WSCA 70256:
- | | | | |
|--------|-------------|-------------------------|---------------|
| Req. # | \$47,016.00 | Account #11-190-100-610 | Staff Laptops |
|--------|-------------|-------------------------|---------------|

5. **PURCHASE - LOW QUOTE VENDOR**

- a. Approve the following purchase from Golf Cars, Incorporated (GCI), the low quote vendor:
- | | | | |
|--------|-------------|-------------------------|---|
| Req. # | \$23,930.00 | Account #12-402-100-730 | 2020 Club Car Onward
48V Four Passenger –
three (3) |
|--------|-------------|-------------------------|---|

6. **SUMMER PAYMENTS**

- a. Authorize the School Business Administrator/Board Secretary to make payments through the months of June, July and August effective June 26, 2020. The Board of Education will ratify at the July/September Board Meetings.

7. **REPORT OF AWARDED CONTRACTS**

- a. Pursuant to PL 2015, Chapter 47 the Sterling High School Board of Education intends to renew, award, or permit to expire the [following contracts](#) previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200.317 et. Seq.

8. **REQUEST FOR PROPOSALS (RFP)**

- a. Approve to post/advertise a Request for Proposals (RFP) for the following services for the 2020-2021 school year:

Substitute Staffing

9. **INSURANCE COVERAGE**

- a. Approve the [Resolution for Renewal of Membership](#) and the [Indemnity and Trust Renewal Agreement](#) with the School Alliance Insurance Fund (SAIF) for insurance coverage effective July 1, 2020 through July 1, 2023. Coverage includes Workers Compensation \$95,371, Legal Liability \$33,652, and Package Property & Liability \$79,629.

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

June 25, 2020
Date