

WEST ORANGE BOARD OF EDUCATION
Public Board Meeting December 20, 2021
6:30 P.M. Executive Session
7:30 P.M. Public Session
West Orange High School
51 Conforti Avenue

Agenda

I. ROLL CALL OF THE MEMBERS

II. NOTICE OF MEETING: Please take notice that adequate notice of this meeting has been provided in the following manner:

- A. That a written notice was sent from the Office of the Secretary of the Board at 4:00 p.m. on January 8 and November 15, 2021.
- B. That said notice was sent by regular mail to the West Orange Township Clerk and the Editors of the West Orange Chronicle and the Star-Ledger.
- C. That said notice was posted in the lobby of the Administration Building of the Board of Education.

Board Goals
<ul style="list-style-type: none">→ The West Orange Board of Education will support the work of the administration to define multiple measures to assess and evaluate student achievement. Such measures will evaluate effectiveness of programs, equity and access for all students, identify achievement gaps, and be used to improve instructional delivery with student achievement presentations to the Board and community mid-year and at the end of the year.→ The West Orange Board of Education will be an active participant in monitoring and providing input into the strategic planning process which will include community input and participation. The Board will allocate the necessary and appropriate resources for the completion of the Five Year Strategic Plan by June, 2023.→ The West Orange Board of Education will provide support to the administration in its development of district resources to support students and staff with social - emotional and mental health needs throughout the school year with mid-year and end-of-year presentations to the Board and community.→ The West Orange Board of Education will direct the administration to issue Requests for Proposals (RFPs) for all of the district's major vendors, including: insurance, legal, financial, architects, transportation, etc.→ The West Orange Board of Education will seek ways to continue to improve communication between the Board and the community by relying on the work and recommendations of the Board's Public Relations Committee and consensus of the Board in developing an action plan.→ The West Orange Board of Education will strive to have effective, open, respectful, and professional communication among board members, between board members and the administration and exhibiting the highest level of boardsmanship at Board meetings by regularly participating in NJSBA trainings, meetings and workshops.→ The West Orange Board of Education supports the administration in the submission of the Preschool Expansion Grant Application to the NJ Department of Education in an effort to provide our community with public preschool opportunities and access.

III. WEST ORANGE BOARD OF EDUCATION RESOLUTION AUTHORIZING EXECUTIVE SESSION

WHEREAS, while the "Sen. Byron M. Baer Open Public Meetings Act" (N.J.S.A. 10:4-6 et seq.) requires all meetings of the West Orange Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," without the public being permitted to attend, and

WHEREAS, the Board has determined that two (2) issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance and shall be discussed during an Executive Session to be held on Monday, December 20, 2021 at 6:30 P.M., and

WHEREAS, the nine (9) exceptions to open public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box which will be marked when the issues to be privately discussed fall within that exception, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written:

☐ "(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

☐ "(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

☐ "(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matters, described as specifically as possible without undermining the need for confidentiality are: _____.

■ "(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body." The collective bargaining contract(s) discussed are between the Board and WOE and Local 68.

☐ "(5) Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

☐ "(6) Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

☐ "(7) Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are and the nature of the discussion, described as specifically as possible without undermining the need for confidentiality are:

☐ "(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, 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 individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting." Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 N.J. 478 (1991), the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are: Employee Numbers ____.

☐ "(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

WHEREAS, the length of the Executive Session is estimated to be sixty (60) minutes after which the public meeting of the Board shall (select one) ☐ reconvene and immediately adjourn or ☒ reconvene and proceed with business where formal action will be taken.

NOW, THEREFORE, BE IT RESOLVED that the West Orange Board of Education will go into Executive Session for the above stated reasons only; and

BE IT FURTHER RESOLVED that the Board hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

IV. PUBLIC SESSION AT 7:30 P.M.

V. PLEDGE OF ALLEGIANCE

VI. CONSIDERATION OF THE CLOSED AND PUBLIC MEETING MINUTES OF December 6, 2021 (Att. #1)

VII. STUDENT LIAISON REPORT

VIII. SUPERINTENDENT/ BOARD REPORTS

- A. Staff & Student Recognitions
- B. HIB Report

RECOMMEND APPROVAL OF THE FOLLOWING RESOLUTIONS:

Presented to Terry Trigg-Scales by the West Orange Board of Education, Essex County

WHEREAS, Terry Trigg-Scales has served the citizens of her community for 3 years as a member of the Board of Education, and as the Board's President for 1 of those years; and

WHEREAS, Terry Trigg-Scales service to the West Orange Board of Education includes her leadership and participation in a wide range of committees and associations including, but not limited to Negotiations, Policy, NJ School Boards Association, and Essex County School Boards Association; and

RESOLVED, That the West Orange Board of Education expresses its deep appreciation to Terry Trigg-Scales for her exemplary service to the children of West Orange Township and the State of New Jersey; and be it further

RESOLVED, That a copy of this resolution be sent to the Essex County School Boards Association.

Presented to Cheryl Merklinger by the West Orange Board of Education, Essex County

WHEREAS, Cheryl Merklinger has served the citizens of her community for 3 years as a member of the Board of Education; and

WHEREAS, Cheryl Merklinger's service to the West Orange Board of Education includes her leadership and participation in a wide range of committees and associations including, but not limited to Policy, Public Relations, NJ School Boards Association and as Board/Township Liaison; and

RESOLVED, That the West Orange Board of Education expresses its deep appreciation to Cheryl Merklinger for her exemplary service to the children of West Orange Township and the State of New Jersey; and be it further

RESOLVED, That a copy of this resolution be sent to the Essex County School Boards Association.

IX. BOARD POLICY (IES):

A. Second Reading/Adoption of the following BYLAW(S)/BOARD POLICY(IES)/REGULATION(S): (Att. #2)

B. Abolishment of the following BYLAW(S)/BOARD POLICY(IES)/REGULATION(S): (Att. #3)

X. QUESTIONS FROM THE PUBLIC ON AGENDA ITEMS

XI. REPORTS, DISCUSSIONS, AND RECOMMENDATIONS

A. PERSONNEL

1. Resignations / Retirements

- a. Superintendent recommends approval to the Board of Education for the following certificated staff resignation(s) / retirement(s):

Name	Location	Position	Reason	Effective Date
Robin Berkowitz	St. Cloud	Grade 3	Retirement 31 years	7/1/22
Diana Ferrera	Mt. Pleasant	Grade 5	Resignation* due to reassignment	12/31/21
Teresa Gotanco	.8 Mt. Pleasant / .1 Gregory / .1 Redwood	Music	Resignation	2/10/22
Isabel Macowski	WOHS	Spanish	Retirement 21 years	7/1/22
Lauren Salvatoriello	Kelly	Primary Autism	Resignation 7 years	2/10/22

*pending replacement

- b. Superintendent recommends approval to the Board of Education for the following non-certificated staff resignation(s) / retirement(s):

Name	Location	Position	Reason	Effective Date
Lidia Santarella	Redwood	Safety & Security	Resignation	12/10/21
Tarajee Withers	Mt. Pleasant	Lunch Aide	Resignation	1/7/22

2. Rescissions

- a. Superintendent recommends approval to the Board of Education for the following rescission(s):

Name	Location	Position	Effective Date
Teresa Gotanco	.8 Mt. Pleasant / .1 Gregory / .1 Redwood	Spring Musical: Rehearsal Pianist Spring Musical: Pit Orchestra Musician	12/8/21
Janine Sullivan	WOHS	Curriculum Writing: English 9	12/10/21

3. Appointments

- a. Superintendent recommends approval to the Board of Education for the following certificated staff appointment(s). Step and salary may be adjusted upon ratification of collective bargaining agreement:

Name	Location	Position	Replacement / New	Guide	Step	Salary	Effective Dates
Giovanna Alvarez	Edison	ELA Extended Assignment Substitute	Wasko	N/A	N/A	\$180 per diem	12/6/21 - 1/7/22
Nancy Dattelkramer	Kelly	Grade 1 Leave Replacement	Sarracino	MA	3	\$61,594 prorated	1/3/22 - 4/29/22
Diana Ferrera	St. Cloud	Reading Specialist / Instructional Literacy Coach	New	MA	7	\$63,549 prorated	1/3/22* - 6/30/22
Matthew Gervasio	WOHS	Special Education Leave Replacement	DeMarco	MA	3	\$61,594 prorated	11/18/21 - 4/13/22 amended from 11/22/21 - 4/11/22
Daniella Gonzalez	Liberty	Social Studies	Horwitz	BA	3	\$57,681 prorated	1/3/22 - 6/30/22
Suzy Louie	Washington	Physical Education / Health Extended Assignment Substitute	Bauer	N/A	N/A	\$180 per diem	1/3/22 - 3/1/22*

Alexa Pizzuta	Washington	PreSchool Disabled Extended Assignment Substitute	New	N/A	N/A	\$180 per diem	1/3/22 - 3/1/22*
Cecily Robinson	Roosevelt	Special Education / ELA	Tierney	MA+45	14	\$82,727 prorated	1/3/22 ⁺ - 6/30/22
Stephan Zichella	WOHS	Acting Director of Athletics	Bligh	N/A	N/A	\$185.29 per diem	11/23/21 - 6/30/22 amended from 11/23/21 - 2/28/22

*or upon receipt of appropriate certification

♦ pending replacement

+ pending Criminal History Record Check process

- b.** Superintendent recommends approval to the Board of Education for the following non-certificated staff appointment(s). Step and salary may be adjusted upon ratification of collective bargaining agreement:

Name	Location	Position	Replacement / New	Guide	Step	Salary	Effective Dates
Louis Augis	Transportation	Bus Driver Part-time	St. Pierre-Rene	N/A	N/A	\$22.70 per hour	1/3/22* - 6/30/22
Nermein Boktor	Washington	Paraprofessional	New	BA	3	\$30,655 prorated	1/3/22* - 6/30/22
Shakira Francillon	BMELC	Paraprofessional	New	BA	3	\$30,655 prorated	1/3/22* - 6/30/22
Yolanda Pascarella	BMELC	Paraprofessional	New	BA	10	\$33,303 prorated	1/10/22* - 6/30/22

*pending Criminal History Record Check process

- c.** Superintendent recommends approval to the Board of Education for the following additional teaching assignment(s): (Att. #4)
- d.** Superintendent recommends approval to the Board of Education for the following negotiated co-curricular assignment(s):

Name	Location	Position	Stipend / Rate of Pay	Effective Dates
Francesco Composto	St. Cloud	Orchestra Club	\$750	2021-2022
Tracey Nardone	Roosevelt	Cheerleading	\$5,048	2021-2022
Kianna Montplaisir	WOHS	Basketball: Girls' Volunteer	N/A	2021-2022
Dave Joisil OOD	WOHS	Wrestling: Volunteer	N/A	2021-2022
Scott Burzynski OOD	WOHS	Spring Musical: Rehearsal Pianist	\$1,464	2021-2022
Scott Burzynski OOD	WOHS	Spring Musical: Pit Orchestra Musician	\$125 per performance \$60 per rehearsal	2021-2022

- e.** Superintendent recommends approval to the Board of Education for the following 2021-2022 WOHS Spring Coaching Assignment(s) at the approved contracted rates as stipulated: (Att. #5)
- f.** Superintendent recommends approval to the Board of Education for the following amended Curriculum Writing assignments(s):

Name	Location	Department	Title of Project	Rate of Pay	Effective Dates
Victor	WOHS	English	Black Authors and Voices	\$39.78 per hour	2021-2022

Alcindor				not to exceed 15 hours	
Terresa Harris	WOHS	English	Young Adult Literature and Graphic Novels	\$39.78 per hour not to exceed 30 hours	2021-2022
Charlene Muldrow	WOHS	English	Black Authors and Voices	\$39.78 per hour not to exceed 15 hours	2021-2022
Norah Rivera	WOHS	English	English 9	\$39.78 per hour not to exceed 60 hours amended from 30 hours	2021-2022
Debra Coen	WOHS	Technology and Engineering	Digital Photography	\$39.78 per hour not to exceed 15 hours amended from 30 hours	2021-2022
Debra Coen	WOHS	Technology and Engineering	Graphic Communications 2	\$39.78 per hour not to exceed 30 hours	2021-2022
Anthony Prasa	WOHS	Technology and Engineering	Digital Photography	\$39.78 per hour not to exceed 15 hours	2021-2022
Anthony Prasa	WOHS	Technology and Engineering	Graphic Communications 2	\$39.78 per hour not to exceed 30 hours amended from 60 hours	2021-2022

- g. Superintendent recommends approval to the Board of Education for the following additional assignment(s):

Name	Location	Position	Stipend / Rate of Pay	Effective Dates
Karen Ciaglia	Hazel	Title I Homework Academy Instructor*	\$49.98 per hour not to exceed 40 hours	1/18/22 - 6/9/22
Karen Lott	Hazel	Title I Homework Academy Instructor*	\$49.98 per hour not to exceed 40 hours	1/18/22 - 6/9/22
Brandi Brennan	Washington	Title I Homework Academy Instructor*	\$49.98 per hour not to exceed 40 hours	1/18/22 - 6/9/22
Cathy Del Tufo	Washington	Title I Homework Academy Instructor*	\$49.98 per hour not to exceed 40 hours	1/18/22 - 6/9/22
Janine Duarte	Washington	Title I Homework Academy Instructor*	\$49.98 per hour not to exceed 40 hours	1/18/22 - 6/9/22
Alba Oakley	Washington	Title I Homework Academy Instructor*	\$49.98 per hour not to exceed 40 hours	1/18/22 - 6/9/22
Kyle Laurente	Redwood	PM Safety & Security	\$23.46 per hour not to exceed 1.5 hours per day	12/21/21 - 6/22/22
Rosalie Dudkiewicz	WOHS	School Nurse to accompany student to sports tryouts	\$55 per hour not to exceed 2.5 hours	12/1/21
Tynia Thomassie Central Office	WOHS	School Counseling Parent Webinar	\$89.80 per hour not to exceed 1.5 hours	1/25/22

*funded via Title I ESEA

- h. Superintendent recommends approval to the Board of Education for the following mentor assignments to be funded by the provisional teacher.

Name	Provisional Teacher	Location	Stipend	Effective Dates
Domenica Alessi-Obando	Matthew Gervasio	WOHS	\$330	11/18/21 - 4/11/22

- i. Superintendent recommends approval to the Board of Education for the following Buildings and Grounds stipend(s) to be paid in December 2021 and June 2022:

Name	Location	DOH	License	Amount	Effective Dates
Shaliesha Murray	Kelly	8/23/21	Black Seal	\$700	2021-2022

- j. Superintendent recommends approval to the Board of Education for the following Student Teacher / Intern assignments:

Student Teacher/ Intern Candidate	Affiliated University	Assigned School	Effective Dates
Muneerah Kornegay	Rowan	Gregory	12/10/21 - 6/21/22

- k. Superintendent recommends approval to the Board of Education for the following substitute appointment(s) at the appropriate substitute rates for 2021-2022:

Name	Certification Code	Administrator	Teacher	Paraprofessional	Administrative Assistant	Lunch Aide	Nurse	Custodian
Danis Arango	N/A					X		
Paula Didyk	Standard		X					
Danielle Fastiggi	Substitute		X	X				
Bradley Gerstle	Standard		X					
Tanika Lambert	N/A				X			
Janeth Marquez-Pacheco	CE		X	X				
Michelle Martino	Standard	X						
Jescica Pacheco	Substitute		X	X				
Justin Ramirez	Substitute		X	X				

4. Leaves of Absence:

- a. Superintendent recommends approval to the Board of Education for the following leaves of absence for certificated staff:

Name	Location / Position	Paid Leave	Unpaid Leave with Benefits	Unpaid Leave without Benefits	Anticipated Return Date
Mallory DeMarco Family	WOHS Special Education	11/12/21 - 1/6/22 amended from 11/12/21 - 12/14/21	1/7/22 - 4/13/22 amended from 12/15/21 - 4/11/22	N/A	4/14/22 amended from 4/12/22
Gina Paradiso Medical	WOHS Special Education	11/22/21 - 1/7/22	N/A	N/A	1/10/22
Shrina Patel Family	Liberty Mathematics	N/A	N/A	9/1/21 - 1/26/22 amended from 9/1/21 - 1/31/22	1/27/22 amended from 2/1/22
Rachel Villavecchia Family	WOHS Social Studies	3/24/22 - 5/26/22	5/27/22 - 6/30/22 9/1/22 - 6/30/23	N/A	9/1/23

- b. Superintendent recommends approval to the Board of Education for the following leaves of absence for non-certificated staff:

Name	Location / Position	Paid Leave	Unpaid Leave with Benefits	Unpaid Leave without Benefits	Anticipated Return Date
Dawn Brennan Medical	Gregory Administrative Assistant	11/3/21 - 12/14/21 amended from 11/3/21 - 12/23/21	N/A	N/A	12/15/21 amended from 1/3/22

Michelle Coppola Family	BMELC Paraprofessional	2/25/22 - 4/29/22	5/2/22 - 6/30/22	N/A	9/1/22
Brian Smith Personal	Transportation Bus Monitor-Part-time	N/A	N/A	1/18/22 - 3/4/22	3/7/22

- c. Superintendent recommends approval to the Board of Education for the following leave(s) of absence:

Employee #	Leave Dates	Type of Leave	Anticipated Return Date
# 5134	12/6/21 - 1/7/22 amended from 12/6/21 - TBD	Paid Administrative Leave	1/10/22 amended from TBD

5. Transfer(s):

- a. Superintendent recommends approval to the Board of Education for the following transfer(s) of certificated staff:

Name	From	Position	To	Position	Effective Date
Lisette Santa Voluntary	.5 Liberty / .5 Roosevelt	ESL	Liberty	ESL	12/13/21

6. Superintendent recommends approval to the Board of Education to amend the previously approved voluntary reassignment of Employee #4022, from Central Office to West Orange High School, as an Administrative Assistant, effective December 13, 2021 through June 30, 2022. Salary will remain frozen at \$97, 215.00, which includes longevity of \$4,815.00, until such time the employee's base salary corresponds with the appropriate step on Column II, Schedule B, of the 2015-2020 WOEBA CBA. Step and salary may be adjusted upon ratification of the WOEBA collective bargaining agreement.

B. CURRICULUM AND INSTRUCTION

1. Recommend approval of Applications for School Business requests. (Att. #6)
2. Recommend approval for the 2022 Summer Enrichment Program (Att. #7)
3. Recommend approval of the Afterschool Homework Academy at Hazel and Washington Elementary Schools between January 2022 - June 2022 in the amount of \$12,907.74 funded by ESSA/Title I Funds.
4. Recommend approval of the MOA between Hudson County Community College (HCCC) and West Orange High School to provide instruction for select Culinary Arts Courses for high school students enrolled in HCCC to have the opportunity to earn dual credit for the 2021-2022 school year.
5. Recommend approval of Mackin Learning Company to provide Professional Development in Navigating Complex Conversations on Social Inequity for the district's Career Education Teachers and Library Media Specialists in the amount of \$3,400.00 for the 2021-2022 school year.
6. Recommend approval of Mackin Learning Company to provide Professional Development in Integrating Inclusive Texts in the Elementary Classroom for the teachers at St. Cloud Elementary School in the amount of \$3,400.00, as a pilot program, for the 2021-2022 school year.

7. Recommend approval and acceptance of the Eastern Atlantic States Regional Council of Carpenter Funds Agreement and the West Orange School District to offer apprenticeship programs to high school graduates for the 2021-2022 school year.

C. FINANCE

a.) Special Services

1. Recommend approval for the following out-of-district placements for the 2021-2022 school year:

Student #	Placement	Tuition	Budgeted/Unbudgeted
1913036	Pillar Care Continuum - Pillar Elementary School	Tuition: \$48,144.43 127 days @ 379.09	Budgeted
2907055	Holmstead School	Tuition: \$39,567.00 121 days @ \$327.00/day <i>*Funded by ARP IDEA Grant</i>	Unbudgeted
2806123	Cornerstone Day School	Tuition: \$55,135.55 135 days @ \$408.41	Unbudgeted

b.) Business Office

1. Recommend approval of the 12/20/2021 Bills List:

Payroll/Benefits	\$ 7,132,141.60
Transportation	\$ 484,279.94
Tuition (Spec. Ed./Charter)	\$ 286,416.89
Instruction	\$ 119,468.79
Facilities/Security	\$ 247,812.39
Grants	\$ 185,631.99
Food Service	\$ 356,650.16
Summer Enrichment	\$ 138.39
Support Svcs/Co-Curricular/Athletics/Misc.	<u>\$ 123,519.09</u>
	\$ 8,936,059.24

2. Recommend approval of November 2021 transfers within the 2021-2022 budget in compliance with N.J.A.C. 6A:23-2.11(A)2. (Att. #8)

3. Secretary's Report - Acceptance and Certification - November 2021

Recommend that the West Orange Board of Education accept the Board Secretary's financial report for the month of November 2021, based upon the certification of the Board Secretary, pursuant to N.J.A.C. 6A:23A-16.10(c) (3), that no major account or fund has been over-expanded, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (Att. #9)

4. Report of the Treasurer of School Monies - November 2021

Recommend that the West Orange Board of Education acknowledge and accept the Report of the Treasurer of School Monies for the month of November 2021, which report is in agreement with the Secretary's Report. (Att. #10)

5. Recommend acceptance of the following grants/donations:

Donor	Recipient	Donation
The Blackbaud Giving Fund obo New York Life and its donors	WOHS	\$40

6. Recommend approval of EI Associates, Cedar Knolls, NJ Proposal for Architectural and Engineering Services with regard to the Washington Elementary School Pre-K Temporary Classroom Units (TCU) Installation, in an amount not to exceed \$67,300 (not including allowance/contingency of \$12,500.00). (Att. #11)
7. Recommend approval of Joint Transportation Agreement between Hunterdon County ESC and the West Orange Board of Education, for the period 9/1/2021-6/30/2022, in an amount not to exceed \$53,000.
8. Recommend approval of proposed Non Public Security Aid Program expenditures funded through the Office of State Aid Entitlements and Payments to Non Public Schools (not local funds).

School	Description	Amount
Seton Hall Prep	Extra Duty Solutions- West Orange Police Work for events	\$20,000.00

9. Recommend approval to void the following checks from the indicated accounts:

Food Service Account		
Check Number	Check Amount	Description
2155	\$17.85	Account Balance

D. REPORTS

1. Harassment, Intimidation and Bullying

“Whereas, pursuant to Board Policy and the requirements of N.J.S.A. 18A:37-17(b)(6)(c), at its meeting on December 6, 2021, the Superintendent reported HIB Incident Number(s) 018 to the Board; and

Whereas, on December 10, 2021 the parents and/or guardians of the students who are parties to the investigation received information about the investigation pursuant to N.J.S.A. 18A:37-17(b)(6)(d); and

Now, therefore, be it Resolved that the Board affirms the decision of the Superintendent concerning HIB Incident Number(s) 018 for the 2021-2022 school year for the reasons conveyed to the Board.”

XII. PETITIONS AND HEARINGS OF CITIZENS

XIII. REPORT FROM THE BOARD PRESIDENT AND/OR BOARD MEMBERS

XIV. NEXT BOARD MEETING to be held at 7:30 p.m. on January 6, 2022 at West Orange High School.

XV. EXECUTIVE SESSION (as deemed necessary)

WHEREAS: The Open Public Meetings Act, N.J.S.A. 10:4-11, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED: The Board of Education adjourns to closed session to personnel, legal and miscellaneous confidential matters. Be it further

RESOLVED: The minutes of this closed session will be made public when the need for confidentiality no longer exists.

XVI. ADJOURNMENT

Second Reading/Adoption Board Policies December 20, 2021

POLICY #	POLICY TITLE
0000	BYLAWS
0131	Bylaws and Policies
0145	Board Member Resignation and Removal
0164.6	Remote Public Board Meetings During a Declared Emergency (M)
1000	ADMINISTRATION
1643	Family Leave (M)
1648.11	The Road Forward COVID-19–Health and Safety (M)
1648.14	Safety Plan for Healthcare Settings in School Buildings – COVID-19 (M)
2000	PROGRAM
2422	Health and Physical Education (M)
2464	Gifted and Talented Students
2467	Surrogate Parents and Foster Parents (M)
3000	TEACHING STAFF MEMBERS
3134	Assignment of Additional Duties
3142 & Reg	Nonrenewal of Nontenured Teaching Staff Member
3221 & Reg	Evaluation of Teachers (M)
3222 & Reg	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)
3223 & Reg	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M)
3224 & Reg	Evaluation of Principals, Vice Principals, and Assist. Principals (M)
3421.13	Postnatal Accommodations
4000	SUPPORT STAFF MEMBERS
4125	Employment of Support Staff Members (M)
4146 & Reg	Nonrenewal of Nontenured Support Staff
4421.13	Postnatal Accommodations
5000	STUDENTS
5116	Education of Homeless Children
5330.01 & Re	Administration of Medical Cannabis (M)

Second Reading/Adoption Board Policies December 20, 2021

5330.05 & Re	Seizure Action Plan (M)
POLICY #	POLICY TITLE
5460.02 & Re	Bridge Year Pilot Program (M)
5751 & Reg	Sexual Harassment (M)
6000	FINANCE
6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs (M)
6115.02	Federal Awards/Funds Internal Controls – Mandatory Disclosures (M)
6115.03	Federal Awards/Funds Internal Controls – Conflict of Interest (M)
6311	Contracts for Goods or Services Funded by Federal Grants
6360	Political Contributions (M)
6470.01&Reg	Electronic Funds Transfer and Claimant Certification (M)
6471 & Reg	School District Travel (M)
7000	PROPERTY
7425 & Reg	Lead Testing of Water in Schools (M)
7432 & Reg	Eye Protection (M)
8000	OPERATIONS
8320	Personnel Records (M)
8330 & Reg	Student Records (M)
8420 & Regs	Emergency and Crisis Situations (M)
8540	School Nutrition Programs
8561	Procurement Procedures for School Nutrition Programs (M)
9000	COMMUNITY
9713	Recruitment by Special Interest Groups (M)

Abolish Board Policies December 20, 2021

POLICY #	POLICY TITLE
1648	Restart and Recovery Plan (M) Abolished N/A
1648.02	Remote Learning Options for Families (M) Abolished N/A
3431.1	Family Leave (M) Abolished Now found in 1643
4431.1	Family Leave (M) Abolished Now found in 1643
3431.3	New Jersey's Family Leave Insurance Program Abolished Now found in 1643
4431.3	New Jersey's Family Leave Insurance Program Abolished Now found in 1643
5114	Children Displaced by Domestic Violence Abolished N/A
7430 & Reg	School Safety (M) Abolished N/A
8810	Religious Holidays Abolished N/A

Additional Teaching Assignments

Name	Location	Position	Guide	Step	Salary	Effective Dates
Jennifer Blume	Edison	Gifted and Talented Leave Replacement-Wasko	MA	17	\$97.11 per diem	11/29/21 – 1/7/22
Michelle Mantione	Liberty	Algebra Leave Replacement-Patel	BA	3	\$51.96 per diem	9/8/21 – 1/26/22
Jesse Aporta	WOHS	English 9 Co-Teaching Leave Replacement-Favetta	MA+45	12	\$70.56 per diem	12/8/21 - 12/23/21
Megan Kiczek	WOHS	English 9 Co-Teaching Leave Replacement-Favetta	MA	17	\$90.73 per diem	12/8/21 - 12/23/21
Brian Dillon	WOHS	Physical Education and Health Leave Replacement	BA+30	7	\$56.36 per diem	12/8/21 - 12/23/21
Christopher Evans	WOHS	Physical Education and Health Leave Replacement	MA+30	17	\$107.70 per diem	12/8/21 – 12/23/21
Nicole Fleck	WOHS	Physical Education and Health Leave Replacement	MA+45	5	\$65.59 per diem	12/8/21 - 12/23/21
Diane Mitchell	WOHS	Physical Education and Health Leave Replacement	MA+45	17	\$107.66 per diem	12/8/21 - 12/23/21
Danielle Tracy	WOHS	Physical Education and Health Leave Replacement	MA+45	17	\$107.66 per diem	12/8/21 - 12/23/21
Marcella Vitale	WOHS	Physical Education and Health Leave Replacement	MA+30	17	\$104.75 per diem	12/8/21 - 12/23/21
Tatanya Hodges	WOHS	Science Vacancy-Myrie Cureton	MA	16	\$78.68 per diem	12/13/21 - 6/22/22
Simona Ascher	WOHS	Special Education Leave Replacement-Paradiso	MA+15	17	\$103.11 per diem	12/9/21 - 1/7/22
Mark Cacciacarne	WOHS	Special Education Leave Replacement-Paradiso	MA+30	17	\$104.85 per diem	12/9/21 - 1/7/22
Anthony Edelstein	WOHS	Special Education Leave Replacement-Paradiso	MA+45	13	\$71.85 per diem	12/9/21 - 1/7/22
Michael Fess	WOHS	Special Education Leave Replacement-Paradiso	MA	17	\$98.54 per diem	12/9/21 - 1/7/22
Bryan Ribardo	WOHS	Special Education Leave Replacement-Paradiso	MA+45	17	\$106.24 per diem	12/9/21 - 1/7/22
Kimberly Robinson	WOHS	Special Education Leave Replacement-D'Elia	MA+45	6	\$66.08 per diem	12/9/21 - 1/7/22

WOHS Spring Coaching Assignments 2021-2022

Spring 2022	Stipend	Name	Location
Baseball: Head	\$11,504	Timothy Blumkin	WOHS
Baseball: Assistant	\$8,651	TBD	
Baseball: Assistant	\$8,651	Adam Miller	Edison
Baseball: Assistant	\$8,651	Robert Parisi	OOD
Golf: Head	\$6,512	Thomas Gargiulo	WOHS
Lacrosse: Boys' Head	\$11,504	Kevin Yeager	WOHS
Lacrosse: Boys' Assistant	\$8,651	Adam Crozier	Kelly
Lacrosse: Boys' Assistant	\$8,651	James Matsakis	WOHS
Lacrosse: Girls' Head	\$11,504	David Perez	Roosevelt
Lacrosse: Girls' Assistant	\$8,651	Candace Christina	OOD
Lacrosse: Girls' Assistant	\$8,651	Sean Devore	WOHS
Softball: Head	\$11,504	Michael Marini	WOHS
Softball: Assistant	\$8,651	Christina Ciacciarelli	WOHS
Softball: Assistant	\$8,651	Nicole Fleck	WOHS
Softball: Assistant	\$8,651	Gina Graziosa	WOHS
Tennis: Boys' Head	\$6,512	Jeffrey Mazurek	Kelly
Tennis: Boys' Assistant	\$5,048	Sebastian DePinho	Kelly
Track: Boys' Head	\$11,504	Jason-Lamont Jackson	WOHS
Track: Girls' Head	\$11,504	Kathy Jackson	Edison
Track: Assistant	\$8,651	Damien Betances	OOD
Track: Assistant	\$8,651	Dante Fernandez	OOD
Track: Assistant	\$8,651	TBD	
Track: Assistant	\$8,651	John Prescott	Edison
Track: Assistant	\$8,651	Michael Spadola	OOD
Volleyball: Boys' Head	\$11,504	Jacqueline Cruz	WOHS
Volleyball: Boys' Assistant	\$8,651	John Chang	OOD
Volleyball: Boys' Assistant	\$8,651	Christopher Terranova	OOD

Applications for Absence for School Business 2021-2022
12-20-21

Name	Position	School	Conference	Dates	Amount	Funded
Ryan DelGuercio	Supervisor of Technology & Engineering	WOHS	International Technology and Engineering Educators Association Conference Orlando, FL	3/11/22 - 3/13/22	\$1,398.50	Local
Carly Lovejoy	Grade 4 Teacher	Redwood	Guided Math: Practical Strategies to Differentiate Math Instruction Using Small Group Instruction and Math Learning Centers West Orange, NJ	1/7/22	\$279.00	Local
Fil Santiago	Director of Technology	Administration Building	NJASA TECHSPO 2022 Atlantic City, NJ	1/26/22 - 1/28/22	\$490.00	Local
Fil Santiago	Director of Technology	Administration Building	Observing Cyber Attacks / EC-OGT632-1 Trenton, NJ	1/11/22	\$0	



2022 SUMMER ENRICHMENT PROGRAM

June 27 – July 22, 2022



West Orange High School, 51 Conforti Avenue **8:30 AM – 12:15 PM**,
Monday through Friday. Extended day services are available
from **12:15 PM - 4:00 PM** for an additional fee.

FOR STUDENTS RESIDING IN WEST ORANGE ENTERING GRADES 2-8.

The West Orange Summer Enrichment Program offers musical, artistic, theatrical, dance, academic and physical fitness experiences. Students may select courses that suit their abilities and interests.

We are adding a New Course this year called “Book Club.”

For further details and to obtain a brochure immediately, you can go to the District's Website and locate the drop down menu “For Parents” and you will find a link there to the Summer Enrichment Brochure.

The following URL address will also provide access:
www.woboe.org/summer2022

**THE WEST ORANGE PUBLIC SCHOOLS
WELCOMES YOU TO THE 2022 SUMMER ENRICHMENT PROGRAM!**

The West Orange Summer Enrichment Program offers musical, artistic, and academic experiences which develop creativity, intellectual skills, and performing talents. Students may select courses that suit their abilities and interests. Secondary aged students participate in more advanced performing ensembles and courses in advanced artistic and musical concepts, as well as sophisticated academic classes. Elementary aged students develop their basic musical, artistic, and academic skills. The Preparatory Division gives the student (entering grades 2 through 3) the opportunity to explore and discover a mix of musical, artistic, and fitness activities. The final concerts will feature many performing ensembles and a showcase of artwork.

We are excited to offer the program for the summer of 2022 and we look forward to seeing you this summer.

GENERAL INFORMATION

- ★ Any student entering grades 2-8, and a resident of West Orange, is eligible to attend the Summer Enrichment Program.
- ★ This year, classes will meet at **West Orange High School, 51 Conforti Avenue**
- ★ 8:30 AM – 12:15 PM, Monday through Friday.
- ★ A full-time student will enroll in five, forty minute classes.
- ★ The final bill will be sent home on **Monday June 6, 2022** and schedules will be sent home on **Monday June 20, 2022.**
- ★ **Extended Day Program-Details about the extended day program are in the back of this brochure.**
- ★ The registration form and the outstanding balance should be paid by check or money order **made payable to WOBOE. (NO CASH)**
- ★ Registration package should be sent to:

Mr. Louis Quagliato, Director of Visual and Performing Arts
West Orange Board of Education
179 Eagle Rock Avenue
West Orange, NJ 07052

➤ **Transportation cannot be provided by the Board of Education.**

It is recommended that students register as early as possible in order to receive the best possible course selection, as maximum enrollments have been established for all courses.

CALENDAR

Friday, June 3	Mail-in registration period ends. **After this date, you can still register in person at 179 Eagle Rock Avenue until the first day of classes**
Monday, June 6	Invoice Letters for Final Balance will be mailed
Friday, June 17	Final payment due
Monday, June 27	Classes begin
	<u>Final Performances</u>
Monday, July 18	Prep Division Concert
Tuesday July 19	Guitar and String Ensembles
Wednesday, July 20	Theater & Dance
Thursday, July 21	Band Ensembles
Friday, July 22	Last day of school-Faculty Concert

The school will be closed on Monday, July 4th, 2022

TUITION

\$425.00	Tuition for full-time student
\$370.00	Extended Day Program
\$25.00	Additional charge for Science and Technology projects.
\$45.00	Instrument rental fee.(No need to rent if you own or are currently renting)
\$25.00	Discount for each additional family member enrolled as a full-time student in the program.

Financial aid, in limited amounts, is available to families experiencing economic difficulties.

Financial aid applications will be sent upon request by calling the office of the Director of Visual and Performing Arts at **973-669-5400, ext 20571**. In order to be considered for financial assistance, all applications must be received by **May 20, 2022**.

PTA scholarships are also awarded to students through each individual school. Students who wish to apply for a scholarship can obtain a form from their school's main office. **THESE FORMS SHOULD BE COMPLETED AND RETURNED TO THE BUILDING PRINCIPAL.**

COURSE DESCRIPTIONS INSTRUMENTAL MUSIC LESSONS

Open to and highly recommended for **students entering grades 4-8**. Small group lessons are offered. ***Students selecting any of the lesson groups below ARE EXPECTED to select the corresponding ensemble.*** (See *GUIDE* under *Performing Ensembles*)

"B" (Beginner)	courses are for beginners only
"INT" (Intermediate)	courses are for students with 1-2 years experience
"ADV" (Advanced)	courses are for those students with 3 or more years experience on their instrument. Be sure to also select a Band or Orchestra in which you may play your instrument

<u>Course</u>	<u>Number</u>	<u>Course</u>	<u>Number</u>
Flute B	100	Trombone/Baritone INT	113
Flute INT	101	Trombone/Baritone ADV	114
Flute ADV	102	Percussion B	115
Clarinet B	103	Percussion INT/ADV	116
Clarinet INT	104	Guitar B	117
Clarinet ADV	105	Guitar INT	118
Saxophone B (<i>Entering 5th grade</i>)	106	Violin/Viola/Cello B	201
Saxophone INT	107	Violin/Viola/Cello INT	202
Saxophone ADV	108	Violin/Viola/Cello ADV	203
Trumpet/French Horn B	109	Oboe B	204
Trumpet/French Horn INT	110	Oboe INT	205
Trumpet/French Horn ADV	111	Oboe ADV	206
Trombone/Baritone B	112	Piano Lab	207

PERFORMING ENSEMBLES

- COURSE #207 **PIANO LAB:** This course is an introduction to piano performance and is designed to give students an opportunity to study the piano in a group lesson setting. Students will develop technical facility, be exposed to Traditional and Contemporary music and enhance their sight-reading skills. Students will learn to play basic songs and apply a foundation to music literacy skills through piano instruction.
- COURSE #300 **CADET BAND (BEGINNERS):** Open to band instrument students entering grades 4-8 who are playing a musical instrument for the first time. Students will study basic music ensemble concepts and prepare for their performance at the final concert.
- COURSE #301 **PREPARATORY BAND (INTERMEDIATE):** Open to students entering grades 4-8, with 1-2 years of instrumental experience. Students will rehearse and perform a variety of band repertoire suited for an ensemble with moderate experience. Music will vary in meter, style, and tempo.
- COURSE #302 **SYMPHONIC BAND (ADVANCED):** For students entering grades 4-8 with 3 or more years of instrumental experience. A variety of band repertoire will be rehearsed and performed. Complex meter and style will be studied.
- COURSE #303 **CADET ORCHESTRA (BEGINNERS):** Open to orchestral string instrument students (not guitar) entering grades 4-8 who are playing a string instrument for the first time. Students will study basic ensemble concepts and prepare for their performance at the final concert.
- COURSE #304 **REPERTORY ORCHESTRA (INTERMEDIATE):** For orchestral string players (not guitar) entering grades 4-8 with 1-2 years instrumental experience. This group is for the developing string player. Basic ensemble techniques and concepts will be studied.
- COURSE #305 **SYMPHONIC ORCHESTRA (ADVANCED):** For orchestral string players (not guitar) entering grades 4-8 with 3 or more years of instrumental experience. This orchestra is for the more advanced student. A variety of repertoire will be studied and performed and will feature upper position and advanced bowing work.
- COURSE #307 **JAZZ BAND:** For students entering grades 6-8 with 2 or more years jazz instrument experience. The Jazz Ensemble will rehearse and perform a variety of repertoire from the blues, swing, and bebop eras.

GUIDE to selecting the ensemble which corresponds with the **Instrumental Music Lesson** classes.

Lesson Classification

"B" (Beginner)

"INT" (Intermediate)

"ADV" (Advanced)

Corresponding Ensemble

Cadet Band or Cadet Orchestra

Preparatory Band or Repertory Orchestra

Symphonic Band or Symphonic Orchestra

***Note: Students enrolled in guitar classes do not need to select a corresponding ensemble. They will automatically be enrolled in the guitar ensemble and will perform during the final week of the program.**

ART COURSES

- COURSE #400 **ADVENTURES IN MIXED MEDIA I (Formerly FUN WITH CRAFTS I):** For students entering grades 4-6. Explore the world of crafts! Students will use their imagination to develop and create several fun and creative arts and crafts projects. Emphasis will be placed on exploration and experimentation with candle making, casting from molds, sculpture, papermaking, and jewelry making.
- COURSE #401 **ADVENTURES IN MIXED MEDIA II (Formerly FUN WITH CRAFTS II):** For students entering grades 7-8. Explore the world of crafts! Students will use their imagination to further develop and create several fun and creative arts and crafts projects. Emphasis will be placed on candle making, mask making, castings from molds, sculpture, papermaking, and jewelry making.
- COURSE #402 **CERAMICS I:** For students entering grades 4-6. This course is a hands-on creative experience that introduces students to different hand-building clay techniques; pinch, coil, and slab. After the pieces have gone through the first kiln firing, students will learn various decoration techniques and glaze their ceramic pieces.
- COURSE #403 **CERAMICS II:** For students entering grades 7-8. This course is an advanced ceramic class that builds upon the knowledge and skills in Ceramics 1. Students will continue to develop their skills in hand-building, surface decoration, glazing, adding details to their ceramic pieces.
- COURSE #404 **ART DESIGN I:** For students entering grades 4-6. Explore the world of design! Surface design will be explored through hands-on experiences in tie dying, printmaking, bookbinding and paper design. Young artists will express their creativity through study and practice. Students will take home functional finished projects.
- COURSE #405 **ART DESIGN II:** For students entering grades 7-8. Explore the world of design! Students will experience advanced exploration in surface design. The class will include tie dying, printmaking, bookbinding and paper design. Functional finished projects will be displayed and can also be taken home.
- COURSE #406 **PAINTING PLUS I:** For students entering grades 4-6. Come and journey through a multicultural painting celebration. Explore painting and related mixed media while learning about art from all over the world.
- COURSE #407 **PAINTING PLUS II:** For students entering grades 7-8. Older students will explore painting and related mixed media while learning about art from all over the world.
- COURSE #408 **WORD ART: (Formerly CALLIGRAPHY I:)** Emphasis is on combining fun art techniques with typography and letter design to bring word art to life. Students will explore calligraphy, rubber stamping, collage, memory books, and graffiti block lettering techniques.

THEATER ARTS

- COURSE #500 **INTRODUCTION TO DRAMATIC ARTS:** For students entering grades 4-6, basic acting and improvisation techniques are studied. Students will have ample time to "set the stage, stand in the limelight, and create a character."
- COURSE #501 **ADVANCED DRAMATIC ARTS:** For students entering grades 7-8. Advanced acting and improvisation techniques are studied.
- COURSE #502 **MUSICAL THEATER:** For students entering grades 4-6. Students will produce a full scale musical play with acting, singing, and creative movement.
- COURSE #503 **ADVANCED MUSICAL THEATER:** For students entering grades 7-8. Students will produce a full scale musical play with acting, singing, and creative movement.

ACADEMIC

- COURSE #600 **INTRO TO CODING (Formerly COMPUTERS I):** Students will learn the basics of coding through an engaging game-based curriculum that teaches math, logic, and problem solving skills.
- COURSE #601 **DIGITAL IMAGING WITH PHOTOSHOP (Formerly COMPUTERS II):** Learn how to edit images using the industry standard software program Adobe Photoshop. Students will learn how to enhance photos, crop images, erase people\objects, add people\objects, and save digital images for use in other applications.
- COURSE #602 **ADV. DIGITAL IMAGING WITH PHOTOSHOP (Formerly COMPUTERS III):** Utilize advanced Adobe Photoshop techniques and features to create and enhance digital projects. Techniques include color alteration, use of filters, warping images, and cloning images.
- COURSE #603 **MATH QUEST I:** For students entering grades 4-6. Activities extend mathematical concepts including number sense, patterns, shapes, geometry, logic puzzles, and problem-solving fun.
- COURSE #604 **MATH QUEST II:** For students entering grades 7-8. Students exercise problem-solving skills, explore relationships between mathematics and art, and investigate the properties of mathematics as it occurs in the real-world.
- COURSE #605 **SCIENCE AND TECHNOLOGY I:** For students entering grades 4-6. Students will gain hands-on laboratory experiences. Environmental issues will be explored.
- COURSE #606 **SCIENCE AND TECHNOLOGY II:** For students entering grades 7-8. Students will study and explore today's technological environment through hands-on activities. Topics such as energy, communication, and bio-related technologies will be explored.

Students taking a Science and Technology class will incur an additional \$20.00 charge for project supplies.

- COURSE #607 SIBELIUS 6:** This course is designed for advanced music students who would like to explore music writing and arranging using the Sibelius software. The course will provide a step by step approach to the use of Sibelius. Students will learn basic operations which enable them to copy, write or arrange music and produce musical scores.
- FUN WITH CHINESE:** Students will be introduced to the basics of Chinese language and culture through authentic songs, games, and dances. This course will be offered to students in 4th through 8th grade. It will expose students to the richness of Chinese culture and will lay the foundation for students interested in pursuing Chinese studies in their World Languages elective courses during the school year.
- COURSE #608 FUN WITH CHINESE I:** For students entering into grades 4-6. Students will learn to name everyday objects and have simple daily dialogues in Chinese through fun activities such as TaiChi Fan dance, simple Chinese cooking, playing pingpong, and Chinese games. They will also learn a set of Kung Fu Moves.
- COURSE #609 FUN WITH CHINESE II: Grades 7-8:** Students will learn to name everyday objects and have simple daily dialogues in Chinese through fun activities. Activities include TaiChi Fan and Dragon dance, simple Chinese cooking, playing pingpong, and Chinese games.
- COURSE #610 BOOK CLUB I:** Grades 4-6, Do you love to read? Do you love a good book? Do you love talking to friends about good books? In this course, you will share your love of reading by engaging in a student-led book club with your peers. Students will choose a book from some of the latest and most popular chapter books and have multiple opportunities to share and discuss their reading experiences with peers who are reading the same book. Students will also keep their very own Reader's Journal to creatively respond to their reading. Time in class will be provided to read, however, reading at home is strongly encouraged!
- COURSE #611 BOOK CLUB II:** Grades 7-8, Do you love to read? Do you love a good book? Do you love talking to friends about good books? In this course, you will share your love of reading by engaging in a student-led book club with your peers. Students will choose a book from some of the latest and most popular YA (young adult) books and have multiple opportunities to share and discuss their reading experiences with peers who are reading the same book. Students will also keep their very own Reader's Journal to creatively respond to their reading. Time in class will be provided to read although reading at home is strongly encouraged!

FITNESS

- COURSE #700 GYM JAMBOREE:** For students entering grades 4-6. Students will be provided with individualized fitness records (a task sheet or card) for each fitness component. They will work on such items as flexibility, abdominal strength, endurance, upper body strength, and cardiovascular development.
- COURSE #701 PHYSICAL FITNESS:** For students entering grades 7-8. Individual sports skills will be emphasized in order to further develop fitness and conditioning for soccer, basketball and other sports.

COURSE #703 **BASEBALL/SOFTBALL FUNDAMENTALS:** Students entering grades 4-6 will learn the fundamentals of baseball and softball with an emphasis on HAVING FUN!! Instruction will include catching, throwing, hitting, bunting, fielding and running the bases. Students will learn the basic strategies of America's pastime through drills and games while developing athletic skills, speed and agility on the state of the art turf baseball field.

COURSE #704 **BASEBALL/SOFTBALL ADVANCED SKILLS:** Students entering grades 7-8 will learn more advanced skills of baseball and softball. Instruction will seek to develop the higher level skills associated with catching, throwing, hitting, bunting, fielding and running the bases. Pending enrollment, students will be more engaged in strategies associated with playing the Game of Baseball and Teamwork.

DANCE

COURSE #800 **ELEMENTS OF DANCE I:** For students entering grades 4-8 with no dance experience. This course contains today's popular music and dance steps with traditional styles, Broadway themes, and basic jazz technique.

COURSE #801 **DANCE PERFORMANCE SKILLS II:** For students entering grades 4-8 with 1-3 years of dance experience. This course will include jazz technique, popular music, dance steps with traditional styles, and Broadway themes.

COURSE #802 **ADVANCED DANCE III:** For students entering grades 4-8 with more than 3 years of dance experience. This course will include jazz technique, popular music, dance steps with traditional styles, and Broadway themes.

PREPARATORY DIVISION
STUDENTS ENTERING GRADES 2-3

COURSE #900

The classes are pre-scheduled in order for all students to have the opportunity to take the same classes. Students are divided into groups based on age and grade level. The typical day will include the following classes:

MUSIC: The teacher will introduce activities, which will develop a variety of musical skills and concepts. These include body movement to music, music reading, rhythmic dictation, and general music knowledge.

ART: The teacher will introduce the child to a variety of art activities and media, utilizing many materials. Activities include craft work, drawing, cutting and pasting, painting, clay, and sculpture.

DANCE: The children will learn basic dance steps designed to develop their body coordination to music. A dance production will be performed at the final concert.

PE- Students will be provided with individualized fitness related activities. They will work on such items as flexibility, abdominal strength, endurance, upper body strength, and cardiovascular development

CREATIVE WRITING/STORY TIME: Students will have the opportunity to develop their writing skills by creating short stories centered on a theme. The teacher will assist the student with improving word usage and grammar. During story time, children will hear and experience great classic stories.

MATH: Students' proficiency with mathematical concepts is enhanced through project based learning and the use of children's literature to make math experiences meaningful. Activities are designed to develop skill in basic numerical sense and operations, spatial understanding, algebraic reasoning and data analysis. Examples of the children's literature used in this program are *The Greedy Triangle* by Marilyn Burns, *Mouse Count* by Ellen Stoll Walsh, *The Doorbell Rang* by Pat Hutchins, and *Frog and Toad* by Arnold Lobel.

RECESS: Organized games will be provided. Parents are encouraged to send a nutritious snack with their child daily.

INSTRUMENTAL RENTAL INFORMATION

Musical instruments are available for rental. There is a **\$45.00 rental fee** due along with the non-refundable deposit of \$25.00 **payable to WOBOE (NO CASH)**. The instrument loan form must be completed.

If you wish to procure an instrument on your own, musical instruments are sold and rented to our students by some very reputable local vendors. You may wish to call these dealers or any others to compare prices and service. Some dealers give free summer rentals if the child rents an instrument the following fall.

Music Vendors

K & S Music	(908) 790-0400
The Music Den	(973) 838-5444
The Music Shop	(800) 553-0633

2022 SUMMER ENRICHMENT REGISTRATION FORM

SAMPLE REGISTRATION FORM-FORMS MUST BE COMPLETED ONLINE

Student's Name _____

Sex M F

Grade/Entering Sept. 2022 _____

School/Entering Sept. 2022 _____

Home Address _____

E-mail address _____

You must provide an email address in order to receive communication updates. PLEASE PRINT NEATLY

Home Phone # _____

_____Emergency (Cell) Phone # _____

Parents' Names _____

How many children in the family will be attending this summer? _____

***OPTIONAL* PLEASE EMAIL MR. QUAGLIATO ANY ADDITIONAL INFORMATION THAT YOU FEEL WE SHOULD KNOW ABOUT YOUR CHILD.**

COURSE REQUESTS

Preparatory Division (entering grades 2-3) Course # _____

MAIN COURSE REQUESTS (entering Grades 4-8)

Be sure to fill in all 5 periods and list in priority order.

COURSE NAME

COURSE #

1. _____

2. _____

3. _____

4. _____

5. _____

ALTERNATE COURSE REQUESTS (Entering Grades 4-8) (Must be listed)

COURSE NAME

COURSE #

1. _____

2. _____

3. _____

A \$45.00 instrumental loan fee is due with deposit if renting an instrument. Please make checks payable to WOBOE. PLEASE CHECK APPROPRIATE BOX(S)

☐ \$425.00 full-time Summer Enrichment student tuition (8:30-12:15) ☐ \$370.00 Extended Day Program (12:15-4:00)

Includes the \$25.00 deposit

☐ \$25.00 Science & Tech Supplies

(Part-time is for instrumental group lesson and ensemble)

Enclosed is my non-refundable deposit of _____

A \$45.00 instrumental fee is enclosed (if renting an instrument)

Please mail or hand deliver registration forms **by Friday, June 3, 2022 to:**

DO NOT SEND FORMS TO WEST ORANGE HIGH SCHOOL.

Mr. Louis Quagliato
West Orange Board of Education
179 Eagle Rock Avenue
West Orange, New Jersey 07052

I hereby give my child permission to attend the **2022 Summer Enrichment Program.** _____

Parent/Guardian Signature

I hereby give permission for my child to receive emergency medical treatment if I cannot be reached. Please list any special medical needs or requirements.

(Parent/Guardian Signature)

INSTRUMENTAL RENTAL FORM

The West Orange Public Schools' Summer Enrichment Program will obtain musical instruments from K&S Music for the exclusive use of our students if there is a need. If you are currently renting an instrument, it is recommended that you retain that instrument. Rental instruments will be distributed during the first day of classes. There is a **\$45 rental** charge per instrument.

The following are instruments available for students entering grades 4-8: flute, clarinet, bass clarinet, oboe, saxophone, trumpet, French horn, trombone, baritone, tuba, violin, viola, cello, bass, bell kit, and guitar.

Student's Name: _____

Address: _____

Home Phone: _____

Grade/Entering Sept. 2022 _____

School/Entering Sept. 2022 _____

Instrument Requested: _____ Size _____ (String instruments only)

Important!!

****When renting a string instrument, please indicate the size (1/4, 1/2, 3/4, or 4/4). ****
See reverse side of this form for measuring guidelines

1. I agree to assume full responsibility for loss or damage to the instrument loaned to us.
2. I understand that this instrument must be returned at the end of the Summer Enrichment Program.
3. I am including a **\$45 instrument rental fee (payable to WOBOE).**

Parent/Guardian Signature _____

Date _____

Registration/Instrumental Loan form must be received by **Friday June 10, 2022.**

Questions?

Call Louis Quagliato, Director of Visual and Performing Arts, 973-669-5400, ext 20570 or e-mail at lquagliato@westorangeschools.org

****Important** If you own an instrument or have been renting an instrument from a music store, you do not need to rent one from the summer enrichment program**

Violin Size Guideline

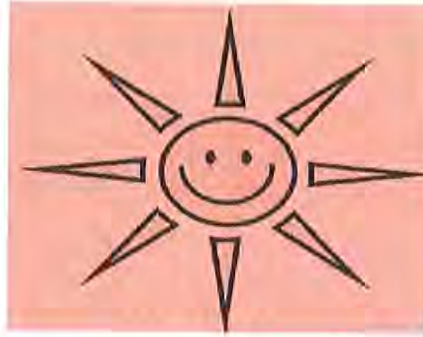
It's always best to consult your teacher to determine the correct size instrument.

The following chart lists the length of each violin size. To measure what size violin best suits your child, you need to know the length between your neck and the middle of your left-hand palm or left wrist.

Violin Size	Length (in inches)
4/4 (Full Size)	23
3/4	22
1/2	20
1/4	18 1/2
1/8	16 1/2
1/10	15
1/16	14
1/32	13

Another more general way of determining the size is by age. If the above, arm length information, is available, it is the more accurate way to determine size. Otherwise, you can use the age chart below to make the determination.

Violin Size	Age
4/4 (Full Size)	11 years to adult
3/4	10-11
1/2	8-9
1/4	6-7
1/8	5
1/10	4
1/16	3 1/2
1/32	3 and younger



West Orange Summer Enrichment Extended Day Program – **Tuition: \$370.00**
Time: From 12:15 - 4:00

This program is an extension of the Summer Enrichment Program and is offered to those students attending the Summer Enrichment Program. The purpose of the Extended Day Program is to provide supervised, varied, educational and fun activities for school-age children beyond the Enrichment Program. This program offers flexibility to working families by providing continued child care to enrolled students under the supervision of certified educators.

The program will provide services from **12:15pm - 4:00pm** daily beginning **Monday, June 27, 2022** and ending on **Friday, July 22, 2022**. Parents are required to fill out an additional registration form to enroll their child/children in this program. Enrollment in the Extended Day program will cost an additional **\$370.00**.

Parents/guardians may choose to pick their child up prior to the end of the day however, no monies will be refunded. Late fees will be charged to any parent/guardian requiring a late afternoon pick-up.

(See Late Afternoon-Pick-Up Policy)

Upon dismissal from the Summer Enrichment Program, students in the Preparatory Division will be picked up near their classes and escorted to the Tarnoff Cafeteria by a teacher. Students entering grades 4-8 will go directly to the Tarnoff Cafeteria. Attendance will be taken daily to ensure all students have arrived safely. A lunch break will be provided until 1:00. Students are expected to bring lunch daily since there is no food available for purchase. Refrigerators and microwaves are not available. Therefore lunches should be packed accordingly (including utensils) Following lunch, students will begin rotating through their afternoon activities.

Students entering **grades 6, 7 & 8** will rotate through three, 50-minute, structured sports activities. These activities will vary from week to week, perhaps even daily. Depending on the students' skill levels, the teachers will adapt the program as necessary. Water breaks are provided as needed.

Students entering **grades 2-5** will also rotate throughout the afternoon participating in organized play and sports; arts and crafts; games and piano lab. These students will be escorted by teachers and/or student helpers to their respective activities. At approximately **3:40 ALL** students in the extended day program will be returned to the Tarnoff Cafeteria for dismissal at **4:00 pm**. **For safety reasons, students are NOT permitted to walk home from the Extended Day Program.**

The above stated activities are the plan for the population in attendance; however, the program remains flexible. The program will be structured according to the number of students enrolled and the ages of the students enrolled so as to meet the needs of the attending population. The scope of the program lies in the aforementioned lessons/activities but can change upon registration.

Students are responsible for their belongings. They are advised to leave their backpacks and instruments in the Tarnoff Cafeteria during their rotations. Electronic devices and cell phones are encouraged to remain home.

The Extended Day Program is an optional service. Students are expected to conduct themselves in a respectful manner abiding by rules and procedures set forth in the first few days. Any student causing disruptive behavior or displaying non-compliance may be excused from the program at the request of the Extended Day Team member.

Teachers are contracted until 4:00 p.m. on the days the Enrichment Program is in session. We realize that sometimes emergencies or unexpected delays arise therefore the following policy has been adopted:

Late Afternoon Pickup Policy

Extended Day Pick Up is at 4:00 p.m. There will be a 10 minute grace period before a late afternoon pick up fee will be charged. (The clocks posted in the Turnoff Cafeteria will be used to determine the time.) If you need to use a late afternoon pick up, it will be **\$10.00** at 4:11 and an additional **\$1.00/minute** thereafter.

Example: If you were to pick up your child at 4:14 p.m., the charge would be \$13.00. A child picked up at 4:20 p.m. would be \$19.00.

Payment can be made with a check or money order **payable to WOBOE (NO CASH)** and given to the Enrichment office. These fees are due upon pick up or within 24 hours of using this service. If late afternoon pick up fees are not paid prior to the end of the program, future enrollment will not be permitted.

REGISTRATION FORM

(You need to complete this Form if you require Extended Day Services)

Child's Name: _____ Birthdate: _____

Child's Age: _____ Sex: _____ Grade Entering 2022: _____

Home Phone: _____ E-mail address: _____

PLEASE PRINT NEATLY

Address: _____ City: _____ Zip: _____

Parent(s)/Guardian(s) Name(s): _____

Work Phone: _____ Home Phone: _____

Cell: _____

Parent(s)/Guardian(s) Name(s): _____

Work Phone: _____ Home Phone: _____

Cell: _____

The following individuals may be contacted in case of an emergency:

Name: _____ Relationship: _____

Day Phone: _____ Cell Phone: _____

Name: _____ Relationship: _____

Day Phone: _____ Cell Phone: _____

*****MEDICAL INFORMATION:**

List any medications, allergies, or limitations requiring special attention:

I have read and fully understand the policies outlined in the Extended Day Program.

Parent's Signature: _____ Date: _____

Transfers for the month of November 2021 within the 2021-2022 budget in compliance with N.J.A.C. 6A:23-2.11(A)2.						
#	Account Number	Account Name	Amount	Account Number	Account Name	Amount
1	11-000-100-566	Tuition-Pvt. Handi. In-State	\$35,000	11-000-100-569	Tuition-Other	\$35,000
2	11-000-218-600	Supplies-Guidance	\$300	11-000-211-600	Supplies-Attendance	\$300
3	11-000-230-339	Purch. Prof. Svcs.	\$34,300	11-000-230-334	Arch./Engineering Svc.	\$22,300
	11-000-230-895	Board Member Expense	\$4,000	11-000-230-890	Misc. Expenditures	\$16,000
4	11-190-100-610	Pupil Supplies	\$69,935	11-000-252-100	Salary-Tech. OT	\$25,000
	11-240-100-610	Supplies-Bilingual	\$3,266	11-000-252-340	Tech.-Purch. Tech. Svc.	\$40,000
				11-240-100-640	Textbooks-Bilingual	\$8,201
5	11-000-291-270	Health Benefits	\$12,500	11-000-291-290	Health Waivers	\$12,500
6	11-401-100-600	Supplies-Co-curricular	\$3,500	11-401-100-500	Purch Svc.-HS Band	\$3,500
7	12-000-262-730	Equip. B & G	\$5,464	12-000-261-730	Equip. Maint.	\$5,464
8	12-401-100-730	Equip. Co-curricular Music	\$2,886	12-140-100-730	Equip. WOHS	\$2,886

12/14 3:30pm

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
General Fund - Fund 10
Interim Balance Sheet
For 5 Month Period Ending 11/30/2021

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---

101	Cash in bank		\$35,416,102.58
102-107	Cash and cash equivalents		\$55,090.71
116	Capital reserve Account		\$33,148.39
118	Investments - Cur. Exp. Emergency Rsrv.		\$664,456.79
121	Tax levy receivable		\$71,806,803.52
	Accounts receivable:		
141	Intergovernmental - State	\$14,865,473.49	
153,154	Other (net of est uncollectible of \$_____)	\$4,240,440.96	\$19,105,914.45
	Other Current Assets		\$21,578.00

--- R E S O U R C E S ---

301	Estimated Revenues	166,046,330.00	
302	Less Revenues	(152,246,606.12)	
			\$13,799,723.88
	Total assets and resources		140,902,818.32

=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
General Fund - Fund 10
Interim Balance Sheet
For 5 Month Period Ending 11/30/2021

=====

LIABILITIES AND FUND EQUITY

=====

--- L I A B I L I T I E S ---

421	Accounts Payable	\$4,300,449.24
	Other current liabilities including Net Assets	\$5,842,845.97
TOTAL LIABILITIES		\$10,143,295.21
		=====

FUND BALANCE

--- A p p r o p r i a t e d ---

753	Reserve for Encumbrances - Current Year	109,611,653.34
754	Reserve for Encumbrance - Prior Year	\$672,831.18
	Reserved fund balance:	
761	Capital reserve account -	\$333,140.75
604	Add: Increase in capital reserve	\$1,000,010.00
309	Less: Budg w/d from Capital Rsrv Excess Cost	(\$300,000.00)
		\$1,033,150.75
769	Restricted Balance for Unemployment Fund	\$402,820.31
580	Unemployment Trust Liability	\$136,502.68
		\$136,502.68
766	Reserve for Current Expense Emergencies	\$664,428.93
		\$664,428.93
606	Add: Increase in Maintenance Reserve	\$1,000,010.00
		\$1,000,010.00
601	Appropriations	168,887,221.17
602	Less : Expenditures	\$53,263,251.70
603	Encumbrances	110,284,484.52 (163,547,736.22)
		\$5,339,484.95
	Total Appropriated	118,860,882.14

--- U n a p p r o p r i a t e d ---

770	Unreserved Fund Balance -	\$15,398,640.97
303	Budgeted Fund Balance	(\$3,500,000.00)

TOTAL FUND BALANCE	130,759,523.11
TOTAL LIABILITIES AND FUND EQUITY	140,902,818.32

West Orange Board of Education
General Fund - Fund 10
Interim Balance Sheet
For 5 Month Period Ending 11/30/2021

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	168,887,221.17	163,547,736.22	\$5,339,484.95
Revenues	(166,046,330.00)	(152,246,606.12)	(\$13,799,723.88)
	<u>\$2,840,891.17</u>	<u>\$11,301,130.10</u>	<u>(\$8,460,238.93)</u>
Change in Capital Reserve accounts:			
604 Plus - Increase in reserve	\$1,000,010.00		
309 Less: Excess Withdrawal	(\$300,000.00)		
Change in Tuition Reserve accounts:			
Change in Maintenance Reserve account:			
606 Plus - Increase in reserve	\$1,000,010.00		
Subtotal Reserve Adjustments	<u>\$1,700,020.00</u>	<u>\$1,700,020.00</u>	
Less: Adjust for prior year encumb.	(\$1,040,911.17)	(\$1,040,911.17)	
Budgeted Fund Balance	<u>\$3,500,000.00</u>	<u>\$11,960,238.93</u>	<u>(\$8,460,238.93)</u>
Recapitulation of Budgeted Fund Balance by Subfund			
Fund 10 (includes 10, 11, 12, and 13)	\$3,500,000.00	\$11,960,238.93	(\$8,596,741.61)
TOTAL Budgeted Fund Balance	<u>\$3,500,000.00</u>	<u>\$11,960,238.93</u>	<u>(\$8,460,238.93)</u>

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
GENERAL FUND - FUND 10
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 5 Month Period Ending 11/30/2021

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***					
1XXX	From Local Sources	143,931,402.00	131,859,002.50		\$12,072,399.50
3XXX	From State Sources	\$21,909,311.00	\$20,359,311.00		\$1,550,000.00
4XXX	From Federal Sources	\$205,617.00	\$28,292.62		\$177,324.38
TOTAL REVENUE/SOURCES OF FUNDS		166,046,330.00	152,246,606.12		\$13,799,723.88
=====					
					AVAILABLE
*** EXPENDITURES ***		APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	BALANCE
--- CURRENT EXPENSE ---					
11-1XX-100-XXX	Regular Programs - Instruction	\$50,054,687.71	\$14,703,730.06	\$34,749,173.49	\$601,784.16
11-2XX-100-XXX	Special Education - Instruction	\$16,707,780.52	\$4,736,246.66	\$11,668,792.24	\$302,741.62
11-230-100-XXX	Basic Skills - Remedial Instruction	\$3,092,113.00	\$883,395.38	\$2,203,649.47	\$5,068.15
11-240-100-XXX	Bilingual Education - Instruction	\$1,540,133.00	\$402,343.24	\$1,103,670.63	\$34,119.13
11-401-100-XXX	School-Spon. Cocurr. Acti-Instr	\$696,352.00	\$130,824.72	\$439,499.82	\$126,027.46
11-402-100-XXX	School-Spons. Athletics - Instruction	\$1,600,213.00	\$513,105.48	\$898,318.92	\$188,788.60
11-4XX-100-XXX	Other Instrc. Programs - Instruction	\$36,655.00	\$27,339.06	\$0.00	\$9,315.94
11-4XX-200-XXX	Other Supplemental/At Risk Programs	\$12,065.00	\$11,497.40	.00	\$567.60
--- UNDISTRIBUTED EXPENDITURES ---					
11-000-100-XXX	Instruction	\$10,894,484.00	\$4,279,449.07	\$6,110,534.35	\$504,500.58
11-000-211-XXX	Attendance and Social Work Services	\$221,668.00	\$146,882.18	\$74,481.16	\$304.66
11-000-213-XXX	Health Services	\$1,625,103.93	\$417,357.22	\$1,186,363.92	\$21,382.79
11-000-216-XXX	Speech, OT,PT & Related Svcs	\$2,537,944.00	\$643,580.15	\$1,831,591.59	\$62,772.26
11-000-217-XXX	Other Support Serv - Students Extra Srvc	\$698,089.00	\$149,753.88	\$548,299.80	\$35.32
11-000-218-XXX	Guidance	\$3,340,827.93	\$1,109,188.91	\$2,148,956.29	\$82,682.73
11-000-219-XXX	Child Study Teams	\$4,447,841.55	\$1,317,357.25	\$3,017,475.68	\$113,008.62
11-000-221-XXX	Improv of Inst. - Instruc Staff	\$2,367,882.00	\$719,690.63	\$1,640,371.87	\$7,819.50
11-000-222-XXX	Educational Media Serv/School Library	\$1,342,769.00	\$430,789.99	\$902,060.59	\$9,918.42
11-000-223-XXX	Instructional Staff Training Services	\$262,968.00	\$58,801.06	\$17,854.97	\$186,311.97
11-000-230-XXX	Supp. Serv.-General Administration	\$2,193,496.50	\$1,160,412.23	\$838,668.90	\$194,415.37
11-000-240-XXX	Supp. Serv.-School Administration	\$5,995,666.37	\$2,340,732.33	\$3,600,937.50	\$53,996.54
11-000-25X-XXX	Central Serv & Admin. Inform. Tech.	\$3,413,494.49	\$1,506,907.33	\$1,788,333.28	\$118,253.88
11-000-261-XXX	Require Maint. for School Facilities	\$2,065,387.80	\$662,981.87	\$437,175.02	\$965,230.91
11-000-262-XXX	Custodial Services	\$9,833,810.74	\$4,039,579.64	\$5,629,626.17	\$164,604.93
11-000-263-XXX	Care and Upkeep of Grounds	\$1,098,212.00	\$297,956.32	\$505,212.28	\$295,043.40
11-000-266-XXX	Security	\$1,039,887.13	\$321,216.97	\$516,681.68	\$201,988.48
11-000-270-XXX	Student Transportation Services	\$12,115,499.90	\$3,432,042.62	\$8,073,758.82	\$609,698.46
11-XXX-XXX-2XX	Allocated and Unallocated Benefits	\$28,123,409.39	\$8,252,983.69	\$19,531,391.18	\$339,034.52
TOTAL GENERAL CURRENT EXPENSE					
EXPENDITURES/USES OF FUNDS		167,358,440.96	\$52,696,145.34	109,462,879.62	\$5,199,416.00
=====					

REPORT OF THE SECRETARY
 TO THE BOARD OF EDUCATION
 West Orange Board of Education
 GENERAL FUND - FUND 10
 INTERIM STATEMENTS COMPARING
 BUDGET REVENUE WITH ACTUAL TO DATE AND
 APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
 For 5 Month Period Ending 11/30/2021

*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$272,235.15	\$81,722.99	\$93,679.17	\$96,832.99
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$989,608.06	\$357,913.37	\$593,382.73	\$38,311.96
	=====	=====	=====	=====
 TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	 \$1,261,843.21	 \$439,636.36	 \$687,061.90	 \$135,144.95
	=====	=====	=====	=====
 10-000-100-56X Transfer of Funds to Charter Schools	 \$266,937.00	 \$127,470.00	 \$134,543.00	 \$4,924.00
	=====	=====	=====	=====
 TOTAL GENERAL FUND EXPENDITURES	 168,887,221.17	 \$53,263,251.70	 110,284,484.52	 \$5,339,484.95
	=====	=====	=====	=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
GENERAL FUND - FUND 10
SCHEDULE OF REVENUES
ACTUAL COMPARED WITH ESTIMATED
For 5 Month Period Ending 11/30/2021

	ESTIMATED	ACTUAL	UNREALIZED
	<u> </u>	<u> </u>	<u> </u>
--- LOCAL SOURCES ---			
1210 Local Tax Levy	143,613,547.00	131,645,781.42	\$11,967,765.58
1310 Tuition from Individuals	\$10,000.00	\$38,798.00	(\$28,798.00)
1320 Tuition from LEAs Within State	\$122,835.00	\$15,208.45	\$107,626.55
1910 Rents and Royalties	\$50,000.00	\$7,940.00	\$42,060.00
1XXX Miscellaneous	\$135,020.00	\$151,274.63	(\$16,254.63)
	<u> </u>	<u> </u>	<u> </u>
TOTAL	143,931,402.00	131,859,002.50	\$12,072,399.50
	=====	=====	=====
--- STATE SOURCES ---			
3121 Categorical Transportation Aid	\$3,033,009.00	\$3,033,009.00	.00
3131 Extraordinary Aid	\$1,500,000.00	.00	\$1,500,000.00
3132 Categorical Special Education Aid	\$4,159,988.00	\$4,159,988.00	.00
3176 Equalization	\$11,299,961.00	\$11,299,961.00	.00
3177 Categorical Security	\$1,866,353.00	\$1,866,353.00	.00
3190 Other Unrestricted State Aid	\$50,000.00	.00	\$50,000.00
	<u> </u>	<u> </u>	<u> </u>
TOTAL	\$21,909,311.00	\$20,359,311.00	\$1,550,000.00
	=====	=====	=====
--- FEDERAL SOURCES ---			
4200 Federal Grants including Medicaid Reimbursement	\$205,617.00	\$28,292.62	\$177,324.38
	<u> </u>	<u> </u>	<u> </u>
TOTAL	\$205,617.00	\$28,292.62	\$177,324.38
	=====	=====	=====
--- OTHER FINANCING SOURCES ---			
TOTAL REVENUES/SOURCES OF FUNDS	166,046,330.00	152,246,606.12	\$13,799,723.88
	=====	=====	=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 5 Month Period Ending 11/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
*** GENERAL CURRENT EXPENSE ***				
--- Regular Programs - Instruction ---				
11-110-100-101 Kindergarten - Salaries of Teachers	\$2,220,445.00	\$578,244.17	\$1,600,745.83	\$41,455.00
11-120-100-101 Grades 1-5 - Salaries of Teachers	\$17,042,514.00	\$4,689,184.49	\$12,353,329.51	.00
11-130-100-101 Grades 6-8 - Salaries of Teachers	\$11,027,260.00	\$3,003,961.24	\$8,023,298.76	.00
11-140-100-101 Grades 9-12 - Salaries of Teachers	\$16,120,838.00	\$4,463,584.20	\$11,655,236.64	\$2,017.16
--- Regular Programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$138,090.00	\$9,084.12	\$129,005.88	\$0.00
11-150-100-320 Purchased Prof.-Ed. Services	\$76,000.00	\$13,790.64	\$49,439.36	\$12,770.00
--- Regular Programs - Undistr. Instruction ---				
11-190-100-106 Other Salaries for Instruction	\$825,201.00	\$221,696.69	\$575,882.31	\$27,622.00
11-190-100-320 Purchased Prof.-Ed. Services	\$37,445.00	\$850.00	\$5,097.00	\$31,498.00
11-190-100-340 Purchased Technical Services	\$6,749.00	.00	.00	\$6,749.00
11-190-100-500 Other Purch. Serv. (400-500 series)	\$830,397.50	\$640,055.43	\$122,232.90	\$68,109.17
11-190-100-610 General Supplies	\$1,616,753.21	\$1,037,446.11	\$231,459.23	\$347,847.87
11-190-100-640 Textbooks	\$65,575.00	\$38,109.47	\$31.07	\$27,434.46
11-190-100-800 Other Objects	\$47,420.00	\$7,723.50	\$3,415.00	\$36,281.50
TOTAL	\$50,054,687.71	\$14,703,730.06	\$34,749,173.49	\$601,784.16
--- SPECIAL EDUCATION - INSTRUCTION ---				
Cognitive - Mild:				
11-201-100-101 Salaries of Teachers	\$851,476.00	\$252,818.10	\$596,091.70	\$2,566.20
11-201-100-106 Other Salaries for Instruction	\$648,371.00	\$172,311.52	\$447,103.32	\$28,956.16
11-201-100-610 General Supplies	\$4,075.00	\$1,406.03	.00	\$2,668.97
11-201-100-800 Other Objects	\$5,800.00	\$1,007.00	\$646.00	\$4,147.00
TOTAL	\$1,509,722.00	\$427,542.65	\$1,043,841.02	\$38,338.33
Learning and/or Language Disabilities Mild or Moderate:				
11-204-100-101 Salaries of Teachers	\$2,379,886.00	\$713,051.28	\$1,660,342.57	\$6,492.15
11-204-100-106 Other Salaries for Instruction	\$1,093,047.00	\$335,122.09	\$742,642.48	\$15,282.43
11-204-100-610 General Supplies	\$16,207.00	\$2,189.63	\$964.50	\$13,052.87
TOTAL	\$3,489,140.00	\$1,050,363.00	\$2,403,949.55	\$34,827.45
Behavioral Disabilities:				
11-209-100-101 Salaries of Teachers	\$213,313.00	\$61,054.56	\$149,127.60	\$3,130.84
11-209-100-106 Other Salaries for Instruction	\$155,026.00	\$42,552.62	\$107,313.70	\$5,159.68
11-209-100-610 General supplies	\$12,098.52	\$1,990.92	\$2,735.67	\$7,371.93
11-209-100-800 Other Objects	\$350.00	\$50.00	.00	\$300.00
TOTAL	\$380,787.52	\$105,648.10	\$259,176.97	\$15,962.45
Multiple Disabilities:				
11-212-100-101 Salaries of Teachers	\$122,741.00	\$31,628.90	\$87,393.10	\$3,719.00
11-212-100-106 Other Salaries for Instruction	\$488,263.00	\$150,627.40	\$337,634.16	\$1.44
11-212-100-610 General supplies	\$5,950.00	\$242.66	\$3,657.34	\$2,050.00
TOTAL	\$616,954.00	\$182,498.96	\$428,684.60	\$5,770.44
Resource Room/Resource Center:				
11-213-100-101 Salaries of Teachers	\$5,767,910.00	\$1,556,257.69	\$4,210,644.31	\$1,008.00

West Orange Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 5 Month Period Ending 11/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
11-213-100-106 Other Salaries for Instruction	\$998,827.00	\$236,710.26	\$639,496.74	\$122,620.00
11-213-100-610 General supplies	\$13,868.00	\$4,174.09	\$906.02	\$8,787.89
TOTAL	\$6,780,605.00	\$1,797,142.04	\$4,851,047.07	\$132,415.89
Autism:				
11-214-100-101 Salaries of Teachers	\$775,350.00	\$210,046.03	\$551,382.95	\$13,921.02
11-214-100-106 Other Salaries for Instruction	\$1,287,420.00	\$386,462.46	\$899,843.36	\$1,114.18
11-214-100-610 General Supplies	\$41,866.00	\$6,107.15	\$7,660.00	\$28,098.85
11-214-100-800 Other Objects	\$400.00	.00	.00	\$400.00
TOTAL	\$2,105,036.00	\$602,615.64	\$1,458,886.31	\$43,534.05
Preschool Disabilities - Part-Time:				
11-215-100-101 Salaries of Teachers	\$289,586.00	\$53,256.30	\$236,329.70	\$0.00
11-215-100-106 Other Salaries for Instruction	\$284,991.00	\$61,545.51	\$223,445.49	.00
TOTAL	\$574,577.00	\$114,801.81	\$459,775.19	\$0.00
Preschool Disabilities - Full-Time:				
11-216-100-101 Salaries of Teachers	\$424,339.00	\$148,991.25	\$269,552.23	\$5,795.52
11-216-100-106 Other Salaries for Instruction	\$528,039.00	\$229,973.74	\$283,269.02	\$14,796.24
11-216-100-600 General Supplies	\$17,100.00	\$12,715.99	\$1,403.06	\$2,980.95
TOTAL	\$969,478.00	\$391,680.98	\$554,224.31	\$23,572.71
Home Instruction:				
11-219-100-101 Salaries of Teachers	\$211,481.00	\$47,286.03	\$162,786.67	\$1,408.30
11-219-100-320 Purchased Prof.-Ed. Services	\$70,000.00	\$16,667.45	\$46,420.55	\$6,912.00
TOTAL	\$281,481.00	\$63,953.48	\$209,207.22	\$8,320.30
TOTAL SPECIAL ED - INSTRUCTION	\$16,707,780.52	\$4,736,246.66	\$11,668,792.24	\$302,741.62
--- Basic Skills/Remedial-Instruction ---				
11-230-100-101 Salaries of Teachers	\$3,074,590.00	\$869,824.78	\$2,202,682.22	\$2,083.00
11-230-100-610 General Supplies	\$17,523.00	\$13,570.60	\$967.25	\$2,985.15
TOTAL	\$3,092,113.00	\$883,395.38	\$2,203,649.47	\$5,068.15
--- Bilingual Education-Instruction ---				
11-240-100-101 Salaries of Teachers	\$1,496,916.00	\$397,968.20	\$1,093,569.80	\$5,378.00
11-240-100-610 General Supplies	\$25,761.00	\$4,375.04	\$632.57	\$20,753.39
11-240-100-640 Textbooks	\$17,456.00	.00	\$9,468.26	\$7,987.74
TOTAL	\$1,540,133.00	\$402,343.24	\$1,103,670.63	\$34,119.13
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$503,423.00	\$76,075.50	\$427,347.50	.00
11-401-100-500 Purchased Services (300-500 series)	\$83,050.00	\$24,780.04	\$4,700.00	\$53,569.96
11-401-100-600 Supplies and Materials	\$70,800.00	\$28,467.18	\$7,302.32	\$35,030.50
11-401-100-800 Other Objects	\$39,079.00	\$1,502.00	\$150.00	\$37,427.00
TOTAL	\$696,352.00	\$130,824.72	\$439,499.82	\$126,027.46
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$1,157,060.00	\$392,581.73	\$763,340.67	\$1,137.60

West Orange Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 5 Month Period Ending 11/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
11-402-100-500 Purchased Services (300-500 series)	\$284,240.00	\$90,145.87	\$101,745.52	\$92,348.61
11-402-100-600 Supplies and Materials	\$93,795.00	\$23,448.03	\$21,876.58	\$48,470.39
11-402-100-800 Other Objects	\$65,118.00	\$6,929.85	\$11,356.15	\$46,832.00
TOTAL	\$1,600,213.00	\$513,105.48	\$898,318.92	\$188,788.60
--- Summer school - Instruction ---				
11-422-100-101 Salaries of Teachers	\$36,655.00	\$27,339.06	\$0.00	\$9,315.94
TOTAL	\$36,655.00	\$27,339.06	\$0.00	\$9,315.94
--- Summer school - support services ---				
11-422-200-100 Salaries	\$12,065.00	\$11,497.40	.00	\$567.60
TOTAL	\$12,065.00	\$11,497.40	\$0.00	\$567.60
TOTAL SUMMER SCHOOL	\$48,720.00	\$38,836.46	\$0.00	\$9,883.54
--- UNDISTRIBUTED EXPENDITURES ---				
--- Instruction ---				
11-000-100-561 Tuition to Other LEAs within State Regular	\$52,890.00	.00	.00	\$52,890.00
11-000-100-562 Tuition to Other LEAs within State Special	\$961,496.00	\$295,408.28	\$584,855.03	\$81,232.69
11-000-100-563 Tuition to Co.Voc.School Dist.-reg.	\$41,377.00	\$7,093.20	\$28,372.80	\$5,911.00
11-000-100-564 Tuition to Co.Voc. School Dist.-spec.	\$64,416.00	\$9,710.94	\$54,017.06	\$688.00
11-000-100-565 Tuition to Co.Spec.Serv. & Reg. Day schls	\$340,800.00	\$99,111.30	\$228,495.90	\$13,192.80
11-000-100-566 Tuition to Priv Sch for Disbl w/i State	\$9,004,390.00	\$3,735,529.23	\$4,918,569.68	\$350,291.09
11-000-100-569 Tuition - Other	\$429,115.00	\$132,596.12	\$296,223.88	\$295.00
TOTAL	\$10,894,484.00	\$4,279,449.07	\$6,110,534.35	\$504,500.58
--- Attendance and social work services ---				
11-000-211-100 Salaries	\$138,912.00	\$68,541.84	\$70,345.60	\$24.56
11-000-211-300 Purchased Prof. & Tech. Svc.	\$78,556.00	\$78,095.53	\$375.00	\$85.47
11-000-211-600 Supplies and Materials	\$4,200.00	\$244.81	\$3,760.56	\$194.63
TOTAL	\$221,668.00	\$146,882.18	\$74,481.16	\$304.66
--- Health services ---				
11-000-213-100 Salaries	\$1,475,230.00	\$338,764.56	\$1,134,271.92	\$2,193.52
11-000-213-300 Purchased Prof. & Tech. Svc.	\$107,644.00	\$53,205.35	\$48,109.35	\$6,329.30
11-000-213-500 Other Purchd. Serv.(400-500 series)	\$4,500.00	.00	.00	\$4,500.00
11-000-213-600 Supplies and Materials	\$34,129.93	\$23,701.46	\$3,727.65	\$6,700.82
11-000-213-800 Other Objects	\$3,600.00	\$1,685.85	\$255.00	\$1,659.15
TOTAL	\$1,625,103.93	\$417,357.22	\$1,186,363.92	\$21,382.79
--- Speech, OT,PT & Related Svcs ---				
11-000-216-100 Salaries	\$1,796,053.00	\$517,093.83	\$1,278,958.64	\$0.53
11-000-216-320 Purchased Prof. Ed. Services	\$712,953.00	\$121,188.25	\$550,911.75	\$40,853.00
11-000-216-580 Travel	\$1,000.00	.00	.00	\$1,000.00
11-000-216-600 Supplies and Materials	\$27,938.00	\$5,298.07	\$1,721.20	\$20,918.73
TOTAL	\$2,537,944.00	\$643,580.15	\$1,831,591.59	\$62,772.26
--- Other support services - Students - Extra Srvc				
11-000-217-100 Salaries	\$263,989.00	\$67,933.70	\$196,055.30	.00

West Orange Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 5 Month Period Ending 11/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-217-320 Purchased Prof. Ed. Services	\$434,000.00	\$81,755.50	\$352,244.50	.00
11-000-217-600 Supplies and Materials	\$100.00	\$64.68	.00	\$35.32
TOTAL	\$698,089.00	\$149,753.88	\$548,299.80	\$35.32
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$2,786,246.00	\$823,929.98	\$1,961,382.02	\$934.00
11-000-218-105 Sal Secr. & Clerical Asst.	\$300,472.00	\$116,855.18	\$183,616.82	.00
11-000-218-199 Unused Vac Payment to Term/Ret Staff	\$8,500.00	\$8,435.07	.00	\$64.93
11-000-218-390 Other Purch. Prof. & Tech Svc.	\$213,389.00	\$149,294.51	\$1,775.00	\$62,319.49
11-000-218-500 Other Purchased Services (400-500 series)	\$1,400.00	.00	.00	\$1,400.00
11-000-218-600 Supplies and Materials	\$29,370.93	\$10,185.17	\$2,182.45	\$17,003.31
11-000-218-800 Other Objects	\$1,450.00	\$489.00	.00	\$961.00
TOTAL	\$3,340,827.93	\$1,109,188.91	\$2,148,956.29	\$82,682.73
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$3,718,399.00	\$1,098,458.31	\$2,613,418.70	\$5,521.99
11-000-219-105 Sal Secr. & Clerical Asst.	\$433,458.00	\$167,395.10	\$261,718.90	\$4,344.00
11-000-219-320 Purchased Prof. - Ed. Services	\$105,200.00	\$12,240.00	\$53,910.00	\$39,050.00
11-000-219-390 Other Purch. Prof. & Tech Svc.	\$125,953.55	\$28,248.90	\$86,904.55	\$10,800.10
11-000-219-592 Misc Purch Ser(400-500 O/than Resid costs)	\$10,000.00	\$0.00	\$499.99	\$9,500.01
11-000-219-600 Supplies and Materials	\$54,531.00	\$10,864.94	\$1,023.54	\$42,642.52
11-000-219-800 Other Objects	\$300.00	\$150.00	.00	\$150.00
TOTAL	\$4,447,841.55	\$1,317,357.25	\$3,017,475.68	\$113,008.62
--- Improv. of instr. Serv. ---				
11-000-221-102 Salaries Superv. of Instr.	\$1,884,070.00	\$590,266.41	\$1,293,803.59	.00
11-000-221-104 Salaries Other Prof. Staff	\$84,700.00	\$238.68	\$84,460.32	\$1.00
11-000-221-105 Sal Secr. & Clerical Asst.	\$179,709.00	\$69,901.60	\$109,807.40	.00
11-000-221-176 Sal. Facilitators, Math, Literacy Coaches	\$211,546.00	\$59,245.44	\$152,300.56	.00
11-000-221-500 Other Purchased Services (400-500 series)	\$4,250.00	.00	.00	\$4,250.00
11-000-221-600 Supplies and Materials	\$2,450.00	\$38.50	.00	\$2,411.50
11-000-221-800 Other Objects	\$1,157.00	.00	.00	\$1,157.00
TOTAL	\$2,367,882.00	\$719,690.63	\$1,640,371.87	\$7,819.50
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$1,207,371.00	\$342,757.95	\$864,612.41	\$0.64
11-000-222-300 Purchased Prof. & Tech Svc.	\$16,440.00	\$14,493.85	.00	\$1,946.15
11-000-222-500 Other Purchased Services (400-500 series)	\$3,932.00	.00	.00	\$3,932.00
11-000-222-600 Supplies and Materials	\$114,726.00	\$73,263.19	\$37,448.18	\$4,014.63
11-000-222-800 Other Objects	\$300.00	\$275.00	.00	\$25.00
TOTAL	\$1,342,769.00	\$430,789.99	\$902,060.59	\$9,918.42
--- Instructional Staff Training Services ---				
11-000-223-104 Salaries Other Prof. Staff	\$8,374.00	\$1,161.78	\$7,212.22	.00
11-000-223-390 Other Purch. Prof. & Tech Svc.	\$157,410.00	\$50,436.28	\$8,500.00	\$98,473.72
11-000-223-500 Other Purchased Services (400-500 series)	\$91,534.00	\$2,814.00	\$1,933.00	\$86,787.00
11-000-223-600 Supplies and Materials	\$1,000.00	.00	\$209.75	\$790.25
11-000-223-800 Other Objects	\$4,650.00	\$4,389.00	.00	\$261.00

West Orange Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 5 Month Period Ending 11/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL	\$262,968.00	\$58,801.06	\$17,854.97	\$186,311.97
--- Support services-general administration ---				
11-000-230-100 Salaries	\$647,440.00	\$263,129.31	\$376,401.64	\$7,909.05
11-000-230-331 Legal Services	\$337,000.00	\$150,384.48	\$182,724.54	\$3,890.98
11-000-230-332 Audit Fees	\$85,050.00	\$11,875.00	\$5,625.00	\$67,550.00
11-000-230-334 Architectural/Engineering Services	\$35,800.00	.00	\$12,800.00	\$23,000.00
11-000-230-339 Other Purchased Prof. Svc.	\$172,918.00	\$85,467.31	\$29,175.02	\$58,275.67
11-000-230-340 Purchased Tech. Services	\$11,000.00	\$6,000.00	\$5,000.00	.00
11-000-230-530 Communications/Telephone	\$363,268.00	\$143,226.29	\$219,189.42	\$852.29
11-000-230-585 BOE Other Purchased Prof. Svc.	\$5,750.00	\$100.00	\$281.25	\$5,368.75
11-000-230-590 Other Purchased Services	\$454,401.00	\$443,405.84	\$4,553.66	\$6,441.50
11-000-230-610 General Supplies	\$16,549.50	\$433.21	\$1,137.09	\$14,979.20
11-000-230-630 BOE In-House Training/Meeting Supplies	\$4,250.00	\$822.97	\$1,686.28	\$1,740.75
11-000-230-890 Misc. Expenditures	\$31,270.00	\$28,725.12	.00	\$2,544.88
11-000-230-895 BOE Membership Dues and Fees	\$28,800.00	\$26,842.70	\$95.00	\$1,862.30
TOTAL	\$2,193,496.50	\$1,160,412.23	\$838,668.90	\$194,415.37
--- Support services-school administration ---				
11-000-240-103 Salaries Princ./Asst. Princ.	\$4,167,257.00	\$1,735,630.67	\$2,419,143.33	\$12,483.00
11-000-240-105 Sal. Secr. & Clerical Asst.	\$1,664,012.00	\$555,499.38	\$1,108,511.35	\$1.27
11-000-240-300 Purchased Prof. & Tech. Svc.	\$4,000.00	.00	.00	\$4,000.00
11-000-240-500 Other Purchased Services (400-500 series)	\$35,600.00	\$150.00	\$21,274.80	\$14,175.20
11-000-240-600 Supplies and Materials	\$120,287.37	\$48,968.28	\$51,688.02	\$19,631.07
11-000-240-800 Other Objects	\$4,510.00	\$484.00	\$320.00	\$3,706.00
TOTAL	\$5,995,666.37	\$2,340,732.33	\$3,600,937.50	\$53,996.54
--- Central Services ---				
11-000-251-100 Salaries	\$1,552,188.00	\$602,401.19	\$911,533.81	\$38,253.00
11-000-251-330 Purchased Prof. Services	\$93,080.00	\$32,266.04	\$27,311.96	\$33,502.00
11-000-251-340 Purchased Technical Services	\$87,499.99	\$79,400.06	\$6,173.75	\$1,926.18
11-000-251-592 Misc Pur Serv (400-500 series)	\$69,299.00	\$32,418.06	\$15,586.40	\$21,294.54
11-000-251-600 Supplies and Materials	\$20,299.50	\$14,192.40	\$5,667.00	\$440.10
11-000-251-89X Other Objects	\$9,720.00	\$7,447.00	.00	\$2,273.00
TOTAL	\$1,832,086.49	\$768,124.75	\$966,272.92	\$97,688.82
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$1,305,546.00	\$563,206.42	\$737,294.80	\$5,044.78
11-000-252-340 Purchased Technical Services	\$157,235.00	\$96,958.90	\$52,570.00	\$7,706.10
11-000-252-500 Other Pur Serv. (400-500 series)	\$13,000.00	\$500.00	\$7,597.00	\$4,903.00
11-000-252-600 Supplies and Materials	\$102,387.00	\$75,454.71	\$24,598.56	\$2,333.73
11-000-252-800 Other Objects	\$3,240.00	\$2,662.55	.00	\$577.45
TOTAL	\$1,581,408.00	\$738,782.58	\$822,060.36	\$20,565.06
TOTAL Cent. Svcs. & Admin IT	\$3,413,494.49	\$1,506,907.33	\$1,788,333.28	\$118,253.88
--- Required Maint.for School Facilities ---				
11-000-261-420 Cleaning, Repair & Maint. Svc	\$1,643,376.60	\$551,890.64	\$311,040.32	\$780,445.64

West Orange Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 5 Month Period Ending 11/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-261-421 Lead Testing of Drinking Water	\$35,000.00	.00	\$32,385.00	\$2,615.00
11-000-261-610 General Supplies	\$364,511.20	\$99,610.23	\$93,749.70	\$171,151.27
11-000-261-800 Other Objects	\$22,500.00	\$11,481.00	.00	\$11,019.00
TOTAL	\$2,065,387.80	\$662,981.87	\$437,175.02	\$965,230.91
--- Custodial Services ---				
11-000-262-1XX Salaries	\$4,608,967.00	\$1,759,917.96	\$2,847,169.36	\$1,879.68
11-000-262-107 Salaries of Non-Instructional Aids	\$630,140.00	\$153,115.59	\$476,692.41	\$332.00
11-000-262-199 Unused Vac Payment to Term/Ret Staff	\$15,000.00	\$9,164.72	\$5,825.53	\$9.75
11-000-262-300 Purchased Prof. & Tech. Svc.	\$449,335.20	\$267,649.41	\$180,236.75	\$1,449.04
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$234,236.25	\$71,090.58	\$115,559.16	\$47,586.51
11-000-262-441 Rental of Land & Bldgs Other Than Lease	\$495,231.00	\$276,532.64	\$168,617.76	\$50,080.60
11-000-262-444 Lease Purch Paymts - Energy Saving	\$765,989.00	\$382,994.26	\$382,994.25	\$0.49
11-000-262-490 Other Purchased Property Svc.	\$146,000.00	\$57,887.49	\$85,856.51	\$2,256.00
11-000-262-520 Insurance	\$288,629.00	\$288,594.83	.00	\$34.17
11-000-262-580 Travel	\$3,000.00	.00	\$112.50	\$2,887.50
11-000-262-610 General Supplies	\$428,023.29	\$343,209.19	\$33,186.24	\$51,627.86
11-000-262-621 Energy (Natural Gas)	\$571,250.00	\$22,443.94	\$548,806.06	.00
11-000-262-622 Energy (Electricity)	\$1,151,500.00	\$402,605.36	\$748,894.64	.00
11-000-262-626 Energy (Gasoline)	\$38,010.00	\$133.67	\$35,300.00	\$2,576.33
11-000-262-8XX Other Objects	\$8,500.00	\$4,240.00	\$375.00	\$3,885.00
TOTAL	\$9,833,810.74	\$4,039,579.64	\$5,629,626.17	\$164,604.93
--- Care and Upkeep of Grounds ---				
11-000-263-100 Salaries	\$593,212.00	\$228,008.74	\$365,203.26	.00
11-000-263-420 Cleaning, Repair, & Maintenance Serv.	\$420,000.00	\$60,254.40	\$133,695.00	\$226,050.60
11-000-263-610 General Supplies	\$85,000.00	\$9,693.18	\$6,314.02	\$68,992.80
TOTAL	\$1,098,212.00	\$297,956.32	\$505,212.28	\$295,043.40
--- Security ---				
11-000-266-100 Salaries	\$685,237.00	\$236,320.00	\$447,280.20	\$1,636.80
11-000-266-300 Purchased Prof. & Tech. Svc.	\$29,150.00	\$25,866.28	.00	\$3,283.72
11-000-266-420 Cleaning, Repair, & Maintenance Serv.	\$240,147.00	\$33,757.35	\$54,294.04	\$152,095.61
11-000-266-610 General Supplies	\$85,353.13	\$25,273.34	\$15,107.44	\$44,972.35
TOTAL	\$1,039,887.13	\$321,216.97	\$516,681.68	\$201,988.48
TOTAL Oper & Maint of Plant Services	\$14,037,297.67	\$5,321,734.80	\$7,088,695.15	\$1,626,867.72
--- Student transportation services ---				
11-000-270-107 Salaries of Non-Instructional Aids	\$475,515.00	\$126,698.11	\$325,350.46	\$23,466.43
11-000-270-160 Sal Pupil Trans(Bet Home & Sch)-reg	\$649,095.00	\$151,367.40	\$497,727.60	.00
11-000-270-161 Sal Pupil Trans(Bet Home & Sch)-Sp Ed	\$591,696.00	\$197,836.62	\$393,826.44	\$32.94
11-000-270-162 Sal Pupil Trans.Other than Bet Home & Sch	\$73,000.00	\$30,540.97	\$41,579.03	\$880.00
11-000-270-350 Management Fee - ESC Transp. Prog.	\$131,832.00	\$12,906.86	\$114,613.17	\$4,311.97
11-000-270-390 Other Purch. Prof. & Tech Svc.	\$30,033.00	\$22,512.96	.00	\$7,520.04
11-000-270-420 Cleaning, Repair & Maint. Svc.	\$147,900.00	\$22,996.45	\$86,554.33	\$38,349.22
11-000-270-443 Lease Purch Payments - School Buses	\$241,160.00	\$194,164.57	.00	\$46,995.43

West Orange Board of Education
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 5 Month Period Ending 11/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-270-511 Contract Svc (btw Home & Sch.)-vendors	\$4,914,033.00	\$2,031,270.65	\$2,880,000.00	\$2,762.35
11-000-270-512 Contract Svc (other btw home & sch)-vndrs	\$364,000.00	\$11,383.22	\$20,686.49	\$331,930.29
11-000-270-514 Contract Svc (Sp Ed.)-vendors	\$29,665.00	.00	.00	\$29,665.00
11-000-270-515 Contract Svc (Sp Ed.)-joint agreements	\$36,452.00	\$5,331.02	\$31,120.98	.00
11-000-270-517 Contract Svc (reg std) - ESCs	\$343,000.00	.00	\$284,871.60	\$58,128.40
11-000-270-518 Contract Svc (Sp Ed) - ESCs	\$3,250,000.00	\$501,954.32	\$2,748,045.68	.00
11-000-270-503 Contr Svc-Aid in Lieu Paymnts-Non Pub Sch	\$575,000.00	\$9,502.25	\$565,410.00	\$87.75
11-000-270-593 Misc. Purchased Svc.- Transp.	\$102,404.00	\$102,256.00	.00	\$148.00
11-000-270-610 General Supplies	\$11,300.00	\$112.78	\$373.04	\$10,814.18
11-000-270-615 Transportation Supplies	\$143,714.90	\$7,308.44	\$82,500.00	\$53,906.46
11-000-270-800 Misc. Expenditures	\$5,700.00	\$3,900.00	\$1,100.00	\$700.00
TOTAL	\$12,115,499.90	\$3,432,042.62	\$8,073,758.82	\$609,698.46
--- Personal Services-Employee Benefits---				
11-XXX-XXX-210 Group Insurance	\$3,100.00	.00	.00	\$3,100.00
11-XXX-XXX-220 Social Security Contributions	\$2,000,000.00	\$668,625.65	\$1,320,367.23	\$11,007.12
11-XXX-XXX-241 Other Retirement Contrb. - PERS	\$2,485,000.00	.00	\$2,485,000.00	.00
11-XXX-XXX-248 Other Retirement - Deferred PERS	\$76,500.00	.00	\$76,500.00	.00
11-XXX-XXX-249 Other Retirement Contrb. - Regular	\$80,000.00	\$18,295.11	\$41,703.87	\$20,001.02
11-XXX-XXX-250 Unemployment Compensation	\$50,000.00	.00	.00	\$50,000.00
11-XXX-XXX-260 Workman's Compensation	\$470,029.00	\$315,489.75	\$8,750.00	\$145,789.25
11-XXX-XXX-270 Health Benefits	\$21,433,320.00	\$6,939,495.26	\$14,468,583.82	\$25,240.92
11-XXX-XXX-280 Tuition Reimbursement	\$322,595.39	\$59,115.63	\$226,378.26	\$37,101.50
11-XXX-XXX-290 Other Employee Benefits	\$894,550.00	\$18,945.29	\$836,640.00	\$38,964.71
11-XXX-XXX-299 Unused Sick Payment to Term/Ret Staff	\$308,315.00	\$233,017.00	\$67,468.00	\$7,830.00
TOTAL	\$28,123,409.39	\$8,252,983.69	\$19,531,391.18	\$339,034.52
Total Undistributed Expenditures	\$93,618,441.73	\$31,287,663.34	\$58,399,775.05	\$3,931,003.34
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	167,358,440.96	\$52,696,145.34	109,462,879.62	\$5,199,416.00
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	167,358,440.96	\$52,696,145.34	109,462,879.62	\$5,199,416.00

West Orange Board of Education
 GENERAL FUND - FUND 10
 STATEMENT OF APPROPRIATIONS
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES
 For 5 Month Period Ending 11/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
*** CAPITAL OUTLAY ***				
--- EQUIPMENT ---				
Regular programs-instruction				
12-120-100-730 Grades 1-5	\$2,579.00	.00	\$2,412.00	\$167.00
12-130-100-730 Grades 6-8	\$3,700.00	\$3,699.99	.00	\$0.01
12-140-100-730 Grades 9-12	\$64,545.00	.00	\$64,543.74	\$1.26
Special education - instruction				
12-4XX-100-730 School-spons. & oth instr prog	\$55,904.00	\$43,351.59	\$12,085.48	\$466.93
12-000-21X-730 Support services-Related & Extraord.	\$4,069.00	\$4,068.75	.00	\$0.25
12-000-220-730 Support services-instruc. staff	\$4,500.00	.00	\$4,289.00	\$211.00
12-000-252-730 Admin. Info. Tech.	\$97,738.15	\$27,639.28	\$2,378.06	\$67,720.81
12-000-261-730 Undist. Exp.-Req. Maint. Schl Facilities	\$5,464.00	\$2,963.38	\$2,469.56	\$31.06
12-000-262-730 Undist. Exp.-Custodial Services	\$24,536.00	.00	.00	\$24,536.00
12-000-266-730 Undist. Exp.-Security	\$9,200.00	.00	\$5,501.33	\$3,698.67
Undist. Exp. - Non-instructional Services				
TOTAL	\$272,235.15	\$81,722.99	\$93,679.17	\$96,832.99
--- Facilities acquisition and construction services ---				
12-000-400-334 Architectural/Engineering Services	\$10,000.00	.00	.00	\$10,000.00
12-000-400-450 Construction Services	\$864,617.06	\$323,416.07	\$512,889.03	\$28,311.96
12-000-400-896 Assmt for Debt Service on SDA Funding	\$114,991.00	\$34,497.30	\$80,493.70	.00
Sub Total	\$989,608.06	\$357,913.37	\$593,382.73	\$38,311.96
TOTAL	\$989,608.06	\$357,913.37	\$593,382.73	\$38,311.96
TOTAL CAPITAL OUTLAY EXPENDITURES	\$1,261,843.21	\$439,636.36	\$687,061.90	\$135,144.95

West Orange Board of Education
 GENERAL FUND - FUND 10
 STATEMENT OF APPROPRIATIONS
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES
 For 5 Month Period Ending 11/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
	<hr/>	<hr/>	<hr/>	<hr/>
*** EDUCATION JOBS FUND **				
*** FEMA COMMUNITY DEVELOPMENT BLOCK GRANT ***				
10-000-100-56X Transfer of Funds to Charter Schls.	\$266,937.00	\$127,470.00	\$134,543.00	\$4,924.00
TOTAL GENERAL FUND EXPENDITURES	168,887,221.17	\$53,263,251.70	110,284,484.52	\$5,339,484.95

REPORT OF THE SECRETARY CERTIFICATION PAGE
TO THE BOARD OF EDUCATION
West Orange Board of Education
General Fund - Fund 10

For 5 Month Period Ending 11/30/2021

I, Tonya Flowers, Board Secretary/Business Administrator
certify that no line item account has encumbrances and expenditures,
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.



Board Secretary/Business Administrator

12/15/21

Date

12/14 3:48pm

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
Special Revenue Fund - Fund 20
Interim Balance Sheet
For 5 Month Period Ending 11/30/2021

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---

101	Cash in bank		(\$614,752.76)
	Accounts receivable:		
141	Intergovernmental - State	\$2,095.66	
142	Intergovernmental - Federal	\$2,394.59	
153,154	Other (net of estimated uncollectible of \$____)	\$5,074.64	
			\$9,564.89

--- R E S O U R C E S ---

301	Estimated Revenues	\$13,223,352.56	
302	Less Revenues	(\$1,946,258.13)	
			\$11,277,094.43

Total assets and resources

\$10,671,906.56

=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
Special Revenue Fund - Fund 20
Interim Balance Sheet
For 5 Month Period Ending 11/30/2021

=====

LIABILITIES AND FUND EQUITY

=====

--- LIABILITIES ---

411	Intergovernmental accounts payable - State	\$0.13
421	Accounts Payable	\$313,231.02
		\$313,231.15
	TOTAL LIABILITIES	\$313,231.15

FUND BALANCE

--- Appropriated ---

753	Reserve for encumbrances - Current Year	\$4,224,184.36
758	Reserve Fund Balance - Student Activities	\$279,936.77
601	Appropriations	\$13,223,352.56
602	Less: Expenditures	\$3,144,613.92
603	Encumbrances	\$4,224,184.36 (\$7,368,798.28)
		\$5,854,554.28
	TOTAL FUND BALANCE	\$10,358,675.41
	TOTAL LIABILITIES AND FUND EQUITY	\$10,671,906.56

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
Special Revenue Fund - Fund 20
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 5 Month Period Ending 11/30/2021

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
1XXX From Local Sources	\$119,572.23	\$92,367.09		\$27,205.14
2XXX From Intermediate Sources	\$48,337.04	\$49,352.04		(\$1,015.00)
3XXX From State Sources	\$783,599.00	\$517,399.00		\$266,200.00
4XXX From Federal Sources	\$12,271,844.29	\$1,287,140.00		\$10,984,704.29
 TOTAL REVENUE/SOURCES OF FUNDS	 \$13,223,352.56	 \$1,946,258.13	 =====	 \$11,277,094.43
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
LOCAL PROJECTS:				
Other Local Projects (001-199)	\$67,909.27	\$6,126.45	\$3,891.32	\$57,891.50
Student Activity Fund (475)	\$100,000.00	\$97,547.02	.00	\$2,452.98
 TOTAL LOCAL PROJECTS	 \$167,909.27	 \$103,673.47	 \$3,891.32	 \$60,344.48
STATE PROJECTS:				
Nonpublic textbooks (501)	\$87,269.00	\$75,761.79	\$1,368.60	\$10,138.61
Nonpublic auxiliary services (502)	\$8,958.00	.00	\$8,958.00	.00
Nonpublic handicapped services (506)	\$208,145.00	\$4,892.34	\$203,252.66	.00
Nonpublic nursing services (509)	\$163,184.00	\$48,955.20	\$114,228.80	.00
Nonpublic Technology Aid (510)	\$61,068.00	\$1,484.64	\$40,652.49	\$18,930.87
Nonpublic School Programs (511)	\$254,975.00	\$51,177.10	\$99,173.50	\$104,624.40
 TOTAL STATE PROJECTS	 \$783,599.00	 \$182,271.07	 \$467,634.05	 \$133,693.88
FEDERAL PROJECTS:				
ARP - IDEA Basic Grant Program (223)	\$397,742.00	.00	.00	\$397,742.00
ARP - IDEA Preschool Grant Program (224)	\$33,840.00	.00	.00	\$33,840.00
ESSA Title I - Part A/D (231-239)	\$953,556.00	\$173,023.80	\$436,002.20	\$344,530.00
ESSA Title III - English Lang Enhancement (241-245)	\$88,269.00	\$27,100.00	\$27,353.00	\$33,816.00
I.D.E.A. Part B (Handicapped) (250-259)	\$2,208,835.00	\$686,375.59	\$1,069,417.27	\$453,042.14
ESSA Title II - Part A/D (270-279)c	\$233,843.00	\$14,145.47	\$100,818.00	\$118,879.53
ESSA Title IV (280-289)	\$95,004.00	\$1,000.00	\$53,014.00	\$40,990.00
Vocational Education (361-399)	\$151,402.00	\$70,476.82	\$25,804.62	\$55,120.56
CARES Act Education Stabilization Fund (477)	\$214,384.29	\$49,374.25	\$37,133.50	\$127,876.54
CRRSA-ESSER II Grant Program (483)	\$3,064,702.00	\$1,646,031.81	\$1,414,876.40	\$3,793.79
CRRSA Act-Learning Acceleration Grant Program (484)	\$196,677.00	\$68,216.48	.00	\$128,460.52
CRRSA Act-Mental Health Grant Program (485)	\$45,000.00	\$33,038.16	.00	\$11,961.84
ARP - ESSER Emergency Relief Program (487)	\$4,588,590.00	\$89,887.00	\$588,240.00	\$3,910,463.00
 TOTAL FEDERAL PROJECTS	 \$12,271,844.29	 \$2,858,669.38	 \$3,752,658.99	 \$5,660,515.92
 *** TOTAL EXPENDITURES ***	 \$13,223,352.56	 \$3,144,613.92	 \$4,224,184.36	 \$5,854,554.28

*** EXPENDITURES ***

APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
<hr/>	<hr/>	<hr/>	<hr/>
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REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
SPECIAL REVENUE - FUND 20
SCHEDULE OF REVENUES
ACTUAL COMPARED WITH ESTIMATED
For 5 Month Period Ending 11/30/2021

	ESTIMATED	ACTUAL	UNREALIZED
1760 Student Activity Fund Revenue	\$100,000.00	\$72,794.86	\$27,205.14
1XXX Other Revenue from Local Sources	\$19,572.23	\$19,572.23	\$0.00
Total Revenues from Local Sources	\$119,572.23	\$92,367.09	\$27,205.14

--- INTERMEDIATE SOURCES ---			
2XXX From Intermediate Sources	\$48,337.04	\$49,352.04	(\$1,015.00)
Total Revenue Intermediate Sources	\$48,337.04	\$49,352.04	(\$1,015.00)

--- STATE SOURCES ---			
32XX Other Restricted Entitlements	\$783,599.00	\$517,399.00	\$266,200.00
Total Revenue from State Sources	\$783,599.00	\$517,399.00	\$266,200.00

--- FEDERAL SOURCES ---			
4411-16 Title I	\$953,556.00	.00	\$953,556.00
4451-55 Title II	\$233,843.00	\$7,695.00	\$226,148.00
4491-94 Title III	\$88,269.00	.00	\$88,269.00
4471-74 Title IV	\$95,004.00	.00	\$95,004.00
4409 ARP - IDEA Preschool	\$33,840.00	.00	\$33,840.00
4419 ARP - IDEA Basic	\$397,742.00	.00	\$397,742.00
4420-29 I.D.E.A. Part B (Handicapped)	\$2,208,835.00	\$231,081.00	\$1,977,754.00
4430-39 Vocational Education	\$151,402.00	.00	\$151,402.00
4530 CARES Act Education Stabilization Fund	\$214,384.29	\$30,182.00	\$184,202.29
4534 CRRSA Act - ESSER II	\$3,064,702.00	\$944,922.00	\$2,119,780.00
4535 CRRSA Act - Learning Acceleration Grant	\$196,677.00	\$66,138.00	\$130,539.00
4536 CRRSA Act - Mental Health Grant	\$45,000.00	\$7,122.00	\$37,878.00
4540 ARP-ESSER Grant Program	\$4,588,590.00	.00	\$4,588,590.00
Total Revenues from Federal Sources	\$12,271,844.29	\$1,287,140.00	\$10,984,704.29

TOTAL REVENUES/SOURCES OF FUNDS	\$13,223,352.56	\$1,946,258.13	\$11,277,094.43
=====			

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
Special Revenue Fund - Fund 20
STATEMENT OF APPROPRIATIONS - RESTRICTED STATE ENTITLEMENTS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 5 Month Period Ending 11/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
Local Projects:				
20-001-XXX-XXX to 20-199-XXX-XXX Local Projects	\$67,909.27	\$6,126.45	\$3,891.32	\$57,891.50
20-475-XXX-XXX Student Activity Fund	\$100,000.00	\$97,547.02	.00	\$2,452.98
TOTAL LOCAL PROJECTS	\$167,909.27	\$103,673.47	\$3,891.32	\$60,344.48
State Projects:				
-- Other State Programs --				
20-501-XXX-XXX to 20-511-XXX-XXX Nonpublic Programs	\$783,599.00	\$182,271.07	\$467,634.05	\$133,693.88
-- TOTAL Other State Programs --	\$783,599.00	\$182,271.07	\$467,634.05	\$133,693.88
TOTAL STATE PROJECTS	\$783,599.00	\$182,271.07	\$467,634.05	\$133,693.88
Federal Projects:				
--- CARES Act Educational Stabilization Fund ---				
-- Instruction --				
20-477-100-1XX Salaries	\$52,504.00	\$26,664.33	.00	\$25,839.67
20-477-100-300 Purchased Services	\$25,776.00	\$1,680.00	.00	\$24,096.00
20-477-100-500 Other purchased servs. (400-500 series)	\$10,000.00	.00	.00	\$10,000.00
20-477-100-600 Instructional Supplies	\$39,187.04	.00	.00	\$39,187.04
Total Instruction	\$127,467.04	\$28,344.33	\$0.00	\$99,122.71
--- Support Services ---				
20-477-200-200 Benefits	\$8,584.06	.00	.00	\$8,584.06
20-477-200-300 Professional Tech Services	\$15,000.00	\$10,000.00	.00	\$5,000.00
20-477-200-600 Supplies and Materials	\$3,657.19	.00	\$2,665.00	\$992.19
Total Support Services	\$27,241.25	\$10,000.00	\$2,665.00	\$14,576.25
TOTAL CARES Act Education Stabilization Fund	\$154,708.29	\$38,344.33	\$2,665.00	\$113,698.96
--- Bridging the Digital Divide Program				
--- Coronavirus Relief Grant Program ---				
--- Other Federal Programs ---				
20-223-XXX-XXX ARP-IDEA Basic Grant Program	\$397,742.00	.00	.00	\$397,742.00
20-224-XXX-XXX ARP-IDEA Preschool Grant Program	\$33,840.00	.00	.00	\$33,840.00
20-231 to 20-239-XXX-XXX ESSA Title I - Part A/D	\$953,556.00	\$173,023.80	\$436,002.20	\$344,530.00
20-241 to 20-245-XXX-XXX ESSA Title III - Part A/D	\$88,269.00	\$27,100.00	\$27,353.00	\$33,816.00
20-25X-XXX-XXX I.D.E.A. Part B	\$2,208,835.00	\$686,375.59	\$1,069,417.27	\$453,042.14
20-27X-XXX-XXX ESSA Title II - Part A/D	\$233,843.00	\$14,145.47	\$100,818.00	\$118,879.53
20-28X-XXX-XXX ESSA Title IV	\$95,004.00	\$1,000.00	\$53,014.00	\$40,990.00
20-361 to 20-399-XXX-XXX Vocational Education	\$151,402.00	\$70,476.82	\$25,804.62	\$55,120.56
20-483-XXX-XXX CRRSA-ESSER II Grant Program	\$3,064,702.00	\$1,646,031.81	\$1,414,876.40	\$3,793.79
20-484-XXX-XXX CRRSA Act-Learning Acceleration Grant Program				
	\$196,677.00	\$68,216.48	.00	\$128,460.52
20-485-XXX-XXX CRRSA Act-Mental Health Grant Program	\$45,000.00	\$33,038.16	.00	\$11,961.84

	Appropriations	Expenditures	Encumbrances	Available Balance
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
20-487-XXX-XXX ARP-ESSER Grant Program	\$4,588,590.00	\$89,887.00	\$588,240.00	\$3,910,463.00
TOTAL Other Federal Programs	\$12,057,460.00	\$2,809,295.13	\$3,715,525.49	\$5,532,639.38
	=====	=====	=====	=====
TOTAL FEDERAL PROJECTS	\$12,212,168.29	\$2,847,639.46	\$3,718,190.49	\$5,646,338.34
20-XXX-XXX-XXX All Other State/Fed/Loc Projects	\$59,676.00	\$11,029.92	\$34,468.50	\$14,177.58
TOTAL EXPENDITURES	\$13,223,352.56	\$3,144,613.92	\$4,224,184.36	\$5,854,554.28
	=====	=====	=====	=====

REPORT OF THE SECRETARY CERTIFICATION PAGE
TO THE BOARD OF EDUCATION
West Orange Board of Education

Special Revenue Fund - Fund 20
For 5 Month Period Ending 11/30/2021

I, Tonya Flowers, Board Secretary/Business Administrator
certify that no line item account has encumbrances and expenditures,
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.



Board Secretary/Business Administrator

12/15/21
Date

12/14 3:30pm

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
Capital Projects Fund - Fund 30
Interim Balance Sheet
For 5 Month Period Ending 11/30/21

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ASSETS AND RESOURCES

=====

--- A S S E T S ---

105	Cash with fiscal agents	\$137,745.26
-----	-------------------------	--------------

--- R E S O U R C E S ---

301	Estimated Revenues	\$137,730.74	
302	Less Revenues	(\$137,745.26)	
			(\$14.52)

Total assets and resources

\$137,730.74

=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education

Capital Projects Fund - Fund 30
Interim Balance Sheet
For 5 Month Period Ending 11/30/21

=====

LIABILITIES AND FUND EQUITY

=====

FUND BALANCE

--- Appropriated ---

601	Appropriations	\$137,730.74	\$137,730.74
	Total Appropriated		\$137,730.74

--- Unappropriated ---

TOTAL FUND BALANCE	\$137,730.74
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TOTAL LIABILITIES AND FUND EQUITY	\$137,730.74
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REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education

Capital Projects Fund - Fund 30
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 5 Month Period Ending 11/30/21

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
Other Revenue/Source of Funds	\$137,730.74	\$137,745.26		(\$14.52)
TOTAL REVENUE/SOURCES OF FUNDS	\$137,730.74	\$137,745.26		(\$14.52)
	=====	=====	=====	=====
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
30-XXX-XXX-73X Equipment	\$137,730.74	.00	.00	\$137,730.74
TOTAL EXPENDITURES	\$137,730.74	\$0.00	\$0.00	\$137,730.74
*** TOTAL EXPENDITURES AND TRANSFERS	\$137,730.74	\$0.00	\$0.00	\$137,730.74
	=====	=====	=====	=====

REPORT OF THE SECRETARY CERTIFICATION PAGE
TO THE BOARD OF EDUCATION
West Orange Board of Education

Capital Projects Fund - Fund 30
For 5 Month Period Ending 11/30/21

I, Tonya Flowers, Board Secretary/Business Administrator
certify that no line item account has encumbrances and expenditures,
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.



Board Secretary/Business Administrator

12/15/21

Date

12/14 3:30pm

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education
Debt Service Fund - Fund 40
Interim Balance Sheet
For 5 Month Period Ending 11/30/21

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---

101	Cash in bank		(\$2,528,095.25)
121	Tax levy receivable		\$3,119,797.35
	Accounts receivable:		
141	Intergovernmental - State	\$83,337.00	
		<hr/>	<hr/>
			\$83,337.00

--- R E S O U R C E S ---

301	Estimated Revenues	\$6,079,350.00	
302	Less Revenues	(\$6,079,350.00)	
		<hr/>	<hr/>
	Total assets and resources		\$675,039.10
			=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education

Debt Service Fund - Fund 40
Interim Balance Sheet
For 5 Month Period Ending 11/30/21

=====

LIABILITIES AND FUND EQUITY

=====

FUND BALANCE

--- Appropriated ---

753	Reserve for encumbrances - Current Year			\$486,006.75
	Reserved fund balance:			
601	Appropriations		\$6,079,354.00	
602	Less : Expenditures	\$5,404,313.82		
603	Encumbrances	\$486,006.75	(\$5,890,320.57)	
				\$189,033.43

Total Appropriated \$675,040.18

--- Unappropriated ---

770	Fund Balance		\$2.92
303	Budgeted Fund Balance		(\$4.00)

TOTAL FUND BALANCE \$675,039.10

TOTAL LIABILITIES AND FUND EQUITY \$675,039.10

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	\$6,079,354.00	\$5,890,320.57	\$189,033.43
Revenues	(\$6,079,350.00)	(\$6,079,350.00)	\$0.00
	\$4.00	(\$189,029.43)	\$189,033.43
--- Change in Maint. / Capital reserve account ---			
Subtotal	\$4.00	(\$189,029.43)	\$189,033.43
Less: Adjust for prior year encumb.	\$0.00	\$0.00	
Budgeted Fund Balance	\$4.00	(\$189,029.43)	\$189,033.43

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education

Debt Service Fund - Fund 40
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 5 Month Period Ending 11/30/21

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	_____	_____	_____	_____
*** REVENUES/SOURCES OF FUNDS ***				
--- Local Sources ---				
1210 Local tax levy	\$5,348,224.00	\$5,348,224.00		.00
	_____	_____	_____	_____
Total Local Sources	\$5,348,224.00	\$5,348,224.00		\$0.00
	=====	=====	=====	=====
--- State Sources ---				
3160 Debt service aid Type II	\$731,126.00	\$731,126.00		.00
	_____	_____	_____	_____
Total State Sources	\$731,126.00	\$731,126.00		\$0.00
	=====	=====	=====	=====
TOTAL REVENUE/SOURCES OF FUNDS	\$6,079,350.00	\$6,079,350.00		\$0.00
	=====	=====	=====	=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
West Orange Board of Education

Debt Service Fund - Fund 40
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 5 Month Period Ending 11/30/21

*** EXPENDITURES ***	APPROPRIATIONS	EXPENDITURES/Enc.	AVAILABLE BALANCE
	<u> </u>	<u> </u>	<u> </u>
--- Debt Service - Regular ---			
40-701-510-723 Princ. Payments-Comm. Appr. Lease Pur. Agr.	\$1,995,000.00	\$1,995,000.00	.00
40-701-510-833 Interest Payments-Comm. Appr. Lease Pur. Agr.	\$802,672.00	\$802,671.88	\$0.12
40-701-510-834 Interest on Bonds	\$400,682.00	\$211,648.69	\$189,033.31
40-701-510-910 Redemption of Principal	\$2,881,000.00	\$2,881,000.00	.00
	<u> </u>	<u> </u>	<u> </u>
TOTAL	\$6,079,354.00	\$5,890,320.57	\$189,033.43
	=====	=====	=====
	<u> </u>	<u> </u>	<u> </u>
TOTAL USES OF FUNDS BEFORE TRANSFERS	\$6,079,354.00	\$5,890,320.57	\$189,033.43
	=====	=====	=====
	<u> </u>	<u> </u>	<u> </u>
*** TOTAL USES OF FUNDS ***	\$6,079,354.00	\$5,890,320.57	\$189,033.43
	=====	=====	=====

REPORT OF THE SECRETARY CERTIFICATION PAGE
TO THE BOARD OF EDUCATION
West Orange Board of Education
Debt Service Fund - Fund 40

For 5 Month Period Ending 11/30/21

I, Tonya Flowers, Board Secretary/Business Administrator
certify that no line item account has encumbrances and expenditures,
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.



Board Secretary/Administrator

12/15/21
Date

REPORT OF THE TREASURER
TO THE BOARD OF EDUCATION

DISTRICT OF WEST ORANGE

ALL FUNDS

FOR THE MONTH ENDING NOVEMBER 30, 2021

	Beginning Cash Balance	Cash Receipts	Cash Disbursements	Ending Cash Balance
GOVERNMENTAL FUNDS				
General Fund - Fund 10	21,447,253.51	26,909,438.44	15,132,611.12	33,224,080.83
Capital Reserve -Fund 10	33,148.10	0.29		33,148.39
Emergency Reserve -Fund 10	664,448.96	9.83	2.00	664,456.79
Workers Comp Claims Fund-Fund 10	90,000.00	14,763.43	14,763.43	90,000.00
Unemployment Trust Fund-Fund 10	529,716.25	9,606.74		539,322.99
Payroll Agency-Fund 10	1,134,876.62	4,844,641.80	4,417,400.52	1,562,117.90
Flex Account-Fund 10	580.86	29,785.84	29,785.84	580.86
Flex Account-Fiscal Agent-Fund 10	55,090.71			55,090.71
Special Revenue Fund - Fund 20	(386,862.91)	231,121.00	714,195.46	(869,937.37)
Student Activity Fund - Fund 20	260,523.85	13,169.77	18,509.01	255,184.61
Capital Projects Fund - Fund 30	137,739.60	5.66		137,745.26
Debt Service Fund - Fund 40	(3,730,322.91)	1,202,227.66		(2,528,095.25)
Total Governmental Funds	20,236,192.64	33,254,770.46	20,327,267.38	33,163,695.72
ENTERPRISE FUNDS				
Food Service Fund - Fund 60	2,243,433.58	46,777.32	723,893.78	1,566,317.12
Enrichment Fund - Fund 61	14,816.42		1,173.23	13,643.19
Total Enterprise Funds	2,258,250.00	46,777.32	725,067.01	1,579,960.31
AGENCY FUNDS				
Payroll	1,512.80	5,087,468.59	5,088,981.39	0.00
Total Agency Funds	1,512.80	5,087,468.59	5,088,981.39	0.00
TOTAL ALL FUNDS	22,495,955.44	38,389,016.37	26,141,315.78	34,743,656.03


Treasurer of School Monies


Date

19 November 2021
7046-11810

Via Email (tflowers@westorangeschools.org)

West Orange Board of Education
179 Eagle Rock Avenue
West Orange, NJ 07052

Attention: Tonya Flowers
Business Administrator/Board Secretary

**Re: Proposal for Architectural and Engineering Services
Washington Elementary School Pre-K TCU Installation**

Dear Ms. Flowers:

Thank you for inviting EI Associates to submit this proposal to provide professional Architectural and Engineering services covering the installation of Temporary Classroom Units (TCUs) at the Washington Elementary School. Based on notes from our recent discussions and knowledge of the school site from our prior work, we clearly understand the District objectives and project requirements.

EI Associates has been providing professional design services to the K-12 educational community for over 77 years. We have a highly integrated and professional in-house staff of educational planners, architects and engineers of all disciplines to support all of your facility program needs. EI has recently designed similar TCU installations for Districts including Summit, West Amwell, Lakewood, Alpine, Belleville, Montague and Pleasantville. Our team is well qualified to execute this project on your behalf.

PROJECT DESCRIPTION

The West Orange School District (District) is proposing to install two Temporary Classroom Units (TCUs) at the Washington Elementary School. Each unit will contain two classrooms for a total of four classrooms. The TCUs will house the District's Pre-K program and will be located at the rear of the school near the newer addition. The TCUs will be located to maintain fire lane access behind the building and allow accommodations for parking and paved play area. The TCUs will be either purchased or leased by the District. The TCU assembly will accommodate the following program areas:

- Four (4) Classrooms, each measuring 900 sq.ft.
- Each classroom will be provided with one ADA compliant, single fixture toilet room and closet.
- Two (2) ADA compliant, Unisex Faculty Toilet Rooms.

The TCU configuration will consist of a central, double loaded access deck with two classrooms on each side. The TCU installation will require hurricane straps as part of the foundation system construction. The proposed TCU installation will require domestic water, sanitary sewer and electric power extended from existing available utilities at the Washington school site. The TCUs will be heated and cooled by electric HVAC equipment, designed, specified and installed by Vanguard; natural gas utilities are not required for this installation. We understand this project will be reviewed by the local building department for permit approval and will not require NJDCA approval.

The proposed TCU installation will require the following design features:

- Stairs and accessible ramps constructed of pressure treated lumber, by the TCU manufacturer.
- Water and sewer service
- The TCU will be installed on permanent concrete foundations and footing. A geotechnical report will be required to confirm the bearing capacity for the installation.
- Grounding rods
- Electrical service

The new impervious features will be limited to the building area and a walkway connecting the TCU building to the main building so that the total impervious features will be less than 0.25 acres (10,890 square feet). This will avoid the need to design new stormwater management facilities or modifications to the existing stormwater management basin. The area of soil disturbance is estimated to be less than one acre. A "Major Development" is any development that provides for ultimately disturbing one or more acres of land. Disturbance is the placement of impervious surface or exposure and /or movement of soil or bedrock or clearing, cutting or removing of vegetation. Therefore the project will not be considered a "major development" per the Municipal Stormwater Management Regulations and is not required to be design the meet the regulations for major developments.

We recommend that a geotechnical investigation be performed to verify the potential for sinkhole formation within the construction limits. The project will require plan certification by the Essex County Soil Conservation District (ECSCD). No other land development approvals will be required. There are no wetlands or flood plains located within the project site.

As part of this assignment EI will retain a professional surveying firm to perform a survey of the property. The survey will cover preparation of an overall property plan with detailed utility and topography survey work performed in the immediate vicinity of the proposed TCU location. The survey will not include a certified boundary survey.

The water and sewer services will connect to existing utilities located on the Washington School site. We have assumed the existing 1600-amp service will accommodate the additional electrical load of the proposed TCU installation without requiring utility upgrade and/or modification. Accordingly, our proposal assumes the installation of (2) 250-amp breakers within the existing switchboard to serve the proposed TCU installation. As is feasible, a new electrical panel may be provided within the boiler room to separately feed the TCUs.

We assume the District will purchase or lease the TCU's without requiring a public bid process. Accordingly our proposal excludes bid phase related services such as preparation and distribution of contractor bid packages, attendance at a pre-bid meeting, bid review and tabulation. The TCU manufacturer will prepare signed and sealed Architectural, Structural (including foundations and

hurricane straps), Mechanical, Electrical and Plumbing documents covering the design of all TCU building components and systems suitable for submission to the Township of West Orange for permit purposes. EI Associates will prepare simplified "permit-ready" documents covering the design of project related Civil improvements as well as Electrical and Plumbing utility connections. EI's work will also cover the design of electrical grounding of the new TCU as well as the extension of fire alarm, security and communication systems from existing Washington Elementary School systems to the new TCU facility. EI will also prepare the project related NJDOE submission.

The District intends for this installation to be completed this summer for occupancy by September 2021.

SCOPE OF PROFESSIONAL SERVICES

EI will prepare design drawings and technical specifications for the project as described above. Our proposed project plan will be to execute the work in three phases as follows: Phase I – Schematic Design and NJDOE Submission; Phase II – Permit-Ready Documents, and Phase III – Construction Phase Services. In order to ensure proper siting of the TCUs during the Phase I work, our proposal assumes the Phase I and Phase II work described below will be performed concurrently. Specifically, we will perform the following:

Phase I – Schematic Design and NJDOE Submission

1. Attend a kickoff meeting with the District to confirm the scope of work, deliverables and schedule. Prepare and distribute minutes of all meetings.
2. Obtain from the District record drawings of prior building plans, site plans, details, utility and grading plans. These plans will be used to prepare an overall site plan of the school property showing the general limits of work.
3. Retain the services of a qualified site surveyor to prepare a current and accurate survey of the project area. Obtain an electronic AutoCAD file of the topographic survey of the project site. Related services are covered as Allowance in the Compensation section of this proposal.
4. If required, retain a testing firm to perform ground penetrating radar (GPR) services of the immediate project area to identify potential underground utilities and/or interferences. Related services are covered as an Allowance in the Compensation section of this proposal.
5. Retain the services of a qualified geotechnical testing firm to prepare a soils report to confirm the soil bearing capacity of the project area. Related services are covered as an Allowance in the Compensation section of this proposal. The TCU manufacturer will use the information in the soils report to design, fabricate and construct the foundations for the TCU structure.
6. Visit the project site and take photographs of the existing conditions and meet with representatives of the District to review the work scope items to be included in the construction bid documents.
7. Based upon the above information, prepare Educational Specifications covering the proposed educational program requirements.
8. Based upon the above information, prepare Schematic plans delineating the proposed TCU installation. Prepare an architectural furniture arrangement plan illustrating the proposed Pre-K classroom configurations.
9. Prepare a budgetary cost estimate covering the proposed improvements.
10. Meet with representatives of the District to review the plans and estimates. Obtain the District comments regarding final design.

11. Attend a courtesy review meeting with the local planning board.
12. Prepare a project schedule.
13. Prepare Schematic Design Documents for submission to NJDOE for approval. Complete required NJDOE submission forms.
14. Update the District LRFP as required for NJDOE approval.
15. Submit plans to NJDOE for approval.

Phase II – Permit-Ready Documents

1. Prepare permit-ready documents based upon the approved Schematic plans. We anticipate preparation of the following documents:

Drawing No.	Title
T00	Title Sheet
T01	General Notes, Legends and Code Information
C01	Existing Conditions Plan
C02	Proposed Site Plan and Details
C03	Soil Erosion Control Plan
C04	Soil Erosion Control Plan & Details
A10	TCU Classroom and Furniture Arrangement Plan
E00	Gen Notes, abbrev, and Symbols list
E01	Conduit, Wiring and Grounding notes
E31	Fire Alarm, Security and IC Plan
E40	Single Line Diagram
E50	Panel Schedules
E60	Fire Alarm Single Line
E61	Intercom Single Line
E70	Electrical Details Sheet 1 of 2
ES01	Electrical Site Plan
E31.1	Partial Existing Bldg Plan (FA/IC)
P00	Plumbing Notes, Legends and Abbreviations
P10	Part Site Domestic Water and Sanitary Sewer Utility Plan
P40	Site Plumbing Details and Notes

The drawings listed above will be prepared on 30"x42" sheets in AutoCAD format. Specifications will be provided in simplified format on the drawings or in separate booklet format as feasible.

2. Obtain standard construction drawings from the TCU manufacturer covering the proposed trailer construction.
3. Meet with representatives of the water and sewer utility companies to obtain construction details and specification covering the proposed utility connections, including application forms and fees. Verify the connection point for sewer and water facilities.
4. Prepare Essex County Soil Conservation District Application for plan certification.
5. Meet with the District to review the documents and obtain comments and approvals.
6. Prepare technical specifications covering the proposed scope of work.
7. Prepare non-technical contract documents covering items such as the form of contract, insurance requirements, etc. for West Orange School District's attorney review.

8. Provide three sets of signed and sealed plans and specifications to the District for submission to the local code official for a construction permit.

Phase III – Construction Administration

1. Respond to RFI's during construction.
2. Prepare the contract between the construction contractor and the District for the Board's attorney review. Contractor's Notice to Proceed will be provided by the District.
3. Attend a preconstruction meeting at the site.
4. Review contractor's submittals specified in the Contract Documents.
5. Visit the site three times during construction. Advise the District of the progress of the work.
6. Perform one initial punch list visit following substantial completion of the work. Prepare a punch list of incomplete items and/or work which deviates from the project requirements.
7. Perform a final punch list visit to confirm all punch list items have been completed.
8. Review project closeout documents and recommend final payment amount.

Please note that this does not represent that EI personnel will be managing the construction of the project. Full construction management services can be provided by EI, if so desired, for additional compensation.

WORK SCOPE NOTES

The scope of services detailed above are based on the following qualifications and assumptions:

1. This proposal covers the scope of professional service described above. In the event that substantial deviations from the proposed scope of work described occur or that client-oriented revisions requiring engineering redesign occur, additional engineering fees may be required. Additional services will be provided on a time and expense basis as authorized by the West Orange Board of Education.
2. The contract for construction is between the District and the Contractor. EI Associates and our representatives are not responsible for, nor have authority or control over, construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the work as this is the sole responsibility of the contractor(s) performing the work.
3. EI's compensation proposal covers the following project expenses:
 - Travel to and from West Orange.
 - Reproduction costs for internal and Owner review sets.
 - Up to 8 sets of sealed and signed documents for NJDOE and building permit submittal.
 - One electronic disc of the construction documents. The files on the electronic disc will be in pdf format.
 - Miscellaneous copies and distribution of meeting minutes, etc., one copy per organization.
 - Normal correspondence and telephone communications.
 - Delivery of all the above documents will be via normal mail services. Overnight or express delivery will be provided at an additional charge.
4. Our proposal assumes the District will purchase or lease the TCU's without requiring a public bid process. Our proposal covers the preparation of permit-ready documents. Services related to a

- public bid process such as preparation and distribution of contractor bid packages, pre-bid meeting attendance, review and tabulation of contractor bids are excluded.
5. The design of electric, water and sanitary utility upgrades to the site are excluded. We have assumed existing utilities are adequate and in close proximity to support the proposed improvements.
 6. Our proposal assumes the Phase I and Phase II work described above will be performed concurrently.
 7. The design of site lighting, playground, athletic field and/or parking facility improvements are excluded.
 8. EI Associates will prepare a generic furniture layout for the project. Furniture specification and procurement shall be the sole responsibility of the District.
 9. We have assumed all design documents prepared by TCU manufacturer will be signed and sealed by their professional architect and/or engineer, licensed in NJ, and the work will comply with all applicable codes and jurisdictional agency requirements.
 10. Structural engineering services beyond the design of foundations are excluded.
 11. We have assumed existing Washington Elementary School fire alarm, security and communication systems and panels have adequate spare capacity to support extension to the proposed TCU without requiring upgrade and/or replacement.
 12. The following services are not covered in this proposal:
 - a) NJDEP applications.
 - b) Site survey services are covered as a separate Allowance.
 - c) Geotechnical investigation services are covered as a separate Allowance.
 - d) Ground penetrating radar (GPR) services to confirm underground utilities and/or interferences are covered as a separate Allowance.
 - e) Traffic Studies or NJDOT permits.
 - f) Historical Resources Studies.
 - g) Soil testing for contaminants.
 - h) Stormwater Management Calculations. If stormwater management facilities are required, these systems will be designed for an additional fee.
 - i) Preparation of color renderings.
 - j) Preparation of a landscape plan.
 - k) Relocation of existing playground equipment or fields.
 - l) Design of a covered walkway from the school building to the TCUs.
 - m) Submission to NJDCA or revisions requested by NJDCA.
 - n) All application fees shall be paid by the District.

COMPENSATION

EI Associates proposes to provide professional services as described above in accordance with the following fee schedule:

Phase I -	Schematic Design and NJDOE Submission	\$16,400
Phase II -	Permit-Ready Documents	\$37,700
Phase III -	Construction Administration	\$13,200
Total:		\$67,300

19 November 2021

7046-11810

Page 7

In addition, we recommend the District budget the following Allowances:

Site Survey Allowance -	\$ 5,000
Geotechnical Investigation Allowance -	\$ 5,000
GPR Investigation Allowance -	\$ 2,500

Project-related expenses in addition to that covered under this proposal will be invoiced in accordance with the attached Charges for Reimbursable Expenses. Invoices will be submitted monthly and will be due and payable within 30 days. The enclosed Business Terms shall apply to this assignment.

Extended Owner's Representative Services During Construction (Optional Service):

EIA Constructors, Inc., our in-house construction management division, is available to provide experienced construction personnel for extended Owner's Representation (clerk-of-the-works) services on site throughout the construction phase. These additional services can be provided on a daily or full-time basis as best fits your needs. The fee will be based on the duration of the service.

Our staff is available to execute this project promptly following receipt of your authorization to proceed. We trust this proposal is precisely responsive to your request. Should you require any additional information, please contact us and we will respond promptly. Thank you for this opportunity to continue to serve West Orange Public Schools.

Very truly yours,

EI ASSOCIATES
Architects &
Engineers, PA



Michael J. Wozny, AIA, LEEDAP
Vice President, Educational Projects

Att: EI Business Terms
EI Charges for Reimbursable Expenses Schedule

Cc: EI Distribution

EI
ASSOCIATES

EI ASSOCIATES
BUSINESS TERMS FOR K-12 PROJECTS

1. **PROPOSAL DURATION**

Proposals presented by EI will remain effective for a period of 30 days. EI is always willing to discuss a mutually agreeable time extension.

2. **DELAYS**

Should any project be delayed by no fault of EI Associates, then there shall be an equitable fee adjustment to cover EI Associate's unanticipated extra costs.

3. **INVOICES**

- a. **Invoices submitted monthly will be due and payable within 30 days.**
- b. Any invoices not paid within 30 days of receipt, will be subject to interest charged at 1-1/2% per month of the unpaid balance.
- c. If payments are not received within 60 days of receipt, our fee will be increased by 2%. In addition, EI Associates also reserves the right to suspend services under the contract and EI Associates will not be held responsible for resulting damages. The client will be responsible for the additional costs to demobilize and remobilize.

4. **LIMITATIONS OF LIABILITY**

EI Associates and its consultants will not be responsible for the correctness or accuracy of any information supplied by parties other than EI and its consultants. The aggregate EI Associates liability for damages resulting from its errors, omissions, or other causes, shall not be in excess of its fee. EI shall not render services relating to asbestos. Owner shall indemnify EI against all liability for damages arising out of handling of asbestos and any other hazardous materials.

5. **OWNERSHIP OF DOCUMENTS**

Owner agrees not to reuse documentation prepared by EI Associates beyond the agreed upon scope of work without the written consent of EI Associates.

6. **EXPERT WITNESS TESTIMONY**

EI Associates will provide expert witness testimony services at the rate of \$800 per half day and \$1,400 per full day, plus reimbursable expenses as outlined above.

EI ASSOCIATES
CHARGES FOR REIMBURSABLE EXPENSES

Expenses incurred in the interest of the project are charged at the following rates, or if not shown, at cost plus 15%.

1. Reproduction expenses as follows:

Digital Bond First Copy – 30 x 42	\$7.98 each
Digital Bond Print – 30 x 42	\$3.50 each
Digital Bond First Copy – 24 x 36	\$5.35 each
Digital Bond Print – 24 x 36	\$2.50 each
Photocopy – 8.5 x 11	\$0.18 per sheet
Photocopy – 11 x 17	\$0.35 per sheet
Color Copy – 8.5 x 11	\$2.00 each
Color Copy – 11 x 17	\$3.00 each
CAD Color Plot – 30 x 42	\$27.00 each
CAD Color Plot – 24 x 36	\$18.00 each
CAD Check Plot – 8.5 x 11	\$2.50 per plot
CAD Check Plot – 11 x 17	\$2.75 per plot
CAD Check Plot – 15 x 21	\$3.00 per plot
Staple Prints	\$1.50 per set
Wire or GBC Punch & Bind	\$11.55 set
Acco Punch & Bind	\$8.60 per set
Acetate 8.5 x 11	\$0.75 each
Scan to Disc	\$18.00 per dwg.

2. Downward conversion of latest version of AutoCAD to earlier version @ \$75 per drawing. Retrieval of archived information: base fee \$250.
3. Bind, purge, audit and publish AutoCAD files @ \$25 per drawing.
4. Fax at \$.50 per Page.
5. Automobile travel at \$0.56 per mile. Travel involving airplanes, rental cars, hotels, etc. at cost + 15%.
6. Messenger and overnight delivery charges at cost + 15%.
7. Subconsultants such as geotechnical, surveying, asbestos remediation, and specialty consultants at cost + 25%.