



**Board Finance Committee Meeting**  
**Hasani Council, Chairperson**  
**Thursday, September 23, 2021**  
**5:30pm**

**Finance Committee Report**

Location	Date	Time
WebEx	September 23, 2021	5:30pm
<b>Board Members</b>		
Hasani Council		Daniel Gonzalez
Asia J. Norton		
<b>Committee Liaison &amp; Superintendent Representative</b>		
Valerie Wilson		Jose Fuentes
<b>Other District Staff</b>		
Anzella K. Nelms		Elvis Matos
Havier Nazario		Pablo Canela
Nicole T. Johnson		Sherelle Spriggs
Krystle Whitlock		Wilma Davis
Imani Moody		Lisa Nicholas
<b>Guests</b>		
<b>Meeting Summary</b>		
<p>The Finance Committee convened for its monthly meeting on Thursday, September 23, 2021, at 5:31 pm. All Committee Members listed above were in attendance. The meeting began with School Business Administrator, Valerie Wilson introducing Mr. Imani Moody, the new Assistant School Business Administrator of Finance. To start the discussion, Mr. Moody spoke about the resolution to consent to the assignment and splitting a power purchase agreement. Other discussion topics were grants, lunch applications, safe school routes, and prepared meal delivery for students. The water donation from Jones &amp; Jones Trucking has been beneficial since drinking water sources within the schools have been closed off due to Covid19 for the safety of students and staff. Home-to-school Transportations for the special education student population ensure that parents have a safe and efficient means to transport their children in and out of district schools. Ms. Wilson also discussed the Montclair Leadership Pipeline Program, a partnership with the Newark Board of Education that helps the District develop leaders using local funds. The K-5 Local History Amistad Curriculum Development was created by Historian Junius W. Williams, who is versed in African American, indigenous, and Latin history within the city of Newark. These courses will focus on the accomplishments of African Americans in the building and development of America. In conclusion, Ms. Wilson gave an update on Health Benefits for the board. The District is looking to move from full insurance health benefits plan to a self-insurance health benefits plan.</p> <p>The meeting successfully adjourned at 6:47 pm</p>		

<b>Finance and Operations</b>
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<b>Item:</b> Secretary Report - July 2021	
<b>Lead(s):</b> Pablo Canela, Executive Controller	<b>Priority:</b> 1 <b>Strategy:</b> 1.2

**Comments:**

The Secretary's accounts are in balance and reconciled. The District ended its books in good financial standing.

<b>Item:</b> Treasurer Report - July 2021	
<b>Lead(s):</b> Pablo Canela, Executive Controller	<b>Priority:</b> 1 <b>Strategy:</b> 1.2

**Comments:**

The Treasurer accounts are in balance and reconciled. The District ended its books in good financial standing.

<b>Item:</b> Transfer Report - July 2021	
<b>Lead(s):</b> Pablo Canela, Executive Controller	<b>Priority:</b> 1 <b>Strategy:</b> 1.2

**Comments:**

The Transfer accounts are in balance and reconciled. The District ended its books in good financial standing.

<b>Item:</b> Payroll Summary for 8/13/2021 and 8/18/2021	
<b>Lead(s):</b> Pablo Canela, Executive Controller	<b>Priority:</b> 1 <b>Strategy:</b> 1.2

**Comments:**

Payroll is issued every two weeks. There are no irregularities for these two payrolls. The summaries reflected on the attachments are all of the information associated with the pays for those specific periods and months.

<b>Item:</b> Newark Board of Education Operating Account Checks - August 2021	
<b>Lead(s):</b> Pablo Canela, Executive Controller	<b>Priority:</b> 1 <b>Strategy:</b> 1.2

**Comments:**

All reports are submitted to the county within 30 days after closing.

<b>Item:</b> CF Lessee F7 LLC resolution to consent to assignment for the design, installation, and operation of solar photovoltaic systems at multiple Newark Board of Education Facilities and for the purchase of the solar energy generated by the solar photovoltaic systems.- revised 9-3-21	
<b>Lead(s):</b> Valerie Wilson, School Business Administrator	<b>Priority:</b> 1 <b>Strategy:</b> 1.5

**Comments:**

A resolution was passed on Monday, April 16, 2018 to award contract number 8858, a power purchase agreement for solar energy, to Eznergy NJ LLC, for the design, installation, and operation of solar photovoltaic systems at multiple Newark Board of Education Facilities, and for the purchase of the solar energy generated by the solar photovoltaic systems. This recommendation is to consent to the assignment of two of those Master Services Agreements from CF Holdco SF LLC to CF Lessee F7 LLC and to remit payment directly to Wilmington Trust National Bank, as reviewed by Rodney L. Williams, Director of Energy & Sustainability.

<b>Item:</b> Resolution to Consent to Assignment of Master Solar Energy Services Agreement 8858	
<b>Lead(s):</b> Valerie Wilson, School Business Administrator	<b>Priority:</b> 1 <b>Strategy:</b> 1.5

**Comments:**

In connection with the award of contract number 8858, the Newark Board of Education and Ezenergy NJ LLC entered into that certain Master Solar Energy Services Agreement dated as of June 19, 2019 for Arts High School, Barringer High School, Malcolm X Shabazz High School, Technology High School, Weequahic High School and George Washington Carver School.

<b>Item:</b> Project F.E.E.D. Sites	
<b>Lead(s):</b> Valerie Wilson, School Business Administrator	<b>Priority:</b> 6 <b>Strategy:</b> 6.1

**Comments:**

The Newark Board of Education accepts the donation from Project F.E.E.D. of 1,500 weekly meals for 10 NPS schools and intends to comply with the provisions in the award letter.

<b>Item:</b> Authorization for The Newark Board of Education to Enter into The New Jersey Cooperative Purchasing Alliance Cooperative Pricing Agreement	
<b>Lead(s):</b> Valerie Wilson, School Business Administrator	<b>Priority:</b> 1 <b>Strategy:</b> 1.1

**Comments:**

N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration. The County of Bergen, hereinafter referred to as the "Lead Agency " has offered voluntary participation in the New Jersey Cooperative Purchasing Alliance # CK04- a Cooperative Pricing System for the purchase of goods and services. This resolution shall take effect immediately upon passage.

<b>Item:</b> Authorization for The Newark Board of Education to Enter into The Morris County Cooperative Pricing Council	
<b>Lead(s):</b> Valerie Wilson, School Business Administrator	<b>Priority:</b> 1 <b>Strategy:</b> 1.1

**Comment:**

N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration. The Morris County Cooperative Pricing Council ("MCCPC") was created in 1974 to conduct a voluntary cooperative pricing system with municipalities, boards of educations, and other public bodies located in the County of Morris and adjoining counties. The purpose of the MCCPC is to provide substantial savings on various goods and services to its members through the cooperative public bidding process. This Resolution shall take effect immediately upon final passage according to law.

<b>Item:</b> Resolution to Consent to the Assignment and Splitting of a Power Purchase Agreement	
<b>Lead(s):</b> Valerie Wilson, School Business Administrator	<b>Priority:</b> 1 <b>Strategy:</b> 1.5

**Comments:**

A resolution was passed on May 4, 2021 to award contract number 9287, a solar energy power purchase agreement (PPA), to vendor National Energy Partners (NEP), to provide solar generated electricity to the Newark Board of Education at 51 Board locations.

<b>Item:</b> Jones & Jones Trucking Water Donation	
<b>Lead(s):</b> Valerie Wilson, School Business Administrator	<b>Priority:</b> 5 <b>Strategy:</b> 5.2

**Comments:**

Jones & Jones Trucking, LLC would like to donate 1,200 cases of Poland Spring water to the Newark Board of Education value at \$8,400.

<b>Item:</b> Teach STEM Classes in Nonpublic Schools Grant	
<b>Lead(s):</b> Valerie Wilson, School Business Administrator	<b>Priority:</b> 1 <b>Strategy:</b> 1.1

**Comments:**

The Teach STEM Classes in Nonpublic Schools grant initiative aims to help schools address the rising costs of STEM education, the growing shortage of qualified STEM teachers in the state, and the need to expand STEM education

offerings to all students, helping them prepare for the future. The Teach STEM Classes in Nonpublic Schools grant has awarded the Newark Board of Education \$10,798.08 for 2021-2022 School year.

<b>Item:</b> Operation Warm – Coat Donation	
<b>Lead(s):</b> Valerie Wilson, School Business Administrator	<b>Priority:</b> 6 <b>Strategy:</b> 6.1

**Comments:**

Operation Warm is a national nonprofit that manufactures brand-new, high-quality coats and shoes for children in need. They partner with community organizations across North America to provide emotional warmth, confidence to socialize and succeed, and hope of a brighter future by using the gift as a catalyst for community connection. Operation Warm in partnership with Benjamin Moore would like to donate 444 new coats for every South 17th Street student at an approximate value of \$22,200.

<b>Item:</b> Resolution to Accept - Sustainable Jersey for Schools Grant at Thirteenth Avenue School	
<b>Lead(s):</b> Valerie Wilson, School Business Administrator	<b>Priority:</b> 6 <b>Strategy:</b> 6.1

**Comments:**

Newark Board of Education seeks to support and work with school staff and administrators, students and parents to ensure a safe and healthy environment for students by encouraging our school communities to implement sustainable, energy-smart, eco-friendly and cost-effective solution. The Newark Board of Education accepts the \$10,000 grant award from Sustainable Jersey for Schools to implement the Sustainable Garden- Greenhouse Project at Thirteenth Avenue School and intends to comply with all requirements, conditions, and requests as set forth in the grant application.

<b>Item:</b> Donation from Good Sports	
<b>Lead(s):</b> Valerie Wilson, School Business Administrator	<b>Priority:</b> 6 <b>Strategy:</b> 6.1

**Comments:**

Good Sports is a national non-profit that donates brand-new sports equipment to programs in high need communities across the country. Good Sports is providing an equipment donation with a value of \$25,012.09 to benefit NBOE high schools that meet our criteria of 51% or higher free and reduced lunch rate.

<b>Item:</b> Safe Routes to School Project FY 2021-2022	
<b>Lead(s):</b> Valerie Wilson, School Business Administrator	<b>Priority:</b> 1 <b>Strategy:</b> 1.1

**Comments:**

This Safe Routes to School project will provide a much needed safety improvement in the area and will clearly provide a much safer transportation experience for student walkers and bike riders, as well as students with disabilities and the general population of pedestrians and bicyclists in the City of Newark by installing speed bumps, rumble strips, bump outs and/or signage. The project will make the routes to several of the District’s schools much safer. The schools are Elliot Street School, Luis Munoz Marin School, Roberto Clemente School, First Avenue School, Lincoln School, Mont Vernon School, Sir Isaac Newton Street School, Ann Street School, Lafayette Street School, South Street School, G.W. Carver School, Avon Avenue School, Salome Urena and Chancellor Avenue School.

<b>Purchasing</b>	
<b>Item:</b> Renewal of Contract 9005R1 Tree Trimming and Related Services	
<b>Lead(s):</b> Sherelle Spriggs, Director of Support Services, Purchasing	<b>Priority:</b> 1 <b>Strategy:</b> 1.5

**Comments:**

Bids were received on Thursday, August 1, 2019 after public advertisement for tree trimming and related services. The vendor has agreed to renew for the sole two-year renewal period under the same terms and conditions with

no increase in the original contract price with Rich Tree Service, Inc., South Plainfield, NJ at a cost not to exceed \$282,900 to provide tree trimming and related services to Newark Board of Education schools and properties.

<b>Item:</b> Amendment to Math Success Purchasing Reference 9336	
<b>Lead(s):</b> Sherelle Spriggs, Director of Support Services, Purchasing	<b>Priority:</b> 2 <b>Strategy:</b> 2.6

**Comments:**

In partnership with New Jersey Institute of Technology (NJIT) and the City of Newark, the NJIT/Newark Math Success Initiative launched. The program is designed to identify and strengthen high school student’s mathematic knowledge, skills, and preparation for college work. This allows students to earn college credits during high school and strengthen their mathematic knowledge with New Jersey Institute of Technology, Newark, NJ at a cost not to exceed \$86,360.58.

<b>Item:</b> Early Childhood Online Assessments Purchasing Reference 9425	
<b>Lead(s):</b> Sherelle Spriggs, Director of Support Services, Purchasing	<b>Priority:</b> 2 <b>Strategy:</b> 2.4

**Comments:**

The District desires to administer Early Childhood student assessments for gathering relevant information evaluating performance and progress with Teaching Strategies LLC, Bethesda, MD at a cost not to exceed \$78,292.50 for a term of September 9, 2021 through September 8, 2022.

<b>Item:</b> Award of Student Transportation Services To and From School Contract 9389	
<b>Lead(s):</b> Sherelle Spriggs, Director of Support Services, Purchasing	<b>Priority:</b> 1 <b>Strategy:</b> 1.2

**Comments:**

The District is required to provide transportation to and from school to elementary school pupils who live more than two miles from their public school of attendance or secondary school pupils who live more than two and a half miles from their public school of attendance. 79 Routes Awarded for a Grant Total Annual Contract Award not to exceed \$5,111,470. The contract is for a two-year period commencing September 1, 2021 with the option to renew for two additional one year periods.

<b>Item:</b> Newark Montclair Leadership Pipeline Program Purchasing Reference 9424	
<b>Lead(s):</b> Sherelle Spriggs, Director of Support Services, Purchasing	<b>Priority:</b> 4 <b>Strategy:</b> 4.3

**Comments:**

The Newark Board of Education desires to enter into a contract with Montclair State University for the Newark Montclair Leadership Pipeline. Participants will earn credits for their Principal Certification, Supervisor Certification, or Masters in Educational Leadership; and through rigorous academic work and authentic school based experiences, these courses will develop outstanding new leaders with skills, knowledge, and the disposition to serve the specific needs of the Newark Board of Education. The program totals \$22,860.00 per participant. The Newark Board of Education will fund \$5,000.00 per participant. The contract is for a two-year period of September 30, 2021 through August 31, 2023.

<b>Item:</b> Notification of Action Taken: Prepared Meals Purchasing Reference 9427	
<b>Lead(s):</b> Sherelle Spriggs, Director of Support Services, Purchasing	<b>Priority:</b> 1 <b>Strategy:</b> 1.1

**Comments:**

On March 9, 2020, the Governor issued Executive Order 103 declaring a State of Emergency and a Public Health Emergency as a result of the Coronavirus (COVID-19) pandemic. The Newark Board of Education previously advertised and awarded contracts for Cafeteria Food Items to produce in-house breakfast and lunch for students; however, due to COVID-19 supply chain hardships and staffing matters prepared meals are now required to ensure students of the Newark Board of Education receive a balanced and nutritious breakfast and lunch. Venders Uline

Inc, Breinigsville, PA at a cost not to exceed \$126,929.22 and Whitsons Food Service Bronx Corp, Islandia, NY at a cost not to exceed \$3,872,384.40 from September 17, 2021 through June 30, 2022.

<b>Item:</b> Award of Work Uniforms Contract 9256	
<b>Lead(s):</b> Sherelle Spriggs, Director of Support Services, Purchasing	<b>Priority:</b> 6 <b>Strategy:</b> 6.1

**Comments:**

This is a facilities related contracts for the custodial worker’s uniform. Venders have been contacted and the lowest cost venders will be contacted.

<b>Item:</b> K-5 Local History Amistad Curriculum Development Purchasing Reference 9243	
<b>Lead(s):</b> Sherelle Spriggs, Director of Support Services, Purchasing	<b>Priority:</b> 3 <b>Strategy:</b> 3.1

**Comments:**

The Newark Board of Education desires to retain a highly knowledgeable historian versed in African American, indigenous, and Latinx histories within the city of Newark and nationally to provide consultation on the development of local history units for grades K-5 that meet the Amistad Law passed in 2002 and New Jersey Senate Bill 1028 passed into law in January 2021 that supplemented the existing law to require all boards of education to include instruction that infuses into all courses on the United States, the centuries of accomplishments by African Americans in the building and development of America including, but not limited to, the areas of industry, the professions, local communities, culture, arts, and the sciences. K-5 Local History Amistad curriculum development and professional development services for a two-year period of October 1, 2021 through September 30, 2023 with the option to renew for one additional two-year period with Junius W. Williams, Newark, NJ at cost not to exceed \$150,000.

<b>Item:</b> 9428 Science, Technology, Engineering, and Math Instructional Materials Purchasing Reference	
<b>Lead(s):</b> Sherelle Spriggs, Director of Support Services, Purchasing	<b>Priority:</b> 2, 3 <b>Strategy:</b> 2.1, 3.4

**Comments:**

The State of New Jersey Chapter 192 and 193 Laws of 1977 as amended, requires that public schools provide selected educational services to pupils enrolled full-time in nonpublic elementary and secondary schools in Newark. Essex Regional Educational Services Commission, and Catapult Learning through their direct services component, will provide these quality educational services by licensed educators to Newark nonpublic students for the 2021/2022 academic year at the rates established by the New Jersey Department of Education. The total allocation is estimated at one million one hundred thousand dollars.

<b>Item:</b> Chapter 192/193 Instructional Educational Services to Students in Non-Public Schools Purchasing Reference 9330	
<b>Lead(s):</b> Sherelle Spriggs, Director of Support Services, Purchasing	<b>Priority:</b> 4 <b>Strategy:</b> 4.5

**Comments:**

The State of New Jersey Chapter 192 and 193 Laws of 1977 as amended, requires that public schools of education provide selected educational services to pupils enrolled full-time in nonpublic elementary and secondary schools in Newark. The Newark Board of Education accepts and approves the award of term contracts for Instructional Educational Services for Students in Non-Public Schools from September 20, 2021 through June 30, 2022 to Essex Regional Educational Services Commission and Catapult Learning at a cost not to exceed one million one hundred thousand dollars.

<b>Item:</b> Amendment of Instructional Materials and Professional Development for Curriculum and Learning Environments Contract 8860R1	
<b>Lead(s):</b> Sherelle Spriggs, Director of Support Services, Purchasing	<b>Priority:</b> 2 <b>Strategy:</b> 2.1

**Comments:**

The Newark Board of Education desires to increase the contract award value for McGraw Hill Education to purchase additional instructional materials including English Language Arts materials. This is to provide pre-qualified instructional material and professional development providers to aid in the delivery and establishment of highly effective learning environments at a cost not to exceed from \$700,000.00 to \$1,200,000.

<b>Item:</b> Award of Contracts 9393A Medical Benefits and 9393B Pharmacy Benefit Manager Insurance Coverages	
<b>Lead(s):</b> Sherelle Spriggs, Director of Support Services, Purchasing	<b>Priority:</b> 6 <b>Strategy:</b> 6.2

**Comments:**

The Newark Board of Education has committed itself to addressing academic excellence in its schools and the development of the highest potential in each student. The Newark Board of Education approves the award of contract for Supplemental Elementary Reading Materials to aid in teaching phonics, spelling, and vocabulary for a contract period of October 1, 2021 through September 30, 2022 to meet the educational requirements of New Jersey and the District's Education Plan. The contract is with Savvas Learning Company LLC, Paramus, NJ at a cost not to exceed \$200,000.

<b>Item:</b> Supplemental Elementary Reading Materials Purchasing Reference 9429	
<b>Lead(s):</b> Sherelle Spriggs, Director of Support Services, Purchasing	<b>Priority:</b> 6 <b>Strategy:</b> 6.2

**Comment:**

The Newark Board of Education has committed itself to addressing academic excellence in its schools and the development of the highest potential in each student. This is to meet the educational requirements of New Jersey and the District's Education Plan. Newark Board of Education approves the award of contract for Supplemental Elementary Reading Materials to aid in teaching phonics, spelling, and vocabulary for a contract period of October 1, 2021 through September 30, 2022 with Savvas Learning Company LLC, Paramus, NJ at a cost not to exceed \$200,000.

<b>Item:</b> Change Order 1 to Electrical Service Upgrade at Newark Vocational High School Contract 9383	
<b>Lead(s):</b> Sherelle Spriggs, Director of Support Services, Purchasing	<b>Priority:</b> 1 <b>Strategy:</b> 1.1, 1.5

**Comment:**

The Newark Board of Education awarded a contract to Manor II Electric, Inc., 3 Ardsley Ct., Holmdel, NJ 07733 for electrical service upgrade at Newark Vocational High School at the August 26, 2021 Board Meeting in the amount of \$279,500.00 with a requested 10% contingency allowance in the amount of \$27,950. To extend installation of the underground primary raceway from the pad mount transformer to the relocated riser pole. Subject to availability of funds.

Facilities	
<b>Item:</b> Award of Vinyl Composition Tiles (VCT) Floor Tiles and Related Supplies Contract 9265	
<b>Lead(s):</b> Valerie Wilson, School Business Administrator	<b>Priority:</b> 6 <b>Strategy:</b> 6.2

**Comments:**

This is an award that the District discussed in detail at the Committee Meeting.

Meeting Adjourned	
<b>The Committee agreed to move all Resolutions Forward to The Full Board</b>	Board Committee Members
<b>Miscellaneous</b>	Health Benefits Update
<b>Adjournment Time</b>	6:47pm
<b>Minutes Submitted By</b>	Lisa Nicholas