

# **BUSINESS OFFICE AGENDA ITEMS OCTOBER 27, 2020**

## **RESOLUTION #87 SY 20-21**

### **AUTHORIZATION OF THE CAMDEN CITY SCHOOL DISTRICT TO ACCEPT THE BANCROFT PROGRAMS FOR BEDSIDE INSTRUCTION FOR THE 2020-2021 SCHOOL YEAR IN AN AMOUNT NOT TO EXCEED \$110,000.00.**

Bancroft tutors are recommended to work with the children of Camden. In accordance to N.J.A.C. 6A:16-10.1, Bancroft programs will provide educational services for two hours per day per student for both special and regular education students. The rate is \$70 per hour. Not to exceed \$100,000.00 from July 1, 2020 to June 30, 2021.

Fund 11

Submitted by: Renee Wickersty, Supervisor  
Approved by: Jill Trainor, Chief

## **APPROVAL IN ADVANCE - 9/3/2020**

### **AUTHORIZATION OF THE CAMDEN CITY SCHOOL DISTRICT TO ACCEPT THE BANCROFT PROGRAMS FOR BEDSIDE INSTRUCTION FOR THE 2020-2021 SCHOOL YEAR IN AN AMOUNT NOT TO EXCEED \$100,000.00**

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Fund 11

Submitted by: Renee Wickersty, Supervisor  
Approved by: Jill Trainor, Chief

# **BUSINESS OFFICE AGENDA ITEMS**

## **OCTOBER 27, 2020**

### **RESOLUTION #88 SY 20-21**

**AUTHORIZATION OF THE CAMDEN CITY SCHOOL DISTRICT TO ACCEPT THE CONTRACT WITH CAMDEN COUNTY COLLEGE FOR A GATEWAY TO COLLEGE PROGRAM FOR SCHOOL YEAR 2020-2021 IN AN AMOUNT NOT TO EXCEED \$1,300,000.00.**

The District and Camden County College will enter into an agreement to provide instruction on campus for students between the ages of sixteen (16) and twenty (20) to gain a high school diploma while earning college credits.

**Cost:** \$1,300,000.00

**Account Numbers:** 20-236-100-300-000-00  
20-281-100-300-000-00

**Source of Funds:** TITLE I and TITLE IV

**Submitted by:** Larry James, Senior Director of Student Supports:

# **BUSINESS OFFICE AGENDA ITEMS OCTOBER 27, 2020**

## **RESOLUTION #89 SY 20-21 AMENDMENT**

**AUTHORIZATION OF THE CAMDEN CITY SCHOOL DISTRICT TO AMEND RESOLUTION #69 SY 20-21, APPROVED, SEPTEMBER 29, 2020, TO INCREASE THE COST FOR JANITORIAL SERVICES BY \$79, 560 FOR THE 2020-2021 SCHOOL YEAR IN AN AMOUNT NOT TO EXCEED \$309,285.00.**

Funding Source: CARES Act Funds  
Submitted by: Eileen Ramos, Senior Manager of Grants  
Approved by: Karen Campbell, Senior Director of Grants

## **ORIGINAL REQUEST**

### **RESOLUTION #69 SY 20-21**

**AUTHORIZATION OF THE CAMDEN CITY SCHOOL DISTRICT TO APPROVE KELLER MEYER BERGENSONS SERVICES TO PROVIDE JANITORIAL SERVICES FOR NON PUBLIC SCHOOLS FOR THE 2020-2021 SCHOOL YEAR IN AN AMOUNT NOT TO EXCEED \$229,725.00.**

It is recommended that the Camden City School District/Office of Grants contract with Keller Meller Bergensons Services for Janitorial Services in the following Non Public Schools: St. Joseph Pro Cathedral, Sacred Heart, Holy Name, Camden Forward and Urban Promise.

The district advertised for a Request for Bids # CBOE 26-20 for Janitorial Services for the Non-Public Schools on August 13, 2020. A total of ten bids were received for this service. After review and evaluation of the bids, three bids were above the bid threshold. The two lowest priced bidders, Clean Concepts LLC and Elite Janitorial Services did not respond to the Scope of Services detailed in the bid announcement. Therefore, the Office of Grants is requesting authorization to award the contract to Keller Meyer Bergensons Services the lowest responsive bidder.

The term of the contract shall be for a term of one year. At the discretion of the Board, contract may be extended for an additional one (1) year term. Contract extension is contingent upon the availability and appropriation of funds.

Submitted by: Karen Campbell, Senior Director of Grants  
Approved by: Margaret McDonnell, Interim Business Administrator  
Account number: 20-477-200-400-000-90

# **BUSINESS OFFICE AGENDA ITEMS**

## **OCTOBER 27, 2020**

### **RESOLUTION #90 SY 20-21**

#### **AUTHORIZATION OF THE CAMDEN CITY SCHOOL DISTRICT TO ADOPT A RESOLUTION TO ESTABLISH STANDARD PROCEDURES AND REQUIREMENTS FOR PUBLIC COMMENT MADE DURING A REMOTE PUBLIC MEETING.**

**WHEREAS**, the COVID-19 pandemic has forced local government entities throughout the State of New Jersey to hold public meetings remotely; and

**WHEREAS**, Section 8 of P.L. 2020, c. 34 authorized the Director of the Division of Local Government Services ("Director") to promulgate regulations establishing standard protocols for remote meetings held by a "local public body" during a Governor declared emergency ("Regulations"); and

**WHEREAS**, the Director promulgated the Regulations, which are codified as N.J.A.C. 5:39-1.1 through 1.7; and

**WHEREAS**, the Camden City School District a "local public body" as defined in the Regulations and is therefore subject to the requirements thereof; and

**WHEREAS**, N.J.A.C. 5:39-1.4(h) requires a local public body to adopt a resolution establishing standard procedures and requirements for public comment made during a remote public meeting as well as for public comments submitted in writing ahead of the remote public meeting; and

**WHEREAS**, in order to fulfill the requirements set forth in N.J.A.C. 5:39-1.4(h) the procedures and requirements appearing below are hereby established by the Advisory Board.

**NOW, THEREFORE, BE IT RESOLVED** that the Camden City School District Advisory Board, County of Camden, State of New Jersey, hereby establishes the following procedures and requirements to satisfy the requirement set forth in N.J.A.C. 5:39- 1.4(h):

- (1) Members of the public wishing to make a comment during a remote meeting shall be permitted to do so using the audio and/or video technology under which the remote meeting is being held. All individuals seeking to comment at the board meeting must sign up in advance no later than 5:00 p.m. on the day of the advisory board meeting. A virtual sign-up sheet will be made available 24 hours in advance of the meeting on the District's website.
- (2) Members of the public may also submit written comments to the District through the General Counsel, by either e-mail to [publiccomment@camden.k12.nj.us](mailto:publiccomment@camden.k12.nj.us) or by completing an online form available on the District's website. Written comments must be received no later than 5:00 p.m. the day of the advisory board meeting to be read aloud at that meeting by the District's General Counsel. All written comments must include name and address.

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- (3) Public comments shall be received and/or read into the record during times designated during the meeting for public participation. Both oral and written public comments will still need to adhere to the 3-minute limit for public comment.
- (4) Any text-based public comment received during a remote public advisory board meeting held through an electronic communications platform or Internet-accessible technology will not be accepted or considered part of the official public comment.
- (5) Members of the public commenting during a remote meeting shall not act in any manner to disrupt the meeting. If such a member of the public becomes disruptive during the meeting, General Counsel may mute, or direct the muting of, the disruptive member and warn that any continued disruption may result in the member being prevented from speaking during the meeting or be removed from the remote meeting. Disruptive conduct includes, but is not limited to, sustained inappropriate behaviors such as shouting, interruption, and the use of profanity.
- (6) This resolution shall be updated annually at the Advisory Board's Reorganization meeting and/or as necessary throughout the year.

Adopted: October 27, 2020

Submitted by: Samantha Price, General Counsel

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## **OCTOBER 27, 2020**

### **RESOLUTION #91 SY 20-21**

**AUTHORIZATION OF THE CAMDEN CITY SCHOOL DISTRICT TO ACCEPT THE NON PUBLIC SECURITY ENTITLEMENT AID FOR THE 2020-2021 SCHOOL YEAR IN AN AMOUNT NOT TO EXCEED \$157,500.00.**

The following Non-Public Schools will receive aid for Security Entitlement:

Name of School	Amount
The Camden Forward School	\$ 19,075.00
Holy Name School	\$ 29,400.00
Sacred Heart School	\$ 29,400.00
Muhammad Univ. of Islam No 20	\$ 2,625.00
St. Joseph (Pro-Cathedral)	\$ 68,075.00
Urban Promise	\$ 8,925.00

Submitted by: Eileen Ramos, Senior Manager of Grants  
Approved by: Karen Campbell, Senior Director of Grants

# **BUSINESS OFFICE AGENDA ITEMS**

## **OCTOBER 27, 2020**

### **RESOLUTION #92 SY 20-21**

#### **AUTHORIZATION OF THE CAMDEN CITY SCHOOL DISTRICT TO APPROVE TUITION CONTRACTS FOR THE 2020-2021 SCHOOL YEAR.**

The Camden City School District grants permission to the following private schools to provide out of district tuition placement to those students whose names are on file with the School Business Administrator/Board Secretary during the 2020-2021 school year. Tuition varies at each site due to varied needs and services, according to the individual student's IEP. Dollar amounts within a school may vary with different start dates and end dates and/or program.

Total – 2020-2021 SY = \$985,568.24

Submitted by: Jill Trainor, Chief School Support Officer, Special Education

# **BUSINESS OFFICE AGENDA ITEMS OCTOBER 27, 2020**

## **RESOLUTION #93 SY 20-21**

### **AUTHORIZATION OF THE CAMDEN CITY SCHOOL DISTRICT TO APPROVE THE PROFESSIONAL SERVICE AGREEMENT WITH GLOUCESTER COUNTY SPECIAL SERVICES SCHOOL DISTRICT FOR THE 2020-2021 SCHOOL YEAR.**

It is recommended that the Camden City School District approve the agreement for Professional Services with Gloucester County Special Services School District to serve special needs students beginning July 1, 2020 through June 30, 2021.

The Gloucester County Special Service School District (GCSSSD) will provide professional and related services requested by the District. Related services include evaluation, treatment, consultation, staff recruitment and supervision, training for assessments, autism outreach services, professional development and other professional services.

The GCSSSD will provide services, records, and reports in accordance with all regulations affecting the School District in force during the period of this agreement.

Professional Services provided by GCSSSD in the Professional Services Agreement will be in response to specific written requests from the School District. All services provided will comply with applicable New Jersey state and federal regulations.

Account No: General Fund 11

Recommended by: Jill Trainor, Chief School Support Officer, Office of Special Services



# **BUSINESS OFFICE AGENDA ITEMS OCTOBER 27, 2020**

## **RESOLUTION #94 SY 20-21 AMENDMENT**

**AUTHORIZATION OF THE CAMDEN CITY SCHOOL TO AMEND RESOLUTION #203 SY 20-21, APPROVED, JUNE 16, 2020, TO REDUCE THE NUMBER OF COUNSELORS FROM TWO (2) TO ONE (1) AT ST. JOSEPH SCHOOL FOR THE 2020-2021 SCHOOL YEAR IN AN AMOUNT NOT TO EXCEED \$79,560.00.**

Funding Source: CARES Act Funds  
Submitted by: Eileen Ramos, Senior Manager of Grants  
Approved by: Karen Campbell, Senior Director of Grants

## **ORIGINAL REQUEST RESOLUTION #203 SY 19-20**

**AUTHORIZATION OF THE CAMDEN CITY SCHOOL DISTRICT APPROVE SCHOOL COUNSELING SERVICES FOR ST. JOSEPH NON-PUBLIC SCHOOL FROM THE CAMDEN COUNTY EDUCATIONAL SERVICES COMMISSION FOR THE 2020-2021 SCHOOL YEAR IN AN AMOUNT NOT TO EXCEED \$159,120.**

It is recommended permission be granted for Camden City School District to approve services from the Camden County Education Service Commission for (2) School Counselors for St. Joseph Non-public School with CARES Act funds. Services will be for the 2020-2021 SY.  
The cost is \$159,120.

Total Cost: \$ \$79,560 per counselor  
Total not to exceed \$159,120  
Funding Source: CARES Act Funds  
Submitted by: Eileen Ramos, Senior Manager of Grants  
Approved by: Karen Campbell, Senior Director of Grants

# **BUSINESS OFFICE AGENDA ITEMS**

## **OCTOBER 27, 2020**

### **RESOLUTION #95 SY 20-21**

#### **AUTHORIZATION OF THE CAMDEN CITY SCHOOL DISTRICT TO RENEW THE FSMC CONTRACT WITH ARAMARK EDUCATIONAL SERVICES, LLC TO OPERATE THE SCHOOL DISTRICT'S FOOD SERVICE OPERATIONS FROM JULY 1, 2020– JUNE 30, 2021 PER USDA WAIVER.**

Due to COVID-19 the 2019-20 guarantee has been eliminated. The District will pay Aramark a per meal fee of \$0.2014 and reimburse all operational expenses per State and Federal Department of Agriculture guidelines with a guarantee of \$304,000 for the 20-21 school year.

#### **MANAGEMENT FEE(S) / GUARANTEES**

##### **1) Payment to the FSMC**

a. The SFA shall reimburse ARAMARK for all Reimbursable Items. The SFA shall pay to ARAMARK a management fee of \$0.2014 per meal served under National School Lunch Program, and if applicable, Breakfast Program, At-Risk Afterschool Meals Program and After School Snacks Programs, and for each Meal Equivalent served (the "Management Fee").

b. The total of such Reimbursable Items and the Management Fee shall be referred to as "SFA's Financial Obligation."

c. The number of National School Lunch Program, and if applicable, Breakfast Program, At-Risk Afterschool Meals Program and After School Snacks Programs, meals served to children shall be determined by actual count. A "Meal Equivalent" provided by ARAMARK is determined by dividing the total of cash receipts, other than from sales of National School Lunch Program, and if applicable, Breakfast Program, At-Risk Afterschool Meals Program and After School Snacks Programs, meals, or Cash Equivalents, by the Equivalency Factor. The Equivalency Factor used to determine the number of Meal Equivalents served by ARAMARK shall be in the amount of \$3.06.

##### **2) Financial Guarantee (Surplus)**

a. Projected Surplus Budget: ARAMARK estimates that Gross Receipts for the Current Year shall exceed SFA's Total Food Service Costs for the Current Year by at least Three Hundred and Four Thousand Dollars (\$304,000) (the "Projected Surplus") for those items of revenue and expense set forth in the mutually agreed upon Projected Food Service Budget attached hereto as Exhibit A.

b. Reimbursement: ARAMARK agrees to reimburse SFA for the amount (the "FSMC Responsibility") if any, by which SFA's actual surplus (the "Actual Surplus") for the current year is less than the projected surplus for the current year ("SFA's shortfall).

Submitted By, Arlethia Brown, Sr. Manager School Nutrition  
Acct. #60-910-310-390-001-00

# BUSINESS OFFICE AGENDA ITEMS

## OCTOBER 27, 2020

### RESOLUTION #96 SY 20-21

#### **AUTHORIZATION OF THE CAMDEN CITY SCHOOL DISTRICT TO APPROVE THE CONTRACT WITH ESS SUPPORT SERVICES TO PROVIDE SUBSTITUTES/SUBSTITUTE PARAPROFESSIONALS FOR THE 2020-2021 SCHOOL YEAR IN AN AMOUNT NOT TO EXCEED \$1,000,000.00.**

The Camden City School District advertised an Invitation to Bid, Project # CBOE 20-19

Substitute/ Substitute Paraprofessionals on July 9, 2019. Two (2) bidders responded to the Invitation and Submitted bids:

Substitutes/Substitute Paraprofessionals

<b>Name of Bidder</b>	<b>Hourly Rates for Full Day</b>	<b>Hourly Rates for Half Day</b>
ESS Support Services	Pay Rate - \$80.00 Bill Rate - \$100.00	Pay Rate - \$40.00 Bill Rate - \$50.00
Precision Human Resource Solutions, Inc.	Pay Rate - \$90.00 Bill Rate - \$114.30	Pay Rate - \$45.00 Bill Rate - \$90.00

ESS Support Services exclusively serves the PreK-12 market. ESS Support Services will provide the following services (as requested by the District):

Employee Management  
Web-Based Technology  
Communication  
District and Ongoing Support

The Camden City School District recommends that a contract be issued to ESS Support Services to provide Substitutes and Substitute Paraprofessional for students at the Camden City School District for the 2020-21 school year.