

Glassboro Public Schools



MEMO

To: Mark Silverstein

From: Michael Sloan

Date: January 30, 2024

Re: Recommendation – SDA Funding

Recommend Board approval of the submission of the attached Certification to the New Jersey Schools Development Authority (SDA) for Emergent and Capital Maintenance Needs funding, and acceptance of funds in the amount of \$45,842.00.

**Certification of School District Superintendent or Business
Administrator in Support of Receipt of FY2024 Funding**

Full Name: Michael Sloan

Title: Business Administrator

School District: Glassboro Public Schools

I, Michael Sloan, certify:

1. I am the Business Administrator for the Glassboro Public Schools School District ("District").
2. I am authorized to make this Certification on behalf of the District.
3. I make this certification in furtherance of the requirements for the District's receipt of its allocated portion of \$75 million in funding included in the New Jersey Fiscal Year 2024 budget, to be distributed by the New Jersey Schools Development Authority (SDA) and the Department of Education (DOE) to school districts for emergent projects and capital maintenance projects.
4. I certify that the District will utilize its allocated portion of the Designated Funding to pay for expenses for emergent projects (as defined in N.J.A.C. 6A:26-3.14) and capital maintenance projects or maintenance costs (as defined in N.J.S.A. 18A:7G-3). Further I certify the funds will be expended within 365 calendar days from receipt. In the event there are unexpended funds after 365 days the District shall notify the NJSDA in writing to determine appropriate remedy.
5. I certify that Designated Funding will not be applied to purchases, expenditures or scopes of work that are or will be funded or reimbursed through other state or federal funding or reimbursement programs.
6. I certify that the Designated Funding will be utilized in connection with the emergent projects or capital maintenance projects identified in Attachment A, specifying the relevant school facility and scope of work. If after the receipt of funds the District determines to utilize the Designated Funding for projects other than those identified in Attachment A the District will notify NJSDA in writing via the submission of an updated duly executed certification and Attachment A.
7. I certify that the District will comply with the provisions of the Public School Contracts Law, N.J.S.A. 18A:18A-1.1 et seq., in making its purchases and contracting for work or services to be paid for with the Designated Funding.

8. I certify that the District shall create, receive and maintain such accounts and records as are necessary to document all expenditures to be paid for with the Designated Funding, including records of the nature, scope and cost of the goods or services purchased or contracted for, the identity of the provider or supplier, documentation of the complete performance of the contract or purchase order, as well the methodology for procuring the purchases or contracts. The District shall retain such records for a period of seven (7) years after complete performance of such contracts or purchase orders, and any additional period required for the resolution of any litigation, claims or audit findings relating to such contracts.
9. The District acknowledges that the SDA, the DOE, the Office of the State Comptroller, or the New Jersey State Police or their designated agents shall have the right to inspect, examine, audit and investigate the work, services, goods or equipment paid for with the Designated Funding, as well as the documentation and records relating to the expenditures funded by the Designated Funding.
10. The District shall require that each party contracting with the District to supply goods or services to be paid for with the Designated Funding shall create, receive and maintain such records and accounts as are necessary to document the nature, scope, and cost of the goods or services, as well as documentation of the procurement and complete performance of such contracts for the provision of goods or services, and shall retain such records for a period of seven (7) years after complete performance of the contract, and any additional period required for the resolution of any litigation, claims or audit findings relating to such contract.
11. The District shall include in all contracts for the supply of goods or performance of work or services to be paid for with the Designated Funding a provision indicating that the SDA, the DOE, the Office of the State Comptroller, or the New Jersey State Police or their designated agents shall have the right to inspect, examine, audit and investigate the work, services, goods or equipment paid for with the Designated Funding, as well as the documentation and records relating to the expenditures funded by the Designated Funding.

The foregoing statements are true to the best of my knowledge, information and belief. I make these statements intending and with the knowledge that they will be relied upon by the SDA and DOE. I am aware that if any of my statements are willfully false, I am subject to punishment.

Signature: _____

Date (mm/dd/yy): _____

Print or Type Full Name: Michael Sloan

Print or Type Title: Business Administrator

Attachment A

**To Certification of School District Superintendent or
Business Administrator in Support of Receipt of FY2024
Funding**

Name of School Facility	Description of Scope of Work
J. Harvey Rodgers School	Repair to building fascia/overhang which is currently failing to deterioration of building materials.
District Wide - All Buildings	HVAC maintenance.

Name of School Facility	Description of Scope of Work

MacMichael, Mary

From: Sloan, Michael
Sent: Thursday, February 8, 2024 2:32 PM
To: MacMichael, Mary; Silverstein, Mark
Subject: FW: Agenda Item - SDA Funding
Attachments: DistrictCertification_ReceiptFunding.pdf; 2024-02 SDA Funding.docx

Hello,

Please see Attachment A on page 3 of the attached PDF which details the projects. We don't have a firm cost on the Rodgers project, but I anticipate it will use up most of the funds.

J. Harvey Rodgers School: Repair to building fascia/overhang which is currently failing to deterioration of building materials.

District Wide - All Buildings: HVAC maintenance.

Thanks,
Mike



Michael Sloan
Business Administrator/Board Secretary
Glassboro Public Schools
856-652-2700 x6205

From: MacMichael, Mary <mmacmichael@gpsd.us>
Sent: Thursday, February 8, 2024 1:57 PM
To: Sloan, Michael <msloan@gpsd.us>
Cc: Silverstein, Mark <msilverstein@gpsd.us>
Subject: FW: Agenda Item - SDA Funding

Dr. Silverstein would like to know if the SDA funding is being designated for specific projects.

Mary

From: Sloan, Michael <msloan@gpsd.us>
Sent: Tuesday, February 6, 2024 10:48 AM
To: MacMichael, Mary <mmacmichael@gpsd.us>
Subject: Agenda Item - SDA Funding

Mary,

Please see the attached, thanks!

Thanks,

Mike



Michael Sloan

Business Administrator/Board Secretary
Glassboro Public Schools
856-652-2700 x6205