

**WESTWOOD REGIONAL BOARD OF EDUCATION
ORGANIZATIONAL MEETING AGENDA
JANUARY 5, 2017**

1. Meeting called to order at 7:00 P.M. in the Hurley Theater, Jr./Sr. High School (Board Secretary in Chair)
2. Salute to the Flag
3. Roll Call

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the Act, the Westwood Regional Board of Education has caused notice of this meeting to be sent to the following announcing time and place thereof:

Westwood Borough Hall
Westwood Public Library
Township of Washington Administration Building
Township of Washington Public Library
The Record
Community Life
Pascaek Press

4. Report of Election Results
5. Administer Oath of Office to recently elected Members of the Board of Education
6. Roll Call for Incoming Board of Education Members
7. Organization
 - Election of Board President
(President in Chair)
 - Election of Board Vice President
8. **PUBLIC FORUM** (Pursuant to Board Policy 0167 – Public Participation in Board Meetings)

During this portion of the meeting, district residents and staff are invited to address the Board of Education on any topics specifically addressed in this agenda or on any other questions, comments, or concerns that may be in respect to the operation of their schools. The Board requests that individuals sign the speakers' list giving name and address, and asks that all remarks be directed to the Board as a whole (not to individuals).

The Board wishes to remind all attendees at its meetings that while it subscribes without reservation to the principle of keeping the community completely informed, by policy it cannot allow public discussion of personnel matters. If a matter concerning a district staff member is of interest or concern to a resident, the matter should be referred to the responsible Building Principal, Superintendent of Schools, or the Board of Education, either by telephone, letter, or email.

Each speaker's statement will be limited to five (5) minutes in duration. The Public Forum will be limited to one (1) hour in duration.

9. ANNUAL MOTIONS

- A. Motion: that upon the recommendation of the Superintendent, the Board appoint school business administrator, Keith A. Rosado, as Board Secretary effective until the next reorganization meeting.
- B. Motion: that upon the recommendation of the Superintendent, the Board review and adopt the existing policies and regulations.

- C. Motion: that upon the recommendation of the Superintendent, the Board review, read aloud, and adopt the New Jersey School Board Member *Code of Ethics*, per the attached list dated January 5, 2017.
- D. Motion: that upon the recommendation of the Superintendent, The Record, Community Life, and Pascaack Press be designated as the Legal Newspapers of the district effective until the next reorganization meeting.
- E. Motion: that upon the recommendation of the Superintendent, the following resolution be adopted:

WHEREAS, (name) has been elected President of the Board of Education;

WHEREAS, Raymond González has been appointed Superintendent of Schools; and

WHEREAS, Keith A. Rosado has been appointed School Business Administrator/Board Secretary; and

WHEREAS, Debbie Carpino has been appointed Treasurer of School Monies;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education establishes the following bank accounts at Oritani Bank, Township of Washington, New Jersey, and that Oritani Bank is hereby requested, authorized, and directed to honor all checks, drafts, and other orders for the payment of money drawn in the name of the Board of Education in the following accounts when bearing the true or approved facsimile signature indicated:

Payroll Account — 89011035	Two Signatures Required - Treasurer of School Monies or Superintendent or Business Administrator/Board Secretary
Payroll Agency Account — 89011001	Two Signatures Required - Treasurer of School Monies or Superintendent or Business Administrator/Board Secretary
Unemployment Account — 89010995	Two Signatures Required - Treasurer of School Monies or Superintendent or Business Administrator/Board Secretary
Capital Reserve Account — 89010987	Three Signatures Required - Board President and Treasurer of School Monies and Superintendent or Business Administrator/ Board Secretary
Budget Account — 89010979	Three Signatures Required - Board President and Treasurer of School Monies and Superintendent or Business Administrator/ Board Secretary
Cafeteria Account — 89011019	Three Signatures Required - Board President and Treasurer of School Monies and Superintendent or Business Administrator/ Board Secretary
Student Activities Accounts:	Any Two of the Following – Superintendent or Business Administrator/Board Secretary or Principal
	High School — 89011027
	Middle School — 89011043
	Berkeley — 89011092
	Brookside — 89011100
	George — 89011068
	Washington — 89011076
Athletic Account — 89011050	Any Two of the Following – Superintendent or Business Administrator/Board Secretary or Principal
Scholarship Account — 89011084	Any Two of the Following – Superintendent or Business Administrator/Board Secretary or Principal

- F. Motion: that upon the recommendation of the Superintendent, the following resolution be adopted:

BE IT RESOLVED that the Board of Education authorize the Business Administrator as the district's purchasing agent, to secure all bids, contracts, and quotations in compliance with Chapter 440, Law of 1999, and New Jersey Statute 18A:18A., effective until the next reorganization meeting.

- G. Motion: that upon the recommendation of the Superintendent, the following resolution be adopted:

BE IT RESOLVED that the Board of Education authorize the Superintendent of Schools and Business Administrator to issue payments for certain recurring (or emergency) operating expenses/necessary transfers of funds prior to the approval of the Board and have these payments ratified at the subsequent board meeting effective until the next reorganization meeting.

- H. Motion: that upon the recommendation of the Superintendent, the following resolution be adopted:

BE IT RESOLVED that the Board of Education approve membership in the following organizations effective until the next reorganization meeting:

New Jersey School Boards Association
New Jersey State Interscholastic Athletic Association
Garden State Coalition of Schools

- I. Motion: that upon the recommendation of the Superintendent, the following resolution be adopted:

BE IT RESOLVED that the Board of Education approve the following tax shelter annuity programs (403B) effective until the next reorganization meeting:

Valic
Equitable
Lincoln Financial
Lincoln Investment

- J. Motion: that upon the recommendation of the Superintendent, the following resolution be adopted:

WHEREAS, the State of New Jersey Department of Education requires local districts to classify expenditures and revenues under the Uniform Minimum Chart of Accounts, Handbook 2R2;

THEREFORE BE IT RESOLVED, that the Westwood Regional Board of Education adopts the minimum Chart of Accounts as the reporting level of detail in the appropriations expenditures classification effective until the next reorganization meeting.

- K. Motion: that upon the recommendation of the Superintendent, the following resolution be adopted:

WHEREAS, the law firm of Fogarty & Hara, Esqs., has the expertise and experience to provide professional services to the Westwood Regional Board of Education;

NOW THEREFORE BE IT RESOLVED that the Westwood Regional Board of Education appoints the law firm of Fogarty & Hara, Esqs., as the board attorneys effective January 5, 2017 until the next reorganization meeting at the hourly rate of:

\$175 partner
\$155 associate

- L. Motion: that upon the recommendation of the Superintendent, the following resolution be adopted:

WHEREAS, the law firm of Machado Law Group, LLC has the expertise and experience to provide professional services to the Westwood Regional Board of Education;

NOW THEREFORE BE IT RESOLVED that the Westwood Regional Board of Education appoints the law firm of Machado Law Group, LLC as special education attorney and special legal counsel effective January 5, 2017 until the next reorganization meeting at the hourly rate of :

\$160 partner
\$160 associate

- M. Motion: that upon the recommendation of the Superintendent, approval be given to the appointment of FKA Architects as Architect of Records effective January 5, 2017 until the next reorganization meeting.

N. Motion: that upon the recommendation of the Superintendent, approval be given to the appointment of Keith A. Rosado as Public Agency Compliance Officer (P.A.C.O.) effective January 5, 2017 until the next reorganization meeting.

O. Any Annual Motions addendum items will be considered at this time.

10. **ADMINISTRATIVE / GOVERNANCE**

A. Motion: that upon the recommendation of the Superintendent, approval be given to the 2017-2018 Westwood Regional School District Calendar as per the attached dated January 5, 2017.

11. Remarks by President

12. Other Remarks by Board Members

13. **Old Business**

14. **New Business**

15. **Adjournment**

Motion: that this meeting be adjourned and the Board meet in Private Executive Session for the purpose of discussion of personnel, litigious, and negotiation matters. The decisions which emanate from these discussions will be disclosed to the public when action is taken by the Board.