

**WESTWOOD REGIONAL BOARD OF EDUCATION
MINUTES OF ORGANIZATIONAL MEETING
JANUARY 10, 2018**

The meeting was called to order at 7:00 p.m. in the Hurley Theatre, Westwood Regional Jr./Sr. High School, by Board Secretary Keith Rosado who led the salute to the flag and read the New Jersey Open Public Meeting Law statement.

Present: Trustees Blundo, Hanlon, Kalish, Mandeville, Miller, Straight, Swietkowski, Superintendent Raymond González, and Board Secretary Keith A. Rosado.

Absent: Trustees Liddy, McCallister.

ELECTION RESULTS:

- Mr. Rosado stated the results of the Board of Education election for two 3-year term seat in the Township of Washington were: Mr. Kalish received 836, Mrs. Mandeville received 910, and 13 Personal Choice votes.
- Mr. Rosado stated the results of the Board of Education election for one 3-year term seats in the Borough of Westwood were: Mrs. Swietkowski received 1,072 votes and there were 27 Personal Choice votes.

OATH OF OFFICE:

The Oath of Office was administered to the recently elected members of the Board of Education - Mr. Kalish, Mrs. Mandeville and Mrs. Swietkowski.

Roll call.

Present: Trustees Blundo, Hanlon, Kalish, Mandeville, Miller, Straight, Swietkowski, Superintendent Raymond González, and Board Secretary Keith A. Rosado.

Absent: Trustees Liddy, McCallister

ELECTION OF PRESIDENT:

Mrs. Mandeville, seconded by Mr. Blundo, that Susan Swietkowski be nominated as President.

Mrs. Hanlon, seconded by Mr. Miller, that nominations be closed.

BOARD POLLED AND MOTION CARRIED UNANIMOUSLY: 7-0

Mrs. Swietkowski then took the chair and presided for the remainder of the meeting.

ELECTION OF VICE PRESIDENT:

Mrs. Mandeville, seconded by Mrs. Hanlon, that Joseph Blundo be nominated as Vice President.

Mrs. Hanlon, seconded by Mrs. Straight, that nominations be closed.

BOARD POLLED AND MOTION CARRIED UNANIMOUSLY: 7-0

PUBLIC FORUM

Started: 7:09 p.m. Ended: 7:10 p.m.

- No one from the public chose to speak.

ANNUAL MOTIONS

Mr. Miller Seconded by Mrs. Straight, that the approval be given to the following motions:

- 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.
- Motion: that upon the recommendation of the Superintendent, the Board review and adopt the existing policies and regulations.
- 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 10, 2018.
- that upon the recommendation of the Superintendent, The Record, Community Life, and Pascack Press be designated as the Legal Newspapers of the district effective until the next reorganization meeting.
- that upon the recommendation of the Superintendent, the following resolution be adopted:

WHEREAS, Susan Swietkowski 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

- 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.

- 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.

- 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

- 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
AXA Equitable
Lincoln Financial
Lincoln Investment

- 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.

- 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 10, 2018 until the next reorganization meeting at the hourly rate of:

\$175 partner
\$155 associate

- 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 10, 2018 until the next reorganization meeting at the hourly rate of :

\$165 blended rate for Partners and Associates
\$75 paralegals

- that upon the recommendation of the Superintendent, approval be given to the appointment of FKA Architects as Architect of Records effective January 10, 2018 until the next reorganization meeting.
\$175 principal
\$145 associate
- 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 10, 2018 until the next reorganization meeting.

BOARD POLLED AND MOTIONS CARRIED UNANIMOUSLY: 7-0

Board members recited the New Jersey School Board Member *Code of Ethics*.

POLICY

Mr. Miller, seconded by Mrs. Straight, that upon the recommendation of the Superintendent, approval be given to approve the following Policies/Regulations as a *First Reading*:

Policy	Title
P2431M	Athletic Competition (M)
P2700M	Services to Nonpublic School Students
P5111M	Eligibility of Resident/Nonresident Students (M)
P5610M	Suspension Procedures (M)
P5620M	Expulsion (M)
P7100M	Long-Range Facilities Planning
P8441M	Care of Injured and Ill Persons (M)
Regulation	Title
R2431.2M	Medical Examination Prior to Participation on School-Sponsored Interscholastic or Intramural Team or Squad (M)
R5610M	Suspension Procedures (M)
R8441M	Care of Injured and Ill Persons (M)

- Mr. Blundo discussed Policy 5111 Residency of Students - with the possibility about offering only certificated staff members as an option to allow their children to attend the district at a discounted rate with approval of the Superintendent and Board. A positive is that it says alot about the District if staff chooses to send their child here.
- Mr. Kalish brought up how this could impact our class size.
- Mrs. Hanlon discussed this topic at the Finance meeting about class sizes and that tuition should be tied to it.
- Dr. Gonzalez shared that a previous District he worked in offered this to staff members.

BOARD POLLED AND MOTION CARRIED UNANIMOUSLY: 7-0

FINANCE / FACILITIES

Mrs. Straight, seconded by Mr. Miller, that upon the recommendation of the Superintendent, the board approve the submission of the project application to the New Jersey Department of Education for the Westwood Regional Jr./Sr. High School Boiler Replacement Project.

BOARD POLLED AND MOTION CARRIED UNANIMOUSLY: 7-0

REMARKS BY THE PRESIDENT:

- Mrs. Swietkowski thanked everyone for having the confidence in her to proceed with President of the Board. She especially thanked Mrs. Mandeville for her leadership and support over the years. She is confident that the Board and Administration will make the best possible decisions for our District.
- Mrs. Swietkowski asked Board to email her with requests of what committee they would like to be on. Also, requested that Board members copy her on all correspondence. Mrs. Swietkowski is looking forward to working with everyone.

REMARKS BY BOARD MEMBERS:

- Mr. Kalish congratulated Mrs. Swietkowski and Mr. Blundo for their new leadership roles and taking on the extra work. He thanked Mrs. Mandeville for her successful time as President and happy she stayed another term.
- Mrs. Hanlon thanked Mrs. Mandeville for her hard work and time she put in and congratulated Mrs. Swietkowski and Mr.

Blundo. She thanked the Administration and Board members for the amount of time everyone put in so to pass the Referendum.

- Mrs. Mandeville wished Mrs. Swietkowski and Mr. Blundo best of luck in the new positions. She thanked Dr. Gonzalez and Mr. Rosado for their guidance.
- Mr. Blundo added that Mrs. Swietkowski is fully prepared for the role of President and has worked hard. She is exactly where she should be. He thanked Mrs. Mandeville and Mrs. Hanlon for changing the culture of the Board.
- Mrs. Straight congratulated both Mrs. Swietkowski and Mr. Blundo. She stated that Mrs. Swietkowski is ready for the role due to the amount of County meetings she has attended and the time she has put in. She thanked Mrs. Mandeville for her service and leadership.
- Mr. Miller thanked both Mrs. Swietkowski and Mr. Blundo for stepping up and taking on this important role. He thanked Mrs. Mandeville for changing the culture of the Board and how much he respects her.

OLD BUSINESS

- None.

NEW BUSINESS

- Mrs. Swietkowski shared that the Bergen County meeting is January 31, 2018 at Glen Rock High School.
- 2018-19 DRAFT School Calendar, per the attached
- Dr. Gonzalez remarked that the calendar was discussed at a prior Policy & Governance meeting and held off until the Referendum was approved and to assess the impact it would have going forward. One major change is the early start date due to the way Labor Day falls on the 2018 calendar.
- The Board discussed the 2018-2019 calendar.

ADJOURNMENT

Mr. Blundo, seconded by Mrs. Hanlon, that this meeting be adjourned.

MOTION CARRIED UNANIMOUSLY: 7:0

Meeting adjourned at 7:55 p.m.

The preceding is a concise statement interpreted by the Business Administrator/Board Secretary and may not indicate the precise intent of the Board Members. The minutes of the meeting are taped and are available at the office of the Board Secretary for a period of thirty (30) days.

Respectfully submitted,



KEITH A. ROSADO
BOARD SECRETARY