

**WESTWOOD REGIONAL BOARD OF EDUCATION
REGULAR MEETING MINUTES OF MARCH 14, 2019**

The meeting called to order at approximately 7:02 P.M. in the Board of Education conference room, Jr./Sr. High School by President Swietkowski.

Present: President Swietkowski, Trustees Abou-Daoud, Blundo, Gerstmayr, Hanlon, Kalish, McCallister, Romano, Superintendent Raymond Gonzalez, and Business Administrator/Board Secretary Keith A. Rosado.

Absent: Trustee Mandeville

EXECUTIVE SESSION

Mrs. Hanlon, seconded by Mr. Kalish, that the Board will recess to meet in Private Executive Session for the purpose of discussing personnel and legal matters. The Board will reconvene in Public Session at approximately 7:35 p.m.

The decisions which emanate from these discussions will be disclosed to the public when action is taken by the Board.

MOTION CARRIED UNANIMOUSLY: 8-0

The Board reconvened at 7:35 p.m. in the Hurley Theater, Jr./Sr. High School, by President Swietkowski who lead the salute to the flag and read the New Jersey Open Public Meeting Law statement.

Present: President Swietkowski, Trustees Abou-Daoud, Blundo, Gerstmayr, Hanlon, Kalish, McCallister, Romano, Superintendent Raymond Gonzalez, and Business Administrator/Board Secretary Keith A. Rosado.

Absent: Trustee Mandeville

Superintendent's Report

- Dr. Gonzalez will give his special public report later in the meeting.

Board President's Report

- Mrs. Swietkowski stated that she enjoyed read Across America last week and visiting both Berkeley Elementary School and Brookside Elementary School. Other board members also read at various elementary school and this was an enjoyable experience.
- The next Bergen County Meeting is March 28, 2019, and Mrs. Swietkowski will be attending this meeting.

Business Administrator's Report

- Mr. Rosado went over the preliminary budget summary: The district received an additional 170,961 of state aid and these monies were included in the development of the 2019-2020 preliminary budget. The budget includes a tax ley of 2.6% which utilizes the health care waiver of \$249,637; banked cap of \$66,441; and a capital reserve withdrawal of \$225,000.
- Asbestos abatement bids for the removal of soil and asbestos debris at the Middle School were received on Wednesday, March 13, 2019. The lowest responsive bidder was GL Group Inc. in the amount of \$25,800. The work will take place during the spring break recess in April.
- Construction management proposals were received and reviewed for the middle school construction project for the period of March 18, 2019 through November 2020. Legacy Construction Management, Inc. was selected for a projected cost for the service \$259,925.
- Middle School Update:
 - The district environmentalist, Attorney, Dobco, Mr. Michael Bieri of FKA Architects , Dr. Raymond Gonzalez, Mr. Mario Cofini and Mr. Keith A. Rosado have been involved in multiple discussions to review potential solutions to remediate the removal of soil from the site with the least financial impact. The following is a summary of the current options under consideration:
 - ❖ The contractor is seeking to ship all of the soil out of state which would result in a change order of approximately \$480,000 based on the estimated removal cost of the 10,000 tons of soil. The amount would increase if the amount of soil removed increased. No formal change orders have been issued to outline the precise costs.
 - ❖ The contractor is also pushing an alternative to install geopiers (previously described in the December 7th check-in). The costs estimates provided are likely comparable to the first option, but no formal change orders have been issued to outline the exact costs.
 - ❖ The district is exploring the ability to designate the majority of the site as 'residential clean' so that it can be disposed of more easily, thus reducing the amount of soil that would require

- special handling out of state.
 - ❖ The district is also exploring the possibility of relocating the soil onsite to the A-Field and putting a cap of fresh soil on top. It would greatly reduce the cost of disposal, but we are seeking out the cost impact for renovating the field.
 - ❖ Permit has not been issued by the Boro of Westwood as of yet. There is also a pending permit from the BCUA for the replacement utility on-site.
- Several board members asked what the time frame will be for the three options for seeking out costs and the impact it will have on renovating the field?
 - Mr. Rosado responded that he anticipates having these answers for the March 28th BOE Meeting.

Student Reports: None

Committee Reports:

Curriculum & Instruction: Chairperson - Mrs. Darlene Mandeville - None

Finance & Facilities: Chairperson - Mrs. Roberta Hanlon - None

Negotiations: Chairperson - Mrs. Roberta Hanlon - The next negotiations meeting will take place Monday, April 1, 2019.

Policy & Governance: Chairperson - Mr. Joseph Blundo - None

SPECIAL PUBLIC REPORT

District Goals Progress Report, presented by Dr. Raymond González

PUBLIC FORUM

Opened: 8:55 p.m. Closed: 9:07 p.m.

- Tommy Snee, Koch Peak, Washington Township, had a question on test scores and questioned why Washington Elementary School’s scores are lower as compared to the other elementary schools.
- Sabrina Krawczyk, Washington Avenue, Westwood, asked what the Kindergarten numbers are for the incoming year. She thanked Dr. Gonzalez for his presentation this evening. She had a question about the school report cards for the elementary schools and finds that they are not informative. She wanted to touch on technology and feels there may be too much. She asked what the playground situation in each of the elementary schools and why are they not consistent as to what each school offers for playground equipment.

Dr. Gonzalez responded:

- that the district is looking into the discrepancies between Washington School scores as compared to the other elementary schools. The district will continue to focus on these concerns.
- that the incoming Kindergarten numbers are 201.
- that the teacher websites are free because the district uses google sites.
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ADMINISTRATIVE / GOVERNANCE

Mr. Blundo, seconded Mr. Kalish, the following resolution be approved:

- that upon the recommendation of the Superintendent, the Board affirms the Superintendent's decision on the Harassment, Intimidation and Bullying matters as required by N.J.S.A. 18A:37-1S(b)(6)(e) on the following cases:

Incident Number	
1. 196695_WRM_01082019	6. 197849_BES_02062019
2. 196705_BES_01082019	7. 197953_BES_02082019
3. 196998_WRM_01152019	8. 198271_WRM_02152019
4. 197148_WRM_01182019	9. 198347_WRM_02202019
5. 197253_WRM_01232019	10. 198397_WRM_02212019
	11. 198511_WRM_02262019

PERSONNEL

Mr. McCallister, seconded by Mrs. Hanlon, that the following resolution(s) be approved:

- that upon the recommendation of the Superintendent, approval be given for the following staff to attend out-of-district conferences for the **2018-2019** school year:

NAME/SCHOOL	CONFERENCE ATTENDING	CONFERENCE SPONSOR	DATES ATTENDING	COSTS NOT TO EXCEED
1. Guy, Robert	Conquer Math	Conquer Math	March 28, 2019	\$155.00

- that upon the recommendation of the Superintendent, approval be given for a paid administrative leave for staff member No. 5859 effective March 6, 2019 until a date to be determined.

BOARD POLLED AND MOTIONS CARRIED UNANIMOUSLY: 8-0

FINANCE / FACILITIES

Mrs. Hanlon, seconded by Mr. Kalish, that the following resolution(s) be approved:

- that upon the recommendation of the Superintendent, approval be given to the following resolutions:

WHEREAS, the Westwood Regional School District Board of Education (hereinafter referred to as the "Board") has solicited proposals for construction management services in conjunction with pre-construction, construction and closeout services in connection with the Additions and Alterations Project at the Westwood Regional Middle School, which services fall within the definition of an extraordinary unspecifiable service (hereinafter referred to as "EUS") in accordance with N.J.A.C. 5:34-2.4 and the provisions of N.J.S.A. 18A:18A-5; and;

WHEREAS, the Board Secretary/Business Administrator has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the Board received three proposals, as summarized by the Board Secretary/Business Administrator in the Standard Certification Declaration of an Extraordinary Unspecifiable Service, attached hereto; and

WHEREAS, the Board finds that a contract for such services shall be awarded to LEGACY Construction Management, Inc., hereinafter referred to as "LEGACY" for the following reasons:

1. The fee structures proposed are most advantageous to the Board, price and other factors considered.
2. Experience and resources necessary to perform the contract have been demonstrated.
3. Reputation and responsibility of the Construction Manager are satisfactory; and

WHEREAS, based on the fee structure and the positive reputation of LEGACY, the Board desires to award a construction management contract to LEGACY; and

WHEREAS, N.J.S.A. 18A:18A-5(a)(2) and N.J.A.C. 5:34-2 et seq. allows the Board to award EUS contracts without public bidding; and

WHEREAS, LEGACY has completed and submitted a Political Contribution Disclosure Form which certifies that LEGACY has not made any reportable contributions to a political or candidate committee in the County of Bergen, Borough of Westwood, or the Board in the previous one (1) year, and that the contract will prohibit LEGACY from making any reportable contributions through the term of the contract; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the award of the contract for construction management services to LEGACY, subject to LEGACY providing insurance in amounts deemed sufficient by the Board, and executing a contract with the Board as prepared by the Board Attorney in the amount of the following monthly fees:

Combination Full time/Part Time Services Construction Phase:

Full Time, March 18, 2019 – June 30, 2019 = 3.5 mos. @ \$17,800 / mos. \$ 62,300

Part Time, July 2019 - August 2020 = 14 months @ \$11,625 / month \$ 162,750

Post Construction Phase:

September 2020 – November 2020 = 3 months @ 11,625 / month \$ 34,875

Estimated Total Fee: \$ 259,925

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board Attorney to prepare a contract consistent with this Resolution and authorizes the Board President and the Board Secretary/Business Administrator to execute the contract and any other documents necessary to effectuate the award; and

BE IT FURTHER RESOLVED that the Political Contribution Disclosure Form shall be placed on file with this resolution and a notice of award shall be published in the official newspaper of the Board.

- that upon the recommendation of the Superintendent, approval be given for the approval of the Berkeley Elementary School Playground purchase from Ben Shaffer Recreation, Inc. through the Bergen County Cooperative Purchasing Alliance, Bid # 18-40 in the amount of \$44,395.38.
- that upon the recommendation of the Superintendent, approval be given to the following Use of Facilities applications:

Organization	Purpose	Facility Requested	Date	Time	Fee
Dragons Soccer Club	Soccer Games & Practices with DSC Lights	Westwood Middle School Side Field	Monday-Friday March 10, 2019 - June 30, 2019	4:00-9:00 pm	

- that upon the recommendation of the Superintendent, approval be given to the Westwood Regional School District’s participation in the Special Education Medicaid Initiative (SEMI) program for the 2019-2020 school year.

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

WHEREAS, school district policy 6471 School District Travel and N.J.A.C. 18A:11-12(4)p provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2019-2020 school year; and

WHEREAS, the Westwood Regional Board of Education established the school district travel maximum for the 2018-2019 school year at the sum of \$199,400; and

WHEREAS, the Westwood Regional Board of Education has appropriated through February 28, 2019 travel expenses of \$169,646 for the 2018-2019 school year.

NOW, THEREFORE BE IT RESOLVED, that the Westwood Regional Board of Education hereby establishes the school district travel maximum for the 2019-2020 school year at the sum of \$297,000; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

- 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 High School Generator Project at the Westwood Regional Jr./Sr. High School, local funds to be used to fund the project.

- that upon the recommendation of the Superintendent, the board authorize the amendment of the current Long Range Facilities Plan to include the High School Generator Project at the Westwood Regional Jr./Sr. High School.

- that upon the recommendation of the Superintendent, approval be given to

WHEREAS, the Westwood Regional Board of Education (“the Board”) advertised for bids for the Asbestos Abatement Contaminated Soil & Insulation Debris Project (“Project”); and

WHEREAS, on March 13, 2019, the Board received bids for the Project; and

WHEREAS, the lowest purported bidder, Savic Construction Corp. (“Savic Construction”), submitted a defective bid insofar as it failed to acknowledge receipt of Addendum No. 1, which is a non-waivable material defects; and,

WHEREAS, the next lowest bid was submitted by GL Group, Inc. (“GL Group”), with a base bid in the amount of \$25,800; and

WHEREAS, the bid submitted by GL Group is responsive in all material respects and it is the Board’s desire to award the contract for the Project to GL Group.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby rejects Savic Construction bid for being materially defective.

BE IT FURTHER RESOLVED that the Board awards the contract for the Project to GL Group in a total contract sum of \$25,800.

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the Project specifications, together with an AA201-Project Manning Report, and an executed contract, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

- that upon the recommendation of the Superintendent, approval be given to accept an additional monetary donation in the amount of \$1,000 from the Berkeley Elementary School PSO on behalf of Champions to be used towards the Berkeley Playground Replacement Project.

BOARD POLLED AND MOTIONS CARRIED UNANIMOUSLY: 8-0

Old Business:

Mrs.Swietkowski, seconded by Mrs. Hanlon, that the Board recess to set up for the budget workshop at 9:18 p.m.

The Board reconvened at 9:24 p.m.in the Hurley Theater, Jr./Sr. High School.

Present: President Swietkowski, Trustees Abou-Daoud, Blundo, Gerstmayr, Hanlon, Kalish, McCallister, Romano, Superintendent Raymond Gonzalez, and Business Administrator/Board Secretary Keith A. Rosado.

Absent: Trustees Mandeville

- Mrs. Hanlon, seconded by Mr. Gerstmayr, that upon the recommendation of the Superintendent, approval be given to the following resolution:

WHEREAS, in accordance with N.J.A.C. 6A:23-A-10.3(b), a district can request use of banked cap only after it has fully exhausted all eligible statutory spending authority in the budget year; and

THEREFORE BE IT RESOLVED that the 2019-2020 school year budget includes allowable health care adjustments in the amount of \$249,637, in accordance with N.J.S.A 18A:7F-39(e); and

BE IT FURTHER RESOLVED that the 2019-2020 school year budget includes banked cap, in the amount of \$66,441 in accordance with N.J.S.A 18A:7F-39(e) to fund district-wide security-related enhancements such as additional IP Cameras, Upgraded Door Access Control System, and LENS light expansion; and

BE IT FURTHER RESOLVED that the 2019-2020 school year budget includes withdrawal from Capital Reserve in the amount of **\$1,084,000**, which represents expenditures for construction elements or projects: Elementary School Bleacher Replacements (\$90,000), Bathroom Renovations (\$50,000), Window and Door replacements (\$285,000), Brookside Roof Replacement (\$360,000), High School Auditorium seat replacement (\$299,000) that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the core curriculum standards.

BE IT FURTHER RESOLVED that the Westwood Regional Board of Education, County of Bergen, approves the school district preliminary budget for the fiscal 2019-2020 school year for submission to the Executive County Superintendent as follows:

	<u>BUDGET</u>	<u>LOCAL TAX LEVY</u>
General Fund	\$ 58,777,330	\$ 54,049,371
Special Revenue Fund	\$ 1,351,737	\$ - 0 -
Debt Service Fund	<u>\$ 1,729,308</u>	<u>\$ 1,300,061</u>
TOTAL BASE BUDGET	<u>\$ 61,858,375</u>	<u>\$ 55,349,432</u>

The Business Administrator, Superintendent, and Board members conducted the Budget Workshop to discuss and review the preliminary 2019/2020 School Year Budget.

Mr. Blundo motioned to close discussion, seconded by Mrs. Hanlon

BOARD POLLED AND MOTION NOT APPROVED : 2-6 (Aye - Blundo, Hanlon)

The board continued the discussion of the budget

Mr. Blundo left at 10:05 p.m.

Mrs. Hanlon, seconded by Mr. Kalish, that the Board recess in order for the Business Administrator to secure additional information at 10:11 p.m.

The Board reconvened at 10:36 p.m.in the Hurley Theater, Jr./Sr. High School.

Present: President Swietkowski, Trustees Abou-Daoud, Gerstmayr, Hanlon, Kalish, McCallister, Romano, Superintendent Raymond Gonzalez, and Business Administrator/Board Secretary Keith A. Rosado.

Absent: Trustees Mandeville and Blundo

Mr. Abou-Daoud motion to amend and revise the original resolution to reflect the changes as discussed, seconded by Mr. Kalish.

BOARD POLLED AND MOTION CARRIED: 7-0

Mr. Abou-Daoud motion to amend and revise the revised resolution to reflect the change as discussed, seconded by Mrs. Hanlon.

BOARD POLLED AND MOTION CARRIED: 7-0

BOARD POLLED AND MOTION CARRIED: 7-0

New Business:

- Mr. Abou-Daoud stated that previous discussion regarding the soil testing and reminded the board that the information had already been sent out to the district via a communication from the Superintendent weeks ago.
- Mr. Gerstmayr informed the board that the Westwood Police Department was having a discussion regarding the new one way created at Berkeley School.

ADJOURNMENT

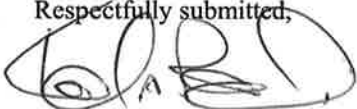
Mr. Abou-Daoud, seconded by Mr. Kalish, that this meeting be adjourned.

MOTION CARRIED UNANIMOUSLY: 7-0

Meeting adjourned at 11:00 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