

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

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 Meeting 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 this 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 Free Public Library
The Record
Community Life
Pascack 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 asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding personnel matters are discouraged and cannot be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public. 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.

Although the Board may not respond to items raised during the public forum, all public comments will be considered and may be discussed tonight under the appropriate agenda items or "new business" at this meeting, at subsequent meetings under "old business," or during a Board committee meeting, if appropriate.

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 10, 2018.
- D. Motion: 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.
- E. Motion: that upon the recommendation of the Superintendent, the following resolution be adopted:

WHEREAS, _____ 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
AXA 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 4, 2018 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 10, 2018 until the next reorganization meeting at the hourly rate of :

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

- M. Motion: 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
- 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 10, 2018 until the next reorganization meeting.
- O. Any Annual Motions addendum items will be considered at this time.

10. **POLICY** (click [here](#) to view draft policies)

- A. Motion: 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) |

11. **FINANCE / FACILITIES**

- A. Motion: 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.
- B. Any Finance addendum items will be considered at this time.

12. Remarks by President

13. Other Remarks by Board Members

14. Old Business

15. New Business

- A. 2018-19 DRAFT School Calendar, per the attached

16. 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.