

**WESTWOOD REGIONAL BOARD OF EDUCATION  
MARCH 14, 2019**

**REGULAR MEETING AGENDA**

1. Meeting called to order at approximately 7:00 P.M. in the Board of Education conference room, Jr./Sr. High School.
2. Roll Call
3. **EXECUTIVE SESSION**  
Motion: 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 7:30 p.m. The decisions which emanate from these discussions will be disclosed to the public when action is taken by the Board.
4. Meeting called to order at approximately 7:30 p.m. in the Hurley Theater, Jr./Sr. High School.
5. SALUTE TO THE FLAG
6. Roll Call
7. 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
8. Superintendent's Report
9. Board President's Report
10. Business Administrator's Report
11. Committee Reports
  - A. Curriculum & Instruction: Chairperson - D. Mandeville
  - B. Finance & Facilities: Chairperson - R. Hanlon
  - C. Negotiations: Chairperson - R. Hanlon
  - D. Policy & Governance: Chairperson - J. Blundo
12. **SPECIAL PUBLIC REPORT**
  - A. District Goals Progress Report, presented by Dr. Raymond González
13. **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.

14. **ADMINISTRATIVE / GOVERNANCE**

- A. Motion: 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

- B. Any Administrative//Governance addendum items will be considered at this time.

15. **PERSONNEL**

- A. Motion: 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
I. Guy, Robert	Conquer Math	Conquer Math	March 28, 2019	\$155.00

- B. Motion: 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.
- C. Any Personnel addendum items will be considered at this time.

16. **FINANCE / FACILITIES**

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

B. Motion: that upon the recommendation of the Superintendent, approval be given to the following resolution:

**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.

C. Motion: 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.

D. Motion: 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	

E. Any Finance/Facilities addendum items will be considered at this time.

17. Old Business

18. New Business

19. **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.