

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

The meeting was called to order at 7:05 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, Liddy, Mandeville, Miller, Straight, Swietkowski, Superintendent Raymond González, and Board Secretary Keith A. Rosado.

Absent: None.

ELECTION RESULTS:

- Mr. Rosado stated the results of the Board of Education election for one 3-year term seat in the Township of Washington were: Mr. McCallister received 87 Personal Choice votes and there were 43 other Personal Choice votes.
- Mr. Rosado stated the results of the Board of Education election for two 3-year term seats in the Borough of Westwood were: Mrs. Hanlon received 1,689 votes; Mr. Blundo received 1,364 votes, and there were 31 Personal Choice votes.

OATH OF OFFICE:

The Oath of Office was administered to Mr. McCallister, Mr. Blundo and Mrs. Hanlon.

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

Absent: None.

ELECTION OF PRESIDENT:

Mr. Kalish, seconded by Mr. Blundo, that Darlene Mandeville be nominated as President.

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

BOARD POLLED AND MOTION CARRIED UNANIMOUSLY: 9-0

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

ELECTION OF VICE PRESIDENT:

Mrs. Hanlon, seconded by Mrs. Straight, that Susan Swietkowski be nominated as Vice President.

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

BOARD POLLED AND MOTION CARRIED UNANIMOUSLY: 9-0

PUBLIC FORUM:

Started: 7:10 p.m.
Ended: 7:11 p.m.

- No one from the public chose to speak.

ANNUAL MOTIONS:

Mrs. Hanlon, seconded by Mrs. Swietkowski, that approval be given to the following motions:

- 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.
- that upon the recommendation of the Superintendent, the Board review and adopt the existing policies and regulations.
- 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.
- 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, Darlene Mandeville has been elected President of the Board of Education;

WHEREAS, Raymond González has been appointed Superintendent of Schools;

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:

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|------------------------------------|--|
| 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 reoccurring (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
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 and 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 and Hara, Esqs., as the board attorneys effective January 5, 2017 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 5, 2017 until the next reorganization meeting at the hourly rate of :
\$160 partner
\$160 associate

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

BOARD POLLED AND MOTIONS CARRIED UNANIMOUSLY: 9-0

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

ADMINISTRATIVE/GOVERNANCE:

Mr. Blundo, seconded by Mrs. Hanlon, 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.

Comments:

- Mr. Miller asked what the district's plan was regarding the request to be closed for additional days. Dr. González stated the specific days do not impact the school calendar as those days fall outside of our school week and school year. A link to "Approved Religious Holidays" has been added to the district website so the parents and community can be aware of excused religious holidays.

BOARD POLLED AND MOTION CARRIED UNANIMOUSLY: 9-0

REMARKS BY PRESIDENT:

- Mrs. Mandeville reviewed all the Board committee objectives achieved throughout the past calendar year. She also thanked Mrs. Hanlon for her leadership and dedication as President and Vice President over the past four years and welcomed Mr. McCallister to the Board and Mrs. Swietkowski in her new role as Vice President.

REMARKS BY BOARD MEMBERS:

- Mrs. Swietkowski thanked everyone for their support and reminded BOE members that there are training opportunities available to further their knowledge.
- Mrs. Hanlon thanked everyone for their support while serving as President and Vice President.
- Mr. Kalish thanked Mrs. Mandeville and Mrs. Swietkowski for taking on the challenges of Board leadership. He also welcomed Mr. McCallister to the Board.

OLD BUSINESS:

- None.

NEW BUSINESS

- None.

ADJOURNMENT:

Mrs. Swietkowski, seconded by Mrs. Hanlon, that this meeting be adjourned.

MOTION CARRIED UNANIMOUSLY: 9:0

Meeting adjourned at 7:28 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

