

**WESTWOOD REGIONAL BOARD OF EDUCATION
JANUARY 5, 2023**

REORGANIZATION MEETING AGENDA

1. Meeting called to order at approximately 7:00 P.M. in the Hurley Theater (Board Secretary in Chair).
2. SALUTE TO THE FLAG
3. 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
7. **ORGANIZATION**

Election of Board President

- The next order of business is the nominations of the Board President:
- I will now accept nominations for Board President:
- Nomination -
- Any further Nominations for the Position of Board President?
- May I have a motion to close nominations _____ may I have a second: _____
- There being no further nominations, I declare nominations closed. May I have a roll call vote on _____ for President

(President in Chair)

Election of Board Vice President

- The next order of business is the nominations of the Board Vice President:
- I will now accept nominations for Board Vice President:
- Nomination -
- Any further Nominations for the Position of Board Vice President?
- May I have a motion to close nominations _____ may I have a second: _____
- There being no further nominations, I declare nominations closed. May I have a roll call vote on _____ for Vice President

8. **AGENDA ITEM PUBLIC FORUM** (Pursuant to Board Policy 0167 – Public Participation in Board Meetings)
During this first public forum, district residents and staff are invited to address the Board of Education on agenda items specifically listed on this evening's agenda. Board Policy 0167 requires that individuals sign the speakers' list, giving name, address, and specific agenda item(s) on which a member of the public plans to speak 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.

Public participation forums at Board of Education meetings are not opportunities to directly critique staff members, but rather, opportunities to comment on Board of Education business. If a matter regarding 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. While First Amendment rights always exist, this forum is not the correct venue to express discontent toward specific and named employees. The Board of Education, in its capacity and, in particular, at a Board of Education meeting, is not the proper channel to deal with, communicate, or seek absolute remedy related to such matters. 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. The Board asks that public speakers employ basic human decency and refrain from targeting or defaming individuals sitting on this dais.

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 three (3) minutes in duration. This first Public Forum will be limited to thirty (30) minutes in duration.

9. **ANNUAL MOTIONS**

- A. Motion: that upon the recommendation of the Superintendent, approval be given for the current Board Policy Manual to remain in full force for 2023 year effective until the next reorganization meeting in accordance with Policy 0131 and NJAC 18A:11-1.
- B. Motion: that upon the recommendation of the Superintendent, the Board appoints School Business Administrator, Keith A. Rosado, as Board Secretary, and Assistant School Business Administrator, Barbara Ravennati, as the Assistant-Board Secretary, effective until the next reorganization meeting.
- 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*.
- D. Motion: that upon the recommendation of the Superintendent, The Record, Community Life, and Pascaek 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, that the following be named Depositories of the Board:
 - 1. State of New Jersey Cash Management Fund
 - 2. Valley National Bank
 - 3. New Jersey Asset & Rebate Management Program

F. Motion: that upon the recommendation of the Superintendent, the following resolution be adopted:

WHEREAS, _____ has been elected President of the Board of Education;

WHEREAS, Jill Mortimer has been appointed Superintendent of Schools; and

WHEREAS, Keith A. Rosado has been appointed School Business Administrator/Board Secretary; and

WHEREAS, Andrea Wasserman has been appointed Treasurer of School Monies;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education establishes the following bank accounts at Valley National Bank, Township of Washington, New Jersey, and that Valley National 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, 42368006	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

- G. Motion: that upon the recommendation of the Acting 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.

- H. 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.

- I. 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

- J. 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

- K. 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.

L. 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 5, 2023 until June 30, 2023 at the hourly rate of:

- \$175 partner
- \$155 associate

M. 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 5, 2023 until the next reorganization meeting at the hourly rate of :

- \$165.00 blended rate for Partners and Associates
- \$ 82.50 paralegals

N. Motion: that upon the recommendation of the Superintendent, approval be given to the appointment of FKA Architects as Architect of Records effective January 5, 2023 until the next reorganization meeting.

- \$175 principal
- \$145 associate

O. 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 5, 2023 until the next reorganization meeting.

P. Any Annual Motions addendum items will be considered at this time.

10. **ADMINISTRATIVE / GOVERNANCE**

A. Motion: that upon the recommendation of the Superintendent, approval be given to the 2023-2024 Westwood Regional School District Calendar, per the attached.

B. Any Finance addendum items will be considered at this time.

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

A. Motion: that upon the recommendation of the Superintendent, approval be given for the revision of the following Policy as a **Second Reading**:

POLICIES	TITLE
1. P2624	Grading System
2. P3160	Physical Examination - Teaching Staff (M)
3. P4160	Physical Examination - Support Staff (M)
REGULATIONS	TITLE
1. R3160	Physical Examination - Teaching Staff (M)
2. R4160	Physical Examination - Support Staff (M)
3. R5600	Student Discipline/Code of Conduct (M)
4. R8420.6	Accidents To and From School (M)

B. Any Policy addendum items will be considered at this time.

12. **OPEN PUBLIC FORUM** (Pursuant to Board Policy 0167 – Public Participation in Board Meetings)

During this second public forum, 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. Board Policy 0167 requires 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.

The Board asks that during this second forum opportunity, public speakers adhere to the same guidelines, follow the same practices and extend the same courtesies and decencies as with the first public forum.

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 three (3) minutes in duration. This second Public Forum will be limited to thirty (30) minutes in duration.

13. Remarks by President

14. Other Remarks by Board Members

15. Old Business

16. New Business

17. **EXECUTIVE SESSION**

Motion: the Board will recess to meet in Private Executive Session for the purpose of discussing personnel and student discipline matters. The Board will reconvene in Public Session at _____. The decisions which emanate from these discussions will be disclosed to the public when action is taken by the Board.

18. **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.