

**WESTWOOD REGIONAL BOARD OF EDUCATION  
JANUARY 6, 2022**

**REORGANIZATION MEETING AGENDA**

1. Meeting called to order at approximately 7:00 P.M. in the Campbell Auditorium, High School (Board Secretary in Chair).
2. Roll Call
3. SALUTE TO THE FLAG (Board Secretary in Chair)
4. 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
5. Report of Election Results
6. Administer Oath of Office to recently elected Members of the Board of Education
7. Roll Call for Incoming Board of Education Members
8. **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

9. **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, Acting 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.

10. **ANNUAL MOTIONS**

- A. Motion: that upon the recommendation of the Acting Superintendent, approval be given for the current Board Policy Manual to remain in full force for 2022 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 Acting 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 Acting 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 Acting 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 Acting Superintendent, that the following be named Depositories of the Board:
  - 1. State of New Jersey Cash Management Fund
  - 2. Valley National Bank

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

**WHEREAS**, \_\_\_\_\_ has been elected President of the Board of Education;

**WHEREAS**, Jill Mortimer has been appointed Acting 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 Acting Superintendent or Business Administrator/Board Secretary
Payroll Agency Account — 89011001	Two Signatures Required - Treasurer of School Monies or Acting Superintendent or Business Administrator/Board Secretary
Unemployment Account — 89010995	Two Signatures Required - Treasurer of School Monies or Acting Superintendent or Business Administrator/Board Secretary

Capital Reserve Account — 89010987	Three Signatures Required - Board President and Treasurer of School Monies and Acting Superintendent or Business Administrator/ Board Secretary
Budget Account — 89010979, 42368006	Three Signatures Required - Board President and Treasurer of School Monies and Acting Superintendent or Business Administrator/ Board Secretary
Cafeteria Account — 89011019	Three Signatures Required - Board President and Treasurer of School Monies and Acting Superintendent or Business Administrator/ Board Secretary
Student Activities Accounts:	Any Two of the Following – Acting 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 – Acting Superintendent or Business Administrator/Board Secretary or Principal
Scholarship Account — 89011084	Any Two of the Following – Acting 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 Acting Superintendent, the following resolution be adopted:

**BE IT RESOLVED** that the Board of Education authorize the Acting 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 Acting 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 Acting 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 Acting 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 Acting 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 6, 2022 until the next reorganization meeting at the hourly rate of:

\$175 partner  
\$155 associate

M. Motion: that upon the recommendation of the Acting 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 6, 2022 until the next reorganization meeting at the hourly rate of :

\$160 blended rate for Partners and Associates  
\$ 80 paralegals

N. Motion: that upon the recommendation of the Acting Superintendent, approval be given to the appointment of FKA Architects as Architect of Records effective January 6, 2022 until the next reorganization meeting.

\$175 principal  
\$145 associate

O. Motion: that upon the recommendation of the Acting Superintendent, approval be given to the appointment of Keith A. Rosado as Public Agency Compliance Officer (P.A.C.O.) effective January 6, 2022 until the next reorganization meeting.

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

**WHEREAS**, the Westwood Regional Regional School District affirms its membership in the Pascack Valley Council for Special Education (Region II); and

**WHEREAS**, the Westwood Regional School District commits its full and financial participation in Region II for the 2022-2023 school year; and

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Education approve the Interlocal Services agreement with the school districts of Emerson, Pascack Valley Regional, Hillsdale, Montvale, Park Ridge and River Vale for the 2022-2023 school year.

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

**WHEREAS**, the Westwood Regional Regional School District affirms its membership in the Pascack Valley Council for Special Education (Region II); and

**WHEREAS**, Westwood Regional School District commits its full and financial participation in the council for the 2022-2023 school year; and

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Education approve the Interlocal Services agreement with the school districts of Emerson, Pascack Valley Regional, Hillsdale, Montvale, Park Ridge and River Vale for the 2022-2023 school year.

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

11. **ADMINISTRATIVE / GOVERNANCE**

- A. Motion: that upon the recommendation of the Acting Superintendent, approval be given to the *revised* 2022-2023 Westwood Regional School District *Calendar* (per the attached).
- B. Motion: that upon the recommendation of the Acting Superintendent, approval be given to the 2022-2023 Westwood Regional School District *Schedule* (per the attached).
- C. Any Administrative/Governance addendum items will be considered at this time.

12. **FINANCE / FACILITIES**

- A. Motion: that upon the recommendation of the Acting Superintendent, approval be given to the *revised* substitute teacher rate from \$100 per day to \$110 per day for 60 college credits and \$120 per day for 120 college credits.
- B. Motion: that upon the recommendation of the Acting Superintendent, approval be given to enter into an interlocal agreement with Township of Washington from January 7, 2022 through June 23, 2021 for services rendered for a Special Law Enforcement Officer Class 2 at the Westwood Regional High School.
- C. Any Finance addendum items will be considered at this time.

13. Remarks by President

14. Other Remarks by Board Members

15. Old Business

16. New Business

17. **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.