

WESTFIELD BOARD OF EDUCATION
Westfield, New Jersey
Office of the Secretary

MINUTES –Board Meeting
November 15, 2016

Ms. Ohlig opened the meeting at 7:05 p.m. and read the following statement:

November 10, 2016

Notice is hereby given of the Regular Meeting of the Board of Education of the Town of Westfield, in the County of Union, New Jersey, at 7:00 p.m. on the evening of Tuesday, November 15, 2016, in the Board Room of the Administration Building, 302 Elm Street, Westfield, New Jersey. The purpose of the meeting is to transact the regular business of the Board and to transact any other business to come properly before the Board.

The Board will immediately move into private session to discuss a Harassment, Intimidation and Bullying incident. The public portion of the meeting will begin at 7:30 p.m.

This is to advise the general public and to instruct that it be recorded in the Minutes that in compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meetings Act," the Westfield School Board on Thursday, November 10, 2016, caused to be posted at the Office of the Board of Education located at 302 Elm Street, Westfield, New Jersey, and delivered to The Westfield Leader, The Star-Ledger, the Westfield Library, Town Clerk of Westfield, TAP into Westfield and Patch.com, a meeting notice setting forth the time, date and location of this meeting.

Mrs. Sullivan called the roll with the following members present:

Mr. Friedman, Mrs. Leiz, Ms. Ohlig,

Mrs. Oster, Mrs. Root

Absent: Mr. Galligan, Mr. Garrison, Mr. Langhart, Mr. Ostroff

Also Present: Dr. Margaret Dolan, Superintendent

Mrs. Dana Sullivan, Business Administrator/Board Secretary

Mr. Ostroff arrived at 7:20 p.m.

Mr. Galligan arrived at 7:30 p.m.

• **PRIVATE SESSION**

At 7:06 p.m., upon motion of Ms. Ohlig, and seconded by Mrs. Leiz, and approved by a vote of 5-0, moved to approve the following resolution:

RESOLVED, that the Board of Education move into Private Session for the purpose of discussing a Harassment, Intimidation and Bullying incident and be it further.

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RESOLVED, that any discussion held by the Board which need not remain confidential and the results of the discussion will be made public as soon as practicable.

At 7:37 p.m., the Board went back into public session.

Also Present: Mrs. Barbara Ball, Human Resources Specialist
Mr. Paul Pineiro, Assistant Superintendent of Curriculum and Instruction
Dr. Michael Weissman, Assistant Superintendent of Pupil Personnel Services

- **FLAG SALUTE**

The flag salute was led by Ms. Ohlig.

- **ANNOUNCEMENTS**

- **RECOGNIZE PUBLIC** for agenda items only

Ms. Ohlig recognized the public on agenda items only. There were none.

- **SUPERINTENDENT'S REPORT**

OVERVIEW OF SPECIAL EDUCATION PROGRAMS

Michael Weissman, Assistant Superintendent for Pupil Personnel Services, presented an overview of services provided to the special needs children in our district. Westfield's classification rate of 17.7% remains fairly consistent with the state average of 16.47% (excluding students who only take speech therapy).

Dr. Weissman explained that the district's mission statement reflects the purpose of his department, which is to educate all students to reach their highest potential and to respect individual differences. He emphasized the importance of reaching children as early as possible to remediate where necessary. Programs in our district begin in pre-school.

In compliance with the Department of Education, and because there is a real benefit to the student, Westfield supports an inclusive culture for students with special needs. Special education and general education teachers are encouraged to co-teach and co-plan so that classified students can be mainstreamed as much as possible. Dr. Weissman noted the multiple benefits of students remaining in-district within the least restrictive environment, including the opportunity to meet other children in town and to avoid being transported on a daily basis to another town or county.

Dr. Weissman indicated that although there have been more in-house programs created in our district in the last several years with 92% of classified students served in-district, 7.6% are educated out-of-district due to more severe challenges. With the success in Westfield of autism/applied behavior analysis programs at the pre-school through elementary level, Dr. Weissman sees the expansion to the intermediate level as a natural next step. Currently, children on the autism spectrum who are in grade six or higher are transported out-of-district. A new computer-based reading program for other classified students has been launched at the intermediate level with positive results.

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Programs at the high school level prepare students to transition to post-secondary planning. In addition to being supported by multiple teachers, there is support from two contracted full-time licensed clinical social workers, who also provide service to our intermediate schools. This also has been very successful.

Commending the staff of educators and the paraprofessionals – who he termed “unsung heroes” – in the Special Services department, Dr. Weissman stated that he is very proud of their hard work.

- **MINUTES**

Upon motion of Ms. Ohlig, seconded by Mrs. Leiz, it was moved to approve Minutes of the Board Meeting held on November 1, 2016, and Private Minutes of November 1, 2016. The motion passed with a vote of 6-0, with one abstention.

- **PERSONNEL**

The following items relative to personnel are recommended to the Board of Education by the Superintendent of Schools in accordance with Policy 3125 and state guidelines, pending school employee criminal history review.

Upon motion of Mr. Friedman, seconded by Mrs. Ohlig, it was moved to approve the following Personnel motions:

Approve appointment of Nicole Roth, (replacing D’Amico, on leave) Washington School 4/5 Art teacher, effective 11/28/16 through 6/30/17. She will be paid a salary based on an annual rate of \$57,099 (non-tenure track).

Approve appointment of Kim Blutfield, (replacing Employee #6368, on leave) Jefferson School Resource room teacher, effective 9/1/16 through 2/14/17. She will be paid a salary bases on an annual rate of \$73,753 (non-tenure track).

Approve Robert Roth as Interim World Languages Supervisor for an additional 3 days per month, for the 2016-2017 school year, effective 7/1/16. He will be paid \$500 per diem not to exceed 20 days per month.

Approve the following additional substitute for the 2016-2017 school year.

Teacher
Stephen Ashurst
Kevin Huang

Approve the following additional Home Instructor for the 2016-2017 school year at the district approved rate of \$37 per hour.

Dana Gottdiener

Approve Kevin Mitchell as a volunteer Westfield High School Boys Lacrosse coach for the 2016-2017 school year.

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WHEREAS, the Westfield Board of Education has the need on a timely basis to purchase goods or services utilizing these; and

WHEREAS, the Westfield Board of Education intends to enter into contracts with the attached Vendors through this resolutions, which shall be subject to all the conditions applicable to the current Cooperative contracts;

NOW BE IT RESOLVED, the Westfield Board of Education authorizes the Purchasing Agent to purchase certain goods or services from the Vendors on the attached list for the 2016-2017 school year pursuant to all conditions of the individual contracts; and be it further

RESOLVED, that the duration of the contracts between the Westfield Board of Education and the Vendors shall be from July 1, 2016 to June 30, 2017. ATTACHMENT #5

Approve the following Resolution:

RESOLUTION AUTHORIZING PARTICIPATION IN THE
EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY

LEASE PURCHASE BID COORDINATION SERVICE
FOR LEASE PURCHASE FINANCING

Lessee: Westfield Board of Education

Principal Amount Expected To Be Financed: \$ 60,100.00

WHEREAS, the Lessee named above (the “Lessee”) is a political subdivision of the State of New Jersey (the “State”) and is duly organized and existing pursuant to the Constitution and laws of the State;

WHEREAS, pursuant to applicable law, the Lessee acting through its governing body (the “Governing Body”) is authorized to acquire and lease personal property necessary to the functions or operations of the Lessee;

WHEREAS, the Governing Body hereby finds and determines the execution of one or more lease-purchase agreements (“Equipment Leases”) in the principal amount not exceeding the amount stated above (the “Principal Amount”) for the purpose of acquiring the Equipment described generally below (the “Equipment”) and to be described more specifically in the Equipment Leases is appropriate and necessary to the functions and operations of the Lessee;

Brief Description of Equipment:

(2) Ford Trucks

WHEREAS, U.S. Bancorp Government Leasing and Finance, Inc., a National Banking Association, (the “Lessor”) is expected to act as the Lessor under the Equipment Leases;

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WHEREAS, the Lessee may pay certain capital expenditures in connection with the Equipment prior to its receipt of proceeds of the Equipment Leases (“Lease Purchase Proceeds”) for such expenditures, and such expenditures are not expected to exceed the Principal Amount; and

WHEREAS, the Lessee hereby declares its official intent to be reimbursed for any capital expenditures made for the Equipment after adoption of this resolution but prior to the issuance of the Equipment Leases from the Lease Purchase Proceeds.

NOW, THEREFORE, Be It Resolved by the Governing Body of the Lessee as follows:

Section 1. The Lessee hereby determines that it has critically evaluated the financing alternatives and that entering into the Equipment Leases and financing the acquisition of the Equipment thereby is in the best interests of the Lessee

Section 2. The Lessee is hereby authorized to acquire and install the Equipment and is hereby authorized to finance the Equipment by entering into the Equipment Leases. Any action taken by the Lessee in connection therewith is hereby ratified and confirmed.

Section 3. The Authorized Representative, Dana Sullivan, acting on behalf of the Lessee is hereby authorized to negotiate, enter into, execute, and deliver one or more Equipment Leases in substantially the form set forth in the document presently before the Governing Body, which document is available for public inspection at the office of the Lessee. Each Authorized Representative acting on behalf of the Lessee is hereby authorized to negotiate, enter into, execute, and deliver such other agreement or documents relating to the Equipment Leases (including, but not limited to, escrow agreements) as the Authorized Representative deems necessary and appropriate.

Section 4. By a written instrument signed by any Authorized Representative, said Authorized Representative may designate specifically identified officers or employees of the Lessee to execute and deliver agreements and documents relating to the Equipment Leases on behalf of the Lessee.

Section 5. The aggregate original principal amount of the Equipment Leases shall not exceed the Principal Amount and shall bear interest as set forth in the Equipment Leases and the Equipment Leases shall contain such options to purchase by the Lessee as set forth therein.

Section 6. The Lessee’s obligations under the Equipment Leases shall be subject to annual appropriation or renewal by the Governing Body as set forth in each Equipment Leases, and the Lessee’s obligations under the Equipment Leases shall not constitute indebtedness of the Lessee under the laws of the State.

Section 7. It is hereby determined that the acquisition of the Equipment is permitted under the laws governing the Lessee and is essential to the efficient operation of the Lessee.

Section 8. The Governing Body of the Lessee anticipates that the Lessee may pay certain capital expenditures in connection with the Equipment following adoption of this resolution but prior to the receipt of the Lease Purchase Proceeds for the Equipment. The Governing Body of the Lessee hereby declares the Lessee’s official intent to use the Lease Purchase Proceeds to reimburse itself for such Equipment expenditures. This

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section of the resolution is adopted by the Governing Body of the Lessee for the purpose of establishing compliance with the requirements of Section 1.150-2 of Treasury Regulations. This section of this resolution does not bind the Lessee to make any expenditure, incur any obligation, or proceed with the acquisition of the Equipment.

Section 9. The Lessee covenants that it will comply with all requirements of the Internal Revenue Code of 1986, as amended, (the "Code") necessary to ensure that the interest portion of rental payments due under the Equipment Leases will be excluded from gross income under Section 103(a) of the Code. (The Lessee reasonably expects it will not issue more than \$10,000,000 of tax-exempt obligations (other than "private activity bonds" that are not "qualified 501(c)(3) bonds") during the calendar year in which each of the Equipment Leases is issued and hereby designates each Equipment Lease as a qualified tax-exempt obligation for purposes of Section 265(b) of the Code.)

The Authorized Representative is further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest portion of the rental payments due on the Equipment Leases authorized by this resolution as excludable from gross income for federal income tax purposes pursuant to Section 103(a) of the Code.

Section 10. This resolution shall take effect immediately upon its adoption and approval.

ADOPTED AND APPROVED on this _____, 2016__.

Approve Legal Shield to offer voluntary employee paid legal and identification protection services for all Westfield employees at no cost to the district.

Approve out-of-district placement for the following students:

<u>Student</u>	<u>School</u>	<u>Start Date</u>	<u>Tuition</u>
VT17-11	Union County Vo-Tech (Reg. Ed Prog.) Scotch Plains, NJ	9/8/16	\$ 2,500
VT17-23	Union County Vo-Tech (Reg. Ed. Prog.) Scotch Plains, NJ	9/8/16	\$ 2,500
2416023	Newmark School Scotch Plains, NJ	11/14/16	\$51,134.40

Approve reimbursement to parents of student 1511801 in the amount of \$752.46 for transporting their child from Westfield to New Beginnings, Fairfield, NJ for the 2016 ESY Program.

Approve decrease in the 2016-2017 tuition for student 609162 for Union County Ed Services – Westlake, Westfield, NJ, from \$69,360 to \$58,230 for a reduced amount of \$11,130, effective 9/8/16.

Approve Payment of Bills for November, October Payroll, hand checks for October and the Employee Reimbursement Report dated 10/27/16 for a total amount of \$9,549,579.50.

ADMINISTRATIVE MEMO #1

Approve the following Budget Transfers ending 10/31/16, as per attached. ADMINISTRATIVE MEMO #2

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--Termination of placement of students VT17-11 and VT17-23 from Union County Vo-Tech (Special Ed Program), Scotch Plains, NJ, effective 9/8/16.

--October 2016, Fire/Security Drill Report, as attached. ATTACHMENT #6

- **UNFINISHED BUSINESS**
- **NEW BUSINESS**
- **LIAISON REPORTS**
- **RECOGNIZE PUBLIC** for questions and/or comments

Ms. Ohlig recognized the public for questions and/or comments. There was none.

- **PRIVATE SESSION**

At 8:17 p.m., upon motion of Ms. Ohlig, and seconded by Mr. Ostroff, and approved by a vote of 7-0, moved to approve the following resolution:

RESOLVED, that the Board of Education move into Private Session for the purpose of discussing legal matters, negotiations and Harassment, Intimidation and Bullying incidents and be it further.

RESOLVED, that any discussion held by the Board which need not remain confidential and the results of the discussion will be made public as soon as practicable.

- **ADJOURNMENT**

At 10:15 p.m., Ms. Ohlig moved to adjourn the meeting, seconded by Mrs. Leiz. The motion passed by a vote of 7-0.

Respectfully submitted,

Mrs. Dana Sullivan
Board Secretary