

FINANCE

1. Approve the following Resolution:

Cost Reimbursement for Food Service Management Services works best for the
Westfield Board of Education

WHEREAS, the Department of Agriculture sent a notice on June 14, 2017 to New Jersey school districts participating in the National School Lunch program announcing a significant change in the procurement protocol for the contracting of food service management companies that operate breakfast and lunch programs for New Jersey public schools, and

WHEREAS, this new procurement protocol would change the fundamental basis for awarding food service management contracts from a “Cost Reimbursement Basis” to a “Fixed Price Basis” for contract awards, and

WHEREAS, the Westfield Board of Education has engaged staff and the community year after year to provide a local food service program that addresses and meets the needs of our children, and

WHEREAS, the Westfield Board of Education credits the current “Cost Reimbursement” procurement method as the reason why the local school district can design a food service program that has the flexibility of meeting the needs of its children, and

WHEREAS, the Westfield Board of Education declares that the “Fixed Price” procurement system would dramatically reduce the school district’s ability to change or alter its food service operations without the need to rebid for food service management services, and

WHEREAS, the Westfield Board of Education further declares that the “Fixed Price” procurement method would impact the quality of the meals served to its children and therefore impact the participation of children in our breakfast and lunch program, and

WHEREAS, the Westfield Board of Education further declares that the “Fixed Price” procurement method may limit the number of competitive proposals received by boards of education, and

WHEREAS, the Westfield Board of Education rejects the Department of Agriculture’s underlying reasons for making this change without giving NJ School Districts the opportunity to address their concerns in an attempt to keep this procurement method in place, and

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WHEREAS, the Westfield Board of Education prefers an optional procurement system for securing Food Service Management Companies whereby the district could choose either Cost Reimbursement” or “Fixed Price” as the basis for contract awards.

NOW THEREFORE BE IT RESOLVED, that the Westfield Board of Education hereby requests the Department of Agriculture to reconsider its plans to move the basis of awarding Food Service Management contracts to a “Fixed Price” basis and allow the option of continuing to use a “Cost Reimbursement” procurement model; or in the alternative, a “Fixed Price” procurement method, and

BE IT FURTHER RESOLVED, that copies of this resolution shall be forward to:

New Jersey Association of School Business Officials
New Jersey Secretary of Agriculture (369 S Warren St, Trenton, NJ 08608)
Local Legislators
NJ School Boards, NJ School Superintendents, NJ Principals and Supervisors, NJ PTA,

2. Approve the following Resolution:

RESOLUTION AUTHORIZING CONTRACTS
WITH VENDORS THROUGH COOPERATIVE PURCHASING AGREEMENT
FOR BOARDS OF EDUCATION
PURSUANT TO N.J.S.A. 18A:18A-11 & 12

WHEREAS, the Westfield Board of Education, pursuant to N.J.S.A. 18A:18A-11 & 12 and N.J.S.A. 40A:11-11(5), may, by resolution and without advertising for bids, award contracts for the purchase of any goods or services and that were procured through cooperative purchasing agreements; and

WHEREAS, the Westfield Board of Education authorized participation in the Morris County, Union County, the Educational Services Commission of New Jersey, Somerset County, Hunterdon County, and the Educational Data Service Cooperative Programs, and

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 2017-2018 school year pursuant to all conditions of the individual contracts; and be it further

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RESOLVED, that the duration of the contracts between the Westfield Board of Education and the Vendors shall be from July 1, 2017 to June 30, 2018.

ATTACHMENT #1

3. Approve Comprehensive Maintenance Plan and Form M-1 Annual Maintenance Budget Work Sheet, as attached. ADMINISTRATIVE MEMO #1

4. Approve Change Order #1, FVHD #4777E2 for an increase to the single overall contract for replacement of steam boilers at Roosevelt Intermediate School with Kelin Heating & Air Conditioning, Inc., Colonia, NJ, in the amount of \$105,800. This Change Order is to cover the cost of asbestos removal and the installation of a new hot water heater.

5. Approve Resolution, as follows:
WHEREAS THE Quality Single Accountability Continuum (QSAC) is a statutorily-mandated system of school district performance assessment and is New Jersey's system of education accountability.

WHEREAS, the New Jersey Department of Education requires every public school district in New Jersey, to complete a Statement of Assurance each year in the following areas.

- Instruction and Program
- Personnel
- Fiscal Management
- Operations Management
- Governance

NOW THEREFORE BE IT RESOLVED, that the New Jersey Quality Single Accountability Continuum (QSAC) Statement of Assurance, be and hereby is approved for submission to the NJDOE, as attached. ADMINISTRATIVE MEMO #2

6. Approve the 2017-2018 New Jersey Nonpublic School Technology Initiative Program agreements between the Board of Education of Westfield and the Union County Educational Services Commission for the participating nonpublic schools located within the district. ATTACHMENT #2

7. Approve legal settlement agreement with the parents of student 2600212 and the Westfield Board of Education. The district agrees to pay for four (4) years of tuition (2016-17, 2017-18, 2018-19 and 2019-20) at the Winston School, including ESY and also agrees to reimburse parents any monies that were paid by parents to the Winston School upon proof of payment. The parents agree to pay \$3,000 per year for each of the four (4) years towards tuition at Winston School. The district will not provide transportation. However, the Westfield Board of Education agrees to reimburse the parents for the mileage related to transporting to and from Winston School at the agreed upon rate of \$.525 per mile.

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8. Approve out-of-district placement for the following student.
Legal settlement (based on settlement at hearing before OAL on 1/23/17)

<u>Student</u>	<u>School</u>	<u>Tuition</u>
2600212	Winston School	\$51,735 – 2016-2017 school year
	Short Hills, NJ	\$53,950 – 2017-2018 school year

9. Approve legal settlement agreement with the parents of student 2010049 and the Westfield Board of Education. Legal settlement is for the duration of the 2017-2018 school year, transportation is not provided. If the student remains at the Flex School beyond the 2017-2018 school year the Board's responsibility shall remain \$49,000. The Board is not responsible for the ESY Program. The yearly cost is capped at \$49,000.
10. Approve out-of-district placement for the following student:

<u>Student</u>	<u>School</u>	<u>Start Date</u>	<u>Tuition</u>
2010049	Flex School	9/8/17	\$37,000 tuition
	Berkeley Heights, NJ		\$12,000 supplemental special education programming

11. Approve Payment of Bills for October, September Payroll, hand checks for September, and Employee Reimbursement Report dated 9/29/17 for a total amount of \$10,541.881.17. ADMINISTRATIVE MEMO #3

12. Approve the following Budget Transfers ending 9/30/17, as per attached.
ADMINISTRATIVE MEMO #4

13. Approve the following Resolution:

Pursuant to N.J.A.C. 6A:23A-13.3 (c) 4 the Westfield Board of Education certifies that as of 9/30/17 after review of the Secretary's monthly financial report and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-13.3 (b) and that sufficient funds are available to meet the district's financial obligations.

14. Board Secretary's Report, including Certification of Budgetary Status for the month ended 9/30/17. ADMINISTRATIVE MEMO #5

15. Approve the following Treasurer's Report, for the month ended 9/30/17.
ADMINISTRATIVE MEMO #6

BE IT RESOLVED, that the Westfield Board of Education, and Dana Sullivan, Business Administrator/ Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or service.

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16. Approve in accordance with Policy 6471, Travel Expenses for Board Members, Administrators and Teachers, travel request, as per attached.
ADMINISTRATIVE MEMO #7
17. Accept a gift of \$1,252.23 from Westfield Coalition for the Arts to purchase a Yamaha HD-200 keyboard and stand for the Edison Intermediate School Band students.
18. Accept a gift of \$300 from the Westfield Coalition for the Arts to purchase an iPad for the Roosevelt Intermediate School Art Department.
19. Approve Change Order #1, FVHD #4777E1 for a decrease to the single overall contract for a new barrier-free lift at Roosevelt Intermediate School with George Koustas Painting & Construction, West Long Branch, NJ, in the amount of \$6,224.28.