

FINANCE

1. Approve 2019-2020 Budget

BE IT RESOLVED that the tentative budget be approved for the 2019-2020 School Year using the 2019-2020 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2019-2020 Total Expenditures	119,865,016	1,968,639	4,108,513	125,942,168
Less: Anticipated Revenues	<u>18,444,619</u>	<u>1,968,639</u>	<u>779,120</u>	<u>21,192,378</u>
Taxes to be Raised	<u>101,420,397</u>	<u>0</u>	<u>3,329,393</u>	<u>104,749,790</u>

And to advertise said tentative budget in the *Westfield Leader* in accordance with the form suggested by the State Department of Education and according to law; and

BE IT RESOLVED, that a public hearing be held in the Board Room of the Administration Building, 302 Elm Street, Westfield, New Jersey on April 30, 2019, at 7:30 p.m. for the purpose of conducting a public hearing on the budget for the 2019-2020 School Year.

BE IT RESOLVED, that the Westfield Board of Education includes in the proposed budget the adjustment for increases for the costs of health benefits in the amount of \$733,498. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

BE IT RESOLVED, that the Westfield Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$69,289, for the purpose of purchasing additional lap top carts and instructional supplies for technology. The district intends to complete said purposes by June 2020.

BE IT FURTHER RESOLVED that the Westfield Board of Education requests the approval of a capital reserve withdrawal in the amount of \$10,304,375. The district intends to utilize these funds for the capital projects, at various schools, including classroom renovations, and field renovations.

2. Approve **Travel and Related Expense Reimbursement 2019-2020**

WHEREAS, the Westfield Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

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WHEREAS, N.J.A.C. 6A:23A-7et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7, to a maximum expenditure of \$500,000, for all staff and board members.

BE IT FURTHER RESOLVED, that the School Business Administrator track and record these costs to insure that the maximum amount is not exceeded.

3. Approve the following Resolution:

APPROVAL TO RETURN UNUSED BOND PROCEEDS TO DEBT SERVICE

WHEREAS, NJSA 18A:24-54 permits a Board of Education to transfer the proceeds of a capital project when the project is completed, and such funds are no longer necessary for the original purpose or any other authorized purpose; and

WHEREAS, the aforementioned statute authorizes the Board of Education to determine whether to apply such funds to either the general fund or the debt service fund of the district; and

WHEREAS, the Westfield Board of Education has determined that \$123,734.31 is available for such transfer;

NOW THEREFORE BE IT RESOLVED, by the Westfield Board of Education that it hereby authorizes the district's school business administrator to make this transfer to the debt service fund consistent with all applicable laws and regulations.

4. Approve the following Resolution:

**RESOLUTION OF THE BOARD OF EDUCATION OF THE
WESTFIELD SCHOOL DISTRICT
IN THE COUNTY OF UNION, NEW JERSEY
AUTHORIZING THE SUBMISSION OF OTHER CAPITAL PROJECT
DOCUMENTS
TO THE NEW JERSEY DEPARTMENT OF EDUCATION**

RESOLVED that the Westfield School District Board of Education approve the following projects:

- Corridor Locker Replacement and Related Work at Edison IS

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- Renovate Boys' and Girls' Locker Room Toilets at Edison IS
- Toilet Room Renovations – First and Second Floor at Edison IS
- Administrative Office Suite Renovations at Edison IS
- Exterior Stair and Related Improvements at Franklin ES
- Replacement of Obsolete Classroom Sink and Related Work at Jefferson ES
- Replace Shingle Roof and Related Work Over 1996 Addition at Jefferson ES
- Renovations to Gymnasium/ Multi-Purpose Room at McKinley ES
- Renovate Boys' and Girls' Locker Room Toilets at Roosevelt ES
- Asphalt Restoration at Lower Basketball Court at Tamaques ES
- Restoration of Masonry, Courtyard, and Outside Gym at Washington ES
- Installation of Air Conditioning in the District IT Center at Westfield HS

BE IT FURTHER RESOLVED that the District's Architects, Fraytak Veisz Hopkins Duthie, P.C., be authorized to submit the above project to the NJ Department of Education for approval on the District's behalf.

BE IT FURTHER RESOLVED that the above project be approved as "other capital projects" as defined in N.J.A.C. 6A:26 – The District will not seek State funding for the above project.

BE IT FURTHER RESOLVED that amendments to the Long-Range Facilities Plan by Fraytak Veisz Hopkins Duthie, P.C. to incorporate the above project be approved.

CERTIFICATION

I, Dana Sullivan, Business Administrator/Board Secretary of the Board of Education of the Westfield School District in the County of Union, New Jersey (the "Board"), DO HEREBY CERTIFY that the resolution entitled "RESOLUTION OF THE BOARD OF EDUCATION OF THE WESTFIELD SCHOOL DISTRICT IN THE COUNTY OF UNION, NEW JERSEY AUTHORIZING THE SUBMISSION OF OTHER CAPITAL PROJECT DOCUMENTS FOR PROJECTS LISTED ABOVE TO THE NEW JERSEY DEPARTMENT OF EDUCATION," is a copy of the resolution which was duly adopted by the Board at a meeting duly called and held on March 12, 2019, in full compliance with the Open Public Meetings Act, N.J.S.A. 10:4-6, et. seq., at which meeting a quorum was present and acting throughout and which resolution has been compared by me with the original thereof as contained in the minutes as officially recorded in my office in the Minute Book of the Board and is a true, complete and correct copy thereof and the aforesaid resolution has not been repealed, amended or rescinded but remains in full force and effect on and as of the date hereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Board this 12th day of March, 2019.

(seal)

Dana Sullivan
Business Administrator/Board Secretary

5. 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 Vendor listed below for the 2018-2019 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 March 1, 2019 to June 30, 2019, as attached.
ATTACHMENT #1

6. Approve the tax shelter annuity company for the 2018-2019 school year listed below:

Primerica

7. Approve the following agency/outside facility for the 2018-2019 school year at the district rate/institutional rate as assigned.

Silver Hill Hospital
208 Valley Road
New Canaan, CT 06840

8. Approve out-of-district placement for the following student:

<u>Student</u>	<u>School</u>	<u>Start Date</u>	<u>Tuition</u>
2416023	Cornerstone Day School Mountainside, NJ	3/4/19	\$73,887.36

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9. Approve parent transportation contract, not to exceed \$19,000. The contract is contingent upon the County Superintendent's approval.
10. Approve legal settlement between the parents of student 2611049 and the Westfield Board of Education for the 2018-2019 and 2019-2020 school years.
11. Approve in accordance with Policy 6471, Travel Expenses for Board Members, Administrators and Teachers, travel request, as per attached.
ADMINISTRATIVE MEMO #1
12. Accept a gift of \$500 from the ExxonMobil Educational Alliance for McKinley School to enhance Mathematics and Science education.
13. Accept a gift of \$100 from Mr. Kenneth L. MacRitchie to finance the 2019 Ian MacRitchie Information Technology Award and the Walton Burris Music Award.
14. Accept a gift of \$30,628.48 from the McKinley School PTO for the purchase and installation of playground equipment, play safe rubber curbs, wood fiber surfacing, two tables and a loop bike rack for the final phase of the Oasis Playground Project.