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WESTFIELD BOARD OF EDUCATION
MARCH 19, 2018

FINANCE

1. Approve 2018-2019 Budget

BE IT RESOLVED that the tentative budget be approved for the 2018-2019 School Year using the 2018-2019 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>
2018-19 Total Expenditures	106,092,590	1,999,490	4,115,475	112,207,555
Less: Anticipated Revenues	<u>7,447,874</u>	<u>1,999,490</u>	<u>826,203</u>	<u>10,273,567</u>
Taxes to be Raised	<u>98,644,716</u>	<u>0</u>	<u>3,289,272</u>	<u>101,933,988</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 24, 2018, at 7:30 p.m. for the purpose of conducting a public hearing on the budget for the 2018-2019 School Year.

BE IT FURTHER RESOLVED that the Westfield Board of Education requests the approval of a capital reserve withdrawal in the amount of \$13,178,525. The district intends to utilize these funds for the capital projects, at various schools, including classroom renovations, locker room renovations, installation of emergency generators, door replacements, bathroom and lobby renovations and upgrades to HVAC systems.

2. Approve **Travel and Related Expense Reimbursement 2018-2019**

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

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

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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:

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

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

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4. Approve and award contract Bid FVHD #4982K for Science Room Renovations at Westfield High School, to Salazar & Associates, Inc., in the amount of \$289,000.
ATTACHMENT #2
5. Approve and award contract Bid FVHD #4981 for Alterations and Renovations at Kehler Stadium, to Your Way Construction, Inc., in the amount of \$3,031,100.
ATTACHMENT #3
6. Approve transfer of \$3,320,100 from the capital reserve account to fund the following projects:

Science Room Renovations at Westfield High School	\$ 289,000
Alterations and Renovations at Kehler Stadium	\$3,031,100

7. Approve transfer of \$1,755 from the capital reserve account to fund the following project:

State fees for Science Room Renovations at Westfield High School	\$ 1,755
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8. Approve the following Resolution:

A RESOLUTION BINDING THE WESTFIELD BOARD OF EDUCATION
TO PURCHASE ELECTRIC GENERATION SERVICES
THROUGH THE ALLIANCE FOR COMPETITIVE ENERGY SERVICES (“ACES”) Bid
Cooperative Pricing System ID#E8801-ACESCPS

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the Westfield Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023 hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA and

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WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.
NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

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FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

CERTIFICATION

I hereby certify that the foregoing is a true, full and correct copy
adopted by the Westfield Board of Education at its meeting on March 19, 2018.

BY: _____ ATTESTED BY: _____
Dana Sullivan, Board Secretary/ Business Administrator Randi Perlman
Executive Secretary

On Behalf of: Westfield Board of Education

County of Union, State of New Jersey

9. 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:

- Interior Door Replacement at Wilson Elementary School
FVHD #5073A / DOE#5730-160-18-1000
- Interior Door Replacement at Edison Intermediate School
FVHD #5073B / DOE #5730-070-18-2000
- Interior Door Replacement at Franklin Elementary School
FVHD #5073C / DOE #5730-100-18-2000
- Interior Door Replacement at Jefferson Elementary School
FVHD #5073D / DOE #5730-120-18-1000

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- Interior Door Replacement at Lincoln Early Childhood Center
FVHD #5073E / DOE #5730-170-18-2000
- Interior Door Replacement at McKinley Elementary School
FVHD #5073F / DOE #5730-140-18-1000
- Interior Door Replacement at Roosevelt Intermediate School
FVHD #5073G / DOE #5730-060-18-3000
- Interior Door Replacement at Tamaques Elementary School
FVHD #5073H / DOE #5730-145-18-2000
- Interior Door Replacement at Washington Elementary School
FVHD #5073i / DOE #5730-150-18-1000
- Interior Door Replacement at Westfield High School
FVHD #5073J / DOE #5730-050-18-3000
- Toilet Room & Lobby Renovations at Roosevelt Intermediate School
FVHD #5074A / DOE #5730-060-18-1000
- Toilet Room & Lobby Renovations at Edison Intermediate School
FVHD #5074B / DOE #5730-070-18-3000
- Toilet Room Renovations at Westfield High School
FVHD #5074C / DOE #5730-050-18-1000
- Installation of Synthetic Turf Fields at Westfield High School
FVHD #5075 / DOE #5730-050-18-4000
- Emergency Generator System at Jefferson Elementary School
FVHD #5076A / DOE #5730-120-18-2000
- Emergency Generator System at Wilson Elementary School
FVHD #5076B / DOE #5730-160-18-2000
- Emergency Generator System at the Board of Education Office Building
FVHD #5076C / DOE #5730-X03-18-1000
- Emergency Generator System at Edison Intermediate School
FVHD #5076D / DOE #5730-070-18-1000
- Emergency Generator System at Franklin Elementary School
FVHD #5076E / DOE #5730-100-18-3000
- Emergency Generator System at Lincoln Early Childhood Center
FVHD #5076F / DOE #5730-170-18-1000
- Emergency Generator System at McKinley Elementary School
FVHD #5076G / DOE #5730-140-18-2000
- Emergency Generator System at Roosevelt Intermediate School
FVHD #5076H / DOE #5730-060-18-2000
- Emergency Generator System at Tamaques Elementary School
FVHD #5076i / DOE #5730-145-18-1000
- Emergency Generator System at Washington Elementary School
FVHD#5076J / DOE #5730-150-18-2000
- IT Power System at Westfield High School
FVHD #5077 / DOE #5730-050-18-2000
- Classroom Closet Doors Replacement at Franklin Elementary School
FVHD #5078 / DOE #5730-100-18-1000

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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 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 19, 2018, 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 19th day of March, 2018.

(seal)

Dana Sullivan
Business Administrator/Board Secretary

10. Approve legal settlement between the parents of student 2600212 and the Westfield Board of Education.
11. Approve legal settlement between the parents of student 609029 and the Westfield Board of Education.

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

<u>Student</u>	<u>School</u>	<u>Start Date</u>	<u>Tuition</u>
2600212	Winston School Short Hills, NJ	9/1/2017	\$52,450
609029	Carolina LIFE College of Education Columbia, SC	8/23/2017	\$17,582

13. Approve in accordance with Policy 6471, Travel Expenses for Board Members, Administrators and Teachers, travel request, as per attached.
ADMINISTRATIVE MEMO #1
14. Accept a gift of \$593 from the Franklin School PTO to purchase replacement bulbs for classroom projectors.