

FINANCE

1. Approve and award Bid B 19-02 for heating, ventilation, air conditioning service/repair and emergency service, and preventative maintenance of refrigeration for the 2018-2019 school year for the Westfield School District to Kelin, Inc., Colonia, NJ, as attached. ATTACHMENT #1
2. Approve Change Order #1, FVHD 4982K, for an increase to the single overall contract for science classroom renovation at Westfield High School with Salazar & Associates, Union, NJ, in the amount \$29,844.20.
3. Approve transfer of \$29,844.20 from the capital reserve account for science classroom renovations at Westfield High School.
4. Approve the Bid Specifications and advertisement for field trips Bid No. FT-1819, as attached. ATTACHMENT #2
5. Approve and award transportation contract renewal to By Faith Transportation, Inc. for the 2018 Extended School Year and 2018-2019 school year, as attached. ATTACHMENT #3
6. Approve and award Bid No. ESY-2018 for the Extended School Year from 7/5/18 through 8/8/18 (25 days) to J&J Transportation, Linden, NJ, as attached. ATTACHMENT #4
7. Approve Non-Resident Tuition Rates for 2018-2019 as follows:

| | |
|--|--------------|
| 2018 Extended School Year | \$1,500.00 |
| Related Services for Non-Resident Students (if specified in IEP) | |
| Speech Services | \$130.00/hr. |
| Physical Therapy | \$114.00/hr. |
| Occupational Therapy | \$110.00/hr. |
| ABA Therapy | \$165.00/hr. |

8. Approve Non-Resident Tuition Rates for 2018-2019 school year, as follows:

| | |
|------------------------------|----------|
| Pre School/Kindergarten | \$12,376 |
| Grades 1-5 | \$13,515 |
| Grades 6-8 | \$13,945 |
| Grades 9-12 | \$14,106 |
| Limited Learning Disabled | \$19,060 |
| Autism | \$39,821 |
| Preschool Disabled part-time | \$ 7,627 |
| Preschool Disabled full-time | \$16,387 |

2
WESTFIELD BOARD OF EDUCATION
JUNE 12, 2018

9. Approve the following Resolution:

WHEREAS, there exists a need for specialized and proprietary services in the specific area of Technical Support of the HVAC systems for the 2018-2019 school year, and

WHEREAS, funds are available for this purpose, and

WHEREAS, the Public School Contracts Law (NJSA 18A:18A-1 et seq.) permits the award of contracts without competitive bids or competitive contracting for Technical Support.

WHEREAS, the Public School Contracts Law requires that the Board of Education adopt a resolution awarding such contracts at a public meeting,

NOW BE IT RESOLVED, by the Westfield Board of Education as follows:

The appointment of Siemens Industry, Inc. of Florham Park, New Jersey to act as the full-service Technical Support for the HVAC Systems located throughout the Westfield Board of Education's 11 district buildings in the amount of \$74,130.00, July 1, 2018 through June 30, 2019.

10. Approve the following Resolution:

WHEREAS, the Board of Education authorizes the continuance of health insurance coverage to all employees and,

WHEREAS, the Board of Education has received coverage options and price structure available from various insurance companies and,

WHEREAS, as a result of this research the Board of Education has determined that coverage shall be continued with Horizon Blue Cross Blue Shield of New Jersey, and

RESOLVED, that the Board of Education enter into a fully insured contract with Horizon Blue Cross Blue Shield of New Jersey, for employee dental insurance at an estimated cost of \$835,314 and,

BE IT FURTHER RESOLVED by the Board of Education continues in a self-insured contract with Horizon Blue Cross Blue Shield of New Jersey for medical and prescription drug third party administrator services and will use the attached rates to determine employee contributions. ATTACHMENT #5

BE IT FINALLY RESOLVED the district will contract with HM to provide stop loss insurance for medical and pharmacy benefits at an estimated premium of \$896,598.

11. Approve the food service management company contract, subject to state approval, between the Westfield Board of Education and Compass Group USA, Inc., by and through its Chartwells Division located at 3 International Drive Rye Brook, NY 10573 be awarded the contract for the 2018-2019 school year under the following arrangements:

3
WESTFIELD BOARD OF EDUCATION
JUNE 12, 2018

1. Chartwells shall charge the District a Management Fee of Twenty-Six and Sixty-Nine Hundredths cents (\$.2669 per meal served and meal equivalents).
2. Total meals are calculated by adding reimbursable meal pattern meals (breakfast, lunch and after school snacks) served and meal equivalents. Cash receipts, including vending machine revenue, other than from Sales of National School Lunch Program, School Breakfast Program and After School Snack Program meals served to children, shall be divided by \$3.00 to arrive at an equivalent meal count. The per meal Management Fee of \$.2669 will be multiplied by total meals.
3. Chartwells guarantees that the return to the District from the Food Service Program for the school year will be \$140,000.00. If the annual operating statement shows a return less than \$140,000.00, Chartwells will pay the difference between the actual and guaranteed amount. The Guaranteed Return is based on the following conditions and assumptions remaining in effect for the school year:

- a. Cash and/or reimbursement levels from State and Federal sponsors do not fall below the levels estimated in Chartwells' proposed budget.
- b. The value of USDA donated foods will not be less than the value of USDA donated foods estimated in Chartwells' proposal (if year one) or the previous Agreement year
- c. The number of days' meals are served during the school year will not be less than:

| <u>School Category</u> | <u>Breakfast</u> | <u>Lunch</u> |
|------------------------|------------------|--------------|
| Elementary Schools | NA | 167 days |
| Middle Schools | NA | 175 days |
| High School | 167 days | 167 days |

- d. Changes in district policies, practices and serving requirements including but not limited to changes in bell schedules, meal service periods or proposed staffing may result in an adjustment.
- e. The student enrollment for the current year will not be less than 6,156 students.
- f. The selling prices of Menu Pattern Meals and a la carte selections will not be less the prior year.
- g. Service will not be interrupted as a result of fire, work stoppage, strike or school closing.
- h. The District and its representatives including but not limited to, school principals, teachers and District employees shall fully cooperate with Chartwells in the implementation of the Food Service Program. The District shall fully cooperate with Chartwells to limit the expansion of competitive food sales in order to maximize the gross receipts and other non-cash sales of the Food Service Program.

WESTFIELD BOARD OF EDUCATION
JUNE 12, 2018

- i. The District shall have timely submitted all documentation for reimbursement claims, except where such failure is due to an act or omission of Chartwells.
- j. Changes in legislation (including but not limited to the Healthy Hunger Free Kids Act and the Affordable Care Act), regulation, reimbursement rates, meal components or quantities required by the National School Lunch Program or the Smart Snacks in Schools Program will affect the guarantee in proportion to the impact of such change.
- k. Make-up days due to inclement weather shall have equal or greater sales revenue as a normal day of operation for the period in which the inclement weather cancellation occurred.
- l. Chartwells guarantee does not account for bad debts/uncollected funds. In the event, there are bad debts/uncollected funds, such amounts shall be subtracted from Chartwells' guarantee obligation.
- m. The number of students eligible for free and reduced-price meals will be no less than that estimated in Chartwells' proposed budget.
- n. The following variable District expenses charged to the Food Service budget by the District must be identified and capped so as not to exceed the following amounts:
 - Ongoing contract monitoring in the amount of \$ 15,504.00
 - Equipment maintenance and repair in the amount of \$ 10,000.00
 - Annual Point-Of-Sale System service and system maintenance fees of \$2,400.00

In the event the foregoing conditions are not met during the school year, Chartwells' guarantee obligation shall be reduced by an amount equivalent to any increased cost or loss of revenue attributable to the changes in such conditions.

12. Approve lunch prices for the 2018-2019 school year as follows:

| <u>Lunch Prices</u> | <u>Paid</u> | <u>Reduced Price</u> |
|----------------------|-------------|----------------------|
| High School * | \$3.50 | \$.40 |
| Intermediate Schools | 3.00 | .40 |
| Elementary Schools | 2.75 | .40 |
| Milk | .75 | |
| Adult | 5.00 | |

*High School is not on National Lunch Program.

WESTFIELD BOARD OF EDUCATION
JUNE 12, 2018

13. Approve the 2018-2019 agreement between the Board of Education of Westfield and the Union County Educational Services Commission, for Professional Services.
ATTACHMENT #6
14. Approve the 2018-2019 agreement between the Board of Education of Westfield and the Union County Educational Services Commission for Public Law 1977, Chapters 192-193.
ATTACHMENT #7
15. Approve the 2018-2019 agreement between the Board of Education of Westfield and the Union County Educational Services Commission, for New Jersey Nonpublic Technology Program. ATTACHMENT #8
16. Approve the 2018-2019 agreement between the Board of Education of Westfield and the Union County Educational Services Commission for PL 1991 Chapter 226 Nonpublic Nursing Services. ATTACHMENT #9
17. Approve cancellation of prior years' outstanding Accounts payable checks in the total amount listed, as attached. ATTACHMENT #10
- | | |
|-----------|------------|
| 2016-2017 | \$2,673.99 |
|-----------|------------|
18. Approve cancellation of prior years' outstanding Athletic Association checks in the total amount listed below, as attached. ATTACHMENT #11
- | | |
|-----------|----------|
| 2016-2017 | \$299.00 |
|-----------|----------|
19. Approve placement of students at Union County Vocational-Technical School, Scotch Plains, NJ, for the 2018-2019 school year, effective September 2018, as attached.
ATTACHMENT #12
20. Approve placement of students at Union County Vocational-Technical School Magnet Program and the AIT Program/Allied Health/APA/UCVT, Scotch Plains, New Jersey for the 2018-2019 school year, effective September 2018, as attached. ATTACHMENT #13
21. Approve the mediation settlement between the parents of student 1810031 and the Westfield Board of Education.
22. Approve the out-of-district placement for the following student for the 2018-2019 and 2019-2020 school years:

| <u>Student</u> | <u>School</u> | <u>Start Date</u> | <u>Tuition</u> |
|----------------|-----------------------------------|-------------------|--------------------|
| 1810031 | Eagle Hill School Hardwick, MA | 7/2/18 | \$65,000 per annum |

WESTFIELD BOARD OF EDUCATION
JUNE 12, 2018

23. Approve the out-of-district placement for the following student for the 2017-2018 school year:

| <u>Student</u> | <u>School</u> | <u>Start Date</u> | <u>Tuition</u> |
|----------------|-----------------------------------|-------------------|----------------------|
| 2030049 | Banyan School Little Falls, NJ | 5/25/18 | \$59,274 (full year) |

24. Approve in accordance with Policy 6471, Travel Expenses for Board Members, Administrators and Teachers, travel request, as per attached.
ADMINISTRATIVE MEMO #1
25. Accept a gift of two standing desks from Donorschoose.org valued at \$374.95 for Roosevelt Intermediate School.
26. Approve the 2018-2019 agreement between the Board of Education of Westfield and the Union County Educational Services Commission, for the Special Education Contract (with a schedule of tuition fees). ATTACHMENT #14