

WESTFIELD BOARD OF EDUCATION  
AUGUST 28, 2018

**FINANCE**

1. 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  
FOR TV STUDIO RENOVATIONS AT WESTFIELD HIGH SCHOOL  
TO THE NEW JERSEY DEPARTMENT OF EDUCATION

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

TV Studio Renovations at Westfield High School  
FVHD# 5108/State DOE Plan # 5730-050-18-5000

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 TV STUDIO RENOVATIONS AT WESTFIELD HIGH SCHOOL 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 August 28, 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the Minute Book of the Board and is a true, complete and correct copy thereof and the aforesaid resolution has not been repealed, amended or rescinded but remains in full force and effect on and as of the date hereof.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 28<sup>th</sup> day of August, 2018.

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(seal)

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Dana Sullivan  
Business Administrator/Board Secretary

2. Approve the following Resolution:

Resolved that the Westfield Board of Education approves the appropriation of the total amount of additional state aid allocated to Westfield per the revised state aid notices dated July 2018. The Westfield Board of Education approves an increase to the 2018-2019 budget in the amount of \$223,710 as follows:

<u>Revenue</u>	
10-3177	\$223,710
<u>Expenditures</u>	
12-000-266-730	\$223,710

3. Approve the following Resolution for Auditing Services:

WHEREAS, there exists a need for professional services in the specific area(s) of Audit Services, 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 for Professional Services that require licensing and are regulated by law, and

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:

1. The appointment of Robert Morrison, Hodulik & Morrison, P.A., 1102 Raritan Avenue, P. O. Box 1450, Highland Park, NJ 08904, as Auditor for a fee of \$36,500 for the 2018-2019 school year audit.
  2. This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Public School Contracts Law because Auditors are a recognized profession licensed and regulated by law.
4. Approve Change Order #1, FVHD #4777B, 4777F1, 4777H1 for a decrease to the overall contract for Multi-Purpose Room floor replacement at Jefferson, Tamaques and Washington Schools with Stone Creek, Inc., in the amount of \$5,036.24.

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- 5. Approve a one-year contract from 8/5/18 to 8/4/19 to Crown Castle for maintenance of private fiber in the amount of \$8,800 per month. Bids were solicited through the E-rate program. ATTACHMENT #1
- 6. Approve a contract between the Westfield Board of Education and Kean University Council for Global Education and Citizenship for the 2018-2019 school year to teach Holocaust and Prejudice Reduction courses during the fall and spring semesters to teachers in the district.
- 7. 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 July 1, 2018 to June 30, 2019.

<u>Vendor</u>	<u>Service/Supply</u>	<u>Cooperative</u>	<u>Bid Number</u>
Robert Griggs Plumbing & Heating	Plumbing Services	HCESC	SER-11C

- 8. Approve and award Bid FT-1819 for school-related activities for the 2018-2019 school year to Golden Arrow Transportation, Plainfield, NJ, as attached. ATTACHMENT #2

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9. Approve the revised changes to IDEA-B Services rates, Child Study Team Services, Nonpublic and Public Schools in addition to Nonpublic Services Home Instruction Administration fee for the 2018-2019 school year, as attached. ATTACHMENT #3

10. Approve the revised salaries listed below to be funded by 2019 FY ESEA Title IA Funds:

Susanne Bonhote	\$45,355 (45%)
Nancy Rygiel	\$11,244 (13%)
Diana Tessier	\$35,535 (45%)

11. Approve transfer of \$9,620 from the maintenance reserve account for cabling services in the Westfield High School library.

12. Approve transfer of \$4,810 from the capital reserve account for switch cabling installation for the Westfield High School Science labs.

13. Approve the following Resolution for Professional Services related to Special Education:

WHEREAS, there exists a need for professional services in the specific area(s) of Special Education, 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 for professional services that require licensing and are regulated by law, and

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 that the following revised contracts are approved.

***\*Revised***

Audiology Services 2018-2019 Fee Schedule

<u>*Summit Speech School</u>	<u>Service</u>	<u>Fee</u>
705 Central Avenue New Providence, NJ 07974	Acoustic Evaluation	K - 5 <sup>th</sup> grade \$450 6 <sup>th</sup> – 12 <sup>th</sup> grade \$600
	Staff In-Service (care & use of HAs, DM/FM syst.)	\$200 /hr.
	Staff In-Service (educational regarding auditory disorders)	\$200 /hr.
	Record Review	\$ 75 /hr.
	<u>IEP</u>	
	Planning meeting w/staff	Conf. call: \$150; On-site: \$200
	Meeting w/staff & parents	Conf. call: \$150; On-site: \$200
	Equipment Troubleshooting (on-site)	\$200 /hr.

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Other Consultative Services (Audio)	\$200 /hr.
Itinerant Teachers of the Deaf services	\$155 /hr.
Staff/Student In-Service	\$155 /hr.
Consultative Services	\$155 /hr.

NOT TO EXCEED \$200,000

***\*Revised***

*Brett DiNovi & Associates, LLC	Behavioral/Educational Consultants	
PO Box 8223	Clinical Associate	\$ 45.00/hr.
Cherry Hill, NJ 08002	Behavioral Consultant	\$125.00/hr.
	(In-District) Behavioral Cons. (School)	\$117.50/hr.
	(Home Services) Clinical Associate	\$ 65.00/hr.

Travel Costs

Clinical Associate	Home Services	\$ 65.00/hr
Behavioral Consultant	Home Services	\$125.00/hr
In-district BCBA services	Clinical Associate	\$ 22.50/ ½ hr.
	Behavioral Consultation	\$ 58.75/ ½ hr.
District Services	Clinical Associate	\$ 45.00/hr.
	Behavioral Consultant	\$125.00/hr.
	Mileage	\$ .51/mile

NOT TO EXCEED \$175,000 – Board Approved 6/19/18  
INCREASE TO: NOT TO EXCEED \$200,000

Glasberg Behavioral Consulting Services, LLC	
329 Village Road	Behavioral Consultation \$150.00/hr.
Princeton Junction, NJ 08550	\$225.00/90min.
	District Requirement \$140.00/hr.
	(over 10 hrs. per week)
	Behavioral Technician \$ 75.00/hr.
	ESY Home Behavior \$125.00/hr.
	Support

NOT TO EXCEED \$175,000

Brenda Benimeo	Case Management	\$447.00 per day
117 Forman Avenue	Social Assessments	\$380.00 per assessment
Point Pleasant Beach, NJ 08742		
NOT TO EXCEED \$75,000		

Speak to Play	Speech/Language	\$100 /hour
Cheryl Schmid		
420 Kimball Avenue		
Westfield, NJ 07090		
NOT TO EXCEED \$150,000		

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Therapy Travelers, LLC                      Staffing-School Psychologist                      \$ 85 /hour  
PO Box 28870  
Anaheim, CA 92809-9998  
NOT TO EXCEED \$100,000

Mountainside Pediatric Physical Therapy, PC                      \$ 90 /hour  
387 Creek Bed Road                      \$ 80 /45 minutes  
Mountainside, NJ 07092                      \$ 70 /30 minutes  
Groups: 2 students                      \$105 /30 minutes  
Groups: 3 students                      \$140 /30 minutes  
  
NOT TO EXCEED \$75,000

14. Approve Level I Services for the following students from New Jersey Commission for the Blind and Visually Impaired at a cost of \$1,900 yearly from 9/1/18 through 6/30/19.

Students  
610884  
2805013

15. Approve the legal settlement between the parents of student 2014048 and the Westfield Board of Education.

16. Approve the out-of-district placement for the following student for the 2018-2019 school year:

<u>Student</u>	<u>School</u>	<u>Start Date</u>	<u>Tuition</u>
2014048	Flex School Berkeley Heights, NJ	9/1/18	\$38,250

17. Approve the legal settlement between the parents of student 2616002 and the Westfield Board of Education.

18. 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>
2616002	Cambridge School Pennington, NJ	9/7/18	\$41,060 –Tuition \$11,400 – Speech Services

19. Approve Corrections/Changes to Out of District Placements for the 2018 Extended School Year and the 2018-2019 - 10 month placements, as attached. ATTACHMENT #4

20. Approve Payment of Bills for June, July & August, June & July Payroll, hand checks for June & July, and Employee Reimbursement Reports dated 6/21/18 and 6/28/18 and the Employee Travel Reimbursement Report dated 6/29/18 for a total amount of \$17,437,206.38. ADMINISTRATIVE MEMO #1

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21. Approve the following Budget Transfers ending 6/30/18 & 7/31/18 as per attached.  
ADMINISTRATIVE MEMO #2

22. Approve Board Secretary's Report for the month ended 6/30/18 & 7/31/18.  
ADMINISTRATIVE MEMO #3

23. Approve the following Treasurer's Report for the month ended 6/30/18 & 7/31/18.  
ADMINISTRATIVE MEMO #4

24. Approve the Monthly Budgetary Line Item Status Certification:

RESOLVED, that the Board Secretary for the Westfield Board of Education certifies that pursuant to NJAC 6A:23A-16.10(c)3, as of June 30, 2018 & July 31, 2018 that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of NJAC 6A:23A-16.10(a); and

FURTHER BE IT RESOLVED, that the Westfield Board of Education certifies that pursuant to NJAC 6A:23A-16.10(c)4 that after review of the board secretary's and treasurer's monthly financial reports and the advice of district officials, we have no reason to doubt that no major account or fund has been over-expended in violation of NJAC 6A:23A-16.10(b).

25. Approve in accordance with Policy 6471, Travel Expenses for Board Members, Administrators and Teachers, travel request, as per attached.  
ADMINISTRATIVE MEMO #5

26. Accept gifts from the Westfield Coalition for the Arts to be used as follows:

\$3,520.00	For the purchase of 40 Wenger student chairs for the Roosevelt Intermediate School chorus room.
\$1,358.00	To purchase two cello/violin storage racks for the Edison Intermediate School orchestra.
\$1,208.20	To purchase 28 classroom stools for the Edison Intermediate School Art department.

27. Accept a gift of \$200.00 from Ms. Horn and her son Andrew Gold to Jefferson School's music department to purchase a new instrument.

28. Accept a gift of \$14,339.43 from the Franklin School PTO to be used to purchase 30 Chromebooks, 2 Chromebook carts and classroom carpets.

29. Accept a gift of \$1,750.00 from the Jefferson School PTO to be used for wall preparation for the mural project.

30. Accept a gift from Susan Orben of a Hammond upright piano to McKinley School.

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31. Accept gifts from Mr. and Mrs. James Lane and the 2018 “Get Better” Basketball Camp to be used as follows:
- |                  |  |
|------------------|--|
| Two 30-inch fans | To be used at Roosevelt Intermediate School, valued at \$403.00.   |
| \$1,000.00       | To be equally split between Edison Intermediate School and Westfield High School, for the principals to use as needed. |
32. Accept a gift from Averyll DePalmer and family of an original Harry Devlin painting valued at approximately \$5,000.00.
33. Accept a gift of \$1,000 from the Washington School PTSO to enhance productions of the Roosevelt Intermediate School Theater Department.
34. Accept a gift of \$1,000 from Mr. and Mrs. Chinn to enhance productions of the Roosevelt Intermediate School Theater Department.