

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
TO THE NEW JERSEY DEPARTMENT OF EDUCATION

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

Electrical Service Replacement at Thomas Edison Intermediate School
FVHD#4965/NJDOE#

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 January 24, 2017, 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the Minute Book of the Board and is a true, complete and correct copy thereof and the aforesaid resolution has not been repealed, amended or rescinded but remains in full force and effect on and as of the date hereof.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 24th day of January, 2017

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(seal)

Dana Sullivan
Business Administrator/Board Secretary

2. Approve a contract to Fraytak, Veiz, Hopkins & Duthie for professional services for the Edison Intermediate School electrical service rehabilitation project in the amount of \$11,500.
3. Approve the following Resolution:

WHEREAS, the main electrical service switchgear going into Edison Intermediate School has been damaged from water intrusion, and

WHEREAS, the district needs to replace the switchgear as quickly as possible to avoid a power outage

NOW THEREFORE BE IT RESOLVED, the Westfield Board of Education approved as an emergency purchase in accordance with N.J.S.A. 18A:18A-7 and this purchase will be exempt from public bidding.

4. Approve the following Resolution:

Resolution to Appropriate Capital Reserve Funds

WHEREAS, the Westfield Board of Education, County of Union desires to advance the following capital project, Security Phase II for Jefferson Elementary School and Edison Intermediate School, and

WHEREAS, capital reserve funds may be appropriated by board resolution to support eligible or otherwise eligible capital projects, and

WHEREAS, the Westfield Board of Education acknowledges that State support for capital projects is not currently available, and

WHEREAS, the Department of Facilities must approve all capital projects and will only move forward with approval of a properly submitted capital project if a local board of education declares an eligible capital project as “otherwise” eligible, and

WHEREAS, by declaring a capital project as “otherwise” eligible, the Westfield Board of Education hereby declares that the above-mentioned project will be supported in full with local capital reserve funds.

NOW THEREFORE BE IT RESOLVED, that the Westfield Board of Education hereby declares the above referenced project as “otherwise” eligible and directs the School Business Administrator to request Department of Facilities Approval, and

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BE IT FURTHER RESOLVED, that the Westfield Board of Education hereby appropriates \$36,923 from its capital reserve fund to support the full cost of this project.

5. Approve transfer from the capital reserve account in the amount of \$66,031. The transfer is to fund the local share of the following Security Phase II projects:

Westfield High School Security Phase II	\$14,673
Roosevelt Intermediate School Security Phase II	\$ 9,597
Franklin School Security Phase II	\$ 7,759
Lincoln School Security Phase II	\$ 6,148
McKinley School Security Phase II	\$ 8,728
Tamaques School Security Phase II	\$ 6,482
Washington School Security Phase II	\$ 8,082
Wilson School Security Phase II	\$ 4,562

6. 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 2016-2017 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, 2016 to June 30, 2017.

ATTACHMENT #1

7. Approve the following Resolution for the Procurement of Goods and Services:

RESOLUTION AUTHORIZING CONTRACTS WITH STATE CONTRACT
VENDORS FOR BOARDS OF EDUCATION
PURSUANT TO N.J.S.A. 18A:18A-10a

WHEREAS, the Westfield Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may, by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Westfield Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Westfield Board of Education intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts;

NOW BE IT RESOLVED, the Westfield Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list for the 2016-2017 school year pursuant to all conditions of the individual State contracts; and be it further

RESOLVED, that the Westfield Board of Education, and Dana Sullivan, School Business Administrator/ Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and be it further

RESOLVED, that the duration of the contracts between the Westfield Board of Education and the Referenced State Contract Vendors shall be from July 1, 2016 to June 30, 2017, as attached. ATTACHMENT #2

8. Approve the submission of a grant application to Steelcase Education for the Active Learning Center Grant valued at \$65,000, for the purpose of promoting the advancement of active learning in the Social Studies department over a two year period, as attached.

ATTACHMENT #3

9. Approve Payment of Bills for January, December Payroll, hand checks for December and the Employee Reimbursement Report dated 12/20/16 for a total amount of \$10,257,098.76 ADMINISTRATIVE MEMO #1

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10. Approve the following Budget Transfers ending 12/31/16, as per attached.
ADMINISTRATIVE MEMO #2

11. 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 12/31/16 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.

12. Board Secretary's Report, including Certification of Budgetary Status for the month ended 12/31/16. ADMINISTRATIVE MEMO #3

13. Approve the following Treasurer's Report for the month ended 12/31/16.
ADMINISTRATIVE MEMO #4

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.

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

15. Accept a gift of \$3,493.75 from the Westfield High School PTSO towards the purchase of new uniforms for the marching band.

16. Accept a gift of \$556.39 from the Franklin School PTO to purchase Lego Robotics to be used in the after-school program.