

MINUTES – Board Meeting - 1
February 2, 2021

Westfield Board of Education
Westfield, New Jersey
Office of the Secretary

MINUTES – Board Meeting
February 2, 2021

Mrs. Root opened the meeting at 7:02 p.m. and read the following statement:

January 28, 2021

Notice is hereby given of the Regular Meeting of the Board of Education of the Town of Westfield, in the County of Union, New Jersey, at 7:00 p.m. on the evening of Tuesday, February 2, 2021. The board meeting will be held via an online platform which can be accessed at:

<https://westfieldnj12.webex.com/westfieldnj12/onstage/g.php?MTID=ec9f42c151fbb7d4837b716f1176bc96a>

The meeting can also be accessed by phone at: 1-415-655-0001, Access code: 120 319 5351. The purpose of the meeting is to transact the regular business of the Board and any other business to come properly before the Board.

At the conclusion of the public meeting, the Board will move immediately into a workshop via WebEx platform and can be accessed at:

<https://westfieldnj12.webex.com/westfieldnj12/onstage/g.php?MTID=e4af307ad176a1f68d42ddd3d1d275608>

This meeting can also be accessed by phone at: 1-415-655-0001, Access code: 120 319 5351.

This is to advise the general public and to instruct that it be recorded in the Minutes that in compliance with Chapter 231 of the Public Laws of 1975, entitled the “Open Public Meetings Act,” the Westfield School Board on Thursday, January 28, 2021 caused to be posted at the Office of the Board of Education located at 302 Elm Street, Westfield, New Jersey, and delivered to The Westfield Leader, The Star-Ledger, the Westfield Library, Town Clerk of Westfield, TAP into Westfield and Patch.com, a meeting notice setting forth the time, date and location of this meeting.

Members of the public will be allowed to make public comments twice during the virtual meeting. In the beginning of the meeting, the public may comment on agenda items only and at the end of the meeting the public can comment on any topic. At the appropriate time on the agenda, the Q&A window will be opened for public access. If you wish to address the board, please type in your name and address. Individuals who are calling into the meeting and wish to speak can touch *3 to access the raise your hand function which will notify a staff member that you want to speak. When your name is called, a staff member will unmute your microphone. Each speaker is limited to three minutes. Please note that if any member of the public becomes disruptive during the remote meeting, the board president may mute the speaker's microphone. Continued disruptions may result in removal from the virtual meeting.

MINUTES – Board Meeting - 2
February 2, 2021

Mrs. Sullivan called the roll with the following members present:

Mrs. Aziz, Mr. Bielen, Mr. Galligan,
Mr. Garrison, Ms. Ohlig, Mrs. Oporto, Mrs. Patel, Mrs. Root

Absent: Mrs. Morrelli

Also Present: Dr. Margaret Dolan, Superintendent
Mrs. Dana Sullivan, Business Administrator/Board Secretary
Mrs. Barbara B. Ball, Human Resources Specialist
Mr. Paul Pineiro, Assistant Superintendent of Curriculum and Instruction
Dr. Michael Weissman, Assistant Superintendent of Pupil Personnel Services

- **FLAG SALUTE**

The flag salute was led by Mr. Galligan.

- **ANNOUNCEMENTS**

- **RECOGNIZE PUBLIC**

Mrs. Root recognized the public for questions and/or comments. There were none.

- **SUPERINTENDENT'S REPORT**

Dr. Dolan reported that all parents at Westfield High School were asked to choose between hybrid or remote learning for Marking Period 3. Seventy-five percent of students were placed into remote learning by their parents. With 25% choosing hybrid learning, the numbers are small enough to enable us to combine Cohorts A and B and 4 mornings per week of in-person instruction to those students. High school administrators went class by class to make sure that combined cohorts will fit safely and still allow for 6 feet of social distancing. We are glad to be able to offer this at the high school for the 3rd marking period. At the elementary and intermediate levels, the inverse is true, with 75% of parents choosing hybrid, in-person instruction. There currently is no way we can fit combined cohorts safely at those levels, although we continue to work towards that goal.

We have a committed group of high school students who have been hard at work producing a weekly morning television show, which is shown to the entire school community and available for viewing on the Blue Devil Television YouTube channel and on BDTV Instagram @whsbdtv. Two students produced a public service announcement showing the ways we can all do our part during this pandemic, which was shown at the Board meeting.

Board members thanked the students for their creativity. They also expressed appreciation to our maintenance and custodial staff for their long hours and hard work with snow clearance this week.

MINUTES – Board Meeting - 3
February 2, 2021

• **MINUTES**

Upon motion of Mrs. Root, seconded by Mr. Garrison, it was moved to approve Minutes of the Board Meeting held on January 19, 2021 and Private Minutes of January 19, 2021. The motion passed with a vote of 8-0.

• **PERSONNEL**

The following items relative to personnel are recommended to the Board of Education by the Superintendent of Schools in accordance with Policy 3125 and state guidelines, pending school employee criminal history review.

Upon motion of Mrs. Root, seconded by Mrs. Oporto, it was moved to approve the following Personnel motions:

Accept with regret, the retirement of the following lunchroom aides, with their last day of employment being 1/1/21:

Ann Ayres – Tamaques Elementary School
Patricia Sica – Franklin Elementary School

Accept with regret, the retirement of Dianne Smith, Wilson Elementary School librarian, with her last day of employment being 6/30/21.

Approve disability, family and child rearing leave for Rebecca Liss, Franklin Elementary School Fourth Grade teacher, beginning 9/1/21 through the end of the first marking period of the 2021-2022 school year (medical benefits in accordance with the WEA agreement).

Approve disability, family and child rearing leave for Kathleen Snyder, Westfield High School Mathematics teacher, beginning 9/1/21 through 1/2/22 (medical benefits in accordance with the WEA agreement).

Approve unpaid personal leave with medical benefits for Victor Alfonso, Tamaques Elementary School Fifth-Grade teacher, beginning 2/8/21 through 5/2/21 (in accordance with the New Jersey Family Leave Act).

Approve unpaid personal leave with medical benefits for Rachel Janus, Westfield High School World Language teacher, beginning 2/8/21 through 5/2/21 (in accordance with the New Jersey Family Leave Act).

Approve unpaid personal leave for Rachel Janus, Westfield High School World Language teacher, beginning 5/3/21 through 6/30/21 (without medical benefits).

Approve appointment of Lilibeth Delgado Castro as Westfield High School - Night Shift custodian, to work during her probationary period, effective 2/4/21 through 8/3/21. She will be paid a salary based on an annual rate of \$44,228.

MINUTES – Board Meeting - 4

February 2, 2021

Approve appointment of Dr. Susan Alswang, (replacing Janus, on leave) Westfield High School World Language teacher, from 2/8/21 through 6/30/21. She will be paid a salary based on an annual rate of \$92,544 (non-tenure track).

Approve the following substitutes for the 2020-2021 school year:

Teachers

Lynne Acker*

Brian Zale*

Nicole Zultowski*

*pending state and district requirements

Approve the following changes in co-curricular assignments for the 2020-2021 school year:

From:

Andrew Cusumano
Edison Intermediate School
Student Council Advisor (Split)
\$3,156
(effective 9/1/20-6/30/21)

To:

Andrew Cusumano
Edison Intermediate School
Student Council Advisor
\$4,734
(effective 9/1/20-6/30/21)

And
Caitlin D'Angelo
Edison Intermediate School
Student Council Advisor (Split)
\$3,156
(effective 9/1/20-6/30/21)

And
Caitlin D'Angelo
Edison Intermediate School
Student Council Advisor
\$1,578
(effective 9/1/20-12/31/20)

From:

TBD
Edison Intermediate School
Jazz Band
\$3,176

To:

John Scozzaro
Edison Intermediate School
Jazz Band
\$3,176

From:

TBD
Roosevelt Intermediate School
Orchestra
\$3,176

To:

Brice Freeman
Roosevelt Intermediate School
Orchestra
\$3,176

From:

TBD
Westfield High School
Instrumental Coordinator
(shared)
\$589

To:

John Scozzaro
Westfield High School
Instrumental Coordinator
(shared)
\$589

From:

TBD
Westfield High School

To:

Brice Freeman
Westfield High School

MINUTES – Board Meeting - 5

February 2, 2021

Instrumental Coordinator
(shared)
\$589

Instrumental Coordinator
(shared)
\$589

Approve extension of current assignments for the 2020-2021 school year for the following paraprofessionals, effective 2/1/21 through 6/30/21:

Mary Walsh
Roya Rostami

Approve the following staff members, for the English Language Learners (ELL) After-School Program, 3 days a week from 2/8/21 through 6/18/21. They will each be paid \$65/day. Paid through Title III funds:

Lauren Laudino
Swapna Rao

Approve compensation for the following staff member for the 2020-2021 Roosevelt Intermediate School fall play as follows. Funds will be provided from the ticket proceeds.

Jessica Urriola Box Office Manager \$300

Approve compensation to the following Edison Intermediate School Special Education teachers for an additional 20% of their 2020-2021 salary for teaching an additional class, over and above the agreed upon teaching periods, effective 2/12/21 through 4/16/21 per WEA Agreement.

Kristen Garcia
Diane Iannacone
Alex Linden
Richard McNanna
Cecilia Valdes

ROLL CALL:	Yes:	Mrs. Aziz, Mr. Bielen, Mr. Galligan, Mr. Garrison, Ms. Ohlig, Mrs. Oporto, Mrs. Patel, Mrs. Root
	Absent:	Mrs. Morrelli

• **FACILITIES**

Facilities Committee Chair Michael Bielen reported that progress continues to be made regarding the review of athletic fields at Edison Intermediate School as part of a larger proposal to upgrade fields in Westfield. Mr. Bielen stated that more information will be made available, as the committee continues to meet with the Westfield Recreation Commission.

• **LONG RANGE PLANNING**

• **POLICIES**

MINUTES – Board Meeting - 6
February 2, 2021

• **CURRICULUM, INSTRUCTION & PROGRAMS**

Upon motion of Mrs. Root, seconded by Mr. Galligan, it was moved to approve the following Curriculum motion:

Approve the following voluntary Intern/Student Teacher candidates for the 2020-2021 school year, as attached. ATTACHMENT #1

ROLL CALL:	Yes:	Mrs. Aziz, Mr. Bielen, Mr. Galligan, Mr. Garrison, Ms. Ohlig, Mrs. Oporto, Mrs. Patel, Mrs. Root
	Absent:	Mrs. Morrelli

• **FINANCE**

Upon motion of Mr. Garrison, seconded by Mr. Galligan, it was moved to approve the following Finance motions:

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;

MINUTES – Board Meeting - 7

February 2, 2021

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 2020-2021 school years 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 7/1/2020 – 6/30/2021.

VENDORS	SERVICE/SUPPLY	COOPERATIVE	BID NUMBER
School Health Supply Medco Supply	Health/Sports Medicine Supply	HCESC	#205
Proacademy Furniture Commercial Interior Direct Academy Furniture & Supply WB Mason	School & Office Furniture	HCESC	#202
School Health Supply School Nurse Supply INC V E Ralph Performance Health dba Medco Supply	Medical Supplies	ESCNJ	20/21-41
JCW dba Natural Green Lawn Care	Lawn Care Products & Service	ESCNJ	20/21-49

Approve the following Resolution:

WHEREAS, on January 26, 2021, the Westfield Board of Education accepted bids for the Jefferson Elementary School exterior door project; and

WHEREAS, Vanas Construction was the lowest bidder with a base bid of \$110,800 plus \$9,700 for the alternate bid, for a total contract price of \$120,500.

NOW BE IT RESOLVED, the Westfield Board of Education authorizes awarding a contract to Vanas Construction in the amount of \$110,800 for the base bid plus \$9,700 for the alternate bid, for a total amount of \$120,500. ATTACHMENT #1

Approve the following Resolution:

WHEREAS, on January 26, 2021, the Westfield Board of Education accepted bids for the Roosevelt Intermediate School Room 500 Renovations; and

WHEREAS, A&M Contracting was the lowest bidder with a bid of \$169,000, the bid is rejected as being non-responsive with the bid specifications because the bidder did not submit the unit price sheet as outlined in the bid specifications; and

MINUTES – Board Meeting - 8

February 2, 2021

WHEREAS, the Westfield Board of Education determined that Billy Contracting submitted a bid of \$169,000 and is the lowest responsive and responsible bidder; and

NOW BE IT RESOLVED, the Westfield Board of Education authorizes awarding a contract to Billy Contracting & Restoration, Inc. in the amount of \$169,000. ATTACHMENT #2

Approve the following Resolution:

WHEREAS, on January 26, 2021, the Westfield Board of Education accepted bids for the Jefferson Elementary School Room A/B Renovations; and

WHEREAS, on January 27, 2021, A&M Contracting submitted notice requesting withdrawal of their bid due to a clerical error in the computation of their bid; and

WHEREAS, the Westfield Board of Education determined that Billy Contracting & Restoration, Inc. submitted a base bid of \$987,000 plus \$1,500 for the alternate bid, for a total contract price of \$988,500 is the lowest responsive and responsible bidder; and

NOW BE IT RESOLVED, the Westfield Board of Education accepts the withdrawal from bid by A&M Contracting and authorizes awarding a contract to Billy Contracting & Restoration, Inc. in the amount \$987,000 for the base bid plus \$1,500 for the alternate bid, for a total amount of \$988,500. ATTACHMENT #3

Approve the following Resolution:

WHEREAS, on January 26, 2021, the Westfield Board of Education accepted bids for the Jefferson Elementary School and Washington Elementary School Toilet Renovations; and

WHEREAS, on January 27, 2021, A&M Contracting submitted notice requesting withdrawal of their bid due to a clerical error in the computation of their bid; and

WHEREAS, the Westfield Board of Education determined that AERO Plumbing & Heating submitted a bid of \$829,989 is the lowest responsive and responsible bidder; and

NOW BE IT RESOLVED, the Westfield Board of Education accepts the withdrawal from bid by A&M Contracting and authorizes awarding a contract to AERO Plumbing & Heating in the amount of the \$829,989. ATTACHMENT #4

Approve the transfer of \$2,107,989 out of the capital reserve account for the following projects:

JES Exterior Doors	\$120,500
RIS Room 500 Renovations	\$169,000
JES Room A/B Renovations	\$988,500
JES/WAES Toilet Renovations	\$829,989

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

ADMINISTRATIVE MEMO #1

Approve a gift of \$500 from Mr. Richard Cheng to support the Special Services program at Westfield High School.

MINUTES – Board Meeting - 9
February 2, 2021

Approve legal settlement between the parents of student 2105100 and the Westfield Board of Education for the 2020-2021 school year.

ROLL CALL:	Yes:	Mrs. Aziz, Mr. Bielen, Mr. Galligan, Mr. Garrison, Ms. Ohlig, Mrs. Oporto, Mrs. Patel, Mrs. Root
	Absent:	Mrs. Morrelli

- **LEGISLATION**
- **TECHNOLOGY**

Technology and Communication Chair Gretchan Ohlig asked Chief Technology Officer Brian Aufer to provide a brief explanation of the failure of a newly installed air conditioning system in our data center on January 22, which caused our network equipment to overheat and shut down. Mr. Aufer explained that a small, undetected hole in a coil caused the failure and that it took time to discover the defect and to also reboot and address data errors in the network. Mr. Aufer reported that no data was lost, nor was network equipment damaged and he stated that upgraded temperature sensor monitors will be installed in the data center in the next couple of weeks. In noting that this type of incident was uncommon and unexpected, Mr. Aufer and Mrs. Sullivan stated that the new AC unit was specifically designed for a data center and that both the contractor and equipment manufacturer have a proven track record. Mr. Aufer explained that the district utilizes Cloud servers accessed over the Internet for certain district operations (i.e. Google Classroom), but to rely entirely on the Cloud would be cost prohibitive and could compromise data safety. To keep district data secure, Mr. Aufer said it is important to host the confidential information on district servers.

- **NOTES FOR THE RECORD**

--Start date for Patrick Travis, (replacing Acosta, on leave) Edison Intermediate School Social Studies teacher, is 2/2/21.

- **UNFINISHED BUSINESS**
- **NEW BUSINESS**
- **LIAISON REPORTS**

Mr. Garrison reported that he attended a virtual meeting of the Garden State Coalition of Schools at which the guest speaker was John Mooney of NJ Spotlight News, who provided his perspective on school funding and other issues. Mr. Garrison stated that he also attended a virtual meeting of the Westfield Recreation Commission, where topics included

MINUTES – Board Meeting - 10

February 2, 2021

spring programs and residents were reminded to renew/register for Westfield Memorial Pool memberships.

- **RECOGNIZE PUBLIC**

Mrs. Root recognized the public for questions and/or comments. There were none.

- **WORKSHOP – NJSBA Board Training (online platform)**

The Board received training from Gwen Thornton, a field service representative of the New Jersey School Boards Association, about the roles and responsibilities of Board members.

- **PRIVATE SESSION**

At 10:00 p.m., upon motion of Mrs. Root, seconded by Mr. Galligan and approved by a vote of 8-0, moved to approve the following resolution:

RESOLVED, that the Board of Education move into Private Session for the purpose of discussing matters rendered confidential by state and federal law, personnel matters, Harassment, Intimidation and Bullying incidents and be it further.

RESOLVED, that any discussion held by the Board which need not remain confidential and the results of the discussion will be made public as soon as practicable.

- **ADJOURNMENT**

At 10:20 p.m. Mrs. Root, seconded by Mr. Galligan, moved to adjourn the meeting. The motion passed by a vote of 8-0.

Respectfully submitted,



Mrs. Dana Sullivan
Board Secretary