

**HAWORTH BOARD OF EDUCATION  
HAWORTH, NEW JERSEY 07641  
WORK SESSION AGENDA  
JUNE 16, 2015**

**I. CALL TO ORDER – 7:30 p.m.**

**II. FLAG SALUTE**

**III. SUNSHINE LAW STATEMENT**

All requirements of the Open Public Business Meetings Law have been met for this meeting of the Board of Education of the Borough of Haworth. On January 8, 2015 advance written notice was emailed to **The Suburbanite and The Record**, filed with the Borough Clerk, posted on the school website and forwarded to the Presidents of the Home and School Association and Teachers Association, and all persons requesting such notice.

**IV. MISSION STATEMENT**

The Haworth Public School District, a safe and nurturing small school environment, in partnership with our community, is dedicated to providing every student with educational excellence through a comprehensive, innovative and rigorous curriculum that fosters productive and responsible life-long learners in a global society. Adopted—May 28, 2013.

**V. ROLL CALL:**

- Mr. Jeff Ashkenase
- Mrs. Michele DiIorgi
- Mrs. Mary Anne Doran
- Mr. Matthew Gilbert
- Mrs. Anna Reduce
- Mrs. Nicole Brennan, Vice President
- Mr. Warren Sutnick, President

Ms. Jennifer Montesano, Superintendent/Board Secretary

**VI. OPEN TO THE PUBLIC ON AGENDA ITEMS ONLY**

*The Board is interested in hearing your comments. In order to ensure that everyone has the opportunity to speak, we are asking that you speak once and limit your comments to three minutes. We further ask that all comments be directed to the Board. We recognize that everyone has the freedom to speak but advise you that anything said in public may have legal ramifications. There is no protection regarding statements made by the public. Please state your name before you begin.*

**VII. CLOSE THE PUBLIC PORTION**

**VIII. SUPERINTENDENT’S/BOARD PRESIDENT’S REPORTS**

- Enrollment for June 2015
- HIB/Incident Report to date – Mr. Wolford
- Achievement in Music certificate presentation.

Kids with Character Award Presentation – criteria for the month of May is Compassion. For May the following children have been chosen:

- Kindergarten: Nina Riding and Henry Winik
- Grade 1: Cecilia Vallaplana and Zachary Storch
- Grade 2: Anouk Person and Marco DeCroce
- Grade 3: Megan Boyes and Julian Mezzapelli
- Grade 4: Madeline Shalanov and Casey Shea
- Grade 5: Danielle Rosenberg and John Dominianni
- Grade 6: Lauren Speranza and Lucca Mezzapelli
- Grade 7: Melanie Ross and Dean Fortgang
- Grade 8: Iris Ku and John Shea

**IX. MINUTES**

- a. Approval of meeting minutes from the May 18, 2015 meeting.

**X. PROGRAM AND PERSONNEL**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves any certified staff member to act as a substitute lunch aide, if needed, at a rate of \$30 per session for the 2015-2016 school year.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves stipends for the following employees for the 2015-2016 school year. Stipends may be adjusted at the conclusion of negotiations.

Derick Talty	Brainbuster Advisor	\$500.00
Alicia Kosakowski	Brainbuster Advisor	\$500.00
Lori DiVite	Soccer Coach	\$1,900.00
Nicole Carnicelli	Overnight Field Trip Coord. (Frost Valley)	\$250.00
Lisa Maketansky	Overnight Field Trip Coord. (Wash. D.C.)	\$250.00
Cristina Eichler	Overnight Field Trip Coord. (Philadelphia) 1/2	\$125.00

Richard Pasciuto	Overnight Field Trip Coord. (Philadelphia) 1/2	\$125.00
Lori DiVite	Track Coach	\$1,600.00
Cynthia Talty	Track Coach	\$1,600.00
Robert McQuade	Boys Basketball Coach	\$1,900.00
Jeanne Rispoli	Volleyball Coach	\$1,900.00
Jean DeRosa	Debate Club Advisor 1/2	\$600.00
Jacquelynn Droescher	Debate Club Advisor 1/2	\$600.00
Paul Doran	Athletic Director	\$1,500.00
Lisa Maketansky	Eighth Grade Coordinator	\$2,200.00
Terry Leeshock	Garden Club Advisor	\$1,200.00
Cristina Eichler	Yearbook Advisor 1/2	\$850.00
Nicole Carnicelli	Yearbook Advisor 1/2	\$850.00
Robert McQuade	Science Olympiad Advisor (a.m.)	\$500.00
Robert McQuade	Science Olympiad Advisor (p.m.)	\$500.00
	Science Fair Advisor	\$500.00
Alicia Kosakowski	Student Council Advisor	\$1,700.00
Jeanne Rispoli	Girls Basketball Coach	\$1,900.00
Terry Leeshock	Newspaper Coordinator	\$1,700.00
Grace Kim	Art Club Advisor	\$1,200.00
Josefina Winik	Select Choir Coordinator	\$2,200.00
Eileen Gallagher	Afterschool Program Bookkeeper	\$750.00
Kathleen Jasionowski	Afterschool Program Support Staff	\$750.00
Lesley Carboneri	Downtown Lunch Duty	\$30/session
Robert McQuade	Downtown Lunch Duty	\$30/session
	Downtown Lunch Duty	\$30/session
	Downtown Lunch Duty	\$30/session
Eileen Gallagher	Substitute Lunch Duty	\$24/session
Kathleen Jasionowski	Substitute Lunch Duty	\$24/session
Kristen Giambona	Substitute Lunch Duty	\$17.50/session

- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves new curriculum guides for all subject areas for the 2015-2016 school year (on the First Class Desktop in folder entitled Curriculum Guides).
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the updated maternity leave resolution for Kerry-Ann Hoy. Return to work date of September 1, 2015.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts with regret, the retirement of Jean DeRosa to become effective February 1, 2016.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the membership of Jennifer Montesano and Daniel O’Keefe to the Bergen County Curriculum Consortium for the 2015-2016 school year, at a total cost of \$199.00.

- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 8<sup>th</sup> Grade Class Overnight Trip to Washington, DC, at a cost of \$607.00 per student, on November 18, 19, and 20, 2015.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves payment of \$100 per overnight for the following chaperones on the Washington, DC trip, on November 18, 19, and 20, 2015. Stipends may be adjusted at the conclusion of negotiations.

Lisa Maketansky, Trip Coordinator - \$250
Paul Wolford
Robert McQuade
Karen Foglio
Caitlin Sobota
Derick Talty
Jane Cabourg
Margaret Mulder, R.N.
Jennifer Montesano - Alternate
Daniel O'Keefe - Alternate

- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following daily fees for Substitutes in the 2015-2016 school year:

Substitute Nurse	\$150
Substitute Teacher	\$90
Substitute Aide	\$70
Substitute Office Staff	\$70
Substitute Custodian	\$11 per hour \$14 per hour with Black Seal License

- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Certified Haworth School Staff as Lunch Aides for the 2015-2016 school year, at \$30.00 per session:

Kerry-Ann Hoy
Melissa Jackson
Terry Leeshock

- k. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the accumulated sick pay for Donna Fanelli, retirement December 31, 2014, for the maximum allowable of \$3,000.
- l. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the accumulated sick pay for Catherine DiGiacinto, retirement June 30, 2014, for the maximum

allowable of \$9,000.

- m. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the maternity leave resolution for Nicole Carnicelli anticipated to commence on October 21, 2015.
- \*n. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Professional Development Plan for the 2015-2016 school year.
- \*o. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Mentoring Plan for the 2015-2016 school year.
- \*p. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the appointment of Rebecca Overgaard as Treasurer of School Monies for the 2015-16 school year at an annual rate of \$5,212.00.
- \*q. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts the resignation of Renata Fragola, Classroom Aide, effective July 1, 2015.
- \*r. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Rosina Siniscalchi as a non-tenured teacher for the 2015-2016 school year.
- \*s. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Carrieann Malanga as Supervisor of Special Education effective July 1, 2015 at an annual salary of \$95,000, benefit eligible.
- \*t. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Christina Jennings as a .4 Spanish Teacher, BA, Step 10, \$24,060, for the 2015-2016 school year, not benefit eligible.
- \*u. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Summer School Staff for the 2015 Summer School sessions:

Jane Cabourg
Nicole Carnicelli
Jacquelynn Droesher
Erika Dunn
Kimberly Michalski
Cynthia Talty
Jeanne Rispoli - Aide
Jennifer Eisberg - Substitute
Terry Leeshock - Substitute

- \*v. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Stephanie Abe as a Summer School Volunteer from Northern Valley Demarest High School for the 2015 Summer School sessions.

- \*w. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Nicole Carnicelli to attend the Next Generation Science Standards workshop on June 19, 2015 at Hillsboro, NJ, no cost to attend, only re-imbusement of travel expenses.
- \*x. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the appointment of Kathleen Jasionowski for the 2015-16 school year at the annual salary of \$57,415.88 plus applicable longevity as outlined in the Administrative Assistant/Accounts Payable contract, effective July 1, 2015, benefit eligible.
- \*y. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the appointment of Karen Erner for the 2015-16 school year at the annual salary of \$59,603.19 plus applicable longevity as outlined in the Administrative Assistant/Data/Technology contract, effective July 1, 2015, benefit eligible.
- \*z. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the appointment of Eileen Gallagher for the 2015-16 school year at the annual salary of \$55,000.00 as outlined in the Bookkeeper/Payroll Clerk contract, effective July 1, 2015, benefit eligible.
- \*aa. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the appointment of Kristen Giambona for the 2015-16 school year at the annual salary of \$55,000.00 as outlined in the Administrative Assistant to the Superintendent/Human Resources Officer contract, effective July 1, 2015, benefit eligible.
- \*bb. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the appointment of Suzanne Marzocchi for the 2015-16 school year at the annual salary (10 month position) of \$38,351.22 as outlined in the Child Study Team Secretary contract, effective July 1, 2015, benefit eligible.
- \*cc. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the appointment of John Orozco for the 2015-16 school year at the annual salary of \$65,000.00 outlined in the Head Custodian contract, effective July 1, 2015, benefit eligible.
- \*dd. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the appointment of Brainy Nunez for the 2015-16 school year at the annual salary of \$30,000.00 as outlined in the Custodian contract, effective July 1, 2015, benefit eligible.
- \*ee. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the appointment of Viviana Arcos for the 2015-16 school year at the annual salary of \$35,000.00 as outlined in the Custodian contract, effective July 1, 2015, benefit eligible.
- \*ff. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the appointment of Isaac Yabar for the 2015-16 school year at the annual salary of \$35,000.00 as outlined in the Custodian contract, effective July 1, 2015, benefit eligible.
- \*gg. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the appointment of Mara Maldonado for the 2015-16 school year at the annual salary of \$35,000.00

as outlined in the Custodian contract, effective July 1, 2015, benefit eligible.

- \*hh. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the appointment of Carlos Zuniga for the 2015-16 school year at the annual salary of \$35,000.00 as outlined in the Custodian contract, effective July 1, 2015, benefit eligible.
- \*ii. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Administrative Assistant for Technology and Data job description.
- \*jj. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Administrative Assistant/Receptionist job description.
- \*kk. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Jessica Aiello as a part time classroom aide at an annual salary of \$20,500, effective September 1, 2015, not benefit eligible.
- \*ll. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Sandra Van Horn as a part time classroom aide at an annual salary of \$20,500, effective September 1, 2015, not benefit eligible.
- \*mm. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts the resignation of Christina Sasson, Guidance Counselor, effective July 1, 2015.
- \*nn. Upon the recommendation of the Superintendent, the Haworth Board of Education rescinds the appointment of Joyce Kim as a Classroom Aide for 2015-2016 school year, as noted on the May, 18, 2015 meeting minutes.
- \*oo. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Trish Julis as a part time classroom aide at an annual salary of \$20,500, effective September 1, 2015, not benefit eligible.
- \*pp. **WHEREAS**, the Haworth Board of Education (hereinafter referred to as the "Board") currently employs a full-time Administration Assistant/Principal Secretary/Receptionist; and **WHEREAS**, for reasons of efficiency and economy, the Board has determined to abolish the position of full-time Administration Assistant/Principal Secretary/Receptionist effective July 1, 2015; and **WHEREAS**, the Board has determined to create a part-time position of Administrative Assistant/Receptionist effective July 1, 2015 with a work week not to exceed twenty-five (25) hours, not benefit eligible; and **NOW, THEREFORE, BE IT RESOLVED** that the Board hereby abolishes the position of the full-time Administration Assistant/Principal Secretary/Receptionist effective July 1, 2015; and **BE IT FURTHER RESOLVED** that the Board hereby creates the position of Administrative Assistant/Receptionist which shall be a ten (10) month position, effective July 1, 2015, the job description for which is attached hereto; and

BE IT FURTHER RESOLVED that the Superintendent is hereby authorized to advertise the position of Administrative Assistant/Receptionist forthwith.

\*qq. WHEREAS, the Haworth Board of Education (hereinafter referred to as the "Board") has approved the Superintendent's administrative reorganization effective July 1, 2015 that includes the abolishment of the positions of Principal and Superintendent and the creation of Chief School Administrator (CSA)/District Superintendent; and

WHEREAS, the CSA/District Superintendent includes the duties and responsibilities of the position of Principal of the Haworth School District, effective July 1, 2015; and

WHEREAS, the Board anticipates taking action at its regularly scheduled meeting on July 21, 2015 to approve a successor Employment Agreement for the CSA/District Superintendent; and

WHEREAS, the Board wishes to ensure that the responsibilities of the position of Principal are fulfilled by the Superintendent from July 1 through July 21, 2015, at which time the Superintendent will be appointed to the position of CSA/District Superintendent, which includes the duties and responsibilities of the position of Principal.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby delegates the responsibilities of the position of Principal to Jennifer Montesano for the period from July 1, 2015 through July 21, 2015 or until her appointment as the CSA/District Superintendent, whichever occurs last.

\*rr. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Mrs. Carnicelli's 6<sup>th</sup> Grade Earth Science class walking trip to the United Water Company on June 17, 2015, at no cost to students.

\*ss. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following substitute custodians for the 2015-2016 school year:

<b>Andrea Escobar</b>
<b>Maria Gonzalez</b>
<b>Ruben Maldonado</b>
<b>Erick Montas</b>
<b>Donald Turner</b>

\* \_\_\_\_\_ Moved, \_\_\_\_\_ Seconded (\*Items n., o., p., q., r., s., t., u., v., w., x., y., z., aa., bb., cc., dd., ee., ff., gg., hh., ii., jj., kk., ll., mm., nn., oo., pp., qq., rr. & ss. only)  
Roll Call:

## XI. FINANCE

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of May 1, 2015 to May 31, 2015 which had previously been approved by the various committees be approved and payment made through the Valley National Bank from funds in the appropriate accounts as follows:



Payroll	\$ 491,471.57
Fund (10, 20, 40, 50)	\$ 250,429.80
Fund (30)	\$ 23,057.80

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Report of Board Secretary, Report of the Treasurer, and the Report of Monthly Transfers for the month of April, 2015.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of May, 2015.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the transfer of \$20,000 from the Operating Account to the Capital Projects Account for FDK Architect Professional Services, previously approved, for the Main Entrance Security Modification Project.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the purchase of the security visitor management system, LobbyGuard Scout for \$4,740.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the purchase of 5 (4 stationary, 1 portable) defibrillators from School Health Corporation at a total cost of \$13,083.88.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the reimbursement from the State of New Jersey Schools Development Authority for the Partial Roof Project Grant State Share amount of \$177,150.58.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the annual cost of the Bergen Academies Technology, contract previously approved, from \$77,000 to \$77,700.
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the contribution to the Capital Reserve Account for funds in excess of 2% or \$250,000, whichever is greater.
- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the student participation in the iPiggiBank Money Management for Kids program, a School-based & After-School Enrichment Class for Grades 2-4 for the cost, to be shared with the Haworth Home & School Association, of \$450.
- k. BE IT RESOLVED, the Haworth Public School resolved to apply for the following funds allocated under the Individual with Disabilities Education Act, Part B (IDEA B) for the fiscal year 2016 as follows:

Basic.....	\$88,880
Preschool.....	\$ 1,501

\*1. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the online payment solution, PayForIt.net, for the total cost of \$692.50 which includes installation, training and annual agreement.

**\*m. BE IT RESOLVED, the Haworth Public School resolved to apply for the following funds allocated under the TITLE I Part A for the fiscal year 2016 as follows:**  
**Basic, Concentration, Targeted & Efig.....\$11,273**

\* \_\_\_\_\_ Moved, \_\_\_\_\_ Seconded (**\*Items l. & m. only**)

**Roll Call:**

## **XII. FACILITY**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the services of New Jersey Flooring to refinish the stage and steps at a cost of \$2,500.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Application for Change of Use of Educational Space for the 2015-16 School Year reassigning the Original Use: ESL/Resource Room to the Proposed Use: Art Room.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Application for Change of Use of Educational Space for the 2015-16 School Year by reassigning the Guidance Room for G&T/Math Support.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Application for Change of Use of Educational Space for the 2015-16 School Year by reassigning the Media Center Faculty Room for ESL.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Application for Dual Use of Educational Space for the 2015-16 School Year by reassigning Room 13 for Resource Room and Basic Skills.

## **XIII. POLICY**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the second reading of the following policies:

4115 - Supervision  
4123 - Classroom Aides (Paraprofessionals)  
4222 - Noninstructional Aides  
5141.21 - Administering Medication  
6145.1/6145.2 - Intramural Competition; Interscholastic Competition

**XIV. COMMITTEE REPORTS**

Finance  
Facilities  
Policy  
Program/Personnel  
BCSBA/NJSB  
Joint Boards  
Public Relations  
Haworth Home & School Association  
Northern Valley Regional HS/  
NV Educational Foundation  
Legislative Chairperson  
Senior Citizens Liaison  
Town Council Liaison  
Negotiations

**XV. Open to the Public on any item – \_\_\_\_\_ p.m.**

*The Board is interested in hearing your comments. In order to ensure that everyone has the opportunity to speak, we are asking that you speak once and limit your comments to three minutes. We further ask that all comments be directed to the Board. We recognize that everyone has the freedom to speak but advise you that anything said in public may have legal ramifications. There is no protection regarding statements made by the public. Please state your name before you begin.*

**XVI. OLD BUSINESS**

**XVII. NEW BUSINESS**

**XVIII. CLOSED SESSION \_\_\_\_\_ p.m.**

\_\_\_\_\_ Moved, \_\_\_\_\_ Seconded

Roll Call:

**WHEREAS** the following subject is not appropriate to be discussed in a public meeting and is within the exemptions which may be discussed and acted upon and,

**WHEREAS** only the following subject shall be discussed in private recess by the Board and the minutes made available to the public as soon as the reason for exemption no longer exists, it is therefore,

**BE IT RESOLVED** at the Public Meeting of the Borough of Haworth Board of Education on this day Tuesday, June 16, 2015 pursuant to Sections 7 & 8 of the Open Public Meetings Act, the following subject shall be discussed in a session of the Board closed to the public:

**Please be advised that the Board will be going into executive session for approximately \_\_\_\_\_ hour to discuss personnel, negotiations or litigation. Action may be taken in public after the executive session.**

**XIX. MOTION TO RECONVENE INTO PUBLIC SESSION at \_\_\_\_\_ p.m.**

\_\_\_\_\_ Moved, \_\_\_\_\_ Seconded

Roll Call:

**XX. MOTION TO ADJOURN.**

\_\_\_\_\_ Moved, \_\_\_\_\_ Seconded

Roll Call:

**ADJOURNMENT \_\_\_\_\_ p.m.**

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Warren Sutnick, President  
Haworth Board of Education

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Jennifer Montesano  
Superintendent/Board Secretary