

**HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
MINUTES
March 24, 2015**

I. CALL TO ORDER – 7:31 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 March 19, 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 - 7:32

VIII. SUPERINTENDENT’S/BOARD PRESIDENT’S REPORTS

- Enrollment for March 2015
- HIB/Incident Report to date – Mr. Wolford

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

Kindergarten: Valentina Choi and Eric Griffin
Grade 1: Lily Cammalleri and Ryan Scuro
Grade 2: Alea Zirin and Connor Shea
Grade 3: Molly Kent and Drew Manus
Grade 4: Ava Zwernemann and Riley Renke
Grade 5: Ella Hoehn and Joseph DeCroce
Grade 6: Katherine Boos and David Buzharsky
Grade 7: Melanie Duffany and Cameron Meyer
Grade 8: Samantha Cohen and Jonah Miller

MOTION TO GO INTO CLOSED SESSION - 7:39 p.m.

A. Reduce Moved, M. Doran Seconded.

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, March 24, 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 20 minutes to discuss personnel. Action will be taken in public after the executive session.

MOTION TO RECONVENE INTO PUBLIC SESSION at 8:09 p.m.

N. Brennan Moved, M. Gilbert Seconded.
All in favor.

IX. MINUTES

- a. Approval of meeting minutes from the February 10, 2015 work session meeting and February 24, 2015 regular business meeting.

N. Brennan Moved, M. Doran Seconded.
All in favor.

X. PROGRAM AND PERSONNEL

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Jacquelynn Duquette to attend the Arduino for Educators workshop on May 7, 2015 at the Bergen County Technical School at a cost of \$75, plus travel expenses.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education amends the field trip date for Battle of the Books to the Harrington Park School to June 10, 2015 from the previously approved date of June 9, 2015.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts the donation of classroom library books from the Borek family.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts the donation of classroom library books for Mrs. DiCarlantonio's classroom from various families of the class.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Benjamin Davis as a substitute teacher for the 2014-2015 school year, pending criminal history approval. Not benefit eligible.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Jeanette Romero as a substitute teacher for the 2014-2015 school year, pending criminal history approval. Not benefit eligible.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Donald Turner, black seal certified, as a substitute custodian at the hourly rate of \$14, pending criminal history approval. Not benefit eligible.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Jennifer Montesano and Kristi Giambona to attend two training/site launch consulting sessions for Schoolwires in State College, PA. Training cost of \$2,400 and travel expenses not to exceed \$700.
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the attendance of Business Administrator, Patricia DeRiso for the 53rd Annual NJASBO Conference in Atlantic City June 3, 4, 5, 2015, not to exceed \$600.

- j. Upon the recommendation of the Superintendent, the Haworth Board of Education rescinds the custodial position of Joseph Alfano approved at the 2/10/15 BOE meeting.
- k. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the full time custodial position of Mara Maldonado at the annual salary of \$28,800, black seal certified, benefit eligible. Employment to begin 3/30/2015.
- l. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the summer school program from July 13, 2015 through July 30, 2015 (4 days per week for 3 weeks total), from 9:00 a.m. to 12:10 p.m., for the 2014-2015 school year, at a stipend of \$2,500 per teacher.
- m. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Jane Cabourg as the 2015 Summer School Coordinator at a stipend of \$500.
- n. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the staff chaperone list for the 7th grade Frost Valley overnight trip on June 10, 11 and 12, 2015, with a stipend of \$100 per night, per chaperone (2 nights each):
 - Nicole Carnicelli (additional Coordinator \$250 stipend)
 - Robert McQuade
 - Rebecca Hall
 - Erika Dunn
 - Richard Pasciuto
 - Ron Cuneo
 - Paul Wolford
 - Jennifer Montesano
 - Terry Leeshock (back up)
 - Cristina Eichler (back up)
- o. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the parent chaperones for the 7th grade Frost Valley overnight trip on June 10, 11 and 12, 2015 (no payment):
 - Claudia Sposato
 - Dafna Hod
 - Lillian Hroncich
 - Jeff Pavell
 - Marc Wasser
 - Charles Pialtos
 - Tom Chamberlain
 - Jeff Heitzner (back up)

p. Upon the recommendation of the Superintendent, the Haworth Board of Education

approves Jennifer Montesano to attend the workshop “A Basic Guide to I&RS” on April 21, 2015 in Monroe, NJ, at a cost of \$149, plus travel fees.

- q. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Paula Zurlini as maternity leave replacement for Kerry-Ann Hoy, effective March 30, 2015 through June 30, 2015, B.A. Step 1 at a salary of \$46,176, prorated, benefit eligible.
- r. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Lisa Cumella as a daily Lunch Aide, effective March 24, 2015 at a rate of \$17.50 per session.
- s. Upon the recommendation of the Superintendent, the Haworth Board of Education approves John Spillane as a substitute teacher for the 2014-2015 school year, pending criminal history review.
- t. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Melissa Sullivan as a substitute teacher for the 2014-2015 school year.
- u. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Andrea Escobar as a substitute custodian for the 2014-2015 school year, pending criminal history review.

A. Reduce: Program & Personnel met and discussed items a. through o. Additional items p. through u. since our work session meeting are bolded. If there are no questions, we can go ahead and vote.

A. Reduce Moved, N. Brennan Seconded
Roll Call: 7/0

XI. FINANCE

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of February 1, 2015 to February 28, 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	\$ 471,837.92
Fund (10, 20, 40, 50)	\$ 522,586.87
Fund (30)	\$ 21,876.00
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of February, 2015. (Attachment)
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Report of Board Secretary, Report of the Treasurer, and Report of Monthly

Transfers for the month of February, 2015. (Attachment)

- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the transfer of \$50,000 to Capital Projects to cover Professional Fees/Soft Costs for the approved HVAC Upgrade Project.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education rescinds Finance Item XI. c. from the 3/10/15 agenda regarding the total tax levy and the preliminary 2015-2016 school budget.
- f. **BE IT RESOLVED** the Haworth Public School approves the total tax levy of 1.98% and hereby approves the preliminary 2015-2016 school budget as follows:

	BUDGET	LOCAL TAX LEVY
General Fund.....	\$8,835,366.....	\$8,219,020
Special Revenue Fund.....	\$ 93,107	
Debt Service Fund.....	\$ 619,755.....	\$ 538,231
TOTAL BASE BUDGET.....	\$9,548,228	

J. Ashkenase: The items on the agenda are basically things we need to do just to pay our bills. There is an adjustment to the numbers we put in the tax levy resolution from the last meeting as there was a typo on what was previously submitted, so we need to make the adjustment on this agenda and re-submit it to the state. Also, the cost associated with the HVAC upgrade will be voted on.

J. Ashkenase Moved, A. Reduce Seconded.
Roll Call: 7/0

XII. FACILITY

XIII. POLICY

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

- 5141.8 - Sports Related Concussion and Head Injury
- 6114 - Emergencies and Disaster Preparedness
- 6173 - Home Instruction
- 7110 - Long-Range Facilities Planning

J. Montesano: The biggest change in the Emergencies and Disaster Preparedness is that the staff will have to be trained at the beginning of every year. The one thing I am working on is the safety concern of the

railroad that goes through our town. I will be meeting with the Chief of Police to devise a plan if anything goes wrong with the train.

M. DiIorgi: The public is aware of issues involving rail line that runs through Haworth. There are different escape plans and routes, shelter in place plans that are very different than some of these in our policy, so we are working on that. With the Home Instruction Policy most importantly is that the instruction has to be signed off on by the school doctor before the instruction starts and also that the teacher no longer has to be grade specific.

M. DiIorgi Moved, N. Brennan Seconded.
Roll Call: 7/0

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

A. Reduce: I was at the high school board meeting last night. The referendum can go out again for vote in September. We are the only town in the Valley that passed this one. Many people did not know about the referendum. I will keep you up to date as it comes up because they have just begun to discuss it. There were two presentations last night. One was of particular interest about their one-to-one initiative. The technology department there gives updates and it is very interesting to see the level of workshops they provide for their teachers. It is more than just troubleshooting; it is about how to integrate it into the class, how to deal with distractions the kids may experience, etc. They offer teacher mentors that are specifically trained for technology. They did a really nice job and I think it is worth looking into.

ADDENDUM

X. PROGRAM & PERSONNEL - Item v.

WHEREAS, the Haworth Board of Education (hereinafter referred to as the "Board") is desirous of appointing Paul Wolford to serve as Director of Elementary Education Grades K-8 for the Haworth School District; and

WHEREAS, Paul Wolford is desirous of accepting employment as the Director of Elementary Education Grades K-8 for the Haworth School District;

WHEREAS, the parties are desirous of memorializing the terms and conditions of their agreement; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby ratifies and approves the appointment of Paul Wolford, to serve as the Director of Elementary Education Grades K-8 for the period beginning on July 1, 2015, through June 30, 2016 in accordance with the terms of the Employment Agreement annexed hereto and incorporated herein by reference.

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President to execute, on behalf of the Board, the Employment Agreement by and between the Board and Paul Wolford.

A. Reduce Moved, N. Brennan Seconded (Addendum Item X. v.) Resolution read aloud to the public.

ROLL CALL VOTE: 7/0

AYES: 7
NAYES: 0
ABSTENTIONS: 0

XV. Open to the Public on any item – 8:18 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.

Judy Eig: The HHSA's big spring fundraiser is Thursday, April 16th. It is a Fashion Show for ladies, although men are welcome to come if they would like. We are accepting donations and we welcome all ideas.

XVI. OLD BUSINESS

XVII. NEW BUSINESS

XVIII. MOTION TO ADJOURN

M. Doran Moved, A. Reduce Seconded.
All in favor.

ADJOURNMENT 8:19 p.m.

Warren Sutnick, President
Haworth Board of Education

Jennifer Montesano
Superintendent/Board Secretary