

**HAWORTH BOARD OF EDUCATION  
HAWORTH, NEW JERSEY 07641  
MINUTES  
January 20, 2015**

**I. CALL TO ORDER – 7:33 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. Nicole Brennan, Vice President  
Mrs. Michele DiIorgi - **Absent**  
Mrs. Mary Anne Doran  
Mr. Matthew Gilbert  
Mrs. Anna Reduce  
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.*

Mrs. Leddy: I know that the school was undertaking some testing possibly for dyslexia in the younger grades. I was just wondering if you can comment on how that is going.

Ms. Montesano: The process is going fantastic. We have completed testing in grades 1, 2 & 3. The kindergarten will begin testing now in mid-January. In grades 4 through 8 the teachers were given identifiers to look for with the students. There were between 20-30 students that were identified and their

parents have received a letter stating that we would like to do further testing on their child. We are awaiting for those letters to come back. Also, we have just decided that any student that currently has an IEP and the concern is a reading disability, then we are going to look at those IEP's more closely.

Ms. Leddy: in grades 1-3, has anyone been identified? I think the testing is great, but I think that everybody should still keep their eye on the big picture. It is very common for students to test average or even above average on tests of phonemic awareness. You have to also be aware of their writing, which tells you a lot. Also, kids who cannot tie their shoes in second grade is a sign of sequencing. There are so many signs of dyslexia besides a reading test.....discussion ensued.

Ms. Montesano: we are in the process now of hiring a specialist from Fairleigh Dickinson University to work with us to read the test results to ensure we have the proper results to move forward with those students.

Mr. Sutnick: the PAR test is a nationally recognized test and is multi-faceted. I believe our district is taking this issue very seriously.

Mrs. Chamberlain: I would like to comment on the Martin Luther King Day lessons. I cannot speak for the younger grades but I had a few middle school kids in my car this morning and they said they did not learn anything about Martin Luther King. The anti-bullying assembly I feel fell short of honoring Dr. King. Discussion ensued.....

Ms. Montesano: the cyber-bullying and tolerance lesson I feel ties into the overall theme of fairness, equality and respect for mankind. Discussion ensued.....

Mr. Sutnick: Dr. Martin Luther King Jr. Day has become a national day of service. I am very proud that the Bergen Record saw the service project that our students did as worthy enough to report on in the newspaper.

## **VII. CLOSE THE PUBLIC PORTION**

## **VIII. SUPERINTENDENT'S/BOARD PRESIDENT'S REPORTS**

- Enrollment for January 2015
- HIB/Incident Report to date – Mr. Wolford
- Kids with Character Award Presentation – criteria for the month of December is Responsibility. For December the following children have been chosen:

Kindergarten: Brett Finetto and DemetraMaria Frangiskou

Grade 1: Hanson Lee and Sophia Kim

Grade 2: Liam Paneque and Chloe Poirot

Grade 3: Timothy Kolkebeck and Leah Rose

Grade 4: Seth Kaufman and Katherine Doran

Grade 5: James Zagelmeyer and Ria Jani

Grade 6: Mathieu Monnot and Laura Centanni

Grade 7: Dan Lee and Hailey Tam

Grade 8: John DeCroce and Madeline Song

Mr. Sutnick: I am sure everyone is aware of the unspeakable tragedy that occurred in New Milford with a young student there. Our entire school districts heart goes out to that family and their school district. It is a tragedy that is difficult to comprehend. Just so our community is aware, we did an inspection of our tables here immediately upon learning that this had happened. We have found no deficiencies with our tables here, but just to be ultra cautious we have ordered all new locking mechanisms and then additional locking mechanisms so there will be two types of locks on these tables.

Ms. Montesano: I would like to thank the staff and the students for yesterday on Dr. Martin Luther King, Jr. Day. Our school had many activities yesterday and during the weeks leading up to yesterday honoring Dr. Martin Luther King, Jr. One of the projects done by our school was by the K-5 students to collect and assemble hundreds of food bags for less fortunate kids. The food bags will be delivered to the Center for Food Action in Englewood. I also had the pleasure of walking into classrooms all of which were in the midst of doing various activities on Martin Luther King.

Mr. Wolford: gave a short presentation about what took place in our middle school for Dr. Martin Luther King, Jr. Day.

**IX. MINUTES**

- a. Approval of meeting minutes from December 15, 2014.

N. Brennan Moved, M. Doran Seconded  
Roll Call: 6/0

**X. PROGRAM AND PERSONNEL**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Josephine DiSalvo as a substitute classroom aide.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the grade four class trip to The Newark Museum at a cost of \$12 per student, plus bus fee. Trip coordinators Mrs. Jackson and Mrs. Carr.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Georgette C. Dickman, PAR/Dyslexia Learning Consultant at a rate of \$130 per hour, not to exceed 4 hours.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the immediate appointment of Carlos Zuniga as a Full Time Evening Custodian, black seal certified, at an annual rate of \$28,800, benefit eligible.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the appointment of Mara Maldonado as a Substitute Custodian, black seal certified, at an

hourly rate of \$14 per hour, not benefit eligible, upon completion of criminal background check.

- f. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts the resignation of Washington Kanlong, Part Time Custodian, effective January 15, 2015.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2015-2016 school calendar. (Attachment)

A. Reduce Moved, M. Gilbert Seconded  
Roll Call: 6/0

A. Reduce: we met last week and we discussed all of these items and more.

W. Sutnick: I would like to comment on the fact that our calendar for next year coordinates with all of the schools in the Northern Valley and the high school. I think that will be much more convenient for parents with students both here and in high school.

J. Montesano: the only difference in all the calendars you will see are the Professional Development Days.

**XI. FINANCE**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of December 1, 2014 to December 31, 2014 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	\$ 476,483.38
Fund (10, 20, 40, 50)	\$ 182,394.29
Fund (30)	\$ -0-

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education resolved to apply for the following funds allocated under the Individual with Disabilities Education Act, Part B (IDEA B) for the fiscal year 2015 as follows:

Basic.....	\$89,745
Preschool.....	\$ 1,452

- c. 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 December, 2014. (Attachment)

- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of December, 2014. (Attachment)
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Storr Tractor Company to repair the plow at a cost of \$2,235.51.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the annual salary for Eileen Gallagher to \$50,868, effective February 1, 2015, due to increased responsibilities of the Payroll/Bookkeeper position.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the annual salary for Kristen Giambona to \$45,500, effective February 1, 2015, due to the increased responsibilities of the Administrative Assistant to the Superintendent/Human Resources Officer position.

J. Ashkenase Moved, A. Reduce Seconded  
Roll Call: 6/0

J. Ashkenase: we met and discussed some of the physical needs of the building and started to prioritize our needs. We discussed the budget and our business administrator is starting to meet with staff to prioritize their needs. We discussed getting an evaluation of the electric and plumbing systems.

## **XII. FACILITY**

a. WHEREAS, the Haworth Board of Education (hereinafter referred to as the “Board”) advertised for bids for the Hawk Hall Boiler and Unit Ventilator Replacement Project (hereinafter referred to as the “Project”); and

WHEREAS, on December 19, 2014 the Board received four (4) bids for the Project as reflected on the attached bid tabulation sheet; and

WHEREAS, the lowest responsible bid for the Project was submitted by Pennetta Industrial Automation, Inc. (hereinafter referred to as “Pennetta”) with a base bid in the amount of \$517,000 together with Alternate No. 1, Connect UV's and T'Stats to BMS, in the amount of \$54,000 and Alternate No. 2, Replace Condensing Units in Computer Lab, in the amount of \$8,700, for a total contract sum of \$579,700; and

WHEREAS, the bid submitted by Pennetta is responsive in all material respects and it is the Board’s desire to award the contract for the Project to Pennetta;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards the contract for the Hawk Hall Boiler and Unit Ventilator Replacement Project to Pennetta Industrial Automation, Inc. in a total contract amount of \$ \$579,700, representing a base bid in the amount of \$517,000 together with Alternate No. 1, Connect UV's and T'Stats to BMS, in the amount of

\$54,000 and Alternate No. 2, Replace Condensing Units in Computer Lab, in the amount of \$8,700.

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project specifications, together with an AA201-Project Manning Report, an executed A-101-Standard Form of Agreement Between Owner and Contractor and an executed A-201-General Conditions of the Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

**TABLE XII. a.**

N. Brennan: I would like to table the HVAC contract for further review. During our committee meeting we discussed the safety measures we will be putting in place for the cafeteria tables.

M. Gilbert: how can we be assured the tables are put into place correctly? Who's responsibility should it be?

J. Montesano: a custodian should be called to put a table back into place if it is not in correctly. A parent or coach in the building should not put any of our equipment back into place, a custodian should be notified since they are properly trained.

Discussion ensued.....

N. Brennan Moved, W. Sutnick Seconded to Table XII. a.  
Roll Call: 6/0

**XIII. POLICY**

**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

Mr. Gilbert: for the attendance that is reported to the state, we wound up losing some state aid due to attendance. Maybe a letter should go out to parents reminding them of the importance of good attendance.

W. Sutnick: we have an attendance policy which should be followed.

Discussion ensued.....

M. Gilbert: It may be nice to include a survey at Back to School Night to see what is important to the parents. We are also working on improving the website.

A. Reduce: I can report on the BOE meeting at the high school regarding the calendar. I had a suggestion to give back the snow days at the end of the year, like we do here. Discussion ensued.....

A. Reduce: Also, the referendum meeting at the high school is on January 26, when they will vote on whether or not they will go out for referendum. Dr. Kippel will be attending our February 24<sup>th</sup> BOE meeting here to explain the referendum in detail to us.

**XV. Open to the Public on any item – 8:16 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 8:16 p.m.**

A. Reduce Moved, N. Brennan Seconded  
All in favor.

**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, January 20, 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 1 hour to discuss personnel. Action will not be taken in public after the executive session.**

**XIV. MOTION TO ADJOURN.**

W. Sutnick Moved, N. Brennan Seconded  
Roll Call: 6/0

**ADJOURNMENT 10:10 p.m.**

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Warren Sutnick, President  
Haworth Board of Education

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Jennifer Montesano  
Superintendent/Board Secretary