

**HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
WORK SESSION MINUTES
January 6, 2015**

I. CALL TO ORDER – 7:55 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 December 17, 2014 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
Mrs. Mary Anne Doran
Mr. Matthew Gilbert - Absent
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.

VII. CLOSE THE PUBLIC PORTION

VIII. SUPERINTENDENT’S/BOARD PRESIDENT’S REPORTS

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

Ms. Montesano – last week I met with all of the Superintendents in Region III to discuss the calendar for the 2015-2016 school year. We all agreed on dates and I have already met with our HTA rep to discuss it. I would like the calendar finalized and approved at our next meeting. Our calendar was really driven by the high school calendar so all of the Northern Valley schools can be in line with each other.

Mr. Sutnick – Northern Valley is planning to go out with a referendum in April. I believe it is a 1.3 million dollar referendum, although do not quote me on that. It is a district wide referendum that has to do with STEM, plus some facilities upgrades. I have been in discussions with George Kippel who is our Haworth representative and he has offered to come to a BOE meeting here to inform us and the public about the specifics of the referendum and why the high school is proposing these upgrades at this time.

IX. MINUTES

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

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 7th & 8th grade WellCore presentation on January 19, 2015, at a total cost of \$1,000.**
- *e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the tuition reimbursement of \$2,618 to John Orozco for the completion of the NJ Education Facility Management Program.**
- *f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the termination of custodian, Humberto Cortaza effective December 30, 2014.**

A. Reduce Moved, N. Brennan Seconded (***Items X. d. e. and f. only**)
Roll Call: 6/0

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 Bills and Claims for the month of December, 2014. (Attachment)
- d. 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.
- e. 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.
- f. 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.
- *g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the legal services agreement of Lindabury, McCormick, Estabrook & Cooper at a rate of \$160 per hour, not to exceed \$3,200.**

M. DiIorgi Moved, W. Sutnick Seconded (***Item XI. g. only**)
Roll Call: 6/0

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.

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

A. Reduce – the high school had their reorganization meeting yesterday and they will be discussing the referendum at their next BOE meeting. This will be a good meeting to go to as to clearly understand the proposed referendum.

XV. Open to the Public on any item – 8:00 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 8:56 p.m.

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

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 6, 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 15 minutes to discuss personnel, litigation and negotiations. 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 9:16 p.m.

Warren Sutnick, President
Haworth Board of Education

Jennifer Montesano
Superintendent/Board Secretary