

**HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
AGENDA (UPDATED)
June 28, 2016**

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 June 22, 2016 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:

Mrs. Mary Anne Doran
Mr. Matthew Gilbert
Mrs. Anna Reduce
Mr. Warren Sutnick
Mrs. Stacey Wunsch
Mr. Jeff Ashkenase, Vice President
Mrs. Nicole Brennan, 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 2016

- HIB/Incident Report to date

_____ Moved, _____ Seconded
 Roll Call:

IX. MINUTES

- a. Approval of meeting minutes from the May 24, 2016 regular business meeting and June 9, 2016 special meeting.

_____ Moved, _____ Seconded
 Roll Call:

X. PROGRAM AND PERSONNEL

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves stipends for the following employees for the 2016-2017 school year. Stipends may be adjusted upon contract ratification.

| | | |
|----------------------------|--|------------|
| Derick Talty | Brainbuster Advisor | \$500.00 |
| Alicia Kosakowski | Brainbuster Advisor | \$500.00 |
| Lori DiVite | Soccer Coach | \$1,900.00 |
| TBD | Overnight Field Trip Coord. (Frost Valley) | \$250.00 |
| TBD | Overnight Field Trip Coord. (Wash. D.C.) | \$250.00 |
| Cristina Martell | Overnight Field Trip Coord. (Philadelphia) | \$250.00 |
| 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 |
| Arlene Domalewski | Debate Club Advisor | \$1,200.00 |
| Paul Doran | Athletic Director | \$1,500.00 |
| Alicia Kosakowski | Eighth Grade Coordinator | \$2,200.00 |
| Terry Leeshock | Garden Club Advisor | \$1,200.00 |
| Cristina Martell | Yearbook Advisor 1/2 | \$850.00 |
| Suzanne Schmalder | Yearbook Advisor 1/2 | \$850.00 |
| Lauren Burkholder-Wolstein | Science Olympiad Advisor | \$1,000.00 |
| Jessica Franko | Science Fair Advisor | \$500.00 |
| Karen Foglio | Student Council Advisor | \$1,700.00 |
| Jeanne Rispoli | Girls Basketball Coach | \$1,900.00 |
| Terry Leeshock | Newspaper Coordinator | \$1,700.00 |
| TBD | Art Club Advisor | \$1,200.00 |
| Josefina Winik | Select Choir Coordinator | \$2,200.00 |

| | | |
|--------------------|-----------------------------------|--------------|
| Lori Scheps | School Store Coordinator | \$1,700.00 |
| Angelica Formica | School Store Coordinator | \$1,700.00 |
| Jane Cabourg | Summer School Coordinator | \$500.00 |
| Kathleen Blazina | Afterschool Program Bookkeeper | \$1,000.00 |
| Michele Breakfield | Afterschool Program Support Staff | \$750.00 |
| Lesley Carboneri | Downtown Lunch Duty | \$30/session |
| Robert McQuade | Downtown Lunch Duty | \$30/session |
| Lori Scheps | Downtown Lunch Duty | \$30/session |
| Kristi Giambona | Downtown Lunch Duty | \$30/session |

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Summer School Staff for the 2016 Summer School sessions:

| | |
|-------------------------|---------|
| Jane Cabourg | \$2,500 |
| Connie Alcoser | \$2,500 |
| Anne Marie Dunn | \$2,500 |
| Terry Leeshock | \$2,500 |
| Lori Scheps | \$2,500 |
| Erin Burns | \$2,500 |
| Jessica Franko | \$2,500 |
| Jeanne Rispoli - Aide | \$800 |
| Judy Powers - Aide | \$800 |
| Nancy Polifroni - Nurse | \$2,500 |

- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Kari Heitzner as a substitute teacher for the 2016-17 school year, not benefit eligible.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following New Jersey City University graduate level courses for Kimberly Michalski; reimbursement to be paid at the rate of one 3 credit graduate education course at Rutgers University for the 2016-2017 school year.
- Teaching the Child with Autism and Pervasive Developmental Disorders
 - Behavior Disorders in Children
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Carrieann Malanga to attend the Legal One–Bullying Law Update 2016 workshop on August 1, 2016 at a total cost of \$150, plus travel expenses.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2016-2017 membership fee for Daniel O’Keefe in the Bergen County Curriculum Consortium at a cost of \$149.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves

the 2015-2016 list of Discarded Library Books. (Attached)

- h. Upon the approval of the Interim Executive County Superintendent, the Haworth Board of Education approves the payment of the Haworth Superintendent's 2015-16 Merit Goals.
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2016-2017 salary of \$105,000 for Carrieann Malanga, Supervisor of Special Education.
- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2016-2017 salary of \$90,000 for Daniel O'Keefe, Supervisor of Curriculum & Instruction.
- k. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2016-2017 salary of \$120,000 for Paul Wolford, Business Administrator/Director of Elementary Education. Contract pending approval of the Interim Executive County Superintendent.
- l. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2016-2017 salary of \$65,000 for Kristi Giambona, Confidential Administrative Assistant to the Superintendent.
- m. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2016-2017 salary of \$65,000 for Karen Erner, Confidential Administrative Assistant for Data and Technology.
- n. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Kristen Haenelt as a substitute nurse for the 2016-17 school year, not benefit eligible.
- o. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Nicole Barbarino as a .6 School Psychologist for the 2016-2017 school year at an annual salary of \$33,720 (MA+30, Step 3), not benefit eligible. (Salaries may be adjusted upon contract ratification.)
- p. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Christine Werner to work in the Business Office for training purposes for the month of July, 2016 at her hourly rate of \$28.00, not to exceed \$3,000.
- q. **Upon the recommendation of the Superintendent, the Haworth Board of Education approves Lauren Burkholder-Wolstein as a Middle School Science Teacher for the 2016-2017 school year at an annual salary of \$49,821 (MA, Step 1), benefit eligible. (Salaries may be adjusted upon contract ratification.)**
- r. **Upon the recommendation of the Superintendent, the Haworth Board of Education approves Kathleen Blazina as a Administrative Assistant for the Business Office/Accounts Payable Clerk at an annual salary of \$42,000, benefit eligible. Start date on or about July 18, 2016.**

- s. **Upon the recommendation of the Superintendent, the Haworth Board of Education approves Jessica Braverman as a Middle School English Language Arts Teacher for the 2016-2017 school year at an annual salary of \$46,176 (BA, Step 1), benefit eligible. (Salaries may be adjusted upon contract ratification.)**

_____ Moved, _____ Seconded
 Roll Call:

XI. FINANCE

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of May, 2016.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the West Bergen Mental Healthcare contract for all Region III districts for the 2016-2017 school year.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bayada Nursing Services contract for the 2016-2017 school year, at a rate of \$52.00 per hour.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Realtime Information Technology contract for the 2016-2017 school year, at an rate of \$8,571.40.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the payrolls for the period of May 1, 2016 to May 31, 2016 which has previously been approved by the various committees and payment made through the Valley National Bank from funds in the appropriate accounts as follows:

| Bills Description | Dated | Amount |
|-----------------------------|---------------|---------------|
| Payroll – Operating Account | 05/13/16 | \$251,079.40 |
| Board Share – FICA | 05/13/16 | \$4,185.91 |
| State Share – FICA | 05/13/16 | \$13,992.67 |
| | TOTAL: | \$269,257.98 |

| Bills Description | Dated | Amount |
|-----------------------------|---------------|---------------|
| Payroll – Operating Account | 05/13/16 | \$2,634.77 |
| Board Share – FICA | 05/13/16 | \$201.56 |
| State Share – FICA | 05/13/16 | \$ -0- |
| | TOTAL: | \$2,836.33 |

| Bills Description | Dated | Amount |
|--------------------------------|--------------|---------------|
| Payroll – Operating Accounting | 05/27/16 | \$248,507.30 |

| | | |
|--------------------|---------------|--------------|
| Board Share – FICA | 05/27/16 | \$4,048.54 |
| State Share – FICA | 05/27/16 | \$13,992.66 |
| | TOTAL: | \$266,548.50 |

- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the payment of 3 days of unused vacation time for Kathleen Jasionowski upon retirement on June 30, 2016 in the amount of \$672.87.
- g. WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Haworth School District Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

WHEREAS, Haworth School District Board of Education has determined that an amount not to exceed \$400,000.00 may be available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Haworth School District Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

- h. RESOLVED, that the Haworth Board of Education approve the 2016-17 local tax payment schedule for school purposes, and that the tax payment schedule is forwarded to the Haworth Borough Municipal Clerk. (Attachment)
- i. 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 March, 2016. (Attachment)
- j. **Upon the recommendation of the Superintendent, the Haworth Board of Education approves the payrolls for the period of June 1, 2016 to June 30, 2016 which has previously been approved by the various committees and payment made through the Valley National Bank from funds in the appropriate accounts as follows:**

| Bills Description | Dated | Amount |
|-----------------------------|---------------|---------------|
| Payroll – Operating Account | 06/15/16 | \$309,826.16 |
| Board Share – FICA | 06/15/16 | \$8,046.03 |
| State Share – FICA | 06/15/16 | \$13,875.52 |
| | TOTAL: | \$331,747.71 |

| Bills Description | Dated | Amount |
|-----------------------------|---------------|---------------|
| Payroll – Operating Account | 06/21/16 | \$255,943.18 |
| Board Share – FICA | 06/21/16 | \$4,617.38 |
| State Share – FICA | 06/21/16 | \$13,952.00 |
| | TOTAL: | \$274,512.56 |

| Bills Description | Dated | Amount |
|--------------------------------|---------------|---------------|
| Payroll – Operating Accounting | 06/30/16 | \$27,199.37 |
| Board Share – FICA | 06/30/16 | \$2,088.75 |
| State Share – FICA | 06/30/16 | \$ -0- |
| | TOTAL: | \$29,280.12 |

_____ Moved, _____ Seconded
 Roll Call:

XII. FACILITY

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the purchase of a Chariot 2 iScrub machine from Atra Janitorial Supply Company at a total cost of \$7,625.00.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves SportCare, Synthetic Field Maintenance to service the turf field at a total cost of \$2,450.

_____ Moved, _____ Seconded
 Roll Call:

XIII. POLICY

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the first reading of the following policies:
 - District Records and Reports
 - Assessment of Individual Needs
 - Expenses and Reimbursements

_____ Moved, _____ Seconded
 Roll Call:

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.

Close the Public portion: _____

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 28, 2016 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.

Nicole Brennan, President
Haworth Board of Education

Jennifer Montesano
Superintendent/Board Secretary