

HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
AGENDA
April 19, 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 February 9, 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
Mr. Vincent Occhino, Interim Business Administrator
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 Report to date
- HIB/Incident Report to date

Certificate of Achievement – Zoe Weill 2016 Grade 4 Spelling Bee winner.

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

Kindergarten: Lauren Knaggs and Sooa Tani
Grade 1: Henry Winik and Talia Zirin
Grade 2: Avery Monaco and Cecelia Villaplana
Grade 3: Chloe Hoehn and Luana Pascali
Grade 4: Zoe Weill and Keira Tam
Grade 5: Georgios Ceylan and Eleni Brennan
Grade 6: Antoni Kaluza and Yasmine Azmi
Grade 7: Emily Sutnick and John Buckley
Grade 8: Jeremy Shinder and Olivia Wasser

_____ Moved, _____ Seconded
Roll Call:

IX. MINUTES

- a. Approval of meeting minutes from the March 22, 2016 regular business meeting.

_____ Moved, _____ Seconded
Roll Call:

X. PROGRAM AND PERSONNEL

- a. Upon the recommendation of the Superintendent, the Hawaorth Board of Education approves the Grades 4 and 5 walking trip to the Haworth Swim Club on June 14, 2016 (raindate: June 16, 2016) at no cost to students. Trip Coordonators: Cynthia Talty, Rebecca Hall, Erin Carr and Melissa Jackson.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Carrieann Malanga to attend the I&RS – The Next Generation workshop in Monroe, NJ on April 21, 2016. No cost for workshop, plus travel expenses.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education appoints Paula Zurlini as a maternity leave replacement for Nicole Chamberlain from April 25,

2016 through June 30, 2016 and then again from September 1, 2016 through approximately the end of November. She will receive the first 20 days pay as a substitute and then an annual pro-rated salary of \$46,176, BA, Step 1, benefit-eligible, pending contract ratification.

- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Veronica Greco as a substitute teacher for the 2015-16 school year, not benefit eligible.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Salvador Saavedra as a substitute custodian with black seal license, for the 2015-16 school year, not benefit eligible.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the summer school program from July 11, 2016 through July 28, 2016 (4 days per week for 3 weeks total), from 9:00 a.m. to 12:10 p.m., for the 2015-2016 school year, at a stipend of \$2,500 per teacher.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the appointment of Donald Turner as Head Custodian for the 2015-16 school year at an annual salary of \$48,500.00, effective April 20, 2016, benefit eligible.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Donald Turner to attend the Rutgers University Energy Management workshop in Bridgewater, NJ on May 7, 2016, at a total cost of \$234, plus travel expenses.

_____ Moved, _____ Seconded
Roll Call:

XI. FINANCE

- a. This Agreement, entered into this 7th day of April 2016 between the Board of Education of HAWORTH, (hereinafter referred to as the Board) and the Burton Agency Inc., a Corporation of the State of New Jersey, having its principal office at 44 Bergen Street, Westwood, NJ 07675 (hereinafter referred to as the Consultant).

Witnesseth:

WHEREAS, the Board is a member of the Northeast Bergen County School Board Insurance Group (NESBIG) (hereinafter referred to as the Group) and;

WHEREAS, the Consultant has offered to the Board professional risk management consulting services consistent with the industry standard and possesses the requisite education, license, skills and experience and;

WHEREAS, the Board desires professional risk management consulting services and is relying on such representation and;

NOW THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. The term of this appointment shall commence on July 1, 2016 and shall run until June 30, 2019, and until a successor is appointed and qualified.
2. The Consultant, for and in consideration of the amount stated hereinafter, agrees to provide to the Board as follows:
 - A. Assist the Board in identifying its insurable property and casualty exposures and to recommend professional methods to reduce, assume or transfer the risk of loss.
 - B. Assist the Board in understanding and selecting the insurance coverages available from the Group and otherwise.
 - C. Review with the Board any additional insurance coverages that the Consultant advises should be carried but are not available from the Group.
 - D. Assist the Board in the preparation of applications, statement of values and similar documents requested by the Group, it being understood that this agreement does not include any appraisal work by the Consultant.
 - E. Review the Board's annual insurance assessment as prepared by the Group and assist the Board in preparation of its annual insurance budget.
 - F. Review any loss and engineering reports and generally assist the Board in its loss containment objectives.
 - G. Assist where needed in the settlement of claims.
 - H. Such other matters pertaining to insurance and risk management as may from time to time be necessary.
3. The Board authorizes the Group to pay the Consultant as compensation for services rendered, an amount equal to 6% of the Board's annual insurance assessments for property and casualty insurance and workers' compensation as promulgated by the Group. The said fee shall be paid to the Consultant in four equal payments, at the end of each quarter, by the Fund. (September 30th, December 30th, March 30th and June 30th)
4. The Consultant shall provide proof of insurance in form and amount satisfactory to the Board but which shall, in any case, meet the following minimum requirements:
 - (a) General Liability: \$1,000,000
 - (b) Worker's Compensation: Statutory requirements to be met
 - (c) Auto Liability: Minimum limits of \$1,000,000, must include non-owned auto
 - (d) Professional Errors and Omissions: Minimum limit of \$1,000,000
5. For any insurance coverage's authorized by the Board to be placed outside the Group, the Consultant shall receive as compensation the standard brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the Group's assessment in computing the fee outlined in 3 above.

6. This agreement may be terminated by either party at any time by mailing to the other, written notice, certified mail return receipt, calling for termination at not less than thirty (30) days thereafter. In the event of termination of this agreement, the Consultant’s fees outlined in 3 above shall be prorated to date of termination.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the shared services agreement for Site Technician Services – Technical Support Services from Northern Valley Regional High School Board of Education for the Haworth School District from July 1, 2016 – June 30, 2017 school year at the total annual cost of \$65,000.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Stronge Evaluation System through Oasys/Frontline for the 2016-2017 school year at a start up cost not to exceed \$10,000.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the end of life IMAC recycling list through the vendor eRevival, LLC at no cost to the district. (Attachment)
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of March, 2016.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Asbury Park Information Technology Center Budgetary Accounting System Services and the Payroll/Personnel System Services for the 2016-2017 school year at the annual cost of \$13,680.00.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of March 1, 2016 to March 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	03/15/16	\$255,485.07
State Share – FICA	03/15/16	\$4,588.11
Board Share – FICA	03/15/16	\$14,019.26
	TOTAL:	\$274,092.44

Bills Description	Dated	Amount
Payroll – Operating Accounting	03/30/16	\$240,964.81
State Share – FICA	03/30/16	\$3,478.58
Board Share – FICA	03/30/16	\$14,021.57
	TOTAL:	\$258,464.96

- h. 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 January, 2016.

_____ Moved, _____ Seconded
Roll Call:

XII. FACILITY

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

XV. Open to the Public on any item – _____ p.m.

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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, April 19, 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