

**HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
MINUTES
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 - ABSENT
Mrs. Anna Reduce
Mr. Warren Sutnick - ABSENT
Mrs. Stacey Wunsch
Mr. Jeff Ashkenase, Vice President - ARRIVED 7:52
Mrs. Nicole Brennan, President
Mr. Vincent Occhino, Interim Business Administrator - ABSENT
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

N. Brennan – For the past year and a half we have been negotiating a new teacher’s contract. This is one of the jobs of the Board of Education and the Negotiations Committee. We are currently in an impasse situation as we have been working on this for a year and a half and have failed to come up with a mutual agreement between us. We want you to know that the Board is working diligently with all parties involved and we hope to come up with a quick and amicable agreement. Feel free to ask any Board member for an update this way you receive correct information. It is our job is to support the children in this school first and foremost and the stakeholders second to that. I am confident we will come to an agreement very soon.

A. Reduce Moved, M. Doran Seconded
Roll Call: 4/0

IX. MINUTES

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

A. Reduce Moved, S. Wunsch Seconded
Roll Call: 4/0

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 Carriann 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.

M. Doran: We met on April 5th and we discussed our current professional development with Teacher's College which is going very well. We also spoke about our middle school math program.

M. Doran Moved, A. Reduce Seconded
Roll Call: 4/0

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 Oasis/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.

J. Montesano: Regarding Item. b. and the tech services, last year when I first started we were having some issues with our tech services from Northern Valley which led us to go to Bergen Academies for our services. I did spend this year working with Dr. Gordon and the high school regarding our return to Northern Valley tech services because I feel it is important to support one another. We have now chosen to go back to the Northern Valley Tech services for the upcoming school year and this decision has brought the district a \$12,000 savings.

A. Reduce Moved, N. Brennan Seconded
 Roll Call: 4/0

XII. FACILITY

J.Montesano: the new doors will open on Monday and we will be sending out eblasts to explain to the parents and students the new protocols for entry into the building.

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 – 7:49 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.

Dr.Kipel: Thank you all for supporting the high school referendum. Also, thank you for coming back to us with the tech department. I appreciate us always working together.

XVI. OLD BUSINESS

XVII. NEW BUSINESS

XVIII. CLOSED SESSION 7:51 p.m.

S. Wunsch Moved, M. Doran 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, 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 20 minutes to discuss personnel & negotiations. Action will not be taken in public after the executive session.

XIX. MOTION TO ADJOURN.

J. Ashkenase Moved, M. Doran Seconded
All in favor.

ADJOURNMENT 10:25 p.m.

Nicole Brennan, President
Haworth Board of Education

Jennifer Montesano
Superintendent/Board Secretary