

**HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
MINUTES
NOVEMBER 17, 2015**

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 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: Mrs. Michele DiIorgi - ABSENT
Mrs. Mary Anne Doran
Mr. Matthew Gilbert
Mrs. Anna Reduce
Mr. Warren Sutnick
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 November 2015
- HIB/Incident Report to date
- Certificate of Appreciation – Andrew Pantelis

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

Kindergarten: Dean Yurista and Jillian Montello
Grade 1: Nina Riding and Brody Calvert
Grade 2: Sophia Kim and Erika Gargano
Grade 3: Andrew Zwernemann and Jason Pereira
Grade 4: Roan Ricci and Devin Cohen
Grade 5: Seth Kaufman and Carlos Bayuelo
Grade 6: Yale Fang and Ella Hoehn
Grade 7: Gabriela Ortiz and Matthew Weinburg
Grade 8: Yuki Ando and Michael Shalonov

Presentation of the Year End 2014-2015 Audit – Mr. Andrew Kucinski representing our Board approved auditing firm of Nisivoccia, LLP. (Attached)

PRESENTATION Andrew Kucinski, auditor with the firm of Nisivoccia, LLP, presented the findings cited in the district’s financial audit for the period beginning 7/1/14 and ending 6/30/2015, which he and his auditing team prepared. Handouts for the public were provided including the audit synopsis, schedules B1 and B2.

1. Acceptance of Financial Audit for Year Ending June 30, 2015

RESOLVED that the Haworth Board of Education accept the findings expressed by the auditing firm of Nisivoccia, LLP, as cited in their reports entitled, Comprehensive Annual Financial Report (CAFR) For the Fiscal Year Ended June 30, 2015, and Auditors’ Management Report on Administrative Findings – Financial Compliance and Performance Year Ending June 30, 2015.

2. Action Plan to Address Audit Recommendation

RESOLVED that the Haworth Board of Education accept the Auditor’s conclusion that there were no recommendations to be addressed in the, Comprehensive Annual Financial Report (CAFR) For the Fiscal Year Ended June 30, 2015, hence the need to prepare an Audit Corrective Action Plan was not necessary.

M. Doran Moved, J. Ashkenase Seconded
Roll Call: 6/0

IX. MINUTES

- a. Approval of meeting minutes from the October 6, 2015 work session meeting and the October 20, 2015 regular business meeting.

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

X. PROGRAM AND PERSONNEL

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Kristi Giambona to attend the Legal Topics for Administrative Assistants workshop on December 2, 2015 in Glen Rock, at a cost of \$100, plus travel expenses.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the updated maternity leave resolution of Nicole Carnicelli with a return to work date of February 12, 2016.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Grade 6 GATE field trip to the Meadowlands Environment Center on January 15, 2016, no cost to students. Trip coordinators: Jacquelynn Droescher and Jennifer Eisberg.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Grade 8 GATE field trip to the Meadowlands Environment Center on February 25, 2016, no cost to students. Trip coordinators: Jacquelynn Droescher and Jennifer Eisberg.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Grade 5 GATE field trip to the Meadowlands Environment Center on February 4, 2016, no cost to students. Trip coordinator: Cristina Martell.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Grade 4 GATE field trip to the Meadowlands Environment Center on December 3, 2015, no cost to students. Trip coordinator: Cristina Martell.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Grade 4 GATE field trip to the Newark Museum on December 1, 2016, no cost to students. Trip coordinator: Cristina Martell.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Jennifer Eisberg to attend the Keys to Close Reading workshop at the South Bergen Jointure Commision in Hasbrouck Heights, NJ on February 11, 2016, no fee for workshop, plus travel expenses.

- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Jennifer Eisberg to attend the A Closer Look at the Year's Best Books for Children Grades Pre-K - 6 in Whippany, NJ on May 20, 2016, at a cost of \$199, plus travel expenses.
- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Follett Library Manager Essentials Webinar Training for up to 12 participants, at a total cost of \$350.
- k. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Katherine Conway to utilize 63 days of her accumulated sick days due to injury within the period of November 2, 2015 through February 21, 2016, with an anticipated return to work date of February 22, 2016.
- l. Upon the recommendation of the Superintendent, the Haworth Board of Education appoints Paula Zurlini as a long-term substitute for Katherine Conway from November 18, 2015 through February 21, 2016. She will receive an annual pro-rated salary of \$46,176, BA, Step 1, benefit-eligible, pending contract ratification.
- m. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts the resignation of Lisa Cumella as a full-time Lunch Aide, effective October 30, 2015.
- n. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 5th and 6th grade field trip to the Harrington Park School for Battle of the Books on June 9, 2016, no cost for students, plus bus fee. Trip Coordinator: Jennifer Eisberg.
- o. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the grades 3 – 8 winners of the Dorney Poetry contest to travel to Northern Valley Demarest High School for the Dorney Poetry Festival on June 7, 2016, no cost for students, plus bus fee. Trip Coordinator: Jennifer Montesano.
- p. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Vanessa Cueva as a substitute custodian for the 2015-2016 school year, not benefit eligible, pending criminal history review.
- q. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Jennifer Montesano to attend the Winter Learning & the Brain Conference from February 10 – February 14, 2016 in San Francisco, CA, total cost not to exceed \$3,100.
- r. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Carol Szurgot to attend the Keys to Close Reading workshop at the South Bergen Jointure Commission in Hasbrouck Heights, NJ on February 11, 2016, no fee for workshop.
- s. **Upon the recommendation of the Superintendent, the Haworth Board of Education approves the dates of the Haworth Home and School Association enrichment program**

recitals as January 20, 2016 and January 28, 2016 at 7:00 pm in the school gymnasium.

- t. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the the registration fee of \$211 for the North Jersey Spelling Bee for Grade 4.
- u. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Grades 7 & 8 student finalists to attend the BrainBusters Finals Competition at Bergen County Community College in Lyndhurst on June 6, 2016, no cost for students, plus transportation fees. Trip Coordinator: Alicia Kosakowski.
- v. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Miguel Gomez as a substitute custodian with Black Seal License for the 2015-2016 school year, not benefit eligible, pending criminal history review.
- w. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the re-scheduled dates of the 8th Grade Class Overnight Trip to Washington, DC, to March 29, 30, and 31, 2016, at a cost of \$607.00 per student.
- x. Upon the recommendation of the Superintendent, the Haworth Board of Education approves payment of \$100 per overnight for the following chaperones on the Washington, DC trip, on March 29, 30 and 31, 2016. Stipends may be adjusted at the conclusion of negotiations.

Lisa Maketansky, Trip Coordinator - \$250
Paul Wolford
Robert McQuade
Karen Foglio
Caitlin Sobota
Derick Talty
Jane Cabourg
Margaret Mulder, R.N.
Daniel O’Keefe - Alternate

A. Reduce: I see the 8th grade Washington D.C. trip was able to be re-scheduled.....that is great news.

J. Ashkenase: Who made the recommendation to move the trip?

J. Montesano: I made the recommendation due to the current happenings and the threats made to Washington D.C. I was concerned for the security of our kids. We had an assembly with the 8th grade students to explain to them why the trip would be post-poned and they were very understanding.

A. Reduce: It was a wise thing to do.

M. Doran: I agree.

J. Montesano: Also, we are very excited to be entering the state spelling bee which we will be starting with the 4th grade.

M. Doran Moved, M. Gilbert Seconded
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 October 1, 2015 to October 31, 2015 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	\$490,070.50
Fund (10, 20, 40, 50)	\$318,894.17
Fund (30)	\$ 20,757.28

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of October, 2015.
- 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 October, 2015. (Attachment)

J. Ashkenase Moved, M. Gilbert Seconded
Roll Call: 6/0

XII. FACILITY

XIII. POLICY

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the second reading of the following policies:
- 4112.8/4212.8 - Nepotism
 - 5111 – Admission
 - 6171.4 - Special Education
 - 4138.2 – Private Tutoring

W. Sutnick: I would like to make a motion to table the Private Tutoring policy while we gather some further information. The committee would like to research what some other districts do.

All in favor to table the Private Tutoring Policy:

Ayes: 6

Nays: 0

Abstentions: 0

W. Sutnick Moved, A. Reduce Seconded, the Nepotism, Admission and Special Education policies only.

Roll Call: 6/0

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

M. Gilbert: When will the PARCC scores be coming out?

J. Montesano: They should be out by next week and a full presentation will be done for the public at the December 16th meeting. We will also be sending home a letter to the parents on how to read the scores.

M. Doran: Thursday and Saturday the 2nd through 4th grades will be having their performances of the Wizard of Oz play.

J. Montesano: Thank you to Mr. Wolford for dealing with the broken sound system and running down to the company in Marlton, NJ to borrow a new sound system while ours gets repaired.

A. Reduce: The High School has been able to get enough funds to add 2 STEM labs, 1 in Demarest and 1 in Old Tappan, even if the referendum is not passed. They are discussing possibly going out for another referendum in the spring.

J. Montesano: We are currently looking into STEM programs for next year for our middle school students to prepare them for high school.

M. Gilbert: How is the 1:1 initiative going?

J. Montesano: It is going great. Mr. Talty is working vigorously to get everything ready and then we will have a parent meeting to explain everything.

XV. Open to the Public on any item – 8:02 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.

Stacey Wunsch: I see the main entrance is coming along beautifully. I was wondering if the panel next to the main entrance and the outdoor stairwells would be painted as they are peeling quite a bit.

J. Montesano: We can look into having this done in the spring.

XVI. OLD BUSINESS

XVII. NEW BUSINESS

Mrs. Brennan: Next meeting will be moved to December 16th to allow Mr. Annunziata of NJSBA to explain the self evaluation.

Mrs. Brennan: Mr. Ashkenase is stepping down from the Negotiations Committee. Therefore I will chair this committee and Warren Sutnick will remain.

XVIII. MOTION TO ADJOURN.

A. Reduce Moved, M. Gilbert Seconded
All in favor.

ADJOURNMENT 8:06 p.m.

Nicole Brennan, President
Haworth Board of Education

Jennifer Montesano
Superintendent/Board Secretary