

**HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
MINUTES
AUGUST 18, 2015**

I. CALL TO ORDER – 7:34 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: Mr. Jeff Ashkenase
Mrs. Michele DiIorgi
Mrs. Mary Anne Doran
Mr. Matthew Gilbert
Mrs. Anna Reduce
Mrs. Nicole Brennan, Vice President
Mr. Warren Sutnick, President

Ms. Jennifer Montesano, Chief School Administrator/Board Secretary

VI. OPEN TO THE PUBLIC ON AGENDA ITEMS ONLY – 7:35

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 – 7:35

VIII. SUPERINTENDENT’S/BOARD PRESIDENT’S REPORTS

Presentation and overview of the 1:1 Initiative for the eighth grade by Derick Talty, Middle School Technology Teacher.

- Will begin in the 2nd marking period.
- It will be piloted with the eighth grade students and teachers for this year.
- Students will be trained on how to care for their laptops and what the restrictions are.
- We purchased Haiku which allows teachers to use a virtual classroom. It is an interactive program.
- The teachers will be trained for the first month of school before it is rolled out to the students.
- Laptops will be recycled back to the new eighth grade class the following year.
- We also purchased the software Casper as to be able to update programs seamlessly.
- We are planning on having 2 parent meetings in regards to the 1:1.

Discussion ensued.....

IX. MINUTES

- a. Approval of meeting minutes from the July 21, 2015 meeting.

N. Brennan Moved, M. Doran Seconded
All in favor.

X. PROGRAM AND PERSONNEL

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Richard Pasciuto to voluntarily run a Homework Helper service to grades K-7 students for the 2015-2016 school year.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts with regret, the resignation of Isaac Yabar, Lead Custodian, effective July 30, 2015.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education re-adopts the criteria for graduation, Honor Roll and High Honor Roll.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education re-adopts the criteria for middle school bronze, silver and gold Honor Roll.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following After School Program Staff and Substitute Staff for the 2015-2016 school year.

STAFF	SUBSTITUTES
Jane Conti	Nicole Carnicelli
Lesley Carboneri	Michele Breakfield
Alicia Kosakowski	Terry Leeshock
Lorraine Michel	Donna Schwartz
Jeanne Rispoli	Kristi Giambona
	Judy Powers
	Marguerite Forde

- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Daniel O’Keefe to take the following Legal One on-line courses at a total cost of \$350.
 - State-Mandated School Law Training
 - HIB Bundle
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts, with regret, the retirement of Patricia DeRiso, School Business Administrator, to become effective December 31, 2015.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Suzanne Paulillo as a substitute teacher and/or classroom aide for the 2015-16 school year, not benefit eligible.
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the kindergarten field trip to the Bergen Performing Arts Center in Englewood, NJ on May 24, 2016, at an approximate cost of \$12 per student plus transportation expense, trip coordinator Carol Szurgot.
- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2015-16 annual membership to the New Jersey Special Education Administrators Association for Carrieann Malanga at a total cost of \$200, plus monthly travel expenses to the meetings.
- k. Upon the recommendation of the Superintendent, the Haworth Board of Education approves two new stipend positions for the coordination and operation of the Haworth School Store at a rate of \$1,700 each for the 2015-16 school year. Positions to be filled by Lisa Maketansky and Karen Foglio.
- l. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the administrative/certified staff and classroom aides, professional development trip to Woodmont Day Camp in New City, NY on September 1, 2015 at a cost of \$500, plus transportation expense.
- m. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the

full time custodian position of Carlos Ramirez, Black Seal certified, effective August 10, 2015 at the annual rate of \$35,000, benefit eligible.

- n. Upon the recommendation of the Superintendent, the Haworth Board of Education amends the following staff (previously approved on 7/21/15) for the Jump Start Math program to be held from August 24, 2015 to August 28, 2015 from 9:00 a.m. to 12:00 p.m.
- Ronald Cuneo - \$69.50 per hour (3 hours per day for 5 days)
 - Karen Foglio - \$69.50 per hour (3 hours per day for 5 days)
 - Kimberly Michalski - \$69.50 per hour (3 hours per day for 5 days)
- o. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Katherine Conway to utilize 25 sick days due to injury within the period of September 1, 2015 through October 9, 2015, with an anticipated return to work date of October 12, 2015.
- p. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the transfer of Anne Marie Dunn from the Child Study Team to Basic Skills Teacher, effective September 1, 2015.

M. DiIorgi: Can you explain the school store and what it will entail.

J. Montesano: It will be open 2 days per week during lunch hours and after school and will be open at 18 night events.

W. Sutnick: Pat DeRiso will certainly be missed upon her retirement at the end of the year.

A. Reduce: There seems to always be a new custodian on the agenda. Why is there so much turnover?

J. Montesano: Mrs. DeRiso has done a fine job addressing this and she plans to meet with all the custodians at the beginning of the school year.

A. Reduce Moved, N. Brennan Seconded
Roll Call: 7/0

XI. FINANCE

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of July 1, 2015 to July 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	\$ 98,201.79
Fund (10, 20, 40, 50)	\$ 93,028.91
Fund (30)	\$ -0-

- b. 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 July, 2015. (Attachment)
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of July, 2015.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Rullo & Juillet Associates, Inc. as the Right to Know and Hazard Communication consultant for the 2015-16 school year at the annual fee of \$1,400.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2015-2016 TIP Program Tuition contract at the annual rate of \$45,051.00.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2015-2016 Valley Program Tuition contract at the annual rate of \$71,092.00.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the annual contract for hospital instruction with the Bergen County Special School District for the 2015-2016 school year at a rate of \$62.00 per hour.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the proposal from IDVILLE Photo Identification Systems & Accessories for \$4,823.46.
- i. **Upon the recommendation of the Superintendent, the Haworth Board of Education approves to close out the Partial Roof Replacement Project Phase 1, project completed school year 2014-2015 and transfer any unspent funds to Capital Reserve.**
- j. **Upon the recommendation of the Superintendent, the Haworth Board of Education approves to close out the Partial Roof Replacement Project Phase 2, School Development Authority Project # 2090-050-14 GIEL, Grant # G5-4869 completed school year 2014-2015 and transfer any unspent funds to Capital Reserve.**
- k. **Upon the recommendation of the Superintendent, the Haworth Board of Education approves to close out the Library Window Replacement Project, School Development Authority Project # 2090-050-14-1003, Grant # G5-4870 completed school year 2014-2015 and transfer any unspent funds to Capital Reserve.**
- l. **Upon the recommendation of the Superintendent, the Haworth Board of Education approves Window Film Depot, Inc. for the installation of energy efficient 3M Scotchshield Safety & Security Window Film treatment to the facility's windows and doors for the cost of \$12,634.**
- m. **WHEREAS, the Haworth Board of Education (hereinafter referred to as the "Board") advertised for bids for the Haworth School Main Entry Safety and Security Upgrades Project (hereinafter referred to as the "Project"); and**

WHEREAS, on August 11, 2015, the Board received two (2) bids for the Project, as reflected on the attached bid tabulation sheet; and

WHEREAS, the lowest responsible bid for this Project was submitted by Riefolo Construction Company, Inc. (hereinafter referred to as “Riefolo”) with a base bid in the amount of \$322,000, together with Alternate No. 2 concrete pavers at the front entrance in the amount of \$2,000, for a total contract sum of \$324,000; and

WHEREAS, the bid submitted by Riefolo is responsive in all material respects and it is the Board’s desire to award the contract for the Project to Riefolo;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board hereby awards the contract for the Haworth School Main Entry Safety and Security Upgrades Project to Riefolo Construction Company, Inc. in a total contract amount of \$324,000, representing a base bid in the amount of \$322,000, together with Alternate No. 2 concrete pavers at the front entrance in the amount of \$2,000.

2. 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, 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.

J. Ashkenase: We met with our insurance consultant to see our options on health care. He suggested we get a claims history done on our organization in December to help us evaluate some plans and get our options.

W. Sutnick: How long do you anticipate the main entrance project to be?

J. Ashkenase: It is projected to be a 6-8 week project. It will start the 2nd or 3rd week after school begins.

M. DiIorgi: What happened with the blue stone steps? We currently have concrete steps and they are always being fixed, why would we put them again? Bluestone takes wear and tear better.

W. Sutnick: The bluestone would be an additional \$5,000 approximately.

A. Reduce: But if we keep having to replace the steps.....

M. Gilbert: Is there any sort of warranty we can get from the contractor or language in the contract for wear over a certain amount of time?

W. Sutnick: Our attorney reviews all contracts so we have to rely on their expertise that if something were available that they would address it.

M. DiIorgi: Can we make a decision on either bluestone or concrete tonight?

W. Sutnick: We will approve the resolution as is and if we would like to revise the contract a bit we will meet as a quorum and make an amendment if necessary.

J. Ashkenase Moved, A. Reduce Seconded
Roll Call: 7/0

XII. FACILITY

A. Reduce: The landscaping outside looks horrible. I know we did own a lawnmower at some point. When the town was maintaining our grounds they asked if they could have our lawnmower and now the mower is gone.

M. DiIorgi: The town DPW will mow the lawn but we are responsible to mow the hills, weed wack, do the edging and take care of the manicuring aspect of it.

A. Reduce: What can we do to remedy this before school starts?

W. Sutnick: Ms. Montesano, please find out from Mrs. DeRiso. We may need to call a professional landscaper.

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 – 8:23 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

W. Sutnick: We will move our September 22nd meeting to September 29 due to a religious holiday. Please advertise this change.

XVII. NEW BUSINESS

XVIII. CLOSED SESSION 8:24 p.m.

A. Reduce Moved, W. Sutnick 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, August 18, 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 20 minutes to discuss negotiations. Action will not be taken in public after the executive session.

XIX. MOTION TO ADJOURN.

A. Reduce Moved, N. Brennan Seconded
All in favor.

ADJOURNMENT 9:07 p.m.

Warren Sutnick, President
Haworth Board of Education

Jennifer Montesano
Superintendent/Board Secretary