

**HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
MINUTES
JULY 21, 2015**

I. CALL TO ORDER – 7:35 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

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 - 7:36

VIII. SUPERINTENDENT’S/BOARD PRESIDENT’S REPORTS

J. Montesano: The Boiler project is on its way. We did have one problem.....when we pulled the vent from the wall we found some of the wall was deteriorating, so we have to fix that. Also, the auditor has started today.

IX. MINUTES

- a. Approval of meeting minutes from the June 16, 2015 work session meeting and the June 30, 2015 regular business meeting.

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

X. PROGRAM AND PERSONNEL

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education amends the summer days for Child Study Team Staff, total cost not to exceed \$14,000, previously approved on June 30, 2015.
 - Bonni Ehrhardt 10 days
 - Anne Marie Dunn 6 days
 - Suzanne Marzocchi 20 days (as outlined in her contract)
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts with regret, the resignation of Dr. Nina Cavalli as the Professional Consultant/School Physician/Medical Examiner, effective July 22, 2015.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Dr. Terri Smith as the Professional Consultant/School Physician/Medical Inspector, at an annual salary of \$2,500 for the 2015-2016 school year and through the next reorganization meeting, effective July 22, 2015.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves students kindergarten through eighth grades to take the following walking field trips during the 2015-2016 school year:
 - Haworth Municipal Library
 - Bank of New Jersey in Haworth
 - Haworth Pond

- Memorial Field in Haworth
 - Haworth Post Office
 - Haworth Swim Club
 - Downtown Haworth
 - United Water Company in Haworth
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following staff 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 – alternate - \$69.50 per hour (3 hours per day if needed)
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Sheryl Shinderman as a home school instructor for the 2015-2016 school year, at a rate of \$50 per hour, not to exceed 10 hours per week.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Daniel O’Keefe to attend the NJDOE SGO Workshop on July 22, 2015 in Rockaway, NJ, no cost for the workshop, plus travel expenses.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the School Psychiatrists/Nueropsychologists for the 2015-2016 school year as per attached list.
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves grades 5 & 6 Gifted & Talented students to the Inengineering Expo at the Norwood Public School on December 1 & 2, 2015, no cost to students, trip coordinator Jacquelynn Droescher.
- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves grades 7 & 8 Valley Interdisciplinary Approach (VIA) students to go to the Norwood Public School on October 22, 2015, no cost to students, trip coordinators Jennifer Eisberg and Jacquelynn Droescher.
- k. 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 \$8 per student plus transportation expense, trip coordinator Carol Szurgot.
- l. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Carlos Ramirez as a substitute custodian with black seal license for the 2015-2016 school year, pending criminal history review, not benefit eligible.
- m. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the amended maternity leave resolution for Alicia Kosakowski as per attachment.

- n. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the annual membership fee of \$150 for Carrieann Malanga for the New Jersey Association of Pupil Services Administrators for the 2015-2016 school year.
- o. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the travel expenses to five annual cohort meetings at the New Jersey Association of Pupil Services Administrators for Carrieann Malanga for the 2015-2016 school year.
- p. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the stipend of \$832.32 to Jeanne Rispoli for the position of Summer School Classroom Aide from July 13, 2015 through July 30, 2015 (4 days per week for 3 weeks total), from 9:00 a.m. to 12:10 p.m.
- q. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the e-newsletter subscription to The Marshall Memo for Daniel O’Keefe, at an annual cost of \$50.
- r. Upon the recommendation of the Superintendent, the Haworth Board of Education appoints Suzanne Schmalzer as a Guidance Counselor (MA, Step 1) for the 2015-2016 school year at an annual salary of \$49,821, benefit eligible, pending criminal history review.
- s. **Upon the recommendation of the Superintendent, the Haworth Board of Education approves reimbursement for the following course at Fairleigh Dickinson University for Carrieann Malanga at a per credit cost of \$785.00.**
- **History of multi-sensory instructional methods for students with disabilities/dyslexia - 1 credit**
- t. **Upon the recommendation of the Superintendent, the Haworth Board of Education approves Karen Oddo as Part-Time Administrative Assistant/Receptionist for the 2015-2016 school year at an annual salary of \$22,000, not benefit eligible.**
- u. **WHEREAS, the Haworth Board of Education (hereinafter referred to as the “Board”) and Jennifer Montesano, entered into an Employment Agreement for the term commencing July 1, 2014 and expiring June 30, 2018 (hereinafter referred to as the “Initial Employment Agreement”);**
WHEREAS, the Board and the Superintendent desire to rescind the Initial Employment Agreement prior to its conclusion, and enter into a new Employment Agreement for a term commencing July 21, 2015 and expiring June 30, 2020 (hereinafter referred to as the “Succeeding Employment Agreement”);
WHEREAS, in accordance with N.J.S.A. 18A:11-11, 30-day advance notice of said action and 10-day advance notice of a public hearing were provided to the public;
WHEREAS, the public hearing on the employment of the Superintendent was held on July 21, 2015; and

WHEREAS, this Employment Agreement has been submitted to and approved by the Interim Executive County Superintendent, according to standards adopted by the Commissioner of Education, pursuant to N.J.S.A. 18A:7-8(j).

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board hereby rescinds the Initial Employment Agreement of Jennifer Montesano effective July 21, 2015;

BE IT FURTHER RESOLVED that the Board hereby appoints Jennifer Montesano as the Chief School Administrator/District Superintendent of Schools/Board Secretary for the Haworth School District for the period beginning on July 21, 2015 and expiring on June 30, 2020, in accordance with the terms of the Succeeding Employment Agreement annexed hereto and incorporated herein by reference; and

BE IT FURTHER RESOLVED that the Board approves the attached Succeeding Employment Agreement with Jennifer Montesano for the position of Chief School Administrator/District Superintendent of Schools/Board Secretary for the foregoing period of appointment; and

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Board President and School Business Administrator to execute the Succeeding Employment Agreement on behalf of the Board.

A. Reduce: For the first BOE meeting in September we would like to invite all new staff members to come so we can all meet them.

J. Ashkenase: I think it would be beneficial to go over the PAR results with the full Board and see where that is going, what worked and what did not. Also, I would talk about the GoMath program and how that is working out.

J. Montesano: The staff seemed to like GoMath very much in the younger grades. We will be introducing “Big Ideas” from grades 6-8 this year. I would like to bring in more Professional Development for our staff on this from Houghton Mifflin.

M. Gilbert: Can we send out more information on the parent instructions website for GoMath so parents can help their children with their work.

A. Reduce: Another parent night for GoMath may be beneficial.

W. Sutnick: Maybe one of our staff members who have been working with the program for a year do this for our parents.

J. Montesano: That is a good idea. We can make that happen.

A. Reduce: Do we still have a middle school night for parents of incoming 6th grade in the spring? If not, I think it would be nice to bring that back.

J. Montesano: I will talk to Mr. Wolford about this.

A. Reduce: Can we send out the Jump Start for Math letters earlier?

J. Montesano: Sure. I will tell Mr. Wolford.

J. Ashkenase: there will be an additional cost for paying for class trips online, so I would like to table Item k. for now so we can add the \$3 administration fee of the online payment service and possibly even get the exact cost of the transportation if we can.

A. Reduce Moved, N. Brennan Seconded. **Table Item k.**
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 June 1, 2015 to June 30, 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:
 - 1. Payroll \$ 567,363.33
 - 2. Fund (10, 20, 40, 50) \$ 280,845.92
 - 3. Fund (30) \$ 41,786.12
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of June, 2015.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the principal payment due the Depository Trust Company for the School Bonds-2004 Bond Issue in the amount of \$250,000.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the interest payment due the Depository Trust Company for the School Bonds-2004 Bond Issue in the amount of \$24,565.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the interest payment due the Bergen County Improvement Authority 2009 Bond Issue in the amount of \$25,187.50.
- f. WHEREAS, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3 (b), on July 1, 2015 has increased the bid threshold amount for school districts whose purchasing agents do not possess a qualified purchasing agent (QPA) certificate, from \$26,000 to \$29,000,

WHEREAS, the Haworth Board of Education would like to take advantage of the maximum statutory bid threshold amount of \$29,000 for school districts who do not have a qualified purchasing agent;

NOW, THEREFORE BE IT RESOLVED that the Haworth Board of Education, establishes and sets the bid threshold amount of \$29,000 for the board of education, and further authorizes Patricia L. DeRiso, Business Administrator, to award contracts, in full accordance with

N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate the newly established bid threshold amount.

- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the consulting services of Gallagher Benefits Services, Inc. for the 2015-2016 school year at the annual cost of \$5,000.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the After School Program registration procedure and rates for the 2015-16 school year as per attached.
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the legal services of the office of Fogarty & Hara, Counselors At Law, for the following fee schedule effective July 1, 2015: \$175 per hour for a partner; \$155.00 per hour for an associate.
- j. **Upon the recommendation of the Superintendent, the Haworth Board of Education approves the services of Tequipment Incorporated to install 5 Smart Boards with Projectors for a total cost of \$4,074.**
- k. **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 June, 2015. (Attachment)**
- 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 at the cost of \$12,633.**

J. Ashkenase: I would like to Table Item l. again as I feel we need to look into if there are other companies that provide this same service and get cost comparisons.

J. Ashkenase: We are bringing in the services of Gallagher Benefit Services to make sure it is beneficial to stay in the state benefit plan.

J. Ashkenase Moved, N. Brennan Seconded. **Table Item l.**
Roll Call: 7/0

XII. FACILITY

XIII. POLICY

J. Montesano: I would like to put together a policy meeting for August to discuss the 1on1 initiative policy. Mr. Talty would be happy to come to a meeting and explain this initiative to the board in more detail.

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 – 8:03 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

XVII. NEW BUSINESS

XVIII. CLOSED SESSION 8:03 p.m.

A. Reduce Moved, N. Brennan 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, July 21, 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 10 minutes to discuss negotiations. Action will not be taken in public after the executive session.

XIX. MOTION TO ADJOURN.

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

ADJOURNMENT 8:25 p.m.

Warren Sutnick, President
Haworth Board of Education

Jennifer Montesano
Superintendent/Board Secretary