

**HAWORTH BOARD OF EDUCATION  
HAWORTH, NEW JERSEY 07641  
AGENDA  
December 15, 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 August 17, 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. Paul Wolford, 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
- Kids with Character Award Presentation – criteria for the month of December is Respect. For December the following children have been chosen:

Kindergarten: Sadie Poirot and Emmeline Paneque  
Grade 1: Komi Soware and Jillian Montello  
Grade 2: Talia Zirin and Henry Winik  
Grade 3: Casey Ashkenase and Romack Goldstein  
Grade 4: Sruthi Vattimilli and Tomir Sawicki  
Grade 5: Camille Sposato and Conor Verdon  
Grade 6: Ethan Hod and Madeline Shalonov  
Grade 7: Max Boos and Aliyah Sayid  
Grade 8: David Buzharsky and Audrey Kim

- Board Resolution and recognition of Mr. Matthew Gilbert:

**WHEREAS** Mr. Gilbert has served as a member of the Haworth Board of Education since January 7, 2014, and

**WHEREAS** Mr. Gilbert's term will expire from the Haworth Board of Education effective January 4, 2017 and,

**WHEREAS** Mr. Gilbert gave 3 years of dedicated and effective service to the community and the children of Haworth and,

**WHEREAS** during that time, Mr. Gilbert served in a leadership role as a member of the Facilities, Public Relations and Finance Committees and also served as the Liaison to the HHSA,

**WHEREAS** the Haworth Board of Education is desirous of recognizing his many years of service to the school district and also wishes to express their appreciation and gratitude for his efforts,

**NOW THEREFORE BE IT RESOLVED** that this resolution be read into the record of the December 15, 2016 Haworth Board of Education minutes as permanent testimony to his outstanding service as a member of the Haworth Board of Education.

- Board Resolution and recognition of Mrs. Anna Reduce:

**WHEREAS** Mrs. Reduce has served as a member of the Haworth Board of Education since April 15, 2008, and

**WHEREAS** Mrs. Reduce's term will expire from the Haworth Board of Education effective January 4, 2017 and,

**WHEREAS** Mrs. Reduce gave 8 years and 8 months of dedicated and effective service to the community and the children of Haworth and,

**WHEREAS** during that time, Mrs. Reduce served in a leadership role as a member of the Program & Personnel, Facilities, Finance & Policy Committees and also served as the Joint Boards Representative and Liaison to NJSBA, NVRHS and the Senior Citizens;

**WHEREAS** the Haworth Board of Education is desirous of recognizing her many years of service to the school district and also wishes to express their appreciation and gratitude for her efforts,

**NOW THEREFORE BE IT RESOLVED** that this resolution be read into the record of the December 15, 2016 Haworth Board of Education minutes as permanent testimony to her outstanding service as a member of the Haworth Board of Education.

- Presentation of the Year End 2015-16 Audit – Mr. Andrew Kucinski representing our Board approved auditing firm of Nisivoccia, LLP.

\_\_\_\_\_ Moved, \_\_\_\_\_ Seconded  
Roll Call:

## **IX. MINUTES**

- a. Approval of meeting minutes from the November 3, 2016 regular business meeting.

\_\_\_\_\_ Moved, \_\_\_\_\_ Seconded  
Roll Call:

## **X. PROGRAM AND PERSONNEL**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Elevate Education study skills program for grade 6 at a cost of \$1,815.00.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Suzanne Schmalzer as a Substitute Aide in the After School Care Program for the 2016-2017 school year, at a rate of \$25 per hour.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts, with regret, the retirement of Jane Cabourg, Middle School Teacher. Last day of employment is June 30, 2017.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts, with regret, the resignation of Karen Erner, Confidential Administrative Assistant for Data and Technology. Last day of employment is December 19, 2016.

- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the payment of 10 days of accrued unused vacation time for Karen Erner upon resignation on December 19, 2016 in the amount of \$2,500.00.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Donald Turner to attend the Rutgers Continuing Studies Educational Facility Management Program in Paterson, NJ at a cost of \$482.00, plus travel expenses to two sessions.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Donald Turner to attend the Rutgers Continuing Studies Environmental Code Compliance & Sustainability Program in Paterson, NJ at a cost of \$874.10, plus travel expenses to ten sessions.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Fairleigh Dickinson University 3 credit graduate level course for Lori Scheps; no reimbursement requested.
  - Multisensory Reading 2
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Fairleigh Dickinson University 3 credit graduate level course for Arlene Domalewski; no re-imbursement requested.
  - Multisensory Reading 2
- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following William Paterson University 3 credit graduate level course for Arlene Domalewski; no re-imbursement requested.
  - Research in Special Education 2
- k. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Fairleigh Dickinson University 3 credit graduate level course for Erin Carr; no reimbursement requested.
  - Multisensory Reading 2
- l. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Fairleigh Dickinson University 3 credit graduate level course for Anne Marie Dunn; no re-imbursement requested.
  - Multisensory Reading 2

- m. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Fairleigh Dickinson University 3 credit graduate level course for Angelica Formica; no re-imbursement requested.
- Multisensory Reading 2
- n. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Fairleigh Dickinson University 3 credit graduate level course for Lesley Carboneri; no re-imbursement requested.
- Multisensory Reading 2
- o. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the re-imbursement \$270.00 to Carrieann Malanga-DeVito for the annual fee for her Dyslexia Therapist Certification.
- p. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Kathleen Jasionowski as a substitute classroom aide for the 2016-2017 school year, not benefit eligible.
- q. 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 5, 2017, no cost for students, plus bus fee. Trip Coordinator: Jennifer Montesano
- r. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 6<sup>th</sup> grade overnight field trip to Philadelphia, PA from April 20, 2017 through April 21, 2017, cost not to exceed \$535 per student.
- s. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following teacher chaperones for the 6<sup>th</sup> grade overnight field trip to Philadelphia from April 20 through April 21, 2016, with a stipend of \$100 per night per chaperone (pending contract ratification):
- Cristina Martell (trip coordinator \$250)
  - Suzanne Schmalzer
  - Kevin Lane
  - Lori Scheps
  - James Antony Muir
  - Lauren Wolstein
  - Carrieann Malanga-DeVito
  - Jennifer Montesano
  - Nurse (Bayada Nursing Services)
  - Jeanne Rispoli (Alternate)
  - Virginia Newman (Alternate)

- Jessica Cooley (Alternate)
- Paul Wolford (Alternate)

- t. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the grades 6-8 Science Olympiad students field trip to Union County College in Cranford, NJ on January 10, 2017 (snowdate: January 13, 2017), at no cost to students, plus bus fee.
- u. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the December Teacher’s College Foundational Reading Skills 2-day Mini Institute in Manhattan, NY for Connie Alcoser, Carol Szurgot and Angelica Formica at a total cost of \$1,950.00, plus travel expenses.
- v. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Teacher’s College DIY Literacy/Book Clubs in Manhattan, NY for Lori Scheps and Arlene Domalewski on December 19, 2016, no cost for workshop, plus travel expenses.
- w. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Nicole Auriemma as Confidential Administrative Assistant for Data & Technology an annual salary of \$43,000.00, benefit eligible. Start date of January 3, 2017.
- x. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Nicole Auriemma to work for purposes of training on December 16, 2016 and December 19, 2016 at a rate of \$20 per hour, not to exceed 16 total hours.
- y. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Segundo Valderrama as a substitute custodian for the 2016-17 school year, pending criminal history review, not benefit eligible.

\_\_\_\_\_ Moved, \_\_\_\_\_ Seconded  
 Roll Call:

**XI. FINANCE**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of November 1, 2016 to November 30, 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:

<b>Bills Description</b>	<b>Dated</b>	<b>Amount</b>
Payroll – Operating Account	11/15/16	\$154,458.03
State Share – FICA	11/15/16	\$13,218.02
Board Share – FICA	11/15/16	\$4,575.98
	<b>TOTAL:</b>	<b>\$172,252.03</b>

<b>Bills Description</b>	<b>Dated</b>	<b>Amount</b>
Payroll – Operating Accounting	11/30/16	\$140,150.21
State Share – FICA	11/30/16	\$13,078.31
Board Share – FICA	11/30/16	\$3,441.93
	<b>TOTAL:</b>	<b>\$156,670.45</b>

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of November, 2016.
- c. Be it resolved that the Board, upon recommendation of the School Business Administrator acknowledges receipt of the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2016 and the Auditor’s Management Report on Administrative Findings Financial Compliance and Performance, and approves the Corrective Action Plan. (Attachment)
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2016-2017 Valley Program tuition contract for student ID#294032 at a total (pro-rated) rate of \$44,464.71.

\_\_\_\_\_ Moved, \_\_\_\_\_ Seconded  
Roll Call:

**XII. FACILITY**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the purchase of rubber playground mulch (23 tons) and repair services to existing playground structures/equipment from General Recreation Inc. at a total cost of \$7,973.40.

\_\_\_\_\_ Moved, \_\_\_\_\_ Seconded  
Roll Call:

**XIII. POLICY**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the second reading of the following policies:
  - 6147 – Standards of Proficiency
  - 6164.2 – Guidance Services
  - 6171.2 – Gifted and Talented
  - 4113/4213 – Assignment; Transfer
  - 6171.1 – Remedial Instruction

- 6172 – Alternative Education Programs
- 5145.4 – Equal Educational Opportunity
- 6121 – Nondiscrimination/Affirmative Action
- 4111.1/4211.1 - Nondiscrimination/Affirmative Action
- 3290 – Cash Management/Investment
- 6142.12 – Career and Technical Education
- 4131/4131.1 – Staff Development; Inservice Education/Visitations/Conferences

\_\_\_\_\_ Moved, \_\_\_\_\_ Seconded  
Roll Call:

**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.**

*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.*

**Close the Public portion: \_\_\_\_\_**

**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 Thursday, December 15, 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