

**HAWORTH BOARD OF EDUCATION  
HAWORTH, NEW JERSEY 07641  
MINUTES  
August 16, 2016**

**I. CALL TO ORDER – 7:31 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 June 22, 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 - LATE 8:09  
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**

N. Brennan: We will be picking up negotiations in September and the Board is willing to meet with the teachers before the next mediation and we are hoping to do that. Also, we have changed some of the meeting dates through December because I have a conflict. The new dates will be advertised.

**IX. MINUTES**

- a. Approval of meeting minutes from the July 19, 2016 regular business meeting and July 27, 2016 special business meeting.

A. Reduce Moved, M. Doran Seconded  
Roll Call: 5 Ayes, 0 Nays, 1 Abstention

**X. PROGRAM AND PERSONNEL**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts the resignation of Jessica Franko, Middle School STEM/Science teacher effective on or before October 8, 2016.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education appoints Ms. Carrieann Malanga as the District Bullying Coordinator for the 2016-17 school year.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education appoints Mr. Daniel O’Keefe as the District Bullying Specialist for the 2016-17 school year.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education appoints Mr. Paul Wolford as the District Testing Coordinator for the 2016-17 school year.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education appoints Mr. Daniel O’Keefe as the Building Testing Coordinator for the 2016-17 school year.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education appoints Mr. Paul Wolford as the District Affirmative Action Coordinator for the 2016-17 school year.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Suzanne Paulillo as a part-time Classroom Aide for the 2016-17 school year at an annual salary of 20,500, not benefit eligible.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the transfer of Kerry-Ann Ross from Special Education teacher to Middle School Social Studies teacher for the 2016-2017 school year.
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education

approves the registration, travel and accomodation costs for the Superintendent, Business Administrator, and Board of Education members, to attend the New Jersey School Boards Association Conference 2016 in Atlantic City, NJ from October 25, 2015 through October 27, 2015, not to exceed \$4,000.00.

- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Christine Werner to work in the Business Office for training purposes for the month of August, 2016 at her hourly rate of \$28.00, not to exceed \$1,500.
- k. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 8<sup>th</sup> Grade Class Overnight Trip to Washington, DC, at a cost not to exceed \$664.00 per student, on November 16, 17, and 18, 2016.
- l. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Jennifer Montesano and Carrieann Malanga to attend the Legal One Progressive Supervision and Corrective Action Plans workshop on October 4, 2016 in Monroe, NJ, at a total cost of \$150 plus travel expenses.
- m. 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 2016-2017 school year.
- n. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the School Psychiatrists/Nueropsychologists for the 2016-2017 school year as per attached list.
- o. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Sheryl Shinderman as a home school instructor for the 2016-2017 school year, at a rate of \$50 per hour, not to exceed 10 hours per week.
- p. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2016-2017 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.
- q. 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 2016-2017 school year:
  - Haworth Municipal Library
  - Bank of New Jersey in Haworth
  - Haworth Pond
  - Memorial Field in Haworth
  - Haworth Post Office
  - Downtown Haworth
  - United Water Company in Haworth

- r. Upon the recommendation of the Superintendent, the Haworth Board of Education approves any of the following to act as a substitute lunch aide, if needed, for the 2016-2017 school year.
- Certified staff member: \$30 per session
  - Non-Certified staff member: \$24 per session
- s. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2016 Updated Curriculum Guides (Aligned to the 2016 New Jersey Student Learning Standards):
- 2016 English Language Arts Curriculum Guide
  - 2016 ESL Curriculum Guide
  - 2016 Library Curriculum Guide
  - 2016 K-12 Mathematics Curriculum Guide
  - 2016 Music Curriculum Guide
  - 2016 Next Generation Science Curriculum Guide, Gr. 6-12
  - 2016 Technology Curriculum Guide
  - 2016 Visual Arts Curriculum Guide
  - 2016 Comp. Health/Physical Education Curriculum Guide
  - 2016 Social Studies Curriculum Guide
  - 2016 World Language Curriculum Guide
- t. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the updated annual rate for Rebecca Overgaard as Treasurer of School Monies to \$5,650 for the 2016-17 school year.
- u. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following certified staff as Middle School Lunch Aides for the 2016-2017 school year, at a rate of \$30 per session.
- Terry Leeshock
  - Kerry-Ann Ross
  - Lori Scheps
- v. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following substitute custodians for the 2016-2017 school year:
- Dervish Alliaj
  - Vanessa Cueva
  - Joseph Linval
- w. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Jennifer Montesano to attend the Women Leaders Workshop at Teachers College, Columbia University on October 27 & October 28, 2016 at a cost of \$899, plus travel expenses.

- x. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Donald Turner to attend the Rutgers Continuing Studies New Jersey Educational Facility Management Program in Paterson, NJ at a cost of \$888, plus travel expenses to nine sessions.
- y. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2016-2017 Staff Attendance Plan.
- z. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following dates for the 2016-2017 Back to School Nights, all to begin at 7:00 p.m.:
  - Thursday, September 8 - Kindergarten
  - Thursday, September 15 - Grades 1-4
  - Thursday, September 22 - Grades 5-8
- aa. Upon the recommendation of the Superintendent, the Haworth Board of Education approves James Antony Muir as a Special Education teacher for the 2016-2017 school year at an annual salary of \$48,023 (BA+15, Step 1), benefit eligible. (Salary may be adjusted upon contract ratification.)
- bb. Upon the recommendation of the Superintendent, the Haworth Board of Education amends the following staff for the Jump Start Math program to be held from August 22, 2016 to August 26, 2016 from 9:00 a.m. to 12:00 p.m.
  - 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)
- cc. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Professional Development Plan for the 2016-2017 school year.
- dd. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Mentoring Plan for the 2016-2017 school year.
- ee. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following After School Program Staff and Substitute Staff for the 2016-2017 school year.

<b>STAFF</b>	<b>SUBSTITUTES</b>
Jane Conti	Alicia Kosakowski
Terry Leeshock	Michele Breakfield
Donna Schwartz	Marguerite Forde
Lorraine Michel	Judy Powers
Jeanne Rispoli	Kristi Giambona
	Kathleen Blazina

- ff. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2016-2017 Superintendent of Schools Merit Goal submissions.
- gg. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the updated maternity leave resolution for Grace Kim.
- hh. Upon the recommendation of the Superintendent, the Haworth Board of Education has approved the following UPDATED meeting dates for the remainder of 2016 and the 2017 Re-organization meeting. Meetings will begin at 7:30p.m. in the Haworth School Multi-Purpose Room unless otherwise advertised.**

**Wednesday, September 7, 2016**  
**Monday, September 19, 2016**  
**Thursday, October 13, 2016**  
**Thursday, November 3, 2016**  
**Thursday, December 15, 2016**  
**Wednesday, January 4, 2017 - Reorganization meeting\***  
**(\*Snowdate: Monday, January 9, 2017)**

M. Doran Moved, A. Reduce Seconded Items. XI. a. thru XI. hh. (except XI. ff. which was tabled for discussion in closed session.)

Roll Call: 6/0

J. Ashkenase: Move to table Item XI. ff. for further discussion and will add to the next agenda in September. Second: M. Gilbert.

N. Brennan: Item ff. is in regards to merit goal payment for our Superintendent. The Superintendent has a capped salary based on student enrollment and we are a very small district. These goals are reviewed, made public and voted on, they are then submitted to the county for approval. Therefore we would like to discuss these goals further in closed session as a group.

**XI. FINANCE**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for June 30, 2016 supplemental and July 29, 2016.
- b. BE IT RESOLVED, the Haworth Public School resolved to apply for the following funds allocated under the Individual with Disabilities Education Act, Part B (IDEA B) for the fiscal year 2017 as follows:

Basic.....	\$87,502
Preschool.....	\$ 1,561

- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of July 1, 2016 to July, 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	07/15/16	\$46,870.19
State Share – FICA	07/15/16	\$1,398.75
Board Share – FICA	07/15/16	\$2,112.00
	<b>TOTAL:</b>	<b>\$50,380.94</b>

<b>Bills Description</b>	<b>Dated</b>	<b>Amount</b>
Payroll – Operating Accounting	07/31/16	\$62,090.36
State Share – FICA	07/31/16	\$1,398.75
Board Share – FICA	07/31/16	\$3,276.35
	<b>TOTAL:</b>	<b>\$66,765.46</b>

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

**XII. FACILITY**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves SMS Security Systems, LLC for the hardware and installation of a new security system at a total cost of \$13,769.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the purchase of one Toro 32" T-bar -30672 commercial mower at a total cost of \$2,940.

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

A. Reduce: Water testing is in the news and for the record we have already tested our water. The state is now requiring further testing with new criteria, which we will comply with.

**XIII. POLICY**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the second reading of the following policies:

- 4231/4231.1 Staff Development; Inservice Education/Visitations/Conferences
- 4211 Recruitment, Selection and Hiring (non-certified staff)
- 4111 Recruitment, Selection and Hiring (certified staff)
- 5114 Suspension and Expulsion
- 6142.2 English As A Second Language
- 2224 Non-Discrimination/Affirmative Action

A. Reduce Moved, M. Doran Seconded  
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

#### **XV. Open to the Public on any item – 7:43 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.*

Barbara Colona, 5 Westview Drive: I am here as an irate tax payer. What caught my eye was the 8% increase in the district tax levy. I wanted to find out how this went up so I went to your website and looked at the budget presentation. So I called Mr. Wolford and we had a nice meeting and he explained things to me. One of the things I had forgotten was that my tax levy is based on half of last years budget and half of this years budget. The presentation did not include this and I hope it does next year. Mr. Wolford also confirmed that there was a problem with debt service last year and now we have to raise this money to make up for this error.



J. Ashkenase: You are right we need to be more transparent on the year to year debt re-payment schedule as how we file it increases from year to year.

P. Wolford: We will have a debt service section in future presentations.

N. Brennan: We are scheduled for an official meeting with fact finder regarding negotiations on September 29<sup>th</sup>.

**Close the Public portion: 7:51 p.m.**

**XVI. OLD BUSINESS**

**XVII. NEW BUSINESS**

**XVIII. CLOSED SESSION 7:51 p.m.**

A. Reduce Moved, M. Gilbert 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 16, 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 and negotiations. Action will be taken in public after the executive session.

**XIX. MOTION TO RECONVENE INTO PUBLIC SESSION at 8:11 p.m.**

**Motion to move Item XI. ff.**

**These goals will be made public after the county approves them.**

J. Ashkenase Moved, S. Wunsch Seconded  
Roll Call: 7/0

**XX. MOTION TO ADJOURN.**

W. Sutnick Moved, A. Reduce Seconded  
All in favor.

**ADJOURNMENT 8:12 p.m.**

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Nicole Brennan, President  
Haworth Board of Education

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Jennifer Montesano  
Superintendent/Board Secretary