

**HAWORTH BOARD OF EDUCATION  
HAWORTH, NEW JERSEY 07641  
MINUTES  
JULY 26, 2017**

**I. CALL TO ORDER – 7:33 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 26, 2017 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  
Mrs. Judy Eig  
Mrs. Karen Leddy  
Mrs. Stacey Wunsch  
Mr. Jeff Ashkenase, Vice President  
Mrs. Nicole Brennan, President  
Mr. Stephen Fogarty, esq., Fogarty and Hara, Esqs.  
Mr. Paul Wolford, Business Administrator  
Ms. Jennifer Montesano, Superintendent/Board Secretary

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

**VII. CLOSE THE PUBLIC PORTION - 7:36 p.m.**

**VIII. SUPERINTENDENT’S/BOARD PRESIDENT’S REPORTS**

- Interview prospective candidates to fill open seat on the Board of Education:
  - Jeffrey Nadler
  - Lou Oddo
  - Jason Timochko

Each candidate answered a series of the same questions from the Board. The other candidates left the room while one candidate answered their questions in front of the public audience. The questions asked were:

1. What unique skills or expertise do you think you would bring to the Board of Education?
2. Can you please tell us about some of your prior leadership experiences and how you think they have prepared you to be a successful member of the Board?
3. If you could change one thing about the Haworth Board of Education what would it be?
4. What do you think is the most important function of a Board of Education?
5. What types of things do you think a Board of Education should leave solely to the administration?
6. What do you see as the Haworth Board’s greatest challenges?

N. Brennan: Before we go into closed session I would like to acknowledge the fact that Ms. Montesano will be leaving us. We still have four months with her and she is committed to ensuring a smooth transition. We are all very sad to see her go as she has done an excellent job for our district.

- HIB/Incident Report to Date:

BE IT RESOLVED, that following an appeal of the Superintendent’s decision in a certain Harassment, Intimidation and Bullying matter the Haworth Board of Education (*affirms, rejects or modifies*) that decision and directs the School Business Administrator to issue the Board’s decision in writing forthwith.

**Motion to go into Closed Session - 8:00 p.m.**

S. Wunsch Moved, K. Leddy Seconded

Roll Call: 6/0

**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 Wednesday, July 26, 2017 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 2 hours to discuss pupil matters and the BOE seat appointment. Action will be taken in public after the executive session.

**MOTION TO RECONVENE INTO PUBLIC SESSION at 10:45 p.m.**

N. Brennen: Congratulations to the new chosen Board of Education member: Mr. Jeffrey Nadler.

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

**Open to the Public on any item – 10:46 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.*

C. Talty: President of the Haworth Teachers Association. Mrs. Talty read aloud from a previously written letter on behalf of the Teachers Association which stated their commitment to the district and their desire to collaborate with the Board on the decision of future administrator leadership. A copy of the written letter that was read aloud was not provided to the Board for inclusion in the minutes or its back up.

N. Brennan: Mrs. Brennan stated the issues that the salary cap on Superintendent's has imposed on all districts and not just Haworth. She assured the public that the Board of Education is committed to making sure of a smooth transition.

J. Cabourg: Mrs. Cabourg spoke as a former Haworth teacher and a resident. Mrs. Cabourg spoke about her concern with the rate of turn over of the district staff. She also spoke about the morale of the staff and asked that the Board address these issues.

S. Iskendarian: Mrs. Iskendarian spoke of her concern about the Teacher's contract.

N. Brennan: Assured the public that it would be finalized very soon.

**Close the Public portion: 11:01 p.m.**

**IX. MINUTES**

- a. Approval of meeting minutes from the June 13, 2017 regular business meeting and the June 23, 2017 special business meeting.

S. Wunsch Moved, J. Eig Seconded  
Roll Call: 5 Ayes, 0 Nays, 1 Abstention

**X. PROGRAM AND PERSONNEL**

- a. Upon the approval notification from the Interim Executive Bergen County Superintendent certifying attainment by Jennifer Montesano of the merit goals for 2016-17 and authorization for payment of the pre-approved amount.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Melissa Mohr as a Classroom Teacher for the 2017-2018 school year, pending criminal history approval, at an annual salary of \$57,720.00 (MA, Step 6), benefit eligible. (Salary may be adjusted upon contract ratification.)
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Ashley Lignos as a Classroom Teacher for the 2017-2018 school year, pending criminal history approval, at an annual salary of \$47,391.00 (BA, Step 2), benefit eligible. (Salary may be adjusted upon contract ratification.)
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves stipends for the following employees for the 2017-2018 school year. Stipends may be adjusted upon contract ratification.

Sarah Norian	Newspaper Coordinator	\$1,700.00
Julieann Barclay	Science Fair Coordinator	\$500.00
Kathleen Blazina	After School Care Bookkeeper	\$1,000.00
Michele Breakfield	After School Care Support Staff	\$750.00

- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Donna Schwartz and Sandra Van Horn as Co-After School Care Coordinators for the 2017-18 school year.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Sheryl Schinderman as a home school instructor for the 2017-2018 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 the School Psychiatrists/Neuropsychologists for the 2017-2018 school year as per attached list.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves students in kindergarten through eighth grades to take the following walking field trips during the 2017-2018 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
- Suez Water Company in Haworth

- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the transfers of position for the following, effective September 1, 2017 through June 30, 2018:

<u>NAME</u>	<u>FROM</u>	<u>TO</u>
Terry Leeshock	Basic Skills	Grade 2
Maria DiCarlantonio	Special Education	Grade 3
Rebecca Hall	Grade 3	Grade 4
Arlene Domalewski	Grade 5	Grade 7 ELA
Kerry-Ann Ross	MS Social Studies	Special Education
Bonnie Ehrhardt	LDT-C	Special Education
Erin Carr	Grade 4	LDT-C

- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 8<sup>th</sup> grade overnight field trip to Washington, DC from November 15, 2017 through November 17, 2017, at a cost of \$702.00 (without optional insurance) per student, \$751.00 (with optional insurance) per student.
- k. 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 28, 2017 to August 31, 2017 from 9:00 a.m. to 12:00 p.m.
- Ronald Cuneo - \$69.50 per hour (3 hours per day for 5 days)
  - Melissa Mohr - \$69.50 per hour (3 hours per day for 5 days)
- l. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts, with regret, the resignation of Christina Jennings, .4 World Language Teacher, effective June 30, 2017.
- m. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts, with regret, the resignation of Nicole Auriemma, Administrative Assistant for Data and Technology, effective August 4, 2017.
- n. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Erin Carr to attend the Key Components of IEP Drafting / 4 CEU's Workshop at Fairleigh Dickinson University in Madison, NJ on August 3, 2017 at a cost of \$75.00 registration fee, plus travel expenses.
- o. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following William Paterson University graduate level courses for Arlene Domalewski, no reimbursement requested:

- Research in Special Education I (SPED 6320)
- Research in Special Education II (SPED 6330)

p. RESOLVED, that the Haworth Board of Education accepts, with regret, the resignation of Jennifer Montesano, Chief School Administrator, effective November 17, 2017.

**\*q. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Mary Thompson as Maternity Leave Replacement for Erin Burns from September 1, 2017 through November 30, 2017. Salary is \$90 per day for the first 20 days; and then BA, Step 1 on the salary guide (\$46,176.00), prorated from the 21<sup>st</sup> day, not benefit-eligible.**

S. Wunsch Moved, K. Leddy 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 June 1, 2017 to June 30,2017 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:

Bills Description	Dated	Amount
Payroll – Operating	6/15/17	\$161,113.61
State Share – FICA	6/15/17	\$14,170.36
Board Share- FICA	6/15/17	\$4,820.82
	<b>TOTAL:</b>	<b>\$180,104.79</b>

Bills Description	Dated	Amount
Payroll – Operating	6/30/17	\$179,775.97
State Share – FICA	6/30/17	\$16,941.41
Board Share – FICA	6/30/17	\$4,254.41
	<b>TOTAL:</b>	<b>\$200,971.79</b>

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Report of the Board Secretary, Report of the Treasurer, and the Report of Monthly Transfers for the month of May, 2017. (Attachment)
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of June 2017.
- d. **School Tax Payment Schedule** - The Haworth Board of Education approves the tax schedule of payment dates:

**SCHOOL TAX PAYMENT SCHEDULE**  
**2017-2018 SCHOOL YEAR**

<u>Payment Date</u>	<u>Operating Budget</u>	<u>Debt Service</u>	<u>Monthly Total</u>
August 10, 2017	\$854,939.20	\$49,704.00	\$904,643.20
September, 10, 2017	\$854,939.20	\$49,704.00	\$904,643.20
October 10, 2017	\$854,939.20	\$49,704.00	\$904,643.20
November 10, 2017	\$854,939.20	\$49,704.00	\$904,643.20
December 10, 2017	\$854,939.20	\$49,704.00	\$904,643.20
January 10, 2018	\$854,939.20	\$49,704.00	\$904,643.20
February 10, 2018	\$854,939.20	\$49,704.00	\$904,643.20
April 10, 2018	\$854,939.20	\$49,704.00	\$904,643.20
May 10, 2018	\$854,939.20	\$49,704.00	\$904,643.20
<u>June 10, 2018</u>	<u>\$854,939.20</u>	<u>\$49,704.00</u>	<u>\$904,643.20</u>
<b>VOTED TAX LEVY</b>	<b>\$8,549,392.00</b>	<b>\$497,040.00</b>	<b>\$9,046,432.00</b>

- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2016-2017 SLICE Program tuition contract for student ID #324001, commencing June 19, 2017 and terminating June 30, 2017, at a total (pro-rated) rate of \$241.45.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2017-2018 TIP Program tuition contract for student ID numbers 4174418662, 1438964956 and 1679727110, commencing July 1, 2017 and terminating June 30, 2018 for a cost of \$46,227.00 per student.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2017-2018 Valley Program tuition contract for student ID numbers 6446349802, 4452750510, 7155452597, 6474863479 and 2629207241, commencing July 1, 2017 and terminating June 30, 2018 for a cost of \$73,910.00 per student.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2017-2018 Valley SLICE Program tuition contract for student ID number 7935448482, commencing September 1, 2017 and terminating on June 30, 2018 for a cost of \$9,851.00.
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Strauss Esmay Associates, LLP to develop a customized policy and procedure manual consistent with State and Federal laws in compliance with State and Federal monitoring standards, not to exceed \$13,000.00 for the 2017-2018 school year.
- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the technology asset end of life recycling list through the vendor eRevival, LLC at no cost to the district. (Attachment)

- k. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the annual service payment of \$1,806.00 to Blackboard, Inc. for the 2017-18 school year district website services.

J. Ashkenase Moved, S. Wunsch Seconded  
Roll Call: 6/0

**XII. FACILITY**

- a. WHEREAS, the district wishes to change the use of rooms at the Haworth School as listed below, therefore be it

RESOLVED, that the Superintendent of Schools be authorized to submit to the Executive County Superintendent an application for change in room use for the 2017-18 school year as follows:

<b>Room</b>	<b>Current Use</b>	<b>Revised Use</b>
23B	Office Space	Small Group Instruction
23C	Office Space	ELL Instruction
23A	Faculty Copy Room	Small Group Instruction
32A	Office Space	Resource Room

J. Eig Moved, M. Doran Seconded  
Roll Call:

**XIII. POLICY**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves The Comprehensive Equity Plan Annual Statement of Assurance for 2017-2018.

M. Doran Moved, S. Wunsch 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

**XVI. OLD BUSINESS**

**XVII. NEW BUSINESS**

**XVIII. CLOSED SESSION - 11:17 p.m.**

M. Doran Moved, K. Leddy Seconded  
Roll Call: 6/0

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**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 Wednesday, July 26, 2017 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 30 minutes to discuss pupil matters. Action will be taken in public after the executive session.

**MOTION TO RECONVENE INTO PUBLIC SESSION at 11:55 p.m.**

Mr. Fogarty of Fogarty and Hara, Esqs.:

Case #1: The Board of Education's conclusion was to modify the Superintendent's decision to find a code of conduct violation and to affirm the consequences that were imposed.

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

Case #2: The Board of Education's conclusion was to modify the Superintendent's decision to find a code of conduct violation and to affirm the consequences that were imposed.

J. Ashkenase Moved, S. Wunsch Seconded  
Roll Call: 6/0

**XX. MOTION TO ADJOURN.**

M. Doran Moved, S. Wunsch Seconded  
All in favor.

**ADJOURNMENT 12:17 p.m.**

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Nicole Brennan, President  
Haworth Board of Education

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Jennifer Montesano  
Superintendent/Board Secretary