

HAWORTH BOARD OF EDUCATION
Agenda

1. CALL TO ORDER - 7:00 PM

In compliance with the Open Public Meetings Act, this is to announce that adequate notice of this meeting was provided in the following manner: On April 29, 2010, advance written notice was faxed to **The Suburbanite, Twin Boro News, The Record, Press Journal**, filed with the Borough Clerk, posted on the school bulletin board and forwarded to the Presidents of the Home & School Association and Teachers Association.

Please all rise to recite the Pledge of Allegiance.

2. ROLL CALL

Ms. Jackie Guenego
Dr. George Kipel
Mrs. Karen Leddy
Mrs. Anna Reduce
Mrs. Stacey Rosenfeld
Mrs. Donna Weintraub, Vice President
Mr. Warren Sutnick, President

Dr. Paul Arilotta

3. Presentation by NJSBA representative.

4. ADMINISTRATIVE REPORTS

- a. Superintendent/Principal/Board Secretary
 - 1. Enrollment 5a1.**
 - 2. Suspensions/Detentions 5a2.**
 - 3. Fire Drills 5a3.**

5. MEETING OPEN TO THE PUBLIC - 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.

6. COMMUNICATIONS

7. AGENDA ITEMS – The Board of Education Meeting Agenda is divided by categories/committees. The Board President and Secretary will conduct a single roll-call, consent vote for each category. Any Board Member may request a separate vote for any/all items within the category or for any specific item on the agenda.

a. Finance/Budget/Facilities –

1. ____ Moved, and ____ Seconded.

The Haworth Board of Education approves the Hand/Void Check Register as of 5/31/10; Budget Report dated 5/31/10; April 2010 Report of the Treasurer and Board Secretary’s Report; and June 2010 Bills and Claims.

Roll Call Vote:

In Favor:

Against:

Abstentions:

2. ____ Moved, and ____ Seconded.

The Haworth Board of Education approves Budget Transfers as of 4/30/10 and authorizes the Superintendent/Principal/Board Secretary and Interim Business Administrator to make additional transfers as necessary to be ratified at the next Board meeting in order to comply with State requirements and in accordance with Board policy. No major account or fund has been over-expended in violation of the current expense, capital outlay or debt service funds as designated in N.J.A.C. 6:20-2A.2 and sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

Roll Call Vote:

In Favor:

Against:

Abstentions:

3. _____ Moved, and _____ Seconded.

The Haworth Board of Education approves the Contract for Shared Services with NVRHS.

Roll Call Vote:

In Favor:

Against:

Abstentions:

4. _____ Moved, and _____ Seconded.

The Haworth Board of Education approves the Benefits Waiver for the 2010-11 school year.

Roll Call Vote:

In Favor:

Against:

Abstentions:

5. _____ Moved, and _____ Seconded.

The Haworth Board of Education approves, pursuant to N.J.A.C. 6A:23-2.11 (c), we certify that as of 6/29/10, after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate District officials, to the best of our knowledge no major account or fund has been overexpended in violation of N.J.A.C. 6:20-2.13 (b) and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

Roll Call Vote:

In Favor:

Against:

Abstentions:

6. _____ Moved, and _____ Seconded.

The Haworth Board of Education approves the Receipt of Certification from Board Secretary: Pursuant to N.J.A.C., 6A:23-2.11 (c), I, Paul Arilotta, certify that as of 6/29/10, no budgetary line item account has obligations or payments (contractual orders) which in total exceeds the amount appropriated by the District Board of Education pursuant to N.J.S.A. 18A:22-8 and N.J.S.A. 18A:22-8.1.

Roll Call Vote:

In Favor:

Against:

Abstentions:

7. _____ Moved, and _____ Seconded.

Upon the recommendation of the Superintendent, the Haworth Board of Education approves a 2.5% salary increase for the 2010-11 school year for Mary Belle.

Roll Call Vote:

In Favor:

Against:

Abstentions:

8. _____ Moved, and _____ Seconded.

The Haworth Board of Education approves the tax schedule of payment dates to the Board of Education:

SCHOOL TAX PAYMENT SCHEDULE
2010-2011 SCHOOL YEAR

| <u>Payment Date</u> | <u>Operating Budget</u> | <u>Debt Service</u> | <u>Monthly Total</u> |
|------------------------------|-------------------------|---------------------|----------------------|
| July 12, 2010 | 620,717 | 67,558 | 688,275 |
| August 10, 2010 | 620,717 | 212,426 | 833,143 |
| September 10, 2010 | 620,717 | | 620,717 |
| October 8, 2010 | 620,717 | | 620,717 |
| November 10, 2010 | 620,717 | | 620,717 |
| December 10, 2010 | 620,716 | | 620,716 |
| SUB-TOTAL | 3,724,301 | 279,984 | 4,004,285 |
| January 10, 2011 | 620,717 | 4,496 | 625,213 |
| February 10, 2011 | 620,717 | 275,488 | 896,205 |
| March 10, 2011 | 620,717 | | 620,717 |
| April 11, 2011 | 620,717 | | 620,717 |
| May 10, 2011 | 620,717 | | 620,717 |
| June 10, 2011 | 620,715 | | 620,715 |
| SUB-TOTAL | 3,724,300 | 279,984 | 4,004,284 |
| VOTED TAX LEVY | 7,448,601 | 559,968 | 8,008,569 |
| A4F FORM | | | |
| Calendar Year | | | |
| 2010 | | | |
| (Col 3) 1/1/10--6/30/10 | 3,515,149 | 290,000 | 3,805,149 |
| (Col 4) 7/1/10--12/31/10 | 3,724,301 | 279,984 | 4,004,285 |
| (Col 5) 2010 TAX LEVY | 7,239,450 | 569,984 | 7,809,434 |

Roll Call Vote:

In Favor:

Against:

Abstentions:

9. ____ Moved, and ____ Seconded.

RISK MANAGEMENT CONSULTANT PROFESSIONAL SERVICES AGREEMENT - 2010

This Agreement, entered into this 29th day of June 2010 between the Board of Education of HAWORTH, (hereinafter referred to as the Board) and the Burton Agency Inc., a Corporation of the State of New Jersey, having its principal office at 44 Bergen Street, Westwood, NJ 07675 (hereinafter referred to as the Consultant).

Witnesseth:

WHEREAS, the Board is a member of the Northeast Bergen County School Board Insurance Group (NESBIG) (hereinafter referred to as the Group) and;

WHEREAS, the Consultant has offered to the Board professional risk management consulting services consistent with the industry standard and possesses the requisite education, license, skills and experience and;

WHEREAS, the Board desires professional risk management consulting services and is relying on such representation and;

NOW THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. The term of this appointment shall commence on July 1, 2010 and shall run until June 30, 2013, and until a successor is appointed and qualified.
2. The Consultant, for and in consideration of the amount stated hereinafter, agrees to provide to the Board as follows:
 - A. Assist the Board in identifying its insurable property and casualty exposures and to recommend professional methods to reduce, assume or transfer the risk of loss.
 - B. Assist the Board in understanding and selecting the insurance coverages available from the Group and otherwise.
 - C. Review with the Board any additional insurance coverages that the Consultant advises should be carried but are not available from the Group.
 - D. Assist the Board in the preparation of applications, statement of values and similar documents requested by the Group, it being understood that this agreement does not include any appraisal work by the Consultant.
 - E. Review the Board's annual insurance assessment as prepared by the Group and assist the Board in preparation of its annual insurance budget.
 - F. Review any loss and engineering reports and generally assist the Board in its loss containment objectives.
 - G. Assist where needed in the settlement of claims.
 - H. Such other matters pertaining to insurance and risk management as may from time to time be necessary.
3. The Board authorizes the Group to pay the Consultant as compensation for services rendered, an amount equal to 6% of the Board's annual insurance assessments for property and casualty insurance and workers' compensation as promulgated by the Group. The said fee shall be paid to the Consultant in four equal payments, at the end of each quarter, by the Fund. (September 30th, December 30th, March 30th and June 30th)
4. The Consultant shall provide proof of insurance in form and amount satisfactory to the Board but which shall,

in any case, meet the following minimum requirements:

- (a) General Liability: \$1,000,000
- (b) Worker’s Compensation: Statutory requirements to be met
- (c) Auto Liability: Minimum limits of \$1,000,000, must include non-owned auto
- (d) Professional Errors and Omissions: Minimum limit of \$1,000,000

5. For any insurance coverage’s authorized by the Board to be placed outside the Group, the Consultant shall receive as compensation the standard brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the Group’s assessment in computing the fee outlined in 3 above.

6. This agreement may be terminated by either party at any time by mailing to the other, written notice, certified mail return receipt, calling for termination at not less than thirty (30) days thereafter. In the event of termination of this agreement, the Consultant’s fees outlined in 3 above shall be prorated to date of termination.

IN WITNESS WHEREOF, this agreement has been executed on this 29th day of June 2010 for the purposes and the term specified herein.

BOARD OF EDUCATION OF HAWORTH, NEW JERSEY

BY: _____ ATTEST: _____
BUSINESS ADMINISTRATOR/BOARD SECRETARY

BURTON AGENCY INC.
BY: _____ ATTEST: _____

Roll Call Vote:
In Favor:
Against:
Abstentions:

b. School Operations and Curriculum

1. _____ Moved, and _____ Seconded.

Upon the recommendation of the Superintendent, the Haworth Board of Education approves Closter students participating in the Haworth Summer School Program.

Roll Call Vote:
In Favor:
Against:
Abstentions:

2. _____ Moved, and _____ Seconded.

Upon the recommendation of the Superintendent, the Haworth Board of Education approves tenure for Karen Oddo as of 7/2/10 (full-time start date 7/1/07).

Roll Call Vote:

In Favor:

Against:

Abstentions:

3. ____ Moved, and ____ Seconded.

Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following courses for the following teachers:

- ❖ Natalie Volpe: Teaching Multi-Ethnic Literature P-8, Montclair State University.
- ❖ Jacquelynn Fishbein: Leadership in Schools and Communities, Rutgers University.
- ❖ Kerry-Ann Hoy: Returning Creativity to the Classroom, MaryGrove College.
- ❖ Connie Alcoser: The Reading/Writing Connection, MaryGrove College.
- ❖ Jacqueline Fiore: The Reading/Writing Connection, MaryGrove College.

Roll Call Vote:

In Favor:

Against:

Abstentions:

4. ____ Moved, and ____ Seconded.

Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Comprehensive Equity Plan for the 2010-11 and 2011-12 school year.

Roll Call Vote:

In Favor:

Against:

Abstentions:

5. _____ Moved, and _____ Seconded.

Upon the recommendation of the Superintendent, the Haworth Board of Education approves Erin Ehlers as elementary school teacher, BA Step 4, for the 2010-11 school year.

Roll Call Vote:

In Favor:

Against:

Abstentions:

6. _____ Moved, and _____ Seconded.

Upon the recommendation of the Superintendent, the Haworth Board of Education approves Alissa Michel as summer part-time office assistant for the summer 2010.

Roll Call Vote:

In Favor:

Against:

Abstentions:

7. _____ Moved, and _____ Seconded.

Upon the recommendation of the Superintendent, the Haworth Board of Education approves Ali Zigami, Brian Meng and Chris Tossounian as part-time summer custodians for the summer 2010.

Roll Call Vote:

In Favor:

Against:

Abstentions:

8. _____ Moved, and _____ Seconded.

With deepest regrets, the Haworth Board of Education accepts the retirement of Karen Doyle as elementary school teacher as of 6/30/10.

Roll Call Vote:

In Favor:

Against:

Abstentions:

c. Board Operations

1. _____ Moved, and _____ Seconded.

The Haworth Board of Education approves minutes from 5/11/10, 5/18/10 and 5/21/10 Board of Education meetings.

Roll Call Vote:

In Favor:

Against:

Abstentions:

8. COMMITTEE REPORTS -

Finance & Budget:

Finance – Dr. George Kipel, Chairperson; Mrs. Karen Leddy, Mrs. Anna Reduce

Facilities – Dr. George Kipel, Ms. Jackie Guenego, Mrs. Anna Reduce

School Operations & Curriculum:

Policy – Dr. George Kipel, Chairperson; Mrs. Karen Leddy

Program & Personnel – Mrs. Anna Reduce, Chairperson; Ms. Jackie Guenego, Mrs. Donna Weintraub

Board Operations:

BCSBA/NJSBA – Mrs. Anna Reduce

Joint Boards – Mr. Warren Sutnick, Mrs. Donna Weintraub

Public Relations – Dr. George Kipel, Chairperson; Ms. Jackie Guenego

Haworth Home & School Assn. – Mrs. Donna Weintraub

Northern Valley Regional H.S. – Mrs. Karen Leddy

Legislative – Ms. Jackie Guenego, Chairperson

Senior Citizens – Mrs. Anna Reduce

Town Council – Mrs. Karen Leddy, Dr. George Kipel

NV Educational Foundation – Dr. George Kipel

Negotiations – Mr. Warren Sutnick, Dr. George Kipel, Mrs. Donna Weintraub

9. MEETING OPEN TO THE PUBLIC

Please be advised that each member of the public will be limited to speak for three minutes during the Open Session.

10. OLD BUSINESS

11. NEW BUSINESS

12. SUNSHINE RESOLUTION

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, June 29, 2010, 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:

Personnel/Negotiations/Litigation.

Please be advised that the Board may be going into executive session for approximately ___ minutes. Action may/may not be taken in public after the executive session.

13. ADJOURNMENT

Warren Sutnick, President
Board of Education

Paul Arilotta, Ed. D.
Superintendent/Principal/Board Secretary