

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 February 5, 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

Mrs. Marilyn Coats-Thomas
Dr. David Hershan
Dr. George Kipel
Mrs. Marie Malajian
Mrs. Anna Reduce
Mr. Sutnick, Vice President
Mrs. Weintraub, President

Dr. Paul Arilotta

3. 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,

Resolved, at the Public Meeting of the Borough of Haworth Board of Education on this day Tuesday, February 9, 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.

4. RECONVENE TO PUBLIC MEETING – 8:00 PM by Board of Education President.

5. ADMINISTRATIVE REPORTS

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

Dr. Arilotta reported on the following:

- ❖ *David Blake has taken David Rinderknecht's place as Interim Business Administrator. Looking at budget projections for next year.*
- ❖ *As you know, the Board of Education has asked me to explore the possibility of sharing Business Administrator services. David Blake and I spoke to Ray Jacobus regarding purchasing shared services.*
- ❖ *Mrs. Sasson is currently working with eighth graders for next year's placement.*
- ❖ *Grade 8 commencement ceremony will take place at Haworth Public School.*
- ❖ *Mrs. DeRosa, Mrs. DiCarlantonio, Mrs. Doyle and I met yesterday with Dr. Maurice Elias from NJSBA and talked about possibility of a service to come into the school to work with us on a comprehensive K-8 character development and conflict resolution program.*

6. MEETING OPEN TO THE PUBLIC - AGENDA ITEMS ONLY

8:12 PM – Open to public.

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.

8:12 PM – Closed to public.

7. COMMUNICATIONS

- a. Letter from Design Resources Group Architects **7a.**
- ❖ *Anna Reduce: Design Resources Group was the architect on record with the last addition. DRG came up and we received a hefty bill for their visit that we did not expect. We did not request both an architect and an engineer to come. Bill also did not include travel time. The meeting did not the last four hours for which we were billed. The architects have told us they do not want to lose us as clients and will take whatever sum we deem to be appropriate. They billed us for two people at \$150 each for four hours.*
 - ❖ *George Kipel: Let's find out objectively how long the meeting lasted and go from there.*
 - ❖ *Anna Reduce: Dave Rinderknecht was there. It lasted about an hour.*
 - ❖ *Marie Malajian: If they are willing to take no money, let's not pay them.*
 - ❖ *Discussion continued.*
 - ❖ *Board agreed as a whole to Warren Sutnick's suggestion to pay \$300 instead of \$1,400.*
 - ❖ *Donna Weintraub: If we talk to Dave Rinderknecht about this, at least we can say it was an educated decision.*

8. 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. Hand/Void Check Register as of 1/31/10; the Budget Report dated 1/31/10; and the Report of the Treasurer and School Secretary's Report as of 12/2009 **8a1**.

b. School Operations and Curriculum

1. Teachers' conferences:
 - ❖ Jeannette Gallagher, Karen Doyle and Reema Martel to Improving NJ Ask Scores workshop, 3/11/10.
2. Teachers' courses **8b2**:
 - ❖ Jacqueline Fiore – Assessment and Intervention for Struggling Readers, MaryGrove College.
 - ❖ Terry Leeshock – The Best of the Best Web Sites, Chapman University.
 - ❖ ~~Kerry Ann Hoy – Universal Design in the Differentiated Classroom,~~ William Paterson University. *Course was canceled 2/9/10. Agenda had already been printed.*
3. School trips **8b3**:
 - ❖ Select Choir to Music in the Park, Dorney Park, PA – 6/4/10.
4. Superintendent's goals **8b4**.
 - ❖ *Donna Weintraub: Goals must be understood by all Board of Education members in order to do the superintendent's evaluation.*
 - ❖ *Dr Arilotta: I will fill in the comments section when I present my reports in the evaluation process.*
 - ❖ *George Kipel: We can fill in the form online now.*
5. School calendar for 2010-2011 school year.
6. *Dr. Kipel Moved, and Mrs. Malajian Seconded.*

Upon the recommendation of the Superintendent, the Haworth Board of Education approves Erin Ehlers as leave of absence replacement for Melissa Jackson from 2/23/10 to 4/7/10.

Roll Call Vote:

In Favor: All

Against:

Abstentions:

c. Board Operations

1. Minutes from 1/7/10, 1/19/10 and 1/26/10 Board of Education meeting **8c1**.

9. COMMITTEE REPORTS

Finance & Budget

Finance – George Kipel, Warren Sutnick:

- *Warren Sutnick: We have had two finance meetings preparing our next year's budget. Bottom line is we have \$130,000 deficit. Governor Christie has made a few statements that could make our budget even grimmer. Our State Aid would be cut 10%. We are looking at about a \$250,000 deficit for next year. State aid would be cut about \$80,000. The reason for this is 78% of all costs are fixed. Health insurance benefits are going up 25% next year. We have been talking about where we are going to find that money. That could impact jobs, salaries and services. We do not want to have any impact for what we are doing for the children. This is a difficult budget season. We are meeting again in the next couple of weeks and will report back.*
- *Anna Reduce: Has rec program started paying for the use of facilities?*
- *Dr. Arilotta: We are in between policies again. There are two different rates.*
- *George Kipel: For four hour minimum, it would be \$30 per hour, and the \$50 is an annual fee.*
- *Dr. Arilotta: We are assuming that the rate is \$30 per hour.*
- *Discussion continued.*
- *George Kipel: \$30 per hour rate was for Pritchard employees who did not have their boiler licenses. How have we been paying these people? We have to bill the groups who use the facilities retroactive to January 1, 2010.*
- *Anna Reduce: What account does this money go into?*
- *Warren Sutnick: When we paid, Kathy Jasionowski said to make check payable to the Haworth Board of Education.*
- *Dr. Arilotta: It is Board of Education money.*
- *Anna Reduce: Would be beneficial if Kathy Jasionowski had a ledger set up that shows the group name that uses the gym and this is the money the group is bringing in. Want to make sure there are records so we know if the money is received, or is the money is not received.*
- *Donna Weintraub: We'll ask Kathy Jasionowski to enter the two or three other items that have already been paid for so we know from the beginning.*

Facilities – David Hershan, George Kipel:

School Operations & Curriculum

Policy – Marilyn Coats-Thomas, George Kipel, Warren Sutnick:

Mrs. Coats-Thomas: We are plugging along.

Program & Personnel – Marie Malajian, Anna Reduce, Marilyn Coats-Thomas:

- *Anna Reduce: Met on January 28. Discussed NJ Ask remediation program; how many students are participating; who would take over the program once Ms. Ehlers left (40 days for a new person to come in). Talked about the third grade maternity leave transition; Martin Luther King Day and the feeling was that it would benefit everyone to try to keep the schedule as close to NVRHS as possible. Examples for kids on the day would bring some significance to the day.*
 - *Donna Weintraub: Did we give up on the idea of community service?*

- *Dr. Arilotta: MLK Day is an event, and we should be talking about tolerance and community service all during the year.*
- **ASK DR. ARILOTTA ABOUT THIS TO MAKE SURE INFO IS CORRECT:** *Anna Reduce continued (P&P. Talked about how our kids do at NVRHS once they get up there and have scheduled a meeting for 3/4/10 at 4:00 PM to talk about this with the NVRHS Head of Guidance and Dr. Raupers. We talked about G&T program, criteria, how program is assessed, etc. Discussed Dr. Arilotta's vision of filling the position of Assistant Principal; what staff might look like for the 2010-11 school year. Our next meeting is scheduled for 2/24/10.*

Board Operations

BCSBA/NJSBA – Anna Reduce:

Joint Boards – Warren Sutnick, Donna Weintraub:

- *Donna Weintraub: Warren Sutnick and I went to meeting last week. Speakers came in.*
- *Warren Sutnick: One of speakers was Head of Government Affairs for NJSBA who has met with members of Christie's administration regarding public education.*
- *Donna Weintraub: Heard from Mr. Snyder from the Ramsay Board of Education– Dollars and Sense is now Dollar and Sense Educational Advocacy. They are looking for members now for an annual renewal fee of \$500.*
- *Marilyn Coats-Thomas: We have a policy that says we cannot use public school funds for advocacy. I will check into this.*
- *Donna Weintraub: Is there a difference between donation and membership, because this would be a membership.*
- **ASK DR. A ABOUT CORRECT TERMINOLOGY HERE:** *Dr. Arilotta: The point that Mr. Snyder was making is their niche is not to go lobbying for specific legislation – how does legislature step back and think about the decisions they are making and the long-term ramifications for instruction.*

Public Relations – Marilyn Coats-Thomas, Warren Sutnick, George Kipel:

- *Marilyn Coats-Thomas: We need to get a budget newsletter out soon.*

Haworth Home & School Assn. – Donna Weintraub, Anna Reduce:

- *Anna Reduce: HHSA held a consortium of about five or six districts to talk about fund raising, ways to increase volunteerism, best ways to communicate with parents, lunch program, etc. It was very well attended.*

Northern Valley Regional H.S. – Marilyn Coats-Thomas, George Kipel:

Legislative – Warren Sutnick:

Town Council – Warren Sutnick, David Hershan:

NV Educational Foundation – George Kipel:

Negotiations – David Hershan, Warren Sutnick, George Kipel:

10. MEETING OPEN TO THE PUBLIC

8:52 PM – Open to public.

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

- *Bonni Ehrhardt: 1) I would suggest including a member of the middle school teaching staff in the meeting you have with the Head of Guidance and Dr. Raupers to talk about how Haworth students do at NVRHS; and 2) Regarding the calendar, I think it should be*

all or nothing with MLK Day – either we are all here for the day or no one is here. I do not appreciate the half-day situation. The message to the children should be to respect the holiday. Convenience should not be the factor that is driving the day. A day of community service is a fabulous think to do, but everyone should be included.

- *Donna Weintraub: Mrs. Ehrhardt, the purpose for the meeting at NVRHS is to set up some kind of control so there is an ongoing-system between NVRHS and Haworth Public School, as well as to set up a process moving forward. I just want to make sure everyone is clear on this.*
- *Anna Reduce: The meeting is just with the Director of Guidance and Dr. Raupers for the purpose of setting up a system so the articulation becomes regular and effective.*
- *Mrs. Groh: Received a letter from residents who are upset about finding water bottles and other trash and debris on their property on the Valley Court side of the school. They want this issue addressed. It never seems there are enough recycling receptacles anywhere, even around town. There should be receptacles in that area.*
- *Dr. Arilotta: I asked Mike Croker to come see me so we can address this issue. He confirmed that he has policed the area.*
- *Mrs. Groh: Maybe we should not let the kids leave the building with water bottles.*
- *Dr. Arilotta: We station a lunch aide on both ends of the multipurpose room and try our best to make sure kids do not leave multipurpose room with bottles.*
- *Mrs. Groh: When will we know whether or not tomorrow will be a snow day?*
- *Donna Weintraub: It is decided as a Valley.*

9:01 PM – Closed to public.

11. OLD BUSINESS

Old and New Business:

- *Donna Weintraub – We are following up on the use of Genesis in putting report cards and grades on line. Possibility of looking into what else Genesis can do. In conversation with Genesis, we do not use some of its capabilities. Not sure we want grade books on line.*

Old Business:

- *Warren Sutnick – I thought we as a Board talked about eliminating parents from going on overnight trips. It was stated in the Frost Valley packet that they are looking for parent volunteers.*
- *George Kipel: We dropped it and never addressed it. We never got back to it.*
- *Marie Malajian: Frost Valley requires so many chaperones.*
- *Discussion.*
- *Donna Weintraub: It is a dorm-like setting – students and teachers in the same living quarters – we need to figure out how to deal with that. Need female and male parents in bunks.*
- *Warren Sutnick: Our consensus was that we do not want parents on overnight trips. What committee should this go to in order to make a recommendation to the Board?*
- *Marilyn Coats-Thomas: I thought we talked about no parents on basic field trips.*
- *Donna Weintraub: I thought it was an overnight issue.*

- *George Kipel: There was a concern about the selection process. Certain parents were going on many trips while other parents were not selected at all.*
- *David Hershan: If FV is the exception, then take it out of the loop and make the policy for every other trip.*
- *Donna Weintraub: I think the recommendation needs to come from the Program and Personnel Committee, as well as the Policy Committee.*
- *George Kipel: As far as eighth grade graduation, were the risers talked about to the parents?*
- *Dr. Arilotta: Parents agreed to pay for them.*

12. NEW BUSINESS

13. ADJOURNMENT

9:10 PM – Motion to adjourn. Marilyn Coats-Thomas Moved, and Warren Sutnick Seconded. All in favor.

Donna Weintraub, President
Board of Education

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

ADDENDUM I

Mr. Sutnick Moved, and Mrs. Reduce Seconded. All in favor.

**RESOLUTION TO CONTINUE MEMBERSHIP IN THE NORTHEAST BERGEN
COUNTY SCHOOL BOARD INSURANCE GROUP**

WHEREAS, a number of Boards of Education in Bergen County have joined together to form a Joint Insurance Group as permitted by N.J. Title 18A-.18B and;

WHEREAS, said Group was approved effective July 1, 1985 by the New Jersey Commissioner of Insurance and has been in operation since that date and;

WHEREAS, the Bylaws and regulations governing the creation and operation of this Insurance Group contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Group, and;

WHEREAS, the Board of Education of Haworth has determined that membership in the Northeast Bergen County School Board Insurance Group is in the best interest of the District;

NOW THEREFORE, be it resolved that the Board of Education of Haworth does hereby agree to renew membership in the Northeast Bergen County School Board Insurance Group and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2010, to June 30, 2013.

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District.

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Group as are required by the Group's bylaws and to deliver the same to the Executive Director.

Business Administrator/Board Secretary

Date

NORTHEAST BERGEN COUNTY SCHOOL BOARD INSURANCE GROUP
FUND MEMBERSHIP, INDEMNITY AND TRUST AGREEMENT

THIS AGREEMENT made this first day of July 2010 in the County of Bergen, State of New Jersey By and Between: Northeast Bergen County School Board Insurance Group hereinafter referred to as Group; and the Board of Education of Haworth a duly constituted unit of government hereinafter referred to as the Board:

WITNESSETH:

WHEREAS, several local school districts have collectively formed or are in the process of forming a School Board Group as such an entity is authorized and described in NJSA 18A: 18B and the administrative regulations promulgated pursuant thereto and:

WHEREAS, the Board has agreed to renew membership in the GROUP and to share in the obligations and benefits flowing from such membership with other members of the GROUP in accordance with and to the extent provided for in the Bylaws of the GROUP and in consideration of such obligations and benefits to be shared by the membership of the GROUP:

NOW THEREFORE, it is agreed as follows:

1. The BOARD accepts the GROUP'S Bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of the said Bylaws and the pertinent Statutes and Administrative Regulations pertaining to the same.
2. The BOARD agrees to participate in the GROUP with respect to the types of insurance offered by the GROUP: Self-Insured Workers' Compensation, Property, Liability, Auto, Crime, Excess Liability, Environmental, School Board Legal and any other insurance offered by the GROUP, allowed by law.
3. The BOARD agrees to renew membership in the GROUP for the period of three **(3) years, the commencement of which shall be July 1, 2010.**
4. The BOARD certifies that it has never defaulted any claims if self-insured and has not been canceled for non-payment of insurance premiums for a period of at least two years prior to the date hereof.
5. In consideration of membership in the GROUP the BOARD agrees that it shall jointly and severally assume and discharge the liability of each and every member of the GROUP, all of whom as a condition of membership in the GROUP shall execute a verbatim counter-part of this Agreement and by execution hereof the full faith and credit of the BOARD is pledged to the punctual payment of any sums which shall become due to the GROUP in accordance with the Bylaws thereof, this Agreement or any applicable Statute.

6. If the GROUP in the enforcement of any part of this Agreement shall incur necessary expense or become obligated to pay an attorney's fees and/or Court costs the BOARD agrees to reimburse the GROUP for all such reasonable expenses, fees and costs on demand.

7. The BOARD and the GROUP agree that the GROUP shall hold all monies paid by the BOARD to the GROUP as fiduciaries for the benefit of GROUP claimants all in accordance with NJSA 18a;18b.

8. The GROUP shall establish separate Trust Accounts for each of the following categories of risk and liability:

- a) Claims or Loss Retention Fund
- b) Administrative
- c) Workers' Compensation Premium

The GROUP shall maintain Trust Accounts aforementioned in accordance with NJSA 18A:18B, the GROUP'S Bylaws and such other Statutes as maybe applicable. Specifically the "Claims or Loss Retention Fund" Trust Account shall be utilized solely for the payment of claims, allocated claim expense and excess insurance or re-insurance premiums for each such risk or liability or as "surplus",

9. Each BOARD who shall become a member of the GROUP shall be obligated to execute this Agreement.

NESBIG
GROUP

BOARD OF EDUCATION

BUSINESS ADMINISTRATOR/BOARD SECRETARY