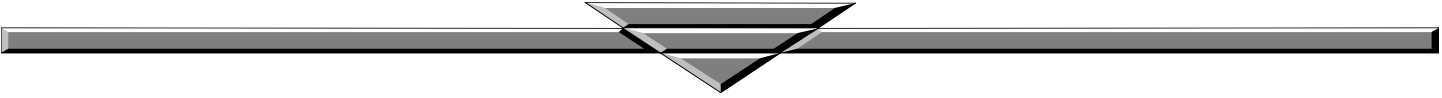


HAWTHORNE, NEW JERSEY



Tuesday, April 18, 2023  
Regular Meeting – 7:00 P.M.  
Board of Education Meeting Room


This Meeting is Being Recorded

MEMBERS OF THE BOARD

Abigail Goff, President  
Alex Clavijo, Vice President

Joseph Carr  
Michael Doyle  
Jennifer Ehrentraut  
Alma Morel  
Anthony Puluse  
Jay Shortway  
Marco Totaro

Richard A. Spirito, Superintendent of Schools  
Cheryl Ambrose, Business Administrator/Board Secretary



Next Meeting  
Budget Presentation  
April 25, 2023 at 7:00 P.M.



**MEETING CALLED TO ORDER:**

**Time:** \_\_\_\_\_

**PUBLIC PORTION OF MEETING BEGINS:**

The New Jersey Open Public Meeting Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon.

In accordance with the provisions of this act, the Business Administrator/Board Secretary has caused notice of this meeting to be published by having the date, time, and place thereof posted on the bulletin board of the municipal building, communicated to The Herald News, The Record, and filed with the Clerk of the Borough of Hawthorne.

(Ask for Roll Call)

ROLL CALL:	PRESENT	ABSENT	Time of arrival after meeting has been called to order.
Joseph Carr			
Alex Clavijo			
Michael Doyle			
Jennifer Ehrentraut			
Alma Morel			
Anthony Puluse			
Jay Shortway			
Marco Totaro			
Abigail Goff			

Also Present: Richard A. Spirito, Superintendent of Schools  
 Cheryl Ambrose, Business Administrator/Board Secretary  
 And approximately \_\_\_\_\_ members of the public.

**FLAG SALUTE:**

**MEETING REGULATIONS:**

During each regular meeting, two opportunities are provided for citizens to ask questions and to make comments. During the first opportunity, early on the agenda, the meeting is open to the public for the purpose of addressing items listed for approval on this agenda only. The second opportunity occurs just prior to adjournment, when citizens may address any subject matter that is pertinent to and/or directly related to the operation of the school district.

Persons wishing to speak must upon being recognized, rise, state their name, address and subject matter. Comments and questions shall be addressed to the Board President or the presiding officer and shall be limited to five minutes per person. The Board may (or may not) respond to issues raised by members of the public at the time they are raised, but will provide a response if and when appropriate.

The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Please note that the Board will not respond to comments regarding students or board employees in light of the privacy rights held by those individuals. Moreover, the Board discourages comments about such individuals, and will not be responsible for such comments. Members of the public who choose to speak during this public session should carefully consider their comments, since they could be held personally liable for any statements they make.

Finally, please note that in accordance with District Policy the Board will not officially comment or respond to any matter mentioned unless it can confirm that the matter has first been brought to the attention of the appropriate school personnel in an attempt to resolve the issue.

**PUBLIC BE HEARD - AGENDA ITEMS ONLY:**

**APPROVAL OF MINUTES:**

March 6, 2023 – Work Session – Public  
 March 14, 2023 – Regular Meeting - Public & Private

**Board of Education Roll Call Vote**

	<u>Mr. Carr</u>	<u>Mr. Clavijo</u>	<u>Mr. Doyle</u>	<u>Ms. Ehrentraut</u>	<u>Dr. Morel</u>	<u>Mr. Puluse</u>	<u>Mr. Shortway</u>	<u>Mr. Totaro</u>	<u>Mrs. Goff</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

**CORRESPONDENCE:**

**REPORTS:**

- A. Student Council Representative's Report – Paul Duerr
- B. Superintendent’s Report – Dr. Richard A. Spirito

**CURRICULUM AND INSTRUCTION:**

**Alma Morel, Chairperson**

**ACTION ITEMS:**

Pursuant to the recommendation of the Superintendent of Schools, the Committee on Curriculum and Instruction recommends the following resolutions:

CI-1. **Approval of Field Trips**

Be it resolved, that the Hawthorne Board of Education approve the following in accordance with Policy 2340:

School	Group	Destination	Transportation	Cost Per Student	Outside Funding
WS	5 <sup>th</sup> Grade	Madame Tussauds/Applebee’s	Camila Tours Coach Bus	\$37.00	PTO and Fundraising
LMS	Write on Sports Gr. 6&7	Montclair State University	HPS	\$ 0.00	\$0.00
WS	1 <sup>st</sup> Grade	Turtle Back Zoo	HPS	\$12.00	\$0.00
WS	2 <sup>nd</sup> Grade	Bergen County Zoo	HPS	\$ 3.00	\$6.00 PTO
RS	4 <sup>th</sup> Grade Classes	The Hermitage	HPS	\$10.00	\$0.00
HHS	Business Students	William Paterson	HPS	\$0.00	\$0.00
HHS	Broadcasting 2	Lincoln Middle School	HPS	\$0.00	\$0.00
HHS	Peer Leaders	William Paterson University	Provided by County	\$0.00	\$0.00
LMS	Enrichment – Network	Glassworks Studio	HPS	\$35.00	\$0.00
*3 Elem	5 <sup>th</sup> Grade Classes	Hawthorne High School	HPS	\$0.00	\$0.00

BE IT RESOLVED, that the Hawthorne Board of Education approve the following student out of district placements based upon NJ Department of Education Maximum:

	School	SY Tuition	Additional Services	ESY Tuition	Student #	Dates of Term	Discussion
CI-2.	New Bridge Middle School/High School	\$445.50 per diem for approximately 45 days \$20,047.50 (plus, out of county fee of \$6,750.00)	N/A	N/A	Student (file# 040123)	4/19/23 - 6/30/23	Chane of 22-23 SY Placement



**PERSONNEL:****Jennifer Ehrentraut, Chairperson**

The following resolutions are pursuant to the recommendation of the Superintendent of Schools.

**ACTION ITEMS:****Appointments, Retirements, Terminations, Resignations, Rescissions:**

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Notice Date or Ending Date	Reason/ Account
P-1.	Ronni Linden	Retire	School Accountant	n/a	n/a	District	7/1/23	Last Day on Payroll 6/30/23	Retirement
P-2.	James DeKnight	Retire	Head Custodian	n/a	n/a	JS	7/1/23	Last Day on Payroll 6/30/23	Retirement
P-3.	Alexandria Soto	Adjust	Speech Language Specialist	M+30/11	Pro-rated on the basis of an annual salary of \$72,555	LMS/HHS	4/16/23	6/30/23	Adjustment in Degree
P-4.	Jennifer Jarotski	Leave	Elementary School Teacher	n/a	n/a	RS	8/31/23	6/30/24	Approval of Maternity Leave and Federal/State Family Leave of Absence in accordance with the Federal/State Family Leave Act
P-5.	Ryan McMann	Extra Duty	Nat'l Hon Soc Advisor	n/a	Stipend of \$1,946	HHS	2022/23 sy	2022/23 sy	National Honor Society Advisor
P-6.	Anthony Amadeo	Extra Duty	Flag Football – Associate	n/a	Stipend of \$2,000	HHS	2022-2023 Season	End of Season	Flag Football Coach
P-7.	Carrie Parker	Extra Duty	AM/PM Bus	n/a	\$90.67 per hour not to exceed a total of 3 hours	JS	2 days	n/a	BCBA Behavior Plan for student (file #040623)
P-8.	Matthew Trejos	Extra Duty	Chaperone	n/a	\$33.66 per hour	HHS	3/3/23	n/a	For student (file #040723) for the Spanish Honor Society Induction
P-9.	Matthew Trejos	Extra Duty	Chaperone	n/a	\$33.66 per hour	HHS	3/25/23	n/a	For student (file #040723) for the Spring Concert
P-10.	Kristine Blau	Extra Duty	Chaperone	n/a	\$33.66 per hour	LMS	3/24/23	n/a	For student (file #040823) for the LMS Dance
P-11.	Cristina Martin	Extra Duty	Chaperone	n/a	\$33.66 per hour	LMS	3/24/23	n/a	For student (file #040923, file #041023, file #041123, & file #041223) for the LMS Dance



**FINANCE AND ADMINISTRATION:**

**Alex Clavijo, Chairperson**

**ACTION ITEMS:**

Pursuant to the recommendation of the Superintendent of Schools, the Committee on Finance and Administration recommends the following resolutions:

- F-1. Acceptance of the Secretary's and Treasurer's Report for February, 2023 and March, 2023 and the Board Secretary certifies that no budgetary line item account has been over expended and that sufficient funds are available to meet the District's financial obligation.
- F-2. Approval to make the necessary transfers for the period February 1 through February 28, 2023 and March 1 through March 31, 2023, for the budget year 2022-2023 in compliance with N.J.A.C. 6A:232.11. A list of these transfers is submitted under separate cover and shall be made an integral part of this resolution.
- F-3. Approval of travel to events for Board members and employees in compliance with the travel policy. A list of these events has been submitted under separate cover and shall be made an integral part of this resolution.
- F-4. Approval of the three-year renewal lease for property located at 507 Lafayette Avenue, 1st Floor, Lot 9, Block 131, Hawthorne, New Jersey beginning July 1, 2023 and ending June 30, 2026 at an annual rate of \$64,200.00.
- F-5. Be it resolved that the Hawthorne Board of Education “SFA” approves the renewal of the Food Service Management contract with The Pomptonian, Inc. “FSMC for the food service operation for 2023-2024.
  - 1. The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$0.2218 per reimbursable meal and meal equivalent to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. The SFA guarantees the payment of such costs and fee to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals served and meal equivalents. The number of reimbursable meals served to the children shall be determined by actual count. Cash receipts, other than from sales of reimbursable program meals served to the children, shall be divided by \$3.66 to arrive at an equivalent meal count.

The per meal administrative/management fee of \$0.2218 will be multiplied by total meals.
  - 2. There is no guaranteed financial performance
  - 3. Total expenses (cost) include food, labor, supplies, other expenses, and FSMC management fee. The Total Estimated Cost of Contract is \$993,581.
- F-6. Agreement between Active Internet Technologies, dba Finalsite and the Hawthorne Board of Education from April, 2023 through June 30, 2028 for website design, implementation and annual software subscription costs. Initial set up fee of \$8,500.00, plus annual payments of \$7,800.00.

- A-1. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2022-2023: HHS 243588 and authorizes the Superintendent to notify the parents of the Board’s decision.
- A-2. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2022-2023: LMS 242606 and authorizes the Superintendent to notify the parents of the Board’s decision.
- A-3. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2022-2023: LMS 242526 and authorizes the Superintendent to notify the parents of the Board’s decision.
- A-4. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2022-2023: LMS 242649 and authorizes the Superintendent to notify the parents of the Board’s decision.
- A-5. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2022-2023: LMS 243449 and authorizes the Superintendent to notify the parents of the Board’s decision.
- A-6. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2022-2023: LMS 243450 and authorizes the Superintendent to notify the parents of the Board’s decision.
- A-7. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2022-2023: LMS 243598 and authorizes the Superintendent to notify the parents of the Board’s decision.
- A-8. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2022-2023: LMS 243477 and authorizes the Superintendent to notify the parents of the Board’s decision.

**Board of Education Roll Call Vote**

	<u>Ms. Ehrentraut</u>	<u>Dr. Morel</u>	<u>Mr. Puluse</u>	<u>Mr. Shortway</u>	<u>Mr. Totaro</u>	<u>Mr. Carr</u>	<u>Mr. Clavijo</u>	<u>Mr. Doyle</u>	<u>Mrs. Goff</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

**CLAIMS:**

**Abigail Goff**

*In accordance with N.J.A.C. 6A:23-2:11(b), (c) 3, and (c) 4;*

- CL-1. Approval of the April 2023 Bill List.

It is recommended that the Board approve the bill list for the month of April 2023.



**Board of Education Roll Call Vote**

	<u>Dr. Morel</u>	<u>Mr. Puluse</u>	<u>Mr. Shortway</u>	<u>Mr. Totaro</u>	<u>Mr. Carr</u>	<u>Mr. Clavijo</u>	<u>Mr. Doyle</u>	<u>Ms. Ehrentraut</u>	<u>Mrs. Goff</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

**BUILDINGS AND GROUNDS:**

**Marco Totaro, Chairperson**

**ACTION ITEMS:**

Pursuant to the recommendation of the Superintendent of Schools, the Committee on Buildings and Grounds recommends the following resolutions:

- BG-1. Approval of applications for use of school property, subject to non-interference with school activities and the execution of the appropriate releases, including receipt of a Certificate of Insurance.

**JEFFERSON SCHOOL:**

<b>Facilities</b>	<b>Date and Times</b>	<b>Applicant</b>
Gymnasium	Saturday, June 17, 2023 10:30 a.m. to 1:30 p.m.	<b><u>Appletree Preschool</u></b> Preschool Graduation

- BG-2. Approval of the Agreements for the 2023-2024 school year with Sussex County Regional Transportation Cooperative for the coordination of transportation of students.
- BG-3. Approval of change order #1 awarded to Nickerson Corporation to upgrade the countertop in the Café of the Media Center from 24” to 30” throughout the “U” shaped café perimeter walls. The cost of this change adds \$1,465.00 to the original contract price

**Board of Education Roll Call Vote**

	<u>Mr. Puluse</u>	<u>Mr. Shortway</u>	<u>Mr. Totaro</u>	<u>Mr. Carr</u>	<u>Mr. Clavijo</u>	<u>Mr. Doyle</u>	<u>Ms. Ehrentraut</u>	<u>Dr. Morel</u>	<u>Mrs. Goff</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

**POLICY:**

**Alma Morel, Chairperson**

**ACTION ITEMS:**

Pursuant to the recommendation of the Superintendent of Schools, the Committee on Policy recommends the following resolutions:

- PO-1. Second Reading and Adoption of the following Policies and Regulations:

<b>Policy/Reg.</b>	<b>Title</b>
P0152	- Board Officers
P2425	- Emergency Virtual or Remote Instruction Program
R2425	- Emergency Virtual or Remote Instruction Program

PO-2. First Reading of the following Policies and Regulations:

Policy/Reg.	Title
P&R2520	- Instructional Supplies (Revised)
P3217	- Use of Corporal Punishment (Revised)
P5305	- Health Services Personnel (Revised)
P&R5308	- Student Health Records (Revised)
P&R5310	- Health Services (Revised)
P6112	- Reimbursement of Federal and Other Grant Expenditures (Revised)
P6311	- Contracts for Goods or Services Funded by Federal Grants (Revised)
P7440	- School District Security (Revised)
P9100	- Public Relations (Abolished)
P9140	- Citizens Advisory Committees (Revised)
R9140	- Citizens Advisory Committee (Abolished)
*P4217	- Use of Corporal Punishment (New)
*R6115.01	- Federal Awards/Funds Internal Controls – Allowability of Costs (New)
*P6115.04	- Federal Funds – Duplication of Benefits (New)

**Board of Education Roll Call Vote**

	Mr. Shortway	Mr. Totaro	Mr. Carr	Mr. Clavijo	Mr. Doyle	Ms. Ehrentraut	Dr. Morel	Mr. Puluse	Mrs. Goff
Motion									
Aye									
Nay									
Abstain									
Absent									

**COMMITTEE AND LIAISON REPORTS:**

**COMMITTEE**

**CHAIRPERSON**

Legislative .....	Joseph Carr
Finance & Administration .....	Alex Clavijo
PCSBA .....	Alex Clavijo
Council Liaison .....	Jen Ehrentraut
NJSBA.....	Abigail Goff
Policy.....	Alma Morel
HEF/SEPAC/PTOs.....	Anthony Puluse
Curriculum & Instruction .....	Alma Morel
Buildings & Grounds.....	Marco Totaro

**PUBLIC BE HEARD:**

At this time, members of the public may ask questions or make comments on educational issues or school matters.

**GENERAL COMMENTS AND QUESTIONS FROM THE BOARD RELATED TO SCHOOL DISTRICT:**

**NEW BUSINESS:**

**OLD BUSINESS:**

**PRIVATE SESSION:**

