



HAWTHORNE PUBLIC SCHOOLS  
HAWTHORNE, NEW JERSEY



Tuesday, April 12, 2016 – 7:30 P.M.

MEMBERS OF THE BOARD

Alex Clavijo, President

Mike Sciarra, Vice President

Michael Doyle

Abigail Goff

Anthony Puluse


Bruce Reicher

Tania Sanford

Victor Terraglia


Louis B. Turco

Richard A. Spirito, Superintendent of Schools  
Trude Engle, Business Administrator/Board Secretary



Next Meeting – Budget Presentation  
Tuesday, April 26, 2016 at 7:30 P.M.  
Municipal Council Meeting Room – 1<sup>st</sup> Floor

Next Regular Meeting - Youth Night  
Tuesday, May 17, 2016 at 7:30 P.M.  
Hawthorne High School



**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 Hawthorne Press 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.
Michael Doyle			
Abigail Goff			
Anthony Puluse			
Bruce Reicher			
Mike Sciarra			
Tania Sanford			
Victor Terraglia			
Louis B. Turco			
Alex Clavijo			

Also Present: Richard A. Spirito, Superintendent of Schools  
 Trude Engle, 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, comments are invited regarding subjects on this agenda. The second opportunity occurs just prior to adjournment, when citizens may address general questions and comments to the Board.

Persons wishing to speak must upon being recognized, rise, sign in and state their name and address. Each speaker will be limited to 5 minutes. The Board reserves the right to establish rules for the conduct of its meetings including such matters as the time at which the public will be heard if at all, who may speak, and for how long. All such rules shall be monitored by the presiding officer.

Please turn off cell phones.

Comments and questions shall be addressed to the Board President or the presiding officer, and shall be limited to agenda issues. If personal remarks or discourteous statements are made, the presiding officer may require the speaker to sit down.

**MEETING CALENDAR:**

Date	Time	Place	Purpose
Tuesday, April 26, 2016	7:30 P.M.	Municipal Council Meeting Room	Budget Presentation - Public
Tuesday, May 17, 2016 BOE Youth Night	7:30 P.M. At the Conclusion of the Public Session	Hawthorne High School	Monthly Meeting – Public Executive Session – Private
Tuesday, June 7, 2016 and Tuesday, June 28, 2016	7:30 P.M. At the Conclusion of the Public Session	Board Room	Monthly Meeting – Public Executive Session – Private

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

**APPROVAL OF MINUTES:**

March 8, 2016 – Work Session – Public

March 15, 2016 – Regular Meeting – Public and Private

**Board of Education Roll Call Vote**

	Mr. Doyle	Mrs. Goff	Mr. Puluse	Mr. Reicher	Mrs. Sanford	Mr. Sciarra	Mr. Terraglia	Mr. Turco	Mr. Clavijo
Motion									
Aye									
Nay									
Abstain									
Absent									

**CORRESPONDENCE:**

**REPORTS:**

A. Student Council Representative's Report – Cielle Tousignant

B. Superintendent’s Report - Richard A. Spirito

**CURRICULUM AND INSTRUCTION:**

**Bruce Reicher, 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 contractual agreement with Bergen County Special Services School District, Educational Enterprises Division for Occupational Therapy Services for Hawthorne resident students requiring services during the extended 2016-2017 school year at a rate not to exceed \$23,625.00 for a maximum of 189 hours split between 3 providers for the months of July and August 2016.
- CI-2. Approval of contractual agreement with Bergen County Special Services School District, Educational Enterprises Division for Occupational Therapy Services for Hawthorne resident students requiring services during the 2016-2017 school year at a rate not to exceed \$395,000.00. OT services to be provided by four (4) full time providers.
- CI-3. Approval of extended contractual agreement with Bergen County Special Services School District, Educational Enterprises Division for Occupational Therapy services for Hawthorne resident students (file # 040116 and #040216) for 1.5 hours per week per student for a total of 5 weeks effective April 1, 2016 at a rate not to exceed \$937.50 per student. The student numbers are on file in the Hawthorne Board of Education office.
- CI-4. Approval of contractual agreement with Essex Regional Educational Services Commission for home/bedside instruction for Hawthorne resident student (file #040316) At a rate of \$42.45 per hour for 6 hours per week for approximately 6 weeks.
- CI-5. Approval of home instruction for Hawthorne resident pupils as follows:
  - a. Student (file #040316) – Instruction starting date: ASAP  
Home Instructors – Carol Murphy, Andrea Napolitano

- b. Student (file #040416) – Instruction starting date: ASAP  
Home Instructors – TBD

CI-6. **Approval of Field Trips**

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

School	Date	Group	Destination	Transportation	Cost Per Student	Total Trans Cost	Outside Funding
HHS	4/26/16	ARCH	AMC Paramus	HPS	\$7.27	\$9.00	
HHS	4/26/16, 5/13/16, 6/2/16	ARCH	ACME	HPS	TBD	\$6.00	
HHS	4/29/16, 5/11/16, 5/17/16, 5/27/16, 6/3/16, 6/9/16	ARCH	Walking Through Community	n/a	\$0.00	\$0.00	
HHS	5/5/16 or 5/11/16	ARCH	Glen Rock Train Station	HPS	\$4.00	\$6.00	
RS	5/10/16	Kindergarten	Van Saun Park	HPS	\$5.00	\$74.05	Funded by PTO
J/R/W	5/12/16	Enrichment Path Grade 5	Bronx Zoo	1 <sup>st</sup> Student	\$40.00	\$400.00	
LMS	5/17/16	Network Grade 7	Lakeside Middle School	HPS	\$0.00	\$120.00	
LMS	5/18/16	Network Grade 8	Glassworks Studio	HPS	\$22.00	\$138.00	
HHS	5/19/16	World Language Students	William Paterson University	D&M Tours	\$0.00	\$290.00	
HHS	5/23/16	Spanish Club, Spanish I- IV, AP	Spanish Harlem, NYC	First Student	\$40.00	\$317.00	
LMS	5/23/16, 5/24/16	7 <sup>th</sup> Grade Class	Nyoda Hills	First Student	\$18.00	\$1380.00	\$18 per student Funded by PTO and Municipal Alliance
RS	5/23/16	4 <sup>th</sup> Grade	Museum Village	D&M Tours HPS (1)	\$10.00	\$906.00	100% Funded by PTO
LMS	5/24/16	Network Grade 6	Haledon Public School	HPS	\$0.00	\$99.00	
LMS	5/24/16	8 <sup>th</sup> Grade ARCH	Hawthorne High School	Walking	\$0.00	\$0.00	
JS	5/26/16	5th Grade	Circle Line	D&M Tours	\$10.00	\$990.00	\$1360 Funded by PTO
HHS	5/27/16	Spanish Club & Each Level	Spanish Harlem, Restaurant & Museum	First Student	\$40.00	\$317.00	
HHS	6/1/16, Raindate 6/2/16	ARCH	Manasquan	HPS	\$0.00	\$100.00	
LMS	6/2/16	8 <sup>th</sup> Grade Band	Allentown, PA	Vanderhoof Transportation	\$65.00	\$1245.00	\$12.46 per student Funded by Fundraising

School	Date	Group	Destination	Transportation	Cost Per Student	Total Trans Cost	Outside Funding
JS	6/6/16	Enrichment Plus Grade 3	Turtle Back Zoo	HPS	\$8.00	\$142.50	\$7 per student Funded by PTO
R/W	6/7/16	Enrichment Grade 4	Jefferson School	HPS	\$0.00	\$0.00	
J/R/W	6/9/16	5 <sup>th</sup> Grade Students	Lincoln Middle School	HPS	\$0.00	\$0.00	
RS	6/9/16	All 1 <sup>st</sup> Grade Classes	Turtle Back Zoo	HPS and D&M	\$9.00	\$873.75	Funded by PTO
WS	6/10/16	5 <sup>th</sup> Grade	Madam Tussauds Wax Museum, NYC	Panorama Bus Tours	\$35.00	\$925.00	\$10 per student Funded by PTO
J/R/W	6/10/16	Enrichment Grade 4	NJ Marine Sciences Consortium	1 <sup>st</sup> Student	\$32.00	\$425.00	
HHS	4/2017	Spanish Honor Society, Spanish IVH, Spanish AP HS Students	Barcelona and Madrid, Spain	Charter Coach & Travel LLC	\$2765	\$950.00	

- CI-7. Approval to submit the Comprehensive Equity Plan Annual Statement of Assurance for the 2016-2019 school year to the New Jersey Department of Education.
- CI-8. Approval to utilize two unused emergency school closing days as follows:
  - Tuesday, May 31, 2016 to extend the Memorial Day Weekend; and
  - Tuesday, June 7, 2016 for Primary Elections.
- CI-9. Approval of the revised 2016-2017 school calendar which includes closing school Monday, January 16, 2017 for Martin Luther King, Jr. day.

**Board of Education Roll Call Vote**

	<u>Mr. Doyle</u>	<u>Mrs. Goff</u>	<u>Mr. Puluse</u>	<u>Mr. Reicher</u>	<u>Mrs. Sanford</u>	<u>Mr. Sciarra</u>	<u>Mr. Terraglia</u>	<u>Mr. Turco</u>	<u>Mr. Clavijo</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

**PERSONNEL:**

**Bruce Reicher**

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	Term. Date	Reason/ Account
P-10.	Linda Dominick	Retire	Guidance Counselor	n/a	n/a	HHS	7/1/16	6/30/16	Retirement
P-11.	Helene Trachtenberg	Retire	Teacher of English	n/a	n/a	LMS	7/1/16	6/30/16	Retirement
P-12.	Nancy Vander Fliet	Retire	Teacher of Mathematics	n/a	n/a	LMS	7/1/16	6/30/16	Retirement
P-13.	Karen Schell	Leave	Kindergarten	n/a	n/a	WS	3/15/16	6/30/16	Extension of Medical Leave
P-14.	Jennifer Lee	Hire	Long Term Substitute Teacher of Students with Disabilities L/LD 2	BA/1	\$256.65 per diem No Benefits	RS	5/2/16	6/20/16	To Fill a Vacancy Created by the Resignation of the Long Term Substitute for Jacqueline Forte's Position
P-15.	Paula Redmon	Resign	PT Paraprofessional	n/a	n/a	JS	4/14/16	Last Day on Payroll 4/13/16	Resignation
P-16.	Michael Rizzo	Resign	PT Paraprofessional	n/a	n/a	WS	4/15/16	Last Day on Payroll 4/15/16	Resignation
P-17.	German Herrera; Michelle Johnson; Suzanne Kozlowski; Matthew Spagnuolo; Anjlika Stash	Hire	Part Time Paraprofessionals – Five Days Per Week Not to Exceed 5.75 Hours Per Day	n/a	5.75 hours per day at \$15.66 per hour No Benefits	District	Upon completion of fingerprint requirements	6/17/16	Part Time Para Appointments
P-18.	Marchelle Roniet	Hire	Part Time Paraprofessional – Four Days Per Week Not to Exceed 5.75 Hours Per Day	n/a	5.75 hours per day at \$15.66 per hour No Benefits	District	4/4/16	6/17/16	Part Time Para Appointments
P-19.	Victoria Buchner	Hire	Part Time Paraprofessional – One Day Per Week Not to Exceed 5.75 Hours Per Day	n/a	5.75 hours per day at \$15.66 per hour No Benefits	District	Upon completion of fingerprint requirements	6/17/16	Part Time Para Appointment
P-20.	Jennifer Roncinske	Approve	Chaperone for Student (file # 040516) during Track	n/a	\$32.92 per hour	LMS	9/1/15	6/30/16	Student Chaperone during Track

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Term. Date	Reason/ Account
P-21.	David Kunze	Approve	Volunteer Coach	n/a	n/a	HHS	3/15/16	6/30/16	Volunteer Coach for Track and Field
P-22.	Carolyn Bryan	Resign	Softball – Assistant Coach	n/a	n/a	HHS	4/24/16	4/24/16	Resignation
P-23.	Caitlin Smith	Approve	Softball – Assistant Coach	n/a	Pro-rated on the basis of an annual stipend of \$5,367.00	HHS	4/24/16	6/30/16	To Fill a Vacancy Created by the Resignation of Carolyn Bryan
P-24.	Brianne Hartmann	Appoint	Volunteer Coach	n/a	n/a	HHS	4/1/16	6/30/16	Volunteer Softball Coach
P-25.	Ennio Margarucci	Transfer	Head Night Custodian	Cust/ 14	Pro-rated on the basis of an annual salary of \$48,397.35	HHS	5/1/16	6/30/16	To Fill a Vacancy Created by the Retirement of Joseph Scalzitti
P-26.	Augustin Bustos	Hire	Night Custodian	Cust/ 1	Pro-rated on the basis of an annual salary of \$32,737	HHS	5/1/16	6/30/16	To Fill a Vacancy Created by the transfer of Ennio Margarucci

*\* All appointments are subject to the satisfactory completion of the criminal history records check required by law and subject to verification of job qualifications and prior experience if necessary. In the event the criminal history checks are not completed, these applications are subject to the approval of the County Superintendent for emergent hiring procedures.*

P-27. Approval of Anna Maria Fasciana to complete her Teacher of Students with Disabilities Post BAC Clinical Practice for Rowan University at Hawthorne High School in the spring 2016. As a current employee, Ms. Fasciana has met the requirements for the criminal history check.

P-28. Approval of the following persons to serve as substitute teachers in the Hawthorne Public School District subject to satisfactory completion of the criminal history records check required by law and subject to verification of job qualifications and prior experience if necessary, with the provision that they remain on call to serve as daily substitute teachers as the need may arise for which they will be compensated \$90.00 per full day, no benefits. Substitutes working a half day schedule shall receive \$45.00, no benefits. In the event the criminal history checks are not completed, these applications are subject to the approval of the County Superintendent for emergent hiring procedures. The employment of these individuals are subject to the determination of the administration as to when they are needed.

Logan, Keith		Polanco, Carla		Van Der Eems, Hannah
Palazzi, Elise		Tolomeo, Elaine		







**CLAIMS:**

**Bruce Reicher**

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

CL-43. Approval of April 2016 Bill List.

It is recommended that the Board approve the bill list for the month of April 2016.

**Board of Education Roll Call Vote**

	<b>Mr. Doyle</b>	<b>Mrs. Goff</b>	<b>Mr. Puluse</b>	<b>Mr. Reicher</b>	<b>Mrs. Sanford</b>	<b>Mr. Sciarra</b>	<b>Mr. Terraglia</b>	<b>Mr. Turco</b>	<b>Mr. Clavijo</b>
<b>Motion</b>									
<b>Aye</b>									
<b>Nay</b>									
<b>Abstain</b>									
<b>Absent</b>									

**BUILDINGS AND GROUNDS:**

**Michael Doyle, Chairperson**

**ACTION ITEMS:**

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

BG-44. 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.

**HAWTHORNE HIGH SCHOOL:**

<b>Facilities</b>	<b>Date and Times</b>	<b>Applicant</b>
Cafeteria ½ Room	Thursdays 3/24/16, 4/14/16, 5/19/16, 6/2/16 7:00 p.m. to 9:00 p.m.	<b><u>Hawthorne Education Foundation</u></b> General Meetings
Auditorium	Tuesday, June 21, 2016 Thursday, June 23, 2016 5:30 p.m. to 9:30 p.m.	<b><u>Dance Arts</u></b> Dance Recital
Cafeteria, Bamford Parking Lot	Saturday, September 17, 2016 4:00 p.m. to 8:00 p.m. Sunday, September 18, 2016 7:00 a.m. to 12:00 p.m.	<b><u>Hawthorne Heat Running Club</u></b> 5K Run to Benefit HEF and Project Graduation

**REA AVENUE FIELD:**

<b>Facilities</b>	<b>Date and Times</b>	<b>Applicant</b>
Field* *No color substances allowed on Rea Avenue Infield or Outfield	Sunday, May 1, 2016 7:00 a.m. to 1:00 p.m.  *Requested Rain Date: Saturday, May 14, 2016 – Not Available*	<b><u>Hawthorne NJ SEPAC, Inc.</u></b> My School Color Run/Walk

BG-45. Award of a transportation contract to the Passaic County Educational Services Commission, 45 Reinhardt Road, Wayne, NJ, for transportation of Hawthorne students to and from the school indicated in the amount and date listed on the contract:

ROU TE #	School	Contractor	# of Studen ts	Cost + Surcharge	Dates
PLLK	Lakeland Reg HS	First Student	1	\$4,631.50 + \$138.95	3/16/16-6/16

BG-46. Approval of a 5-year contractual agreement with the Borough of Hawthorne for garbage and recycling collection commencing April 1, 2016 through March 31, 2021 at the following rates:

Garbage Collection Sept-June	\$7,720.00
Recycling Collection Sept-June	\$4,000.00
Garbage Collection July-Aug	\$9.00 per 3 cubic yard dumpster \$25.00 per 8 cubic yard dumpster
Recycling Collection July-August	No Charge

**Board of Education Roll Call Vote**

	Mr. Dovle	Mrs. Goff	Mr. Puluse	Mr. Reicher	Mrs. Sanford	Mr. Sciarra	Mr. Terraglia	Mr. Turco	Mr. Clavijo
Motion									
Aye									
Nay									
Abstain									
Absent									

**POLICY:**

**Abigail Goff, Chairperson**

**ACTION ITEMS:**

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

PO-47. First Reading of the following policy:

Policy 5330.01	-	Administration of Medical Marijuana
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PO-48. Read and adopt the following policies and bylaws:

Bylaw 0167	-	Public Participation in Board Meetings
Bylaw 0168	-	Recording Board Meetings
Policy 2422	-	Health and Physical Education
Policy 2431	-	Athletic Competition
Policy 5111	-	Eligibility of Resident/Non-Resident Students
Policy 5310	-	Health Services
Policy 5460	-	High School Graduation
Policy 8462	-	Reporting Potentially Missing or Abused Children
Policy 8550	-	Outstanding Food Service Charges

**Board of Education Roll Call Vote**

	<u>Mr. Doyle</u>	<u>Mrs. Goff</u>	<u>Mr. Puluse</u>	<u>Mr. Reicher</u>	<u>Mrs. Sanford</u>	<u>Mr. Sciarra</u>	<u>Mr. Terraglia</u>	<u>Mr. Turco</u>	<u>Mr. Clavijo</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

**COMMITTEE AND LIAISON REPORTS:**

**COMMITTEE**

**CHAIRPERSON**

Buildings & Grounds.....	Michael Doyle
Curriculum & Instruction .....	Bruce Reicher
Finance & Administration .....	Mike Sciarra
Board of Recreation Liaison.....	Michael Doyle
Council Liaison .....	Mike Sciarra
Legislative .....	Tania Sanford
Policy.....	Abigail Goff
Grant.....	Mike Sciarra

**OLD BUSINESS:**

**NEW BUSINESS:**

**PUBLIC BE HEARD:**

**PRIVATE SESSION:**

Be it resolved that the Hawthorne Board of Education convenes an Executive Session to discuss exempt matters pertaining to:

- 1) A matter rendered confidential by federal or state law
- 2) A matter in which release of information would impair the right to receive government funds
- 3) Material the disclosure of which constitutes an unwarranted invasion of individual privacy
- 4) A collective bargaining agreement and/or negotiations related to it
- 5) A matter involving the purchase, lease or acquisition of real property with public funds
- 6) Protection of public safety and property and/or investigations of possible violations or violations of law
- 7) Pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege
- 8) Specific prospective or current employees unless all who could be adversely affected request an open session
- 9) Deliberation after a public hearing that could result in a civil penalty or other loss

Be it further resolved that it is anticipated that executive session will be for 45 minutes in duration and that public action may/may not be taken:

Be it further resolved that the minutes of the Executive Session will be made available upon a



**ADDENDUM:**

**CURRICULUM AND INSTRUCTION:**

**Bruce Reicher, Chairperson**

**ACTION ITEMS:**

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

- CI-49. Approval of bedside instruction provided by Union County Ed Services Commission for Hawthorne resident student (file #040616) while hospitalized at Trinitas Hospital commencing February 23, 2016. Student is to receive 5 hours of instruction per week at an hourly rate of \$62.00 per hour. The student number is on file in the Hawthorne Board of Education office.

**BUILDINGS AND GROUNDS:**

**Michael Doyle, Chairperson**

**ACTION ITEMS:**

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

- BG-50. 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.

**HAWTHORNE HIGH SCHOOL:**

<b>Facilities</b>	<b>Date and Times</b>	<b>Applicant</b>
Baseball Field	Sunday, May 15, 2016 3:00 p.m. to 6:00 p.m.	<b><u>New Jersey ABL Baseball – Chico’s Team – Roster of HHS Alumni</u></b> Baseball Game