

HAWTHORNE PUBLIC SCHOOLS
HAWTHORNE, NEW JERSEY
HAWTHORNE BOARD OF EDUCATION
 Tuesday, January 19, 2016 – 7:30 P.M.

MEETING CALLED TO ORDER:

Time: 7:32 P.M.

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.

MEETING CALLED TO ORDER:

ROLL CALL:	PRESENT	ABSENT	Time of arrival after meeting has been called to order.
Michael Doyle	X		
Abigail Goff	X		
Anthony Puluse	X		
Bruce Reicher	X		
Mike Sciarra	X		
Tania Sanford	X		
Victor Terraglia	X		
Louis B. Turco	X		
Alex Clavijo	X		

Also Present: Richard A. Spirito, Superintendent of Schools
 Trude Engle, Business Administrator/Board Secretary
 and approximately 7 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, February 23, 2016	7:30 P.M. At the Conclusion	Board Room	Monthly Meeting – Public Executive Session – Private

Date	Time	Place	Purpose
	of the Public Session		
Tuesday, March 15, 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: No one wished to speak

APPROVAL OF MINUTES:

December 15, 2015 – Regular Meeting – Public and Private

Approval of Minutes moved by Mr. Terraglia, seconded by Mr. Sciarra

- Ayes - Mr. Turco, Mr. Sciarra, Ms. Goff, Mr. Doyle, Mr. Terraglia
Mr. Clavijo, Ms. Sanford, Mr. Reicher, Mr. Puluse**
- Nays - None**
- Abstain - None**
- Absent - None**

CORRESPONDENCE:

The Hawthorne Boys and Girls Club submitted a letter regarding the upcoming beefsteak dinner.

REPORTS:

- A. Student Council Representative's Report – Cielle Tousignant – See attached report
- B. Superintendent’s Report - Richard A. Spirito

Mr. Spirito discussed the following items:

- School Security Update
- Kindergarten Registration
- Mobile App for the Hawthorne public schools
- Creation of a Mutiple Disability Class
- Bear with me Graphics
- Internet Safety Presentation
- Bomb threat in Bergen and Passaic County schools
- Passaic County poster calendar contest
- High school open house

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 Augmentative/Alternative Communication for Hawthorne resident student (file #010116) for the 2015-2016 school year at a rate not to exceed \$280.00. The student number is on file in the Hawthorne Board of

Education office.

- CI-2. Approval to enter into a contractual agreement for bedside instruction with Middlesex Regional Educational Services Commission for Hawthorne resident students (file #010216 and #010316) beginning January 5, 2016 at a rate of \$66.00 per hour for 10 hours per week per child while patients at Children’s Specialized Hospital. The student numbers are on file in the Hawthorne Board of Education office.

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

Item #	School	Action	SY Tuition	Additional Services	ESY Tuition	Student #	Dates of Term	Discussion
CI-3.	Grove School	Approve	\$10,650.00 monthly for a total tuition charge of \$63,900.00	n/a	n/a	Student (file #010416)	1/11/16-6/30/16	15-16 SY
CI-4.	Visions Emerson (BCSS)	Approve	Pro-rated based on annual tuition charge of \$56,340.00 and \$6,000.00 out of county fee	n/a	n/a	Student (file #010516)	1/4/16-6/16	15-16 SY
CI-5.	Holmstead School	Approve	\$277.31 per diem for 102 days for a total tuition charge of \$28,285.62	n/a	n/a	Student (file #010616)	1/11/16-6/16	15-16 SY

- CI-6. BE IT RESOLVED by the Hawthorne Board of Education (“Board”) that the terms, stipulations and conditions as established in the Settlement Agreement and Release (“Agreement”) between the Board and the Parents of a student whose name is on file in the Superintendent’s office, and which Agreement is located in the student’s file, are hereby adopted and approved by the Board.

CI-7. **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
LMS	2/1/16	Network Grade 8	Passaic G&T Academy	HPS	\$ 0.00	\$125.25	
HHS	2/4/16	Network Gr 11&12	PCTI	HPS	\$ 0.00	\$102.00	
LMS	2/5/16	8 th Grade Band	HHS	HPS	\$ 0.00	\$ 0.00	
HHS	2/23/16	Network Gr 9&10	Manchester Regional HS	HPS	\$ 0.00	\$ 99.00	
3 Elem	2/24/16	Enrichment Path Grade 3	Bergen Performing Arts Center	HPS	\$12.00	\$123.00	
RS/WS	2/26/16	Path & Path Plus	Jefferson School	HPS	\$ 0.00	\$ 0.00	

School	Date	Group	Destination	Transportation	Cost Per Student	Total Trans Cost	Outside Funding
LMS	2/29/16	Enrichment Grade 6	Montclair State University	HPS	\$12.00	\$121.50	
3 Elem	3/3/16	Enrichment Path Grade 4	Medieval Times	HPS	\$38.00	\$123.00	
3 Elem	3/17/16 3/18/16	Enrichment Grade 5	Roosevelt School	HPS	\$ 0.00	\$ 0.00	

CI-8. Request to establish special education programs/services as listed below in accordance with New Jersey Administrative Code N.J.A.C. 6A:14, Special Education and N.J.A.C. 6A-26, Educational Facilities.

Program/Service	Location
Multiple Disabilities K-3 Class	Jefferson

CI-9. Approval of Vanessa Laurent as consultant for the new Multiple Disabilities K-3 Class at the rate of \$600 per day for up to 3 days per week from date of county superintendent approval to June 20, 2016.

CI-10. Approval of the District Title I Parent Policy.

CI-11. Approval of the Lincoln Middle School Title I Targeted Assistance Parent Involvement Plan.

CI-12. Approval of the Washington Elementary Title I School Wide Parent Involvement Plan.

CI-46. Approval of home instruction for Hawthorne resident pupils as follows:

- a. Student (file #010916) – Instruction starting date: 1/20/16
Home Instructors – Steven Johnson, Jody Mulkey, Marissa Wentworth

CI-1-12, CI-46 - moved by Mr. Reicher, seconded by Mr. Puluse

**Ayes - Mr. Turco, Mr. Sciarra, Ms. Goff, Mr. Doyle, Mr. Terraglia
Mr. Clavijo, Ms. Sanford, Mr. Reicher, Mr. Puluse**

Nays - None

Abstain - None

Absent - None

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-13.		Retire	Teacher of the	n/a	n/a	LMS	4/1/16	3/31/16	Retirement

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Term. Date	Reason/ Account
	Mary O'Brien		Handicapped						
P-14.	Rosemarie Emmerson	Retire	Second Grade Teacher	n/a	n/a	RS	7/1/16	6/30/16	Retirement
P-15.	Shawn Kaminskyj	Leave	Teacher of PE	n/a	n/a	WS	3/30/16	6/30/16	Approval of Medical Leave
P-16.	Marisa D'Ambola Gompertz	Leave	Kindergarten Teacher	n/a	n/a	RS	4/25/16	6/30/16	Approval of Maternity Leave, Federal/State Family Leave of Absence in accordance with the Federal/State Family Leave Act, and Child Rearing Leave
P-17.	Caitlin Gallagher	Adjust	Teacher of Reading	n/a	n/a	LMS	3/1/16	6/30/16	Adjustment in Assignment from Teacher of the Handicapped to Teacher of Reading To Fill a Vacancy Created by the Retirement of Michele Brust
P-18.	Kristin Huster	Appoint	0.4 F.T.E. Basic Skills Teacher	BA/1	\$10,266 No Benefits	LMS	2/1/16	6/30/16	0.4 Full Time Equivalent (F.T.E.) Basic Skills Position which is funded by Title I
P-19.	Kristin Huster	Adjust	PT Para	n/a	5.75 hours per day at \$15.66 per hour No Benefits	LMS	2/1/16	6/17/16	Adjustment from five days to two days per week
P-20.	Carly Meyer	Resign	PT Para	n/a	n/a	WS	1/16/16	1/15/16	Resignation
P-21.	Leah Turner	Adjust	PT Para	n/a	n/a	WS	1/4/16	6/17/16	Adjustment from five days to four days per week
P-22.	Suzanne Sorrento	Adjust	PT Para	n/a	n/a	RS	1/4/16	6/17/16	Adjustment from one day to five days per week

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Term. Date	Reason/ Account
P-23.	Brian Fernandez; Debra Ford Wunej; Janet Kaghado; Victoria Lesoine; Christina Rivera;	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-24.	Sara Laudano	Resign	PT Para	n/a	n/a	AL	12/24/15	12/23/15	Resignation
P-25.	Sara Laudano	Resign	Basketball - Ass't - G	n/a	n/a	HHS	12/31/15	12/31/15	Resignation
P-26.	Jaclyn Peene	Appoint	Basketball - Ass't – G	n/a	Pro-rated on the basis of an annual stipend of \$5,779	HHS	1/1/16	2/29/16	To fill a vacancy created by the resignation of Sara Laudano
P-27.	Jaclyn Peene	Approve	Volunteer Coach	n/a	n/a	HHS	9/1/15	6/30/16	Volunteer Coach for Softball
P-28.	Marissa Wentworth	Assign	Home Instructor	n/a	\$35.15 per hour	HHS	1/6/16	TBD	Home Instruction for Student (file # 010716)
P-29.	David Kunze	Assign	Home Instructor	n/a	\$15.66 per hour	HHS	1/6/16	TBD	Home Instruction for Student (file # 010716)
P-30.	Jody Mulkey	Assign	Home Instructor	n/a	\$15.00 per hour	HHS	1/6/16	TBD	Home Instruction for Student (file # 010716)
P-31.	Stephanie Donatello; Megan Lane; Toni Naugle; Breda Snee	Assign	Detention	n/a	\$32.92 per hour	LMS	9/1/15	6/30/16	Detention Duty
P-32.	Joseph Scalzitti	Retire	Head Night Custodian	n/a	n/a	HHS	5/1/16	4/30/16	Retirement
P-33.	Nancy McAllister	Adjust	One-on-One Bus Aide for student (file #010816)	n/a	\$22.85 per hour	n/a	1/4/16	Last day for student	Salary Adjustment

** 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-34. 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 is subject to the determination of the administration as to when they are needed.

Anthony, Nicholas		Kenny, Dana		Rauschenbach, Christine
Ellis, Angela		MacLean-Bruffy, Judith		

P-47. Acceptance of the following student to complete her student field experience in education in the Hawthorne Public School District during the 2015-2016 school year. This placement is subject to the satisfactory completion of the criminal history records checks required by law. In the event the criminal history check is not completed this placement is subject to the approval of the County Superintendent for emergent hiring procedures. Per this resolution this student is also approved as a substitute teacher in the Hawthorne Public School District contingent upon obtaining a county substitute certificate.

Student	College	Type	Subject Area	Coop. Teacher	Loc
Garcia, Katherine	WPU	Student Teacher	9-12 Math	Mrs. Pasquale Ms. Tanis	HHS

Mr. Spirito wished retiring employees a happy and healthy retirement and thanked them for their years of service to the District.

P-13-34, P-47 - moved by Mr. Reicher, seconded by Ms. Goff

- Ayes - Mr. Turco, Mr. Sciarra, Ms. Goff, Mr. Doyle, Mr. Terraglia
Mr. Clavijo, Ms. Sanford, Mr. Reicher, Mr. Puluse**
- Nays - None**
- Abstain - None**
- Absent - None**

FINANCE AND ADMINISTRATION:

Mike Sciarra, Chairperson

ACTION ITEMS:

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

- F-35. Acceptance of the Secretary’s and Treasurer’s Report for December 2015.
- F-36. Approval to make the necessary transfers for the period December 1, 2015 through December 31, 2015 for the budget year 2015-2016 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-37. Approval of travel to events for Board members and employees subject to conformance 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-38. Approval of agreement with Phoenix Advisors, LLC, 4 West Park Street, Bordentown, NJ 08505 for the 2015-2016 school year to conduct disclosure review and survey in connection with the SEC's Municipalities Continuing Disclosure Cooperation initiative at an annual cost of \$850.00 per attached agreement which will remain an integral part of this resolution.
- A-39. BE IT RESOLVED: That Thomas S. Bottiglieri, D.O. provides the services of School Medical Examiner to the Hawthorne Board of Education for the period February 1, 2016 through June 30, 2016 at the contract rate of \$8,750.00.
- A-40. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2015-2016:WS-1, and authorizes the Superintendent to notify the parents of the Board's decision.
- A-41. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2015-2016:LMS-4, and authorizes the Superintendent to notify the parents of the Board's decision.
- A-42. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2015-2016:LMS-5, and authorizes the Superintendent to notify the parents of the Board's decision.
- A-43. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2015-2016:LMS-6, and authorizes the Superintendent to notify the parents of the Board's decision.

F-35-38, A-39-43 - moved by Mr. Sciarra, seconded by Mr. Doyle

- Ayes - Mr. Turco, Mr. Sciarra, Ms. Goff, Mr. Doyle, Mr. Terraglia
Mr. Clavijo, Ms. Sanford, Mr. Reicher, Mr. Puluse**
- Nays - None**
- Abstain - None**
- Absent - None**

CLAIMS:

Mike Sciarra

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

- CL-44. Approval of January 2016 Bill List.

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

CL-44 - moved by Mr. Sciarra, seconded by Ms. Sanford

- Ayes - Mr. Turco, Mr. Sciarra, Ms. Goff, Mr. Doyle, Mr. Terraglia
Mr. Clavijo, Ms. Sanford, Mr. Reicher, Mr. Puluse**
- Nays - None**
- Abstain - None**
- Absent - None**

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-45. 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:

Facilities	Date and Times	Applicant
Room 120 or main cafeteria or 1 st floor classroom	Mondays 2/1, 2/8, 2/22, 2/29, 3/7, 3/21, 3/28/16 7:00 p.m. to 9:00 p.m. 4/4, 4/11, 4/25, 5/2, 5/9, 5/16, 5/23, 6/6/16 8:00 p.m. to 9:30 p.m.	<u>Hawthorne Baseball/Softball Association</u> Coaches Meetings
Gymnasium	Sunday, March 13, 2016 1:00 p.m. to 6:00 p.m.	<u>Boys & Girls Club of Hawthorne</u> Youth Basketball Championship for 7/8 th Grade Leagues

BG-45 - moved by Mr. Doyle, seconded by Mr. Puluse

- Ayes - Mr. Turco, Mr. Sciarra, Ms. Goff, Mr. Doyle, Mr. Terraglia
Mr. Clavijo, Ms. Sanford, Mr. Reicher, Mr. Puluse**
- Nays - None**
- Abstain - None**
- Absent - None**

COMMITTEE AND LIAISON REPORTS:

COMMITTEE

CHAIRPERSON

Buildings & Grounds..... Michael Doyle

Mr. Doyle reported the following items from the January 12 committee meeting:

- Update on Roosevelt school cafeteria lighting
- Rea Avenue wall
- Update on repairs for maintenance truck used for snow removal.
- Removal of chemicals at high school and middle school
- Lifts at middle school
- Milk refrigerators at all schools and lunch tables for Jefferson and Washington schools
- Bus inspections and the need to replace retiring buses
- Boilers maintenance and repairs
- Security update
- Capital projects
- Auto floor scrubber for high school cafeteria
- School Dude electronic software program

Curriculum & Instruction Bruce Reicher

Mr. Reicher reported the following from the January 12 committee meeting:

- 2016-2017 District Calendar

- 2016 Schedule of Presentations
- Homework discussion
- Grievance update
- Holding some board meetings at actual school locations

Finance & Administration Mike Sciarra
 Mr. Sciarra reported the committee met on January 12 and discussed the 2016-2017 budget.
 Board of Recreation Liaison..... Michael Doyle
 The next meeting is scheduled for January 20.

Council Liaison Mike Sciarra
 The Council held their re-organization meeting on January 4, 2016.

Legislative Tania Sanford
 Ms. Sanford reported that two recent bills were put into law; however neither affect school Districts

Hawthorne Education Foundation..... Anthony Puluse
 Mr. Puluse, HEF liaison reported the following:

- The following appointments have been made:
 Toni Napolitano, President; Gus Penaranda, Vice President; Marge Orth, Secretary and Anthony Puluse, Treasurer.
- The Ducky Derby will be held on May 1
- The committee is reviewing HEF mini grants
- Future plans for HEF

OLD BUSINESS:

Mr. Sciarra recommended a plan for moving forward for the re-registration process. He suggested this might be done in each schools. He also stated that the OOD placements should be required to re-register every year.

Ms. Goff suggested that one grade per year be chosen for re-registration. Mr. Reicher stated that he will survey other districts in the area concerning the re-registration process.

NEW BUSINESS:

Ms. Goff reported that Roosevelt school students sent letters to board members in recognition of National Letter Writing Week. In addition stated that Policy Committee members are: Mr. Doyle, Mr. Turco, Mr. Clavijo and Ms. Goff.

Mr. Spirito thanked Mr. Brislin for his assistance with Chromebooks for this evening’s meeting.

Mr. Clavijo discussed the new committees that have been added as well as work session meetings.

PUBLIC BE HEARD:

Ms. Kowalski thanked the Board for their hard work and for supporting PTO fundraising efforts.

Mr. Sciarra thanked Ms. Kowalski for her continued hard work.

Mr. Silvera questioned the Multiple Disabilities Class.

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 determination by the Board that the disclosure of the minutes will not detrimentally affect any right or interest of the Board and the need for confidentiality no longer exists.

MOTION TO GO INTO PRIVATE SESSION:

At 8:25 p.m. Mr. Sciarra moved the board go into executive session, seconded by Mr. Terraglia

**Ayes - Mr. Puluse, Mr. Turco, Mr. Sciarra, Ms. Goff, Mr. Doyle,
Mr. Clavijo, Ms. Sanford, Mr. Reicher, Mr. Terraglia**
Nays - None
Abstain - None
Absent - None

MOTION TO EXIT FROM PRIVATE SESSION:

At 9:40 p.m. Mr. Terraglia moved to close executive session, seconded by Mr. Sciarra

**Ayes - Mr. Puluse, Mr. Turco, Mr. Sciarra, Ms. Goff, Mr. Doyle,
Mr. Clavijo, Ms. Sanford, Mr. Reicher, Mr. Terraglia**
Nays - None
Abstain - None
Absent - None

MOTION TO ADJOURN:

At 9:40 p.m. Mr. Sciarra moved the board adjourn seconded by Mr. Puluse

**Ayes - Mr. Puluse, Mr. Turco, Mr. Sciarra, Ms. Goff, Mr. Doyle,
Mr. Clavijo, Ms. Sanford, Mr. Reicher, Mr. Terraglia**

Nays - None

Abstain - None

Absent - None

Respectfully submitted,

Gertrude Engle, Board Secretary