



HAWTHORNE PUBLIC SCHOOLS
HAWTHORNE, NEW JERSEY



Tuesday, December 20, 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

January 3, 2017 at 7:30 P.M.

Reorganization Meeting

Municipal Building - 2nd Floor

Board of Education Meeting Room



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, January 3, 2017	7:30 P.M.	Board Room	Reorganization Meeting
Tuesday, January 17, 2017 TENTATIVE	7:00 P.M. At the Conclusion of the Public Session	Lincoln Middle School	Monthly Meeting – Public Executive Session – Private
Monday, February 13, 2017 TENTATIVE	7:00 P.M. At the Conclusion of the Public Session	Roosevelt School	Monthly Meeting – Public Executive Session – Private

PUBLIC BE HEARD - AGENDA ITEMS ONLY:

APPROVAL OF MINUTES:

November 15, 2016 – Regular Meeting – Public & Private

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									

CORRESPONDENCE:

REPORTS:

- A. Student Council Representative's Report – Jared Chichizola
- 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 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	Outside Funding
HHS	12/22/16	ARCH/Life Skills	AMC Theaters	HPS	\$0.00	Bear with Me Graphics Funds
HHS	1/9/17	Future Teachers	Montclair State University	HPS	\$0.00	
HHS	1/12/17	Science League	Glen Rock High School	HPS	\$0.00	
LMS	1/18/17	7 th Grade Band and Network	Lincoln Center	D&M Tours	\$8.00	
JS	1/18/17	4 th Grade	Newark Museum	HPS	\$10.66	\$8.00 PTO
HHS	1/19/17	Network Grade 11	PCTI	HPS	\$0.00	
LMS	1/20/17	Network (Enrichment)	Haskell Public School	HPS	\$0.00	
LMS	1/23/17	Enrichment – Network Gr 8	Lakeside Middle School	HPS	\$0.00	
LMS	1/27/17	Enrichment – ARCH Students	PreK – Jefferson	HPS	\$0.00	
LMS	2/3/17	Enrichment – Network Gr 7	High Mountain Road School	HPS	\$0.00	
HHS	2/7/17	Enrichment – Network Gr 12	PCTI	HPS	\$0.00	
LMS	2/10/17	Enrichment Grade 7	Bergen Community College	HPS	\$0.00	
HHS	2/14/17	Enrichment Grade 12	Liberty Science Center	HPS	\$30.00	
LMS	2/15/17	Enrichment – Network Gr 6	John P. Holland Charter School	HPS	\$0.00	
RS /WS	3/3/17	Enrichment Grade 5	County Battle of the Books @ Jefferson School	HPS	\$0.00	

School	Date	Group	Destination	Transportation	Cost Per Student	Outside Funding
WS	3/14/17	Grade 4 Pisacreta	Liberty Science Center	HPS	\$17.53	\$6.00 PTO
WS	3/15/17	Grade 4 Waldron	Liberty Science Center	HPS	\$17.53	\$6.00 PTO
JS	3/30/17	First Grade	Stop & Shop Wayne	HPS	\$0.00	
RS	5/3/17	Fourth Grade	Museum Village	HPS D&M	\$11.00	100% PTO Funded
RS	5/4/17	Second Grade	The Hermitage	HPS D&M	\$10.00	\$10.00 PTO
JS	5/8/17	First Grade	Mayo Performing Arts Center	HPS	\$12.00	
LMS	5/24/17	8 th Grade Chorus	New Amsterdam Theater	D&M Tours	\$0- \$72.50	Fundraising
LMS	6/12/17	8 th Grade Students	Hawthorne Pool	HPS	\$0.00	
LMS	6/16/17	8 th Grade Graduates	HHS Field	HPS	\$0.00	
LMS	6/19/17 6/20/17	8 th Grade Graduates	HHS Field	HPS	\$0.00	

CI-2. Approval of the following therapist for services provided to Hawthorne resident students for January 2017, not to exceed 11 evaluations.

Vendor	Service Provided	Rate per Session
Judith Johnson	Educational Evaluations	\$400.00 per evaluation

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 #	of Dates Term	Discussion
CI-3.	Windsor Learning Center	\$305.00 per diem for 133 days \$40,565.00	N/A	N/A	Student (file #120116)	11/16/16-6/17	16-17 SY
CI-4.	New Bridges	\$59,432.00 annually plus \$6750.00 out of county fee	N/A	N/A	Student (file #120216)	11/15/16-6/17	16-17 SY
CI-5.	Burlington County Special Services	\$39,566 Annually	N/A	N/A	Student (file #120316)	10/18/16-6/16/17	16-17 SY

CI-6. Approval of the following therapists for services provided to Hawthorne resident student (file #120416) during the 2016-2017 school year.

Vendor	Service Provided	Rate per Session
Miriam Skydell	Speech Therapy	\$65.00 per 30 minutes

- CI-7. Approval to enter into a contractual agreement for educational instruction with Professional Education Services, Inc., Glassboro, NJ, for non-public school Hawthorne resident student (file #120516) attending High Focus Centers of Paramus, New Jersey commencing November 30, 2016 for approximately 4-6 weeks for two hours per day at a cost of \$35.15 per hour. The student number is on file in the Hawthorne Board of Education office.
- CI-8. Approval to enter into a contractual agreement for home instruction with Professional Education Services, Inc., Glassboro, NJ, for Hawthorne resident student (file #120616) attending High Focus Centers of Paramus, New Jersey beginning November 28, 2016 for approximately 4-6 weeks Monday through Friday, for two hours per day at a cost of \$35.15 per hour. The student number is on file in the Hawthorne Board of Education office.
- CI-9. Approval to enter into a contractual agreement for home instruction with Professional Education Services, Inc., Glassboro, NJ, for Hawthorne resident student (file #120716) attending High Focus Centers of Paramus, New Jersey beginning December 16, 2016 for approximately 4-6 weeks Monday through Friday, for two hours per day at a cost of \$35.15 per hour. The student number is on file in the Hawthorne Board of Education office.
- CI-10. Approval for Educere online credit recovery courses for students (file #120816 and #120916) at a cost of \$696.00 and \$464.00 respectively.
- CI-11. Approval to enter into a contractual agreement for educational instruction with American Tutor, Inc., for Hawthorne resident student (file #121016) while confined at Immediate Care Children’s Psychiatric Center, Parsippany, NJ, at a rate of \$58.00 per hour for 2 hours per day Monday through Friday. The student number is on file in the Hawthorne Board of Education office.
- CI-12. Approval of home instruction for Hawthorne resident pupils as follows:
 - a. Student (file #121116) – Instruction starting date: 11/7/16
Home Instructors – Albert Weisz
 - b. Student (file #121216) – Instruction starting date: 11/7/16
Home Instructors – Albert Weisz
 - c. Student (file #121316) – Instruction starting date: 11/28/16
Home Instructors – Erika Len
 - d. Student (file #121416) – Instruction starting date: ASAP
Home Instructors – Jennifer Roncinske
- CI-13. Approval to remove the following retired school buses from fixed asset inventory list.

Vehicle	Vin #	Inventory #
Bus #1	5B4KP32R6Y3316519	900189
Bus #2	5B4KP32R8Y331623	900191

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	Notice Date or Term. Date	Reason/ Account
P-14.	Alyssa Schlossberg	Medical Leave	Teacher of English	n/a	n/a	HHS	4/24/17	6/30/17	Medical Leave of Absence
P-15.	Kristin Benner-Prentice	Hire	Long Term Substitute Teacher	n/a	\$259.08 per diem No Benefits	JS/WS	1/3/17	Upon Start of the Regular Teacher	To Fill a Vacancy Created by the Retirement of Lorraine Weisz
P-16.	John Piepoli	Resign	0.6 F.T.E. Teacher of Music	n/a	n/a	LMS	1/18/17 or sooner	1/18/17 or sooner	Resignation
P-17.	John Piepoli	Resign	Middle School Jazz Club	n/a	n/a	LMS	1/18/17 or sooner	1/18/17 or sooner	Resignation from Extra Duty
P-18.	Brianne Hartmann	Leave	Paraprofessional	n/a	n/a	JS	1/2017	3/2017	Leave of Absence
P-19.	Carla Caypani	Resign	Part Time Paraprofessional	n/a	n/a	LMS	12/23/16	12/23/16	Resignation
P-20.	Brian Fernandez	Resign	Part Time Paraprofessional	n/a	n/a	JS	1/5/17	1/5/17	Resignation
P-21.	Tyler Ten Kate	Resign	Part Time Paraprofessional	n/a	n/a	LMS	12/9/16	12/9/16	Resignation
P-22.	Shahina Chowdhury	Hire	Part Time Paraprofessional Not to Exceed 5.75 Hours Per Day	n/a	\$15.66 per hour not to exceed 5.75 hours per day No Benefits	District	12/19/16	6/21/17	Part Time Para Appointment
P-23.	Jacqueline De La Cruz	Hire	Part Time Paraprofessional Not to Exceed 5.75 Hours Per Day	n/a	\$15.66 per hour not to exceed 5.75 hours per day No Benefits	District	Upon Verification of Certification	6/21/17	Part Time Para Appointment
P-24.	Cori DiRupo	Hire	Part Time Paraprofessional Not to Exceed 5.75 Hours Per Day	n/a	\$15.66 per hour not to exceed 5.75 hours per day No Benefits	District	12/21/16	6/21/17	Part Time Para Appointment

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Notice Date or Term. Date	Reason/ Account
P-25.	Simon Im	Hire	Part Time Paraprofessional Not to Exceed 5.75 Hours Per Day	n/a	\$15.66 per hour not to exceed 5.75 hours per day No Benefits	District	Upon Completion of Criminal History Check	6/21/17	Part Time Para Appointment
P-26.	Tracey Lattanzio	Hire	Part Time Paraprofessional Not to Exceed 5.75 Hours Per Day	n/a	\$15.66 per hour not to exceed 5.75 hours per day No Benefits	District	Upon Completion of Criminal History Check	6/21/17	Part Time Para Appointment
P-27.	Marioli Marques	Hire	Lunch Aide	n/a	\$13.25 Per hour No Benefits	LMS	Upon Completion of Criminal History Check	Last Day in June with Lunch Duty	Lunch Aide Position
P-28.	Gennaro Celentano Nuh Ibrahim	Hire	Substitute Custodians	n/a	\$13.00 Per hour No Benefits	District	Upon Completion of Criminal History Check	6/30/17	Substitute Positions
P-29.	Rebecca Dwyer	Volunteer	Volunteer Girls Basketball	n/a	n/a	LMS	11/2016	3/2017	Volunteer Girls Basketball Coach

** 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-30. Approval for staff to plan and deliver workshops at the January 16th Professional Development day at the contractual stipends of \$100.00 to plan the workshops and \$100.00 to present the workshops as per the attached list.

P-31. Approval of the following person to serve as a substitute teacher 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 she remain on call to serve as a daily substitute teacher as the need may arise for which she 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 check is not completed, this application is subject to the approval of the County Superintendent for emergent hiring procedures. The employment of this individual is subject to the determination of the administration as to when they are needed.

Nochta, Isabelle				
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- P-32. Approval of Chelsea Otte to serve as a substitute athletic trainer in the Hawthorne Public School District subject to satisfactory completion of criminal history records check required by law and subject to verification of job qualifications and prior experience if necessary, with the provision that she remains on call to serve as a daily substitute athletic trainer as the need may arise for which she will be compensated \$34.00 per hour no benefits. In the event the criminal history check is not completed, this application is subject to the approval of the County Superintendent for emergent hiring procedures. The appointment of Ms. Otte is subject to the determination of the administration as to when she is needed.

- P-33. Acceptance of the following student to complete their student field experiences in education in the Hawthorne Public School District during the 2016-2017 school year. These placements are subject to the satisfactory completion of the criminal history records check required by law. In the event the criminal history check is not completed these placements are subject to the approval of the County Superintendent for emergent hiring procedures. Per this resolution these students are also approved as substitute teachers in the Hawthorne Public School District contingent upon obtaining a county substitute certificate.

Student	College	Type	Subject Area	Coop. Teacher	Loc
Simon Im	WPU	Internship – Part Time Mornings	Guidance	Mrs. Basilone	LMS
Alyson Laspisa	WPU	Internship/ Practicum	School Psychologist	Ms. Matano	RS

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									

FINANCE AND ADMINISTRATION:

Mike Sciarra, Chairperson

ACCEPTANCE OF DONATIONS:

- A. Acceptance of subscriptions to children’s magazines, National Geographic Kids, Highlights, Zoobooks, Ranger Rick and Jack and Jill valued at \$128.00 from Cathy Europa for Washington Elementary School Grades K-5.

ACTION ITEMS:

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

- F-34. 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-35. Acceptance of the Secretary’s and Treasurer’s Report for November 2016.

- F-36. Approval to make the necessary transfers for the period November 1, 2016 through November 30, 2016 for the budget year 2016/2017 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.
- A-37. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2016-2017: LMS-5, and authorizes the Superintendent to notify the parents of the Board's decision.
- A-38. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2016-2017: LMS-6, and authorizes the Superintendent to notify the parents of the Board's decision.
- A-39. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2016-2017: LMS-7, and authorizes the Superintendent to notify the parents of the Board's decision.
- A-40. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2016-2017: LMS-8, 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 #2016-2017: LMS-9, 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 #2016-2017: LMS-10, and authorizes the Superintendent to notify the parents of the Board's decision.

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									

CLAIMS:

Louis B. Turco

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

- CL-43. Approval of December 2016 Bill List.

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

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									

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. Award of a transportation contract to the Northern Region 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:

ROUTE #	School	Contractor	# of Students	Cost + Surcharge	Dates
603F	Sage Day-Mahwah	D&M Tours	1	19,342.40 + 580.27	11/1/16-6/17
223B	Shepard School	Jersey Kids	1	\$1,486.25 + 356.70	10/3/16-6/17

- BG-45. Report of the Completion of the School Bus Emergency Evacuation Drill as follows:

Date	School	Location	School Principal
10/3/16	High School	Parmalee Avenue	Mr. LaGrone
10/5/16	Jefferson School	Goffle Hill Road	Mrs. Zagatta
10/7/16	Roosevelt School	Roosevelt Avenue	Mr. Pisacane
10/3/16	Washington School	Mohawk Avenue	Mrs. Spinelli
10/6/16	Lincoln Middle School	Hawthorne Avenue	Mrs. Devor

- BG-46. 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.

LINCOLN MIDDLE SCHOOL:

Facilities	Date and Times	Applicant
Gym and BC Room	Fridays 1/6/17, 1/27/17, 2/17/17, 3/3/17, 3/10/17 in conjunction with Youth Basketball 3/31/17, 4/7/17, 4/21/17, 4/28/17, 5/26/17, 6/2/17 completely available	Boys & Girls Club of Hawthorne Middle School Night *Not available 1/13/17 or 2/3/17

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									

COMMITTEE AND LIAISON REPORTS:

COMMITTEE

- Buildings & Grounds.....
- Curriculum & Instruction
- Finance & Administration
- Board of Recreation Liaison.....
- Council Liaison
- HEF/SEPAC
- Legislative
- Policy.....
- Grant.....

CHAIRPERSON

- Michael Doyle
- Bruce Reicher
- Mike Sciarra
- Michael Doyle
- Mike Sciarra
- Anthony Puluse
- Tania Sanford
- Abigail Goff
- Mike Sciarra

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-47. **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	Outside Funding
HHS	3/3/17	English II Honors	Kean University	Jordan	\$0.00	
HHS	5/26/17 – 5/27/17	Marching Band	Hershey Park	Aristocrat Limo and Bus	\$0.00	Fundraising

Appointments, Retirements, Terminations, Resignations, Rescissions:

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Notice Date or Term. Date	Reason/ Account
P-48.	Giselle Fontalvo	Resign	Administrative Assistant	n/a	n/a	Special Programs	1/18/17	1/18/17	Resignation

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-49. Approval of contract with CDW-G LLC through Educational Services Commission of NJ (ESCNJ), previously known as Middlesex Regional Educational Services Commission (MCESCCPS) for Meraki Network Switches for the district totaling \$112,807.46