

**HAWTHORNE PUBLIC SCHOOLS**  
**HAWTHORNE BOARD OF EDUCATION**  
**HAWTHORNE, NEW JERSEY**  
**Monday, July 17, 2017 – 7:00 P.M.**

**MEETING CALLED TO ORDER:**

**Time 7:00 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.

ROLL CALL:	PRESENT	ABSENT	Time of arrival after meeting has been called to order.
Alex Clavijo		<b>X</b>	<b>Arrived 7:02 p.m.</b>
Michael Doyle		<b>X</b>	
Abigail Goff	<b>X</b>		
Anthony Puluse	<b>X</b>		
Bruce Reicher	<b>X</b>		
Tania Sanford	<b>X</b>		
Victor Terraglia	<b>X</b>		
Louis B. Turco		<b>X</b>	<b>Arrived 7:02 p.m.</b>
Mike Sciarra	<b>X</b>		

Also Present: Richard A. Spirito, Superintendent of Schools  
 Trude Engle, Business Administrator/Board Secretary  
 and approximately 6 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, August 22, 2017	7:00 P.M. At the Conclusion of the Public Session	Board Room	Monthly Meeting – Public Executive Session – Private
Tuesday, September 19, 2017	7:00 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:**

June 27, 2017 – Regular Meeting – Public & Private

**Minutes – Moved by Mr. Turco, seconded by Mr. Terraglia**

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

**CORRESPONDENCE:** None

**REPORTS:**

A. Superintendent’s Report - Richard A. Spirito

Mr. Spirito reported on the following items:

- Transition House update
- Upgrade to intercom system
- Status of open positions for September
- New school bus delivered
- Summer cleaning
- Roof repairs at LMS and Jefferson update
- Lighting update at various schools
- NJSBA October Workshop

**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:

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- 1	The Calais School	\$344.22 per diem for 180 days \$61,959.60	\$165 per diem for 180 days \$29,700.00	\$344.22 per diem for 30 days \$10,326.60 And \$165 per diem for 30 days for an aide \$4,950.00	(file # 070117)	7/6/17-6/18	17/18 SY

- CI-2. Approval of contractual agreement with Bergen County Special Services School District, Educational Enterprises Division for Audiological Services for Hawthorne resident students requiring this service for the 2017/2018 school year at a rate not to exceed \$3,760.00 annually.
- CI-3. Approval contracts for six (6) Hawthorne resident students (file #070217), (file # 070317), (file # 070417), (file # 070517), (file # 070617), (file # 070717), to receive Educational Level I services provided by the New Jersey Commission for the Blind and Visually Impaired, Newark, New Jersey, for the 2017/2018 school year, effective September 1, 2017, through June 30, 2018, at a cost of \$1,900.00 per student. The student numbers are on file in the Hawthorne Board Education office.
- CI-4. Approval of a contractual agreement with Bergen County Special Services for provision of services through IDEA funding to non-public schools. The term of this agreement shall be in effect from July 1, 2017 through June 30, 2018.
- CI-5. Approval of the unrecognized title of Coordinator of Student Activities for the 2017-2018 school year.
- CI-6. Approval Job Description of Job Coach/Paraprofessional.
- CI-7. Approval Job Description of Transition Coordinator.
- 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	7/19/17	Life Skills Students	Rite Aid	Walking	\$2.00	

**CI-1-7, CI-47 – Moved by Mr. Reicher, seconded by Mr. Terraglia**

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

**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-8.	Cailyn Ferrari	Resign	Students with Disabilities Science	n/a	n/a	LMS	7/12/17	Last Day on Payroll 6/30/17	Resignation
P-9.	Eileen Siss	Adjustment	Basic Skills Teacher	n/a	n/a	.5 RS .5 WS	9/1/17	6/30/18	Adjustment in Assignment
P-10.	Danielle Forshay	Adjustment	Transition Life Skills Teacher				9/1/17	6/30/18	Adjustment in Assignment
P-11.	Patricia Irvine	Adjustment	ARCH Teacher			HHS	9/1/17	6/30/18	Adjustment in Assignment
P-12.	Margaret Tamburro	Extra Duty	School Nurse in the Leadership Camp		\$47.30/hr	LMS	8/14/17	8/18/17	School Nurse for Leadership Camp
P-13.	Item Removed								
P-14.	Jack Maranhao	Hire	Chemistry	BA+15/4	\$54,215.00	HHS	9/1/17	6/30/18	To fill a vacancy created by Marissa Wentworth
P-15.	Kimbro Hintz	Appoint	Long Term Substitute Teacher of Speech	n/a	\$260.00/per diem No Benefits	RS	9/1/17	12/22/17 or upon return of the regular Teacher	To Fill a Vacancy Created by the Maternity/FML leave of Sara Todhe
P-16.	Jueine D'Alesandro	Adjustment	Teacher Research & Exploration			RS	9/1/17	6/30/18	Change of Title
P-17.	Karen O'Gara	Adjustment	Teacher Research & Exploration			RS	9/1/17	6/30/18	Change of Title
P-18.	Caitlyn Crimo	Approve	Assistant Band Director	n/a	\$2,142.00	HHS	9/1/17	6/30/18	Asst Band Director
P-19.	Danielle Luecht	Adjustment	Job Coach	n/a	n/a	HHS	9/1/17	6/30/18	Job Coach for Transition Program
P-20.	Julie Schmidberger	Adjustment	Job Coach	n/a	n/a	HHS	9/1/17	6/30/18	Job Coach for Transition Program
P-21.	Jackie Passero	Summer	Academic Coordinator	n/a	\$338.58 per day for 5 Summer Days	RS	n/a	n/a	Academic Coordinator
P-22.	Alex Weite	Volunteer	Volunteer Marching Band	n/a	n/a	HHS	n/a	n/a	Volunteer Marching Band

P-23.	Lauren Bylinski	Volunteer	Volunteer Marching Band	n/a	n/a	HHS	n/a	n/a	Volunteer Marching Band
P-24.	Shea Costello	Volunteer	Volunteer Marching Band	n/a	n/a	HHS	n/a	n/a	Volunteer Marching Band
P-25.	Brad Griffin	Appoint	Percussion Instructor	n/a	\$2,142.00	HHS	9/1/17	6/30/18	Percussion Instructor
P-26.	Matthew Ambrose	Extra Duty	Summer Curriculum Writing	n/a	\$34.00 per hour not to exceed 30 hours	District	n/a	n/a	Contemporary Issues Social Studies Curriculum
P-27.	Rona Percy	Hire	Students with Disability	MA/2	\$55,465.00	HHS	9/1/17	6/30/18	To fill vacancy created by resignation William Lynn
P-28.	Megan DeRitter	Extra Duty	Assistant Cheerleading FB	n/a	\$1,858.00 No Benefits	HHS	7/1/17	End of Football Season	To fill a vacancy
P-29.	Albert Weisz	Summer	Home Instruction for Student (file # 070817), (file # 070917)	n/a	\$35.15/hr		During the month August	8/2017	Home Instruction
P-30.	Teresa Magna Davenport	Summer	Chaperone	n/a	\$32.92/hr.	LMS	8/14/17	8/18/17	Chaperone for students Leadership Camp
P-31.	Jennifer Roncinske	Summer	Chaperone	n/a	\$32.92/hr	LMS	8/14/17	8/18/17	Chaperone for Students Leadership Camp
P-32.	Julie Schmidberger	Summer	Chaperone	n/a	\$32.92/hr	LMS	8/14/17	8/18/17	Chaperone for Students Leadership Camp
P-33.	Jennifer Roncinske	Summer	Additional 7 hours ABA Therapy for student (file #071017)	n/a	\$44.34		n/a	n/a	Additional ABA therapy

*\* 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. Appointment of the following persons to serve in the summer 2017 meeting hours for Eligibility and IEP meetings:

Employee	Hours	Hourly Rate
Allison Bager	2.5	\$36.73
Susan Myshkoff	2.5	\$44.19
Elizabeth Farkas	2	\$60.59

P-35. Appointment of additional summer hours to complete therapy, evaluations, consultations, reports and to attend meetings for the following child study team members:

Employee	Position	Hours	Hourly Rate
Elaine Jorgensen	School Psychologist	15	\$62.70

Lisa Viggiano	Speech Pathologist	2	\$60.59
Caroline Ferraro	Speech Pathologist	14.5	\$68.21
Kristen Winfield	Speech Pathologist	18	\$41.41
Shari Sheptofsky	Speech Pathologist	42.5	\$64.20
Margaret Rainey	Speech Pathologist	42.5	\$62.97
Miriam Levin	Social Worker	2	\$63.50

P-36. Appointment of the following therapists for services to resident students (file #070817) and (file #070917) during the month of August 2017:

Vendor	Position	Rate per Session
Joan Moscarello	Occupational Therapy	\$110 per hour 2x's per week for 30 mins each
Melissa Bengal	Speech Therapy	\$110 per hour 2x's per week for 30 mins each
James Harvey	Physical Therapy	\$56 per hour 2x's per week for 30 mins each

P-37. Acceptance of the following student to complete her observation in education in the Hawthorne Public School District during the 2017-2018 school year. This placement is subject to the satisfactory completion of the criminal history records check 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 county substitute certificate.

Student	College	Type	Subject Area	Coop. Teacher	Loc
Erica Monteleone	Kean University	Observation	Special Education	Mrs. Hahn	JS

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

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Notice Date or Term. Date	Reason/ Account
P-48.	Teresa Magna-Davenport Leona Patmos Rita Pinelli	Summer	Chaperone	n/a	\$32.92/hr.	HHS	7/17	8/17	Chaperone for Student (file # 071117 during Marching Band during July and August
P-49.	Teresa Magna-Davenport	Extra Duty	Chaperone	n/a	\$32.92/hr.	HHS	8/17	11/17	Chaperone for Student (file # 071217 July – November 2017

P-50. Appointment of the Tracy Tobiassen to serve as Home Therapy Coordinator at \$88.67 per hour for August 2017 in accordance with rates listed in Appendix C of the teachers' contract on file in the Board office to replace Carrie Parker.

**P-8-37, P-48-50 – Moved by Mr. Reicher, seconded by Ms. Goff**

- Ayes - Mr. Turco, Mr. Sciarra, Mr. Puluse, Ms. Goff  
Mr. Clavijo, Ms. Sanford, Mr. Reicher, Mr. Terraglia**
- Nays - None**
- Abstain - Mr. Puluse on P-48**
- Absent - Mr. Doyle**

**FINANCE AND ADMINISTRATION: Alex Clavijo, Chairperson**

**ACCEPTANCE OF DONATIONS:**

- A. Acceptance of \$250.00 from Atlantic Stewardship Bank processed thru Hawthorne High School Internal Fund Account.
- B. Acceptance of \$2,000.00 from the GRAMMY Museum Foundation, Inc. processed thru Hawthorne High School Internal Fund Account.

**ACTION ITEMS:**

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

- F-38. Acceptance of the Secretary’s and Treasurer’s Report for June, 2017.
- F-39. Approval to make the necessary transfers for the period June 1, 2017 through June 30, 2017 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.
- F-40. Approval of Cooperative Pricing Agreement with Hunterdon County Educational Services Commission for the 2017/2018 school year.
- F-41. BE IT RESOLVED that the Hawthorne Board of Education hereby authorizes the submission of the IDEA application for fiscal year 2018 and accepts the grant award of these funds upon the subsequent approval of the IDEA application in the following amounts:

IDEA Basic	\$526,168.00
IDEA Preschool	\$ 28,136.00
IDEA Non-Public	\$ 86,355.00

- A-42. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2016-2017: LMS-39, 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 #2016-2017: LMS-40, and authorizes the Superintendent to notify the parents of the Board’s decision.
- A-44. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2016-2017: LMS-41, and authorizes the Superintendent to notify the parents of the Board’s decision.

**F-38-41, A-42-44 – Moved by Mr. Clavijo, seconded by Ms. Sanford**

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

**CLAIMS:**

**Abigal Goff**

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

CL-45. Approval of July 2017 Bill List.

It is recommended that the Board approve the bill list for the month of July 2017.

**CL-45 – Moved by Ms. Goff, seconded by Mr. Clavijo**

- Ayes - Mr. Turco, Mr. Sciarra, Mr. Puluse, Ms. Goff  
Mr. Clavijo, Ms. Sanford, Mr. Reicher, Mr.Terraglia**
- Nays - None**
- Abstain - Mr. Sciarra on PO 700304**
- Absent - Mr. Doyle**

**BUILDINGS AND GROUNDS:**

**Victor Terraglia, Chairperson**

**ACTION ITEMS:**

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

BG-46. 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:

<b>Route#</b>	<b>School</b>	<b>Contractor</b>	<b># of Students</b>	<b>Cost + Surcharge</b>	<b>Dates</b>
HWPS	Parkway School	Jets Trans	1	\$4,592.00+\$137.76	6/7/17-6/17
HWPS	Parkway School	Jets Trans	1	\$2,436.00 + \$73.08	6/14/17-6/17

**Minutes – Moved by Mr. Terraglia, seconded by Mr. Clavijo**

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

\*Mr. Turco with reservation

**COMMITTEE AND LIAISON REPORTS:**

**COMMITTEE**

**CHAIRPERSON**

Buildings & Grounds..... Michael Doyle

Mr. Terraglia reported on the following items on behalf of Mr. Doyle:

- Jefferson School boiler update
- Roofing update

- Gym lighting update
- Eraser
- Lockers at LMS and HHS Den
- Transition House update

Board of Recreation Liaison..... Michael Doyle  
No Report

Shared Services ..... Michael Doyle  
No Report

Finance & Administration ..... Alex Clavijo

Mr. Clavijo reported on the following items:

- Transition program
- End of year balances
- Additional state aide

Council Liaison ..... Alex Clavijo

Mr. Clavijo reported that the Council met on July 5 and will meet again on July 26.

Curriculum & Instruction ..... Bruce Reicher

Mr. Reicher reported on the following items:

- September professional development
- New teacher orientation in August
- New science standards
- World languages
- ELL
- PARCC and AP Scores
- Student wellness
- Transition program
- Summer assignments
- Board meetings with student presentations

Policy..... Abigail Goff

Ms. Goff reported on the following Policies under review:

- Petty Cash Policy #6620
- Student Participation Policy #9270
- School Security Policy #7446
- Class Size Policy #2312

Redistricting ..... Abigail Goff

No Report

HEF/SEPAC/PTOs..... Anthony Puluse

No Report

Legislative ..... Tania Sanford

Ms. Sanford reported on the state aide increase for Hawthorne.

PCSBA ..... Louis B. Turco  
Mr. Turco reported that PCTI received additional state aide.

**OLD BUSINESS:** None

**NEW BUSINESS:**

- Mr. Terraglia suggested that there be no committee meetings in August
- Ms. Goff reviewed the bills list and commented on NJSBA membership and the services offered to Districts which should be taken advantage of.
- Mr. Sciarra commented on new MakerSpace location.

**PUBLIC BE HEARD:**

Ms. Lowe, a paraprofessional, discussed her role/duties as a paraprofessional

Ms. Latioto also discussed her role as a paraprofessional

Ms. Testa, an ABA paraprofessional also reviewed her role including training of paraprofessionals

Ms. Ingunza discussed her role as a paraprofessional and explained to the Board what her duties involve as well as shortage of substitutes at times.

Mr. Sciarra stated, that as a parent of a special education student, he and the entire Board appreciate the hard work and dedication of all paraprofessionals

**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 7:50 p.m. Mr. Clavijo moved the board go into executive session, seconded by Ms.Goff**

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

**MOTION TO EXIT FROM PRIVATE SESSION:**

**At 8:35 p.m. Ms. Sanford moved the board exit executive session, seconded by Mr. Puluse**

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

**MOTION TO ADJOURN:**

**At 8:35 p.m. Mr. Clavijo moved the board adjourn, seconded by Ms. Sanford**

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

Respectfully submitted,

Trude Engle  
Board Secretary