



HAWTHORNE PUBLIC SCHOOLS
HAWTHORNE, NEW JERSEY




Tuesday, April 18, 2017 – 7:00 P.M.
At Jefferson School

MEMBERS OF THE BOARD

Mike Sciarra, President
Michael Doyle, Vice President


Alex Clavijo
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



Televised Budget Presentation
Monday, April 24, 2017 at 7:30 P.M.
In the Municipal Council Room

Next Regular Meeting
Tuesday, May 9, 2017 at 7:00 P.M.
Youth Night
At 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.
Alex Clavijo			
Michael Doyle			
Abigail Goff			
Anthony Puluse			
Bruce Reicher			
Tania Sanford			
Victor Terraglia			
Louis B. Turco			
Mike Sciarra			

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
Monday, April 24, 2017	7:30 P.M.	Municipal Council Room	Televised Budget Presentation
Tuesday, April 25, 2017	6:00 P.M.	Board Room	Special Meeting – Executive Session
Tuesday, May 9, 2017	7:00 P.M. At the Conclusion of the Public Session	Hawthorne High School	Youth Night Meeting – Public Executive Session – Private
Tuesday, June 6, 2017	7:00 P.M. At the Conclusion of the Public Session	Hawthorne High School	Monthly Meeting – Public Executive Session – Private

PUBLIC BE HEARD - AGENDA ITEMS ONLY:

APPROVAL OF MINUTES:

March 13, 2017 – Work Session

March 15, 2017 – Regular Meeting – Public & Private

Board of Education Roll Call Vote

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

CORRESPONDENCE:

REPORTS:

- A. Student Council Representative's Report – Jared Chichizola
- B. Superintendent’s Report - Richard A. Spirito
 - Jefferson School Student Presentation
 - Washington School Wax Museum Video

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 Job Description of Academic Coordinator.
- CI-2. Approval of the following William Paterson University Professors in Residence to work one day per week from March 2017 to June 2017. The PIR is funded by Title IA funds.

Individual	Location/Subject	Cost	Fund
Laura Haberman	Roosevelt – Tech	\$5,000	Title IA

CI-3. **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	4/26/17	HHS ARCH/Life Skills	Bergen County Zoo	HPS	\$0.00	
HHS	5/4/17 5/16/17 5/25/17 6/1/17 6/8/17 6/13/17	HHS ARCH/Life Skills	Walking Through the Community	Walking	\$0.00	

School	Date	Group	Destination	Transportation	Cost Per Student	Outside Funding
3 Elem	5/5/17	Enrichment Gr. 5 Path	HHS	HPS	\$0.00	
HHS	5/16/17	Chemistry Honors	Metropolitan Museum of Art	HPS/Train	\$27.50	
JS	5/17/17	Grade 5	Liberty Science Center	HPS	\$16.00	PTO
HHS	5/22/17	Future Teachers	Memorial HS, West NY	HPS	\$0.00	
RS	5/23/17	Kindergarten	Field Station	Jordon Transportation	\$15.00	PTO
HHS	5/30/17	Spanish Club	El Chevere Restaurant	HPS	\$25.00	
JS	5/31/17	Grade 2	Fosterfield’s Living Historical Farm	HPS	\$10.80	\$7.00 PTO
LMS	6/1/17	8 th Grade Band	Allentown, PA	D&M	\$85.00	Fundraising
3 Elem	6/2/17	Enrichment Pat/Path Plus Students Gr. 4	Jefferson School	HPS	\$0.00	
RS	6/7/17	Grade 1	Turtle Back Zoo	D&M	\$10.00	PTO
3 Elem	6/15/17	Grade 5	LMS	HPS	\$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-4.	Lakeview Learning Center	\$395.64 per diem for 61 days \$24,134.04	n/a	n/a	Student (file #040117)	3/22/17-6/17	16-17 SY
CI-5.	Windsor Prep HS	\$293.41 per diem for 56 days \$16,430.96	n/a	n/a	Student (file #040217)	3/27/17 – 6/17	16-17 SY
CI-6.	Windsor Bergen Academy	\$300.57 per diem for 68 days \$20,438.76	n/a	n/a	Student (file #040317)	3/6/17-6/17	16-17 SY

CI-7. Approval of contractual agreement with Preferred Home Health Care & Nursing Services, Inc., Brick, New Jersey, to provide a nurse for Hawthorne resident student (file #040417) commencing April 17, 2017 through June 30, 2017 at a rate of \$49.00 per hour for an LPN or \$57.00 per hour for an RN.

CI-8. Approval to enter into a contractual agreement for home instruction with Professional Education Services, Inc., Glassboro, New Jersey, for Hawthorne resident student (file #040517) attending High Focus Centers of Paramus, New Jersey beginning March 16, 2017 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 of home instruction for Hawthorne resident pupils as follows:

- a. Student (file #040217) – Instruction starting date: ASAP
Home Instructors – TBD
- b. Student (file #040617) – Instruction starting date: 3/28/17
Home Instructors – Educere

Board of Education Roll Call Vote

	<u>Mr. Clavijo</u>	<u>Mr. Doyle</u>	<u>Mrs. Goff</u>	<u>Mr. Puluse</u>	<u>Mr. Reicher</u>	<u>Mrs. Sanford</u>	<u>Mr. Terraglia</u>	<u>Mr. Turco</u>	<u>Mr. Sciarra</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-10.	Jennifer Roncinske	Extra Duty	Chaperone for Student (file # 040717)	n/a	\$32.92 per hour	HHS	4/2/17	6/21/17 or end of season	1:1 Chaperone during Track
P-11.	Katlyn Goitz	Resign	PT Para	n/a	n/a	LMS	Last Day 4/4/17	Last Day 4/4/17	Resignation
P-12.	Victoria Buchner	Resign	PT Para	n/a	n/a	JS	Last Day 4/13/17	Last Day 4/13/17	Resignation
P-13.	Cori DiRupo	Resign	PT Para	n/a	n/a	JS	Last Day 4/21/17	Last Day 4/21/17	Resignation
P-14.	Samantha Paszkiel	Extra Duty	Class Coverage	n/a	\$27.12 per period	LMS	4/18/17	4/25/17	Class Coverage during PARCC
P-15.	Cara Scott	Adjust	Long Term Substitute Teacher of English	n/a	\$90 per diem for -No Benefits	HHS	4/24/17	6/21/17 or Upon Return of the Regular Teacher	To Fill a Vacancy Created by the Leave of Alyssa Schlossberg
P-16.	Simone Gropo	Resign	Lunch Aide	n/a	n/a	LMS	Last Day 3/31/17	Last Day 3/31/17	Resignation

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Notice Date or Term. Date	Reason/ Account
P-17.	Debra Liga	Adjust	Long Term Substitute Elementary School Teacher	BA/1	\$259.08 per diem No Benefits	WS	4/1/17	6/21/17	To Fill a Vacancy
P-18.	Christopher Warner	Extra Duty	Athletic Trainer – Spring	n/a	\$7,431	HHS	3/3/17	6/2017	Extra Duty Assignment
P-19.	Lois Jaggie	Retire	Bus Driver	n/a	n/a	District	7/1/17	Last Day 6/30/17	Retirement
P-20.	Brittany Liptak	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	Last Day 6/21/17	Part Time Para Appointment
P-21.	Claire Nordlander	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	4/7/17	Last Day 6/21/17	Part Time Para Appointment
P-22.	Ashley Makhoul	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	4/17/17	Last Day 6/21/17	Part Time Para Appointment
P-23.	Janet Dodakh Josephine Reilly	Hire	Lunch Aides	n/a	\$13.25 Per hour No Benefits	LMS	Upon Completion of Criminal History Check	Last Day in June with Lunch Duty	Lunch Aide Positions
P-24.	Ewelina Mical	Extra Duty	Kindergarten Support	n/a	\$34.00 per hour not to exceed \$1,500	RS	Start of Range 4/2017	End of Range 6/2017	Kindergarten Support Paid from Title I Funds
P-25.	Katherine Lyness	Leave	Teacher of Social Studies	n/a	n/a	HHS	9/1/17	6/30/18	Approval of Maternity Leave, Federal/State Family Leave of Absence in accordance with the Federal/State Family Leave Act, and Child Rearing Leave
P-26.	Jackie Passero	Appoint	Part Time Teacher of Physical Education/ Part Time Academic Coordinator	n/a	As per the 2017-2018 HTA Agreement	RS	9/1/17	6/30/18	New Assignment

** 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 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 remains 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.

Monteleone, Erica				
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Board of Education Roll Call Vote

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

FINANCE AND ADMINISTRATION:

Alex Clavijo, Chairperson

ACCEPTANCE OF DONATIONS:

- A. Acceptance of \$154.89 from Blue Moon Mexican Café, Wyckoff, New Jersey for the Life Skills Program. These funds were raised as a result of the Community Night 1/18/17.
- B. Acceptance of donation of a therapeutic mat from Mr. and Mrs. Alkes for Jefferson School.
- C. Acceptance of donation of \$6,000.00 for the purchase of lockers for The Den.

ACTION ITEMS:

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

- F-28. Acceptance of the Secretary’s and Treasurer’s Report for March, 2017.
- F-29. Approval to make the necessary transfers for the period March 1, 2017 through March 31, 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
- A-30. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2016-2017: LMS 17, and authorizes the Superintendent to notify the parents of the Board’s decision.
- A-31. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2016-2017: LMS 18, and authorizes the Superintendent to notify the parents of the Board’s decision.

A-32. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2016-2017: LMS 19, and authorizes the Superintendent to notify the parents of the Board’s decision.

Board of Education Roll Call Vote

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

CLAIMS:

Bruce Reicher

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

CL-33. Approval of April 2017 Bill List.

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

Board of Education Roll Call Vote

	<u>Mr. Clavijo</u>	<u>Mr. Doyle</u>	<u>Mrs. Goff</u>	<u>Mr. Puluse</u>	<u>Mr. Reicher</u>	<u>Mrs. Sanford</u>	<u>Mr. Terraglia</u>	<u>Mr. Turco</u>	<u>Mr. Sciarra</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-34. 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
Auditorium	Friday, June 23, 2017 Thursday, June 29, 2017 6:00 p.m. to 9:00 p.m.	<u>Dance Arts</u> Dance Recital
Rear of HS on Bamford Avenue, Use of Track and Field	Saturday, September 30, 2017 6:00 p.m. to 8:00 p.m. Sunday, October 1, 2017 7:00 a.m. to 12:00 p.m.	<u>Hawthorne HEAT RC/Project Graduation</u> 5K Event
Cafeteria	Tuesday, November 7, 2017 5:00 a.m. to 9:00 p.m.	<u>Borough of Hawthorne</u> General Election

LINCOLN MIDDLE SCHOOL:

Facilities	Date and Times	Applicant
Cafeteria	Tuesday, November 7, 2017 5:00 a.m. to 9:00 p.m.	<u>Borough of Hawthorne</u> General Election

ROOSEVELT SCHOOL:

Facilities	Date and Times	Applicant
Gym	Tuesday, November 7, 2017 5:00 a.m. to 9:00 p.m.	<u>Borough of Hawthorne</u> General Election

WASHINGTON SCHOOL:

Facilities	Date and Times	Applicant
Gym	Tuesday, November 7, 2017 5:00 a.m. to 9:00 p.m.	<u>Borough of Hawthorne</u> General Election

BG-35. Approval of the following paid lunch meal prices for the 2017-2018 School Year:

School	2016-2017	2017-2018
High School	\$2.55	\$2.65
Middle School	\$2.40	\$2.50
Elementary Schools	\$2.30	\$2.40
Student Milk	\$.75	\$.85

BG-36. 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
HHLC	Lakeview Learning Center	Jets Trans	1	\$15,568.00 + 467.04	3/23/17-6/17

Board of Education Roll Call Vote

	Mr. <u>Clavijo</u>	Mr. <u>Doyle</u>	Mrs. <u>Goff</u>	Mr. <u>Puluse</u>	Mr. <u>Reicher</u>	Mrs. <u>Sanford</u>	Mr. <u>Terraglia</u>	Mr. <u>Turco</u>	Mr. <u>Sciarra</u>
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-37. Adoption of the following bylaw:

Bylaws 0000.02	Introduction
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PO-38. First Reading of the following policies and regulations:

Policy 2415.06	Unsafe School Choice Option
Policy 2464	Gifted and Talented Students
Policy 2622	Student Assessment

Policy 3160	Physical Examination (Teaching Staff)
Regulation R3160	Physical Examination (Teaching Staff)
Policy 4160	Physical Examination (Support Staff)
Regulation R4160	Physical Examination (Support Staff)
Policy 5116	Education of Homeless Children
Regulation R5116	Education of Homeless Children
Policy 5460	High School Graduation
Policy 8350	Records Retention

PO-39. Second Reading and adoption of the following policies and regulations:

Policy 2460	Special Education
Policy 2467	Surrogate Parents and Foster Parents
Regulation 2460	Special Education
Regulation 2460.1	Special Education – Location, Identification, and Referral
Regulation 2460.8	Special Education Free and Appropriate Public Education
Regulation 2460.9	Special Education Transition From Early Intervention Program to Preschool Programs
Regulation 2460.15	Special Education In Service Training Needs for Professional and Paraprofessional Staff
Regulation 2460.16	Special Education Instructional Material to Blind or Print-Disabled Students

COMMITTEE AND LIAISON REPORTS:

<u>COMMITTEE</u>	<u>CHAIRPERSON</u>
Buildings & Grounds.....	Michael Doyle
Board of Recreation Liaison.....	Michael Doyle
Shared Services	Michael Doyle
Finance & Administration	Alex Clavijo
Council Liaison	Alex Clavijo
Curriculum & Instruction	Bruce Reicher
Policy.....	Abigail Goff
Redistricting	Abigail Goff
HEF/SEPAC/PTOs.....	Anthony Puluse
Legislative	Tania Sanford
PCSBA	Louis B. Turco

OLD BUSINESS:

NEW BUSINESS:

PUBLIC BE HEARD:

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-40. **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	5/19/17	Criminal Justice Classes	HPD Shooting Range	HPS	\$0.00	

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-41.	Matthew Spagnuolo	Approve	Home Instructor	n/a	\$35.15 per hour	District	4/19/17	6/30/17	Home Instructor – Teaching Staff
P-42.	Erica Monteleone	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	Last Day 6/21/17	Part Time Para Appointment
P-43.	Julie Schmidberger	Extra Duty	Chaperone for Students (file #040817, #040917, & #041017)	n/a	\$32.92 per hour	HHS	4/2/17	6/21/17 or end of season	Chaperone during Track
P-44.	Steven Johnson Jessica Biondi	Extra Duty	Supervision of State Portfolio Assessment for Grade 12 Students	n/a	\$34.00 per hour not to exceed 20 hours per person	HHS	4/19/17	6/21/17	Supervision of State Portfolio Assessment for Grade 12 Students

** 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.*

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. Award of a transportation contract to the Northern Region Educational Services Commission, 45 Reinhardt Road, Wayne, New Jersey, 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
HAWT	Hawthorne HS / Jefferson Elem	Jets Trans	3	\$15,980.00 + 479.40	4/5/17 – 6/17