

HAWTHORNE PUBLIC SCHOOLS

HAWTHORNE, NEW JERSEY

Tuesday, January 19, 2021

Executive Session – 6:00 P.M.

Regular Meeting – 7:00 P.M.

Meeting Being Held Virtually

This Meeting is Being Recorded

MEETING CALLED TO ORDER:

Time: 6:07 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 Herald News, The Record, and filed with the Clerk of the Borough of Hawthorne.

ROLL CALL:	PRESENT	ABSENT	Time of arrival after meeting has been called to order.
Joseph Carr	X		
Abigail Goff	X		
Alma Morel	X		
Anthony Puluse	X		
Bruce Reicher	X		
Marco Totaro	X		
Louis B. Turco	X		
Alex Clavijo	X		

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

FLAG SALUTE:

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 6:08 p.m. Mr. Turco moved the board go into executive session, seconded by Mr. Carr

Ayes - Mr. Totaro, Mr. Clavijo, Mr. Carr, Mr. Goff
 Mr. Reicher, Mr. Puluse, Mr. Turco, Dr. Morel
 Nays - None
 Abstain - None
 Absent - None

MOTION TO EXIT FROM PRIVATE SESSION:

At 6:40 p.m. Mr. Turco moved the board exit executive session, seconded by Mr. Carr

Ayes - Mr. Carr, Mr. Totaro, Ms. Goff, Mr. Clavijo
 Mr. Reicher, Mr. Turco, Mr. Puluse, Dr. Morel
 Nays - None
 Abstain - None
 Absent - None

Also Present:

Approximately 23 members of the public via YouTube and Zoom

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, the meeting is open to the public for the purpose of addressing items listed for approval on this agenda only. The second opportunity occurs just prior to adjournment, when citizens may address any subject matter that is pertinent to and/or directly related to the operation of the school district.

If you wish to make a comment or ask a question during the public portion of the meeting, you may submit the question by accessing the “Q&A” feature on the bottom of the Zoom screen or you may submit a question via our Board of Education email address at HawthorneBOE@hawthorne.k12.nj.us. When submitting questions via zoom or email please be sure to include your *first and last name, address, and email address followed by your question*. We will do our best to answer all questions in the order in which they are received. If for some reason we are unable to answer your question, someone from the district will respond using the email address you’ve provided.

The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Please note that the Board will not respond to comments regarding students or board employees in light of the privacy rights held by those individuals. Moreover, the Board discourages comments about such individuals, and will not be responsible for such comments. Members of the public who choose to speak during this public session should carefully consider their comments, since they could be held personally liable for any statements they make.

Finally, please note that in accordance with District Policy the Board will not officially comment or respond to any matter mentioned unless it can confirm that the matter has first been brought to the attention of the appropriate school personnel in an attempt to resolve the issue.

PUBLIC BE HEARD - AGENDA ITEMS ONLY: None

APPROVAL OF MINUTES:

December 15, 2020 – Regular Meeting – Public & Private

Approval of Minutes moved by Ms. Goff, seconded by Mr. Totaro

- Ayes - Mr. Carr, Mr. Totaro, Ms. Goff, Mr. Clavijo
Mr. Reicher, Mr. Turco, Mr. Puluse**
- Nays - None**
- Abstain - Dr. Morel**
- Absent - None**

CORRESPONDENCE: None

PRESENTATIONS:

- 2019-2020 Audit – Mr. Swisher of Suplee, Clooney and Company
Mr. Swisher presented the results of the 2019-2020 Audit

REPORTS:

- Student Council Representative's Report – Alison Perini – See attached Report
- Superintendent’s Report - Richard A. Spirito

Mr. Spirito reported on the following items:

- School Board Recognition Month – Mr. Spirito read a statement
- Kindergarten registration
- Integrated pre-school registration
- QSAC Update – Hawthorne District was waived until 2023-24 school year
- Diversity Committee update
- Board member vacancy
- COVID-19 – continuing to monitor situation; taking every precaution to keep everyone safe

CURRICULUM AND INSTRUCTION:

Abigail Goff, 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 Homebound Instruction Agreement with Silvergate Prep for Hawthorne resident student (file #010121) at a rate of \$50 per hour for a total of 10 hours of instruction per week commencing January 4, 2021.

CI-1 - moved by Ms. Goff, seconded by Mr. Puluse

- Ayes - Mr. Carr, Mr. Totaro, Ms. Goff, Mr. Clavijo
Mr. Reicher, Mr. Turco, Mr. Puluse, Dr. Morel**
- Nays - None**
- Abstain - None**
- Absent - None**

PERSONNEL:

Abigail Goff

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 Ending Date	Reason/ Account
P-2.	Kristen Balsam	Adjust Leave	Teacher of Music	n/a	n/a	JS/WS	1/11/21	5/31/21	Adjustment of Leave Start Date
P-3.	Jaclyn Schluter	Adjust Leave	Teacher of Students with Disabilities - STEPS	n/a	n/a	WS	1/11/21	5/31/21	Adjustment of Leave Start Date
P-4.	Tyler Kneidl	Resign	Teacher of Science	n/a	n/a	HHS	3/15/21	Last Day 3/12/21	Resignation
P-5.	Theresa Whitty	Resign	Teacher of the Handicapped	n/a	n/a	HHS	12/22/20	Last Day sixty days or sooner	Resignation
P-6.	Danielle Padron	Decline	Long Term Substitute Teacher of Music	n/a	n/a	JS/WS	n/a	n/a	Declined Leave of Absence position covering Kristen Balsam
P-7.	Jillian Gonzalez	Resign	Part Time Para	n/a	n/a	JS	12/23/20	Last Day 12/22/20	Resignation
P-8.	Dana Bucci	Resign	Part Time Para	n/a	n/a	WS	1/18/21	Last Day 1/15/21	Resignation
P-9.	Jeffrey Vanderhook	Hire	School Security	n/a	\$25 per hour No Benefits	District	Upon Completion of Criminal History Review	6/30/21	School Security
P-10.	John Passero	Extra Duty	Basketball – MS – B	n/a	Stipend of \$3,730	LMS	2020-2021 Season	End of Season	Extra Duty Coaching Assignment
P-11.	Mathew Massahos	Extra Duty	Basketball – MS – G	n/a	Stipend of \$3,730	LMS	2020-2021 Season	End of Season	Extra Duty Coaching Assignment
P-12.	Alyson Toman	Hire	Computer Technician	n/a	Pro-rated on the basis of an annual salary of \$35,000	District	1/25/21 Contingent Upon Completion of Criminal History Review	6/30/21	To Fill a Vacancy Created by the Resignation of Jimmy Jimenez
P-13.	Danyelle Balaskovits	Hire	Long Term Substitute Physical Education Teacher	BA/1	\$95/day while teacher is on payroll then \$273/day No Benefits pending NJ State Certification	JS	1/11/21 Contingent Upon Completion of Criminal History Review	5/31/21 or the return of the regular teacher	To Fill a Vacancy Created by the Leave of Absence of Amy Phiefer
P-14.	Natalie Donohue	Hire	Long Term Substitute Music Teacher	BA/1	\$95/day while teacher is on payroll then \$273/day No Benefits	JS/WS	1/25/21 Contingent Upon Completion of Criminal History Review	5/31/21 or the return of the regular teacher	To Fill a Vacancy Created by the Leave of Absence of Kristen Balsam

** 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-15. Approval of the following person(s) to serve as (a) substitute teacher(s) in the Hawthorne Public School District for the 2020-2021 school year, 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 he/she/they remain on call to serve as (a) daily substitute teacher(s) as the need may arise for which he/she/they will be compensated \$95.00 per full day, no benefits. Substitutes working a half day schedule shall receive \$47.50, no benefits. In the event the criminal history check(s) is/are not completed, this/these application(s) is/are subject to the approval of the County Superintendent for emergent hiring procedures. The employment of this/these individual(s) is/are subject to the determination of the administration as to when he/she/they is/are needed.

Danyelle Balaskovits		Melanie Lota		Joseph Walker
Brianna Brislin		Brian Reilly		

Appointments, Retirements, Terminations, Resignations, Rescissions:

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Notice Date or Ending Date	Reason/ Account
P-25.	Brianna Brislin	Appoint	Substitute Teacher in the SACC Program As Needed	n/a	\$25.19 Per Hour No Benefits	JS/RS/WS	Upon Completion of Criminal History Review	6/18/21 or Last Day for Students	Substitute Teacher in the School Age Child Care Program

- P-26. Approval of Tara Temprano to provide BSI Tier 3 Support and Teacher On Call homework support for the 2020-2021 school year at the rate of \$34.77 per hour. Funded by CARES Act and Title 1.

P-2-15, P-25-26 - moved by Ms. Goff, seconded by Mr. Carr

- Ayes - Mr. Carr, Mr. Totaro, Ms. Goff, Mr. Clavijo
 Mr. Reicher, Mr. Turco, Mr. Puluse, Dr. Morel
- Nays - None
- Abstain - None
- Absent - None

FINANCE AND ADMINISTRATION:

Louis B. Turco, Chairperson

ACTION ITEMS:

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

- F-16. Acceptance of the Secretary's and Treasurer's Report for December 2020 and the Board Secretary certifies that no budgetary line item account has been over expended and that sufficient funds are available to meet the District's financial obligation
- F-17. Approval to make the necessary transfers for the period December 1, 2020 through December 31, 2020, for the budget year 2020-2021 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-18. 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-19. APPROVAL TO ACCEPT COMPREHENSIVE ANNUAL FINANCIAL REPORT.

Upon the recommendation of the Superintendent in consultation with the Business Administrator to accept the Comprehensive Annual Financial Report (CAF) with no recommendations and no findings as prepared by the firm of Suplee, Clooney and Company for the fiscal year ending June 30, 2020 and further, that the Board has publicly reviewed the Audit Synopsis.

The review and acceptance of the independent Comprehensive Annual Financial Report with no recommendations and no findings of the Hawthorne Board of Education; the Auditor Management Report for the period ending June 30, 2020; and the Audit Synopsis Report prepared by the firm of Suplee, Clooney and Company in accordance with N.J.S.A. 18A23-1 through 11.

A-20. BE IT RESOLVED by the Hawthorne Board of Education (hereinafter referred to as the “Board”) that the terms, stipulations and conditions as established in the Release between the Board and the Parents of a student (file # 010221) whose name is on file in the Superintendent’s office, and which Release is located in the student’s file, are hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Release, and any other documents necessary to effectuate the settlement.

F-16-19, A-20 - moved by Mr. Turco, seconded by Mr. Puluse

- Ayes - Mr. Carr, Mr. Totaro, Ms. Goff, Mr. Clavijo
Mr. Reicher, Mr. Turco, Mr. Puluse, Dr. Morel**
- Nays - None**
- Abstain - None**
- Absent - None**

CLAIMS:

Bruce Reicher

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

CL-21. Approval of the January 2021 Bill List.

It is recommended that the Board approve the bill list for the month of January 2021.

CL-21 - moved by Mr. Reicher, seconded by Mr. Carr

- Ayes - Mr. Carr, Mr. Totaro, Ms. Goff, Mr. Clavijo
Mr. Reicher, Mr. Turco, Mr. Puluse, Dr. Morel**
- Nays - None**
- Abstain - None**
- Absent - None**

BUILDINGS AND GROUNDS:

Marco Totaro, Chairperson

ACTION ITEMS:

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

- BG-22. 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
Q1058	Allegro School	Castro Transportation	1	\$8,840.00 + \$265.20	12/3/20-1/29/21

- BG-23. WHEREAS, the Hawthorne Board of Education advertised for bids for the Window Upgrades in Various Schools Project ("Project")

WHEREAS, on December 23, 2020, the Board received bids for the Project; and

WHEREAS, the purported low bidder, Premier Group Inc. ("Premier"), submitted a materially defective bid insofar as it failed to include a quality assurance information, including Bidder's Acknowledgment form and product data, as required by the Project specifications, as well as list an electrical subcontractor, which together are non-waivable material defects; and

WHEREAS, the next lowest bidder, D&E Window and Door, LLC ("D&E"), submitted a bid with a base bid price of \$2,776,000, together with Alternate No. 1 in the amount of \$318,000, and Alternate No. 2, in the amount of \$79,800, for a total contract sum of \$3,173,800; and

WHEREAS, D&E submitted a materially responsive bid and it is the Board's desire to award the contract for the project to D&E.

NOW, THEREFORE BE IT RESOLVED that the Board hereby reject's Premier's bid for being materially defective.

BE IT FURTHER RESOLVED that the Board hereby awards the contract for the Project to D&E for a total contract sum of \$3,173,800.

BE IT FURTHER RESOLVED, that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project specifications, together with an AA201-Project Manning Report, an executed contracts, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED, that the Board Attorney is hereby directed to draft an agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for this project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

- BG-24. WHEREAS, the Hawthorne Board of Education (the "Board") advertised for bids for the District-Wide Door Upgrades Project ("the Project"); and

WHEREAS, on December 15, 2020, the Board received bids for the Project; and

WHEREAS, Jersey Architectural Door & Supply, Inc. (“Jersey Architectural”) submitted the lowest bid for the Project with a base bid in the amount of \$520,217, together with Alternate No. 1 in the amount of \$19,591, Alternate No. 2 in the amount of \$44,192, Alternate No. 3 in the amount of \$105,217, Alternate No. 4 in the amount of \$34,442, and Alternate No. 5 in the amount of \$22,463 for a total contract sum of \$746,122; and

WHEREAS, the bid submitted by Jersey Architectural is responsive in all material respects and the Board is desirous of awarding the contract for the Project to Jersey Architectural.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards the bid for the Project to Jersey Architectural, in the total contract sum of \$746,122.

BE IT FURTHER RESOLVED, that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project specifications, together with an AA201-Project Manning Report, an executed contracts, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED, that the Board Attorney is hereby directed to draft an agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for this project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

BG-22-24 - moved by Mr. Totaro, seconded by Mr. Turco

- Ayes - Mr. Carr, Mr. Totaro, Ms. Goff, Mr. Clavijo
Mr. Reicher, Mr. Turco*, Mr. Puluse, Dr. Morel**
- Nays - None**
- Abstain - None**
- Absent - None**

***Mr. Turco – with reservation on BG-22**

COMMITTEE AND LIAISON REPORTS:

COMMITTEE

CHAIRPERSON

Legislative Joseph Carr

Mr. Carr reported on the following items:

- OMASTA Commission
- Purchasing of goods/services co-operative for COVID-19
- Diversity and inclusion instruction

PCSBA Alex Clavijo

No Report

NJSBA..... Abigail Goff

Ms. Goff reported on upcoming events and webinars on the NJSBA website

Curriculum & Instruction Abigail Goff

No Report

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

Mr. Puluse reported on the following items:

- SEPAC – January 27 Zoom meeting
- HEF/HSPTO – Wheel for Education – on facebook and ongoing

Buildings & Grounds..... Marco Totaro

Mr. Totaro reported on the following items:

- High school Culinary and STEM - final inspections done
- LMS media center and science rooms – finished and waiting final inspection
- Boilers at Roosevelt – temporary trailers have been removed
- Power outage during December break
- Roosevelt and Jefferson roofing projects completed

Council Liaison Marco Totaro

Mr. Totaro reported he attended the Council Reorganization meeting.

Policy..... Marco Totaro

No Report

Finance & Administration..... Louis B. Turco

No Report

PUBLIC BE HEARD: No one wished to speak

GENERAL COMMENTS AND QUESTIONS FROM THE BOARD RELATED TO SCHOOL DISTRICT:

Ms. Goff thanked the community and administration for their hard work and support opening schools.

Mr. Clavijo discussed the role of members past and present and wished the Board a successful 2021.

NEW BUSINESS: None

OLD BUSINESS: None

MOTION TO ADJOURN:

At 7:45 p.m. Ms. Goff moved the board adjourn, seconded by Mr. Turco

- | | | |
|---------|---|--|
| Ayes | - | Mr. Totaro, Mr. Clavijo, Mr. Carr, Mr. Goff
Mr. Reicher, Mr. Puluse, Mr. Turco, Dr. Morel |
| Nays | - | None |
| Abstain | - | None |
| Absent | - | None |

Respectfully submitted,

Trude Engle,
Board Secretary