



HAWTHORNE PUBLIC SCHOOLS
HAWTHORNE, NEW JERSEY



Tuesday, December 12, 2023
Regular Meeting – 7:00 P.M.
Board of Education Meeting Room


This Meeting is Being Recorded

MEMBERS OF THE BOARD


Abigail Goff, President
Alex Clavijo, Vice President

Joseph Carr
Michael Doyle
Jennifer Ehrentraut
Alma Morel
Anthony Puluse
Jay Shortway
Marco Totaro

Richard A. Spirito, Superintendent of Schools
Jenine Murray, Business Administrator/Board Secretary



Next Meeting
Reorganization Meeting
January 2, 2024 at 7:00 P.M.



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 Herald News, The Record, 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. |
|---------------------|---------|--------|---|
| Joseph Carr | | | |
| Alex Clavijo | | | |
| Michael Doyle | | | |
| Jennifer Ehrentraut | | | |
| Alma Morel | | | |
| Anthony Puluse | | | |
| Jay Shortway | | | |
| Marco Totaro | | | |
| Abigail Goff | | | |

Also Present: Richard A. Spirito, Superintendent of Schools
Jenine Murray, 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, 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.

Persons wishing to speak must upon being recognized, rise, state their name, address and subject matter. Comments and questions shall be addressed to the Board President or the presiding officer and shall be limited to five minutes per person. The Board may (or may not) respond to issues raised by members of the public at the time they are raised, but will provide a response if and when appropriate.

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:

APPROVAL OF MINUTES:

November 7, 2023 – Special Meeting
November 14, 2023 – Regular Meeting - Public & Private

Board of Education Roll Call Vote

| | <u>Mr. Carr</u> | <u>Mr. Clavijo</u> | <u>Mr. Doyle</u> | <u>Ms. Ehrentraut</u> | <u>Dr. Morel</u> | <u>Mr. Puluse</u> | <u>Mr. Shortway</u> | <u>Mr. Totaro</u> | <u>Mrs. Goff</u> |
|----------------|------------------------|---------------------------|-------------------------|------------------------------|-------------------------|--------------------------|----------------------------|--------------------------|-------------------------|
| Motion | | | | | | | | | |
| Aye | | | | | | | | | |
| Nay | | | | | | | | | |
| Abstain | | | | | | | | | |
| Absent | | | | | | | | | |

CORRESPONDENCE:

REPORTS:

- A. Student Council Representative's Report – Brianna Counsellor
- B. Superintendent’s Report – Dr. Richard A. Spirito

CURRICULUM AND INSTRUCTION:

Alma Morel, 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 | Group | Destination | Transportation | Cost Per Student | Outside Funding |
|---------------|----------------------|----------------------|-----------------------|-------------------------|------------------------|
| HHS | ARCH Program | Bergen Town Center | HPS | \$0.00 | \$0.00 |
| HHS | Performing Arts Club | Senior Center Totowa | HPS | \$0.00 | \$0.00 |
| LMS | Enrichment | Jefferson School | HPS | \$0.00 | \$0.00 |
| RS | Grade 5 | The Funplex | HPS | \$0.00 | PTO Funded |
| *LMS | LMS Student Council | Jefferson School | HPS | \$0.00 | \$0.00 |

- CI-2. The Hawthorne Board of Education approves the New Jersey Quality Single Accountability Continuum District Performance Review (NJQSAC DPR) for the 2023-2024 state monitoring.
- CI-3. Approval of an agreement with Guzman Educational Consultants, LLC for Sheltered English Instruction: Content and Language Learning Professional Development for six (6) sessions for a total of \$6,000.00.
- CI-4. Approval of an agreement with Language Learning Network to provide 2 onsite instructional teachers at a rate of \$122,100.00.
- CI-5. Approval of the attached Educational Rate Sheet for 2023-2024 school year for Delta-T Group.
- CI-6. Approval of an agreement with Shore O&M for orientation and mobility services and evaluations, as needed, at a rate per the attached fee sheet.

- CI-7. Approval of an agreement with Bergen County Special Services School District for a Teacher of the Deaf and Hard of Hearing for two (2) monthly sessions from November 2023 through June 2024 at a rate not to exceed \$2,475.00 for Student (file# 120123).
- CI-8. Approval of an agreement with Bergen County Special Services School District for Occupational Therapy Evaluation for the 2023–2024 school year at a rate not to exceed \$790.00 for Student (file# 120223).
- CI-9. Approval of an agreement with Learn Well for 10 hours of educational services per week for one resident student beginning December 4, 2023 at a rate of \$57.75 per hour for Student (file# 120323).
- CI-10. Approval of an agreement with Above and Beyond Learning Group for BCBA Services from February 1, 2024 through June 18, 2024 for 13.25 hours per week, at a rate of \$130.00 per hour.
- CI-11. Approval of an agreement with Central Reach for the 2023–2024 school year at a rate of \$17,250.00.
- CI-12. Approval of home instruction for Hawthorne resident pupil as follows:
 - a. Student (file #12042023) – Instruction starting date: 12/6/23
Home Instructor(s) – Educere and Teachers TBD
- CI-13. Approval of alternative school for Hawthorne resident pupil as follows:
 - a. Student (file #12052023) – Instruction starting date: TBD
Home Instructor(s) – Educere
 - b. Student (file #12062023) – Instruction starting date: TBD
Home Instructor(s) – Educere

Board of Education Roll Call Vote

| | Mr. Clavijo | Mr. Doyle | Ms. Ehrentraut | Dr. Morel | Mr. Puluse | Mr. Shortway | Mr. Totaro | Mr. Carr | Mrs. Goff |
|---------|----------------|--------------|-------------------|--------------|---------------|-----------------|---------------|-------------|--------------|
| Motion | | | | | | | | | |
| Aye | | | | | | | | | |
| Nay | | | | | | | | | |
| Abstain | | | | | | | | | |
| Absent | | | | | | | | | |

PERSONNEL:

Jennifer Ehrentraut, Chairperson

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-1. | Keshia Golding-Cooper | Resign | Director of Guidance | n/a | n/a | HHS | 1/13/24 | Last Day on Payroll 1/12/24 | Resignation |

| Item # | Name | Action | Position | Degree /Step | Salary | School | Effective Date | Notice Date or Ending Date | Reason/ Account |
|--------|------------------------|------------|---------------------------------------|--------------|--|----------|--|------------------------------|---|
| P-2. | John Codomo | Retire | Guidance Counselor | n/a | n/a | HHS | 3/1/24 | Last Day on Payroll 2/29/24 | Retirement |
| P-3. | Lucia Dolin | Retire | ESL Teacher | n/a | n/a | HHS/ LMS | 2/1/24 | Last Day on Payroll 1/31/24 | Retirement |
| P-4. | Mary Vargas | Leave | Teacher of Students with Disabilities | n/a | n/a | RS | 2/12/24 | 6/30/24 | Approval of Maternity Leave and Federal/State Family Leave of Absence in accordance with the Federal/State Family Leave Act followed by Child Rearing Leave |
| P-5. | Amy D'Ovidio | Hire | Teacher of Art | BA/15 | Pro-rated on the basis of an annual salary of \$83,270 | JS/WS | 1/2/24 pending criminal history review | 6/30/24 | To Fill a Vacancy Created by the Retirement of Joey Carradori |
| P-6. | Alexander Davis | Resign | Part Time Para | n/a | n/a | HHS | 12/31/23 | Last Day on Payroll 12/31/23 | Resignation |
| P-7. | Georgia Margariti | Resign | Part Time Para | n/a | n/a | RS | 11/18/23 | Last Day on Payroll 11/17/23 | Resignation |
| P-8. | Deborah Kirschner | Extra Duty | Speech Language Specialist | n/a | \$58.88 per hour | RS | 2023-2024 SY | n/a | Make up Sessions |
| P-9. | Steven Franklin | Extra Duty | Choral Director | n/a | Stipend of \$1,946 | HHS | 2023-2024 SY | n/a | Extra Duty Assignment |
| P-10. | Jonelle Genberg | Extra Duty | LMS LEGO Club Advisor | n/a | Stipend of \$1,338 | LMS | 2023-2024 SY | n/a | Extra Duty Assignment |
| P-11. | Rita Klein Poma | Extra Duty | Assistance with LMS Drama Production | | \$33.66/hr. not to exceed 20 hours | LMS | 2023-2024 SY | 2023-2024 SY | Assistance with the LMS Drama Production |
| P-12. | Teresa Magna Davenport | Extra Duty | Chaperone | n/a | \$33.66 per hour | HHS | 12/7/23 12/20/23 | n/a | Chaperone for Students (file # 120723 and # 120823) for the Winter Dance and Winter Concert |
| P-13. | Philip Schneider | Extra Duty | Chaperone | n/a | \$33.66 per hour | HHS | 12/7/23 | n/a | Chaperone for Student (file # 120923) for the Winter Dance |
| P-14. | Faiza Jatkar | Extra Duty | Chaperone | n/a | \$33.66 per hour | HHS | 2023-2024 SY | n/a | Chaperone for Student (file # 120923) for the Art Club |
| P-15. | Julie Schmidberger | Extra Duty | Chaperone | n/a | \$33.66 per hour | HHS | 12/7/23 | n/a | Chaperone for Student (file # 121023) for the Winter Dance |

| Item # | Name | Action | Position | Degree /Step | Salary | School | Effective Date | Notice Date or Ending Date | Reason/ Account |
|--------|--|------------|---------------------------|--------------|------------------|-------------|------------------|----------------------------|---|
| P-16. | Alexander Davis | Extra Duty | Chaperone | n/a | \$20.00 per hour | HHS | 12/20/23 | n/a | Chaperone for Student (file # 121023) for the Winter Concert |
| P-17. | Kristine Blau | Extra Duty | Chaperone | n/a | \$33.66 per hour | LMS | 12/14/23 | n/a | Chaperone for Students (file # 121123, #121223, and #121323) for the Winter Concert |
| P-18. | Diane Maher | Extra Duty | Chaperone | n/a | \$33.66 per hour | HHS | 12/7/23 | n/a | Chaperone for Student (file # 121423) for the Winter Dance |
| P-19. | Kimberly Bednar; Kristine Blau; Barbara Mulvey | Extra Duty | Chaperones | n/a | \$33.66 per hour | LMS | 2023-2024 Season | End of Season | Chaperones for Student (file # 121523) for Wrestling Practices and Matches |
| P-20. | Francis Riley | Volunteer | Volunteer Wrestling Coach | n/a | n/a | HHS/ LMS | 2023-2024 Season | End of Season | Volunteer Wrestling 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-21. Approval of the following person(s) to serve as (a) substitute teacher(s) in the Hawthorne Public School District for the 2023-2024 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 \$105.00 per full day, no benefits. Substitutes working a half day schedule shall receive \$52.50, 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.

| | | |
|-------------------|------------------|-------------|
| Stephen E. Brown | Thomas Jefferson | Ryan Munson |
| Nicholas Forsythe | Kayla Matos | |

Appointments, Retirements, Terminations, Resignations, Rescissions:

| Item # | Name | Action | Position | Degree /Step | Salary | School | Effective Date | Notice Date or Ending Date | Reason/ Account |
|--------|-------------------|----------|--------------------|--------------|--------|--------|----------------|----------------------------|--|
| *P-22. | Jessica Tomarchio | Transfer | Guidance Counselor | n/a | n/a | HHS | 3/1/24 | 6/30/24 | Transfer from Elementary to High School To Fill a Vacancy Created by the Retirement of John Codomo |

| Item # | Name | Action | Position | Degree /Step | Salary | School | Effective Date | Notice Date or Ending Date | Reason/ Account |
|--------|----------------|--------|----------------------|--------------|---|--------|---|----------------------------|---|
| *P-23. | Debora Pfeifer | Hire | Director of Guidance | n/a | Pro-rated on the basis of an annual salary of \$115,000 | HHS | Upon release of current district, Pending Criminal History Review | 6/30/24 | To Fill a Vacancy Created by the Resignation of Keshia Golding-Cooper |
| *P-24. | Peppi Gardner | Resign | Part Time Para | n/a | n/a | JS | 12/22/23 | 12/22/23 | Resignation |

Board of Education Roll Call Vote

| | Mr. Doyle | Ms. Ehrentraut | Dr. Morel | Mr. Puluse | Mr. Shortway | Mr. Totaro | Mr. Carr | Mr. Clavijo | Mrs. Goff |
|---------|-----------|----------------|-----------|------------|--------------|------------|----------|-------------|-----------|
| Motion | | | | | | | | | |
| Aye | | | | | | | | | |
| Nay | | | | | | | | | |
| Abstain | | | | | | | | | |
| Absent | | | | | | | | | |

FINANCE AND ADMINISTRATION:

Alex Clavijo, Chairperson

ACTION ITEMS:

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

- F-1. Acceptance of the Secretary's and Treasurer's Report for August, 2023 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-2. Approval to make the necessary transfers for the period August 1 through August 31, 2023, for the budget year 2023-2024 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-3. Approval of travel to events for Board members and employees in compliance 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-4. Resolved, that upon the recommendation of the Superintendent of Schools, the Hawthorne Board of Education approves Signal Electric Corp. Payment Application #17, in the amount of \$66,787.00 for districtwide fire alarm project.
- F-5. Resolved, that upon the recommendation of the Superintendent of Schools, the Hawthorne Board of Education approves Apex Enterprises of Union, Inc. Payment Application #9, in the amount of \$48,391.42 for Hawthorne High School Science and Media Center Renovations.
- F-6. Resolved, that upon the recommendation of the Superintendent of Schools, the Hawthorne Board of Education approves Post & Kelly Electric Co., Inc. Payment Application #14, in the amount of \$48,510.00 for districtwide generator project.

- A-1. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2023-2024: LMS 252498 and authorizes the Superintendent to notify the parents of the Board’s decision.
- A-2. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2023-2024: LMS 251733 and authorizes the Superintendent to notify the parents of the Board’s decision.
- *A-3. Approval of an agreement with School Office Solutions, LLC from January 1, 2024 through June 30, 2024 at a rate of \$5,420.00 per month.

Board of Education Roll Call Vote

| | Ms. Ehrentraut | Dr. Morel | Mr. Puluse | Mr. Shortway | Mr. Totaro | Mr. Carr | Mr. Clavijo | Mr. Doyle | Mrs. Goff |
|---------|-------------------|--------------|---------------|-----------------|---------------|-------------|----------------|--------------|--------------|
| Motion | | | | | | | | | |
| Aye | | | | | | | | | |
| Nay | | | | | | | | | |
| Abstain | | | | | | | | | |
| Absent | | | | | | | | | |

CLAIMS:

Anthony Puluse

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

- CL-1. Approval of the December 2023 Bill List.

It is recommended that the Board approve the bill list for the month of December 2023.

Board of Education Roll Call Vote

| | Dr. Morel | Mr. Puluse | Mr. Shortway | Mr. Totaro | Mr. Carr | Mr. Clavijo | Mr. Doyle | Ms. Ehrentraut | Mrs. Goff |
|---------|--------------|---------------|-----------------|---------------|-------------|----------------|--------------|-------------------|--------------|
| Motion | | | | | | | | | |
| Aye | | | | | | | | | |
| Nay | | | | | | | | | |
| Abstain | | | | | | | | | |
| Absent | | | | | | | | | |

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-1. 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 |
|---|---|---|
| Gym, Locker Rooms, Bathrooms, Cafeteria | Wednesday, December 27, 2023 Thursday, December 28, 2023 8:00 a.m. to 5:00 p.m. | <u>Hawthorne Athletics Booster Club</u> Basketball Tournament |

| Facilities | Date and Times | Applicant |
|---|--|--|
| Gym, Locker Rooms, Bathrooms, Cafeteria | Saturday, February 3, 2024 6:30 a.m. to 5:00 p.m. | Hawthorne Athletics Booster Club Passaic County JV Wrestling Tournament |
| Auditorium | Monday – Friday 7/29/24 – 8/2/24 9:00a.m. to 4:00 p.m. Mon. & Tues. 9:00a.m. to 2:00 p.m. and 4:00 p.m. to 10:00 p.m. Wed. 4:30 p.m. to 10:00 p.m. Thu. & Fri. | Willie Wilson’s Theatre Arts Group Children’s Musical Theatre Production |

Board of Education Roll Call Vote

| | Mr. Puluse | Mr. Shortway | Mr. Totaro | Mr. Carr | Mr. Clavijo | Mr. Doyle | Ms. Ehrentraut | Dr. Morel | Mrs. Goff |
|----------------|-------------------|---------------------|-------------------|-----------------|--------------------|------------------|-----------------------|------------------|------------------|
| Motion | | | | | | | | | |
| Aye | | | | | | | | | |
| Nay | | | | | | | | | |
| Abstain | | | | | | | | | |
| Absent | | | | | | | | | |

COMMITTEE AND LIAISON REPORTS:

COMMITTEE

| | |
|--------------------------------|----------------|
| Legislative | Joseph Carr |
| Finance & Administration | Alex Clavijo |
| PCSBA | Alex Clavijo |
| Council Liaison | Jen Ehrentraut |
| NJSBA..... | Abigail Goff |
| Policy..... | Alma Morel |
| HEF/SEPAC/PTOs..... | Anthony Puluse |
| Curriculum & Instruction | Alma Morel |
| Buildings & Grounds..... | Marco Totaro |

CHAIRPERSON

PUBLIC BE HEARD:

At this time, members of the public may ask questions or make comments on educational issues or school matters.

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

NEW BUSINESS:

OLD BUSINESS:

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

