



HAWTHORNE, NEW JERSEY



Tuesday, April 16, 2024
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
Erica Mulkey-Koltzan
Anthony Puluse
Jay Shortway
Marco Totaro

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



Next Meeting
Public Budget Hearing
April 30, 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			
Erica Mulkey-Koltzan			
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:**

March 19, 2024 – Regular Meeting - Public & Private

Board of Education Roll Call Vote

	Mr. <u>Carr</u>	Mr. <u>Clavijo</u>	Mr. <u>Doyle</u>	Ms. <u>Ehrentraut</u>	Mrs. <u>Mulkey-Koltzan</u>	Mr. <u>Puluse</u>	Mr. <u>Shortway</u>	Mr. <u>Totaro</u>	Mrs. <u>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:**Jennifer Ehrentraut, 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	Performing Arts Club, Dance and Theatre Students	Gershwin Theatre	NRESC	\$70.00	Busing Reduced through Fundraising
HHS	Peer Leaders	Hawthorne Bandshell	HPS	\$0.00	\$0.00
HHS	Performing Arts Club	Fair Lawn Senior Center	HPS	\$0.00	\$0.00
WS	Second Grade	Liberty Science Center	HPS	\$13.00	\$6.00 PTO
HHS	Peer Leaders	William Paterson University	HPS	\$0.00	\$0.00
HHS	Senior Class	Dorney Park	NYNJ Bus Charter Services	\$0.00	\$0.00
*HHS	Latin American Studies	Bryant Park & Pio Pio Restaurant	NRESC	\$25.00	\$25.00

- CI-2. Approval of the revised school calendar for the 2023-2024 school year.
- CI-3. Approval of an agreement with Preferred Home Health Care & Nursing Services for a PCA for one resident student (file # 040124) for 3 hours a day for the 2024-2025 ESY program from July 1, 2024 through July 31, 2024 at a rate of \$45.00 per hour.
- CI-4. Approval of an agreement with Preferred Home Health Care & Nursing Services for one resident student (file # 040224) for the 2024-2025 ESY program and the 2024-2025 school year beginning July 1, 2024 through June 30, 2025. The LPN rate is \$62.00 per hour and RN rate is \$69.00 per hour.

- CI-5. Approval of an agreement with 247 Healthcare Solutions LLC dba Interim Healthcare for a nurse for one resident student (file # 040324) for the 2024-2025 ESY program from July 1, 2024 through July 31, 2024 at a rate of \$85.00 per hour.
- CI-6. Approval of an agreement with 247 Healthcare Solutions LLC dba Interim Healthcare for a PCA/Para for one resident student (file # 040424) for the 2024-2025 ESY program from July 1, 2024 through July 26, 2024 at a rate of \$54.00 per hour.

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-7.	Educational Partnership for Instructing Children, Inc.	\$569.62 per diem for 10 days \$5,696.20	n/a	n/a	Student (file# 040524)	6/2024	23-24 SY

Board of Education Roll Call Vote

	Mr. <u>Clavijo</u>	Mr. <u>Doyle</u>	Ms. <u>Ehrentraut</u>	Mrs. <u>Mulkey-Koltzan</u>	Mr. <u>Puluse</u>	Mr. <u>Shortway</u>	Mr. <u>Totaro</u>	Mr. <u>Carr</u>	Mrs. <u>Goff</u>
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.	Cathy Della Pesca	Retire	School Social Worker	n/a	n/a	JS/RS	7/1/24	6/30/24 Last Day on Payroll	Retirement
P-2.	Megan Faucett	Leave	Teacher of Music	n/a	n/a	LMS	8/28/24	11/20/24	Approval of Maternity Leave and Federal/State Family Leave of Absence in accordance with the Federal/State Family Leave Act

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Notice Date or Ending Date	Reason/ Account
P-3.	Jaclyn Schluter	Leave	Teacher of Students with Disabilities	n/a	n/a	WS	9/3/24	1/16/25	Approval of Maternity Leave and Federal/State Family Leave of Absence in accordance with the Federal/State Family Leave Act
P-4.	Irene Villano	Extra Duty	Chaperone	n/a	\$33.66 per hour	HHS	3/28/24	n/a	Chaperone for Student (file #040624) for National Honor Society Induction
P-5.	Sonia Ramos	Hire	Part Time Para	n/a	Pro-rated on the basis of an annual salary of \$18,900 plus a stipend of \$1,800 for ABA if applicable	RS	4/17/24 Pending Completion of Criminal History Review	6/18/24	New Hire
P-6.	Allison Torrano	Hire	Part Time Para	n/a	Pro-rated on the basis of an annual salary of \$18,900 plus a stipend of \$1,800 for ABA if applicable	RS	4/17/24 Pending Completion of Criminal History Review	6/18/24	New Hire

** 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-7. 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.

Suad Abudayya	Cheree Koshy	Gabrielle LaSala
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- P-8. Acceptance of the following student(s) to complete his/her/their student field experience(s) in education in the Hawthorne Public School District during the 2023-2024 or 2024-2025 school year. This/these placement(s) is/are subject to the satisfactory

completion of the criminal history records check required by law. In the event the criminal history checks(s) is/are not completed this/these placement(s) is/are subject to the approval of the County Superintendent for emergent hiring procedures. Per this resolution this/these student(s) is/are also approved as (a) substitute teacher(s) in the Hawthorne Public School District contingent upon obtaining a county substitute certificate.

Student	College	Type	Subject Area	Coop. Teacher/Admin.	Loc
Ashley Baber	MSU	Internship	Educational Leadership	Steven Serra	CO
Benjamin Persky	Monmouth	Internship Fall 2024	School Counseling	Erin Harney Natasha Saavedra	LMS

Appointments, Retirements, Terminations, Resignations, Rescissions:

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Notice Date or Ending Date	Reason/ Account
*P-9.	Jackie Passero	Adjust	Elementary Principal	n/a	\$125,000	WS	7/1/24	6/30/25	To Fill a Vacancy Created by the Retirement of Susan Menshon

Board of Education Roll Call Vote

	Mr. <u>Doyle</u>	Ms. <u>Ehrentraut</u>	Mrs. <u>Mulkey-Koltzan</u>	Mr. <u>Puluse</u>	Mr. <u>Shortway</u>	Mr. <u>Totaro</u>	Mr. <u>Carr</u>	Mr. <u>Clavijo</u>	Mrs. <u>Goff</u>
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 February 2024 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 February 1 through February 29, 2024, 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 Pattman Plumbing, Heating and A/C, Inc. Payment Application #7, in the amount of \$48,510.00 for mechanical replacements at various schools.

- F-5. Resolved, that upon the recommendation of the Superintendent of Schools, the Hawthorne Board of Education approves Signal Electric Corp. Payment Application #18 Final, in the amount of \$32,620.00 for districtwide fire alarm project.
- F-6. Approval of the Consultation Contract with Grant Specialties to provide School Violence Prevention Program grant development, writing, budget proposal, letters of support, MOU templates and grants.gov/JustGrants portal management for the U.S. Dept of Education COPS School Violence Prevention program grant. The cost of these services is \$1,500.00.
- F-7. Approval of proposal in the amount of \$47,812.00 (Ref. Emergency Notification System Bid #ESCNJ22/23-09) with Eastern Datacomm, LLC, Hackensack, NJ to upgrade security PA system at Hawthorne Christian Academy, Hawthorne, NJ utilizing Non-Public Security Funding.
- A-1. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2023-2024: LMS 260111 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 260339 and authorizes the Superintendent to notify the parents of the Board's decision.
- A-3. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2023-2024: HHS 261475 and authorizes the Superintendent to notify the parents of the Board's decision.
- A-4. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2023-2024: RS 261661 and authorizes the Superintendent to notify the parents of the Board's decision.
- A-5. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2023-2024: LMS 260047 and authorizes the Superintendent to notify the parents of the Board's decision.
- A-6. Be it resolved that the Board of Education approve entering into a Tri-Op agreement with the Lakeland Regional High School Ice Hockey Program for the 2024-2025 and 2025-2026 school years.

Board of Education Roll Call Vote

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

CLAIMS:

Erica Mulkey-Koltzan

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

- CL-1. Approval of the April 2024 Bill List.

It is recommended that the Board approve the bill list for the month of April 2024.

Board of Education Roll Call Vote

	Mrs. <u>Mulkey-Koltzan</u>	Mr. <u>Puluse</u>	Mr. <u>Shortway</u>	Mr. <u>Totaro</u>	Mr. <u>Carr</u>	Mr. <u>Clavijo</u>	Mr. <u>Dovle</u>	Ms. <u>Ehrentraut</u>	Mrs. <u>Goff</u>
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
High School Field Note: No cars allowed down the hill. All cars must be parked on the street.	Sun. 4/21/24 - 12:00 p.m. to 4:00 p.m. Sun. 4/28/24 – 12:00 p.m. to 5:00 p.m. Sun., 5/5/24 – 10:30 a.m. to 2:30 p.m.	<u>Hawthorne Rec Lacrosse</u> Lacrosse Games
Auditorium and Room 123	Saturday, June 8, 2024 1:00 p.m. to 5:00 p.m. Sunday, June 9, 2024 1:00 p.m. to 6:00 p.m.	<u>The Dance Vault</u> Dance Recital

- BG-2. Approval of an Agreement for the 2024-2025 school year with Gloucester County Special Services School District for participation in the Cooperative Transportation Services for the coordination of transportation of students.
- BG-3. Approval of a Parent Transportation Contract to transport their own student to the Peter Cooper School, Ringwood, New Jersey for the 2024 – 2025 Extended School Year Program beginning July 1, 2024 at a rate per diem rate of \$50.00 per day.
- BG-4. Approval of a Parent Transportation Contract to transport their own student to the Peter Cooper School, Ringwood, New Jersey for the 2024 – 2025 school year for a total contract amount of \$10,000.00. Reimbursement of transportation will be made in monthly installments.
- BG-5. Approval of change order #1 awarded to Signal Electric to reduce the lump sum allowance to zero. The cost of this change reduces the original contract by \$17,500.00.
- BG-6. Approval of an agreement with GL Group for asbestos abatement work at Hawthorne High School in the amount of \$390,000.00. Work to be done under the co-op contract number HCESC-Ser-22-15.

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Michael Doyle, Chairperson

Policy/Reg.		Title
P 1140	-	Educational Equity Policies/Affirmative Action (M) (Revised)
P 1523	-	Comprehensive Equity Plan (M) (Revised)
P 1530	-	Equal Employment Opportunities (M) (Revised)
R 1530	-	Equal Employment Opportunity Complaint Procedure (M) (Revised)
P 1550	-	Equal Employment /Anti-Discrimination Practices (M) (Revised)
R 2200	-	Curriculum Content (M) (Revised)
P 2260	-	Equity in School and Classroom Practices (M) (Revised)
R 2260	-	Equity in School and Classroom Practices Complaint Procedure (M) (Revised)
P 2411	-	Guidance Counseling (M) (Revised)
P 3211	-	Code of Ethics (Revised)
R 5440	-	Honoring Student Achievement (Revised)
P 5570	-	Sportsmanship (Revised)
P 5750	-	Equitable Educational Opportunity (M) (Revised)
P 5755	-	Equity in Educational Programs and Services (M) (Abolished)
P 5841	-	Secret Societies (Revised)
P 5842	-	Equal Access of Student Organizations (Revised)
P&R 7610	-	Vandalism (Revised)
P 9323	-	Notification of Juvenile Offender Case Disposition (Revised)
P&R 2423	-	Bilingual Education (M) (Revised)
P&R 2431.4	-	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) Revised

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COMMITTEE AND LIAISON REPORTS:**COMMITTEE****CHAIRPERSON**

Legislative	Joseph Carr
Finance & Administration	Alex Clavijo
Policy	Michael Doyle
Council Liaison	Jennifer Ehrentraut
Curriculum & Instruction	Jennifer Ehrentraut
NJSBA	Abigail Goff
PCSBA	Erica Mulkey-Koltzan
HEF/SEPAC/PTOs.....	Anthony Puluse
Buildings & Grounds.....	Marco Totaro

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
4. A collective bargaining agreement and/or negotiation 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.

Board of Education Roll Call Vote

Board of Education Roll Call Vote

Board of Education Roll Call Vote

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