

**HAWORTH BOARD OF EDUCATION  
HAWORTH, NEW JERSEY 07641  
MINUTES  
JUNE 19, 2018**

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**I. CALL TO ORDER – 7:30 p.m.**

**II. FLAG SALUTE**

**III. SUNSHINE LAW STATEMENT**

All requirements of the Open Public Business Meetings Law have been met for this meeting of the Board of Education of the Borough of Haworth. On January 9, 2018 advance written notice was emailed to **The Suburbanite and The Record**, filed with the Borough Clerk, posted on the school website and forwarded to the Presidents of the Home and School Association and Teachers Association, and all persons requesting such notice.

**IV. MISSION STATEMENT**

The Haworth Public School District, a safe and nurturing small school environment, in partnership with our community, is dedicated to providing every student with educational excellence through a comprehensive, innovative and rigorous curriculum that fosters productive and responsible life-long learners in a global society. Adopted—May 28, 2013.

**V. ROLL CALL:**

Mr. Jeff Ashkenase  
Mrs. Nicole Brennan  
Mrs. Mary Anne Doran  
Mrs. Judy Eig  
Mrs. Karen Leddy - **ABSENT**  
Mr. Michael Rodino  
Mrs. Stacey Wunsch  
Mr. Paul Wolford, Business Administrator  
Mr. Bert Ammerman, Interim Superintendent  
Mrs. Stacey Cherry, esq., Fogarty & Hara  
Mrs. Kristi Giambona, Board Secretary

**VI. OPEN TO THE PUBLIC ON AGENDA ITEMS ONLY - 7:31 p.m.**

*The Board is interested in hearing your comments. In order to ensure that everyone has the opportunity to speak, we are asking that you speak once and limit your comments to three minutes. We further ask that all comments be directed to the Board. We recognize that everyone has the freedom to speak but advise you that anything said in public may have legal ramifications. There is no protection regarding statements made by the public. Please state your name before you begin.*

**VII. CLOSE THE PUBLIC PORTION - 7:31 p.m. - NO PUBLIC COMMENT**

Mr. Ammerman introduced Dr. Peter Hughes, Incoming Superintendent who then introduced to the community the school's new Principal. Welcome to Mrs. Patricia Voigt!

### **VIII. SUPERINTENDENT'S/BOARD PRESIDENT'S REPORTS**

- Kids with Character Award Presentation – criteria for the month of June is “Enthusiasm”. For June the following children have been awarded:

Kindergarten: Jack Placona, Jackson Kushner and Gavin Thatcher  
Grade 1: Gabriel Lee and Mylee Shechter  
Grade 2: Georgia Fitzsimons, Josanna Delosreyes and Lauren Knaggs  
Grade 3: Demetramaria Frangiskou, Poppy Song and Talia Zirin  
Grade 4: Anthony Sabbagh, Sophie Langer-Hurst and Camille Joyeux  
Grade 5: Alexa Weiss, Andrew Zwernemann and Charlie Brennan  
Grade 6: Justin Plump and Morgan Tredo  
Grade 7: Nathan Illouz and Emma Cammalleri  
Grade 8: Lora Bednarek and Christopher Volpe

Mr. Ammerman: Addressed the Board on his insight during his time as Interim Superintendent. Mr. Ammerman expressed his gratification about having a solid teaching staff in place. He explained that the district is in need of administrative stability, positive guidance, and a pro-active approach. He asked the community and staff to let Dr. Hughes oversee his strategic plan to its completion and follow along with the process. In summary, Mr. Ammerman exclaimed that Haworth School is well and will continue to succeed with the support of the teachers, parents, and community.

### **IX. ROUTINE RESOLUTIONS**

- a. Enrollment Report to Date – 416 total K-8 students
- b. Emergency & Crisis Situations Drill Record:  
Fire Drill: May 11, 2018  
Security Drill: May 24, 2018
- c. HIB Report for May 2018:  
Reported Cases: 1  
Number of Cases open: 0  
Number of Cases closed: 1

J. Ashkenase Moved, M. Doran Seconded  
Roll Call: 6/0

**BE IT RESOLVED, that the Haworth Board of Education approves Item IX.a. through IX.c.**

<u>ROLL CALL VOTE</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Mr. Ashkenase	✓			
Mrs. Brennan	✓			
Mrs. Doran	✓			
Mrs. Eig	✓			
Mrs Leddy				✓
Mr. Rodino	✓			
Mrs. Wunsch	✓			

**X. MINUTES**

- a. Approval of meeting minutes from the May 15, 2018 Public Business Meeting.
- b. Approval of the meeting minutes from the May 15, 2018 Executive Session.

M. Rodino Moved, J. Eig Seconded

Roll Call: 5/0/1

**BE IT RESOLVED, that the Haworth Board of Education approves Item X.a. and X.b.**

<u>ROLL CALL VOTE</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Mr. Ashkenase			✓	
Mrs. Brennan	✓			
Mrs. Doran	✓			
Mrs. Eig	✓			
Mrs Leddy				✓
Mr. Rodino	✓			
Mrs. Wunsch	✓			

**XI. CURRICULUM**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Grade 8 overnight “Lock-In” Celebration beginning on June 22, 2018 at 7:00 p.m. and concluding on June 23, 2018 at 7:00 a.m. Administrator in charge: Paul Wolford.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following staff members for the Jump Start Math program to be held from August 27, 2018 to August 31, 2018 from 9:00 a.m. to 12:00 p.m. at a rate of \$69.50 per hour (3 hours per day for 5 days).
  - Ashley Lignos
  - Melissa Mohr
  - Michael DeFelice
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 8<sup>th</sup> grade overnight field trip to Washington, DC from November 14, 2018 through November 16, 2018,

at a cost of \$591.00 (without optional insurance) per student, \$640.00 (with optional insurance) per student. Trip coordinator: Lori Scheps.

- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Gifted & Talented field trips at no cost per student, plus bus fees. Trip coordinators: Nicole Barbarino and Laura Bionde.

Grade 4	December 6, 2018	Newark Museum
Grade 4	December 7, 2018	Meadowlands Environmental Center
Grade 6	January 11, 2019	Meadowlands Environmental Center
Grade 5	February 8, 2019	Meadowlands Environmental Center
Grades 7 & 8	February 27, 2019	Meadowlands Environmental Center
Grades 7 & 8	May 25, 2019	Demarest Middle School (VIA Competition)

- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Nadine O'Reilly, Rosina Siniscalchi & Alison DeNero to attend the New Jersey International Dyslexia Association Fall Conference at the Hilton Double Tree Hotel in Somerset, NJ on September 21, 2018, at a cost of \$195.00 each, plus travel expenses.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Sandy Shumar, Region III Behaviorist to Haworth School, to attend the New Jersey Coalition for Inclusive Education Conference at Montclair State University in Montclair, NJ on June 28 & June 29, 2018, at a cost of \$255.00, plus travel expenses.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Pamela Bagot to attend the Art Educators of New Jersey Annual Conference at the Ocean Place Resort in Long Branch, NJ on October 1 & October 2 2018, at a cost of \$135.00 each, plus travel expenses.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Dr. Peter Hughes, Incoming Superintendent, to attend the Data Forward Summer Institute for Strategic Planning, Training, and Collaboration at the Lincoln Annex Kindergarten Center in North Bergen, J on July 10 & July 11, 2018, at a cost of \$200, plus travel expenses.

Mr. Ammerman explained that the new QSAC requirements may be delayed until 2020.

M. Doran Moved, M. Rodino Seconded

Roll Call: 6/0

**BE IT RESOLVED, that the Haworth Board of Education approves Item XI.a. through XI.h.**

<b>ROLL CALL VOTE</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Ashkenase	✓			
Mrs. Brennan	✓			
Mrs. Doran	✓			

Mrs. Eig	✓			
Mrs Leddy				✓
Mr. Rodino	✓			
Mrs. Wunsch	✓			

**XII. PERSONNEL**

a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Montclair State University 3 credit graduate level fall course for Angelica Formica; reimbursement to be paid at the 2018-19 school year graduate level course rate per HTA contract.

- READ 500 – Literacy Foundations

b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Sandy Shumar, Region III Behaviorist to Haworth School for the assessment of Student ID #5813167589, at an hourly rate of \$64.00, not to exceed 30 hours.

c. Upon the recommendation of the Superintendent, the Haworth Board of Education retro-actively approves Haworth Police Officers James DiVite and Kevin McKeary to attend the grade 7 Frost Valley field trip for overnight supervision at a rate of \$500.00 each per night on June 6 & June 7, 2018.

d. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts, with regret, the resignation of Eli Nowak, (.6) School Social Worker, effective June 30, 2018.

e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the accumulated sick pay for Laura Scanlan, Classroom Teacher, retirement effective June 30, 2017, for the amount of \$7,500.00 (125 at \$60 per day) per HTA contract.

f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the accumulated sick pay for Jacquelynn Droescher, Classroom Teacher, resignation effective December 31, 2017, for the amount of \$6,030.00 (100.5 at \$60 per day) per HTA contract.

g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves stipends for the following employees for the 2018-2019 school year. Stipends may be adjusted upon contract ratification.

Lori DiVite	Soccer Coach	\$1,900.00
Lori DiVite	Track Coach	\$1,600.00
Laurie Roncati	Newspaper Coordinator	\$1,700.00

h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the re-appointment of the following tenured staff members for the 2018-2019 school year at the appropriate Step and Salary, plus applicable longevity if eligible. Salaries may be adjusted at the conclusion of negotiations. (Schedule Attached)

Connie Alcoser	MA 30, Step 14
Patricia Alderton	MA, Step 18
Lesley Carboneri	MA 60, Step 17
Erin Carr	MA 45, Step 15
Nicole Chamberlain	MA 30, Step 14
Maria DiCarlantonio	MA 60, TOG
Paul Doran	MA, TOG
Anne Marie Dunn	MA 15, TOG
Erin Ehlers-Burns	MA 15, Step 11
Jennifer Eisberg	MA, Step 13
Lisa Ferrara	BA 30, Step 16
Rebecca Hall	MA 60, TOG
Melissa Jackson	MA 60, TOG
Adele Kallet	MA 45, TOG
Alicia Kosakowski	MA, Step 10
Terry Leeshock	MA 15, Step 19
Cristina Martell	MA, Step 10
Vito Nasta	MA, TOG
Nancy Polifroni	MA 15, Step 11
Kerry-Ann Ross	MA 60, Step 14
Debbie Rothstein	MA 15, Step 15
Cathy Stokesbury	MA 15, Step 17
Carol Szurgot	BA 15, TOG
Cynthia Talty	MA, Step 14
Derick Talty	BA, Step 14
Josefina Winik	BA, Step 4 (.7)

- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves a stipend of \$3,000.00 to Paul Wolford for assuming additional responsibilities in the absence of the Supervisor of Special Education (3/20/18-5/20/18) and the Principal (4/20/18-6/30/18).
- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following New Jersey City University 3 credit graduate level summer course for Derick Talty; reimbursement to be paid at the 2018-19 school year graduate level course rate per HTA contract.
  - EDTC 621 – Using the Internet in Education
- k. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the the following New Jersey City University graduate level fall courses for Lisa Ferrara; reimbursement to be paid at the 2018-19 school year graduate level course rate for 3 credits per HTA contract.
  - EDTC 614 – Intro to Distance Learning
  - EDTX 642 – Intro to Authoring Tools

1. BE IT RESOLVED, that the Haworth Board of Education (hereinafter referred to as the "Board") appoints Patricia Voigt as Principal for the Haworth School District for the period from July 1, 2018 through June 30, 2019; with an annual salary of \$110,000.00, benefit eligible, and  
 BE IT FURTHER RESOLVED, that the Board approves the Employment Agreement with Patricia Voigt for the position of Principal for the foregoing period of appointment, which Employment Agreement is attached to this Resolution and made a part hereof.  
 BE IT FURTHER RESOLVED, that the Board hereby authorizes the Board President and the Business Administrator to execute, on behalf of the Board, the Employment Agreement by and between the Board and Patricia Voigt.
- m. **Upon the recommendation of the Superintendent, the Haworth Board of Education approves Melinda Mason as Leave Replacement for Cynthia Talty, Classroom Teacher from September 4, 2018 through November 7, 2018 at an annual salary of \$50,407.00, BA, Step 1, benefit-eligible. (Salary may be adjusted upon contract ratification).**

M. Rodino Moved, M. Doran Seconded

Roll Call: 6/0

**BE IT RESOLVED, that the Haworth Board of Education approves Item XII.a. through XII.c.**

<b>ROLL CALL VOTE</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Ashkenase	✓			
Mrs. Brennan	✓			
Mrs. Doran	✓			
Mrs. Eig	✓			
Mrs Leddy				✓
Mr. Rodino	✓			
Mrs. Wunsch	✓			

**XIII. FINANCE & FACILITY**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Realtime Student Information System to provide comprehensive student and staff management services for the 2018-19 school year, at an annual cost of \$8,869.40 plus services fees as applicable.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the West Bergen Mental Healthcare contract for all Region III districts for the 2018-2019 school year.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of May 1, 2018 to May 31, 2018 which has previously been approved by the various committees and payment made through the Valley National Bank from funds in the appropriate accounts as follows:

Bills Description	Dated	Amount
Payroll – Operating	5/15/18	\$265,014.76
State Share – FICA	5/15/18	\$13,899.52
Board Share- FICA	5/15/15	\$5,396.84
	<b>TOTAL:</b>	<b>\$284,311.12</b>

Bills Description	Dated	Amount
Payroll – Operating	5/30/18	\$252,311.12
State Share – FICA	5/30/18	\$14,206.81
Board Share – FICA	5/30/18	\$4,117.71
	<b>TOTAL:</b>	<b>\$270,635.64</b>

- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Report of the Board Secretary, Report of the Treasurer, and the Report of Monthly Transfers for the months of March and April, 2018.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of May, 2018.
- f. Upon the recommendation of the Superintendent, the Haworth Public School approves the Extended School Year Valley Program tuition rate of \$14,235.91, which includes a 1:1 Teacher and a certified Behaviorist, for Student ID #5813167589.
- g. Be it resolved, that the Haworth Board of Education approves the transfer of \$2,025.00 from the Capital Projects to Capital Reserve due to the completion and close out of the Hawk Hall HVAC project.
- h. Be it resolved, that the Haworth Board of Education approves the transfer of \$9,480.00 from the Capital Projects to Capital Reserve due to the completion and close out of the Main Entrance and Lobby Upgrade project.
- i. Be it resolved, that the Haworth Board of Education approves the submission of the project application #2090050182000 to the New Jersey Department of Education for the Haworth School masonry repairs and site improvements.
- j. Be it resolved, that the Haworth Board of Education approves the submission of the project application #2090050181000 to the New Jersey Department of Education for the Haworth School fire alarm upgrade.
- k. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Valley Health System WorkPlace Connection in Paramus, NJ to perform a 5 Panel Urine Drug Screen for all new hires at a cost of \$65 per screening, effective July 1, 2018.**

J. Eig: Explained that the Finance & Facility committee met and spoke about the projects to be done in the summer. She noted that the district will be having the HVAC system analyzed to see if there is any work that needs to be done. She added that the school will be adding two new water filling stations in order to have all of the busiest areas covered. She mentioned that the possibility of treating the grounds



for insects was also discussed at the meeting. She publically acknowledged the excellent work of the custodial staff.

P. Wolford: Reiterated that the custodial staff and their commitment to the school is second to none. He stated that they are always there when needed for the building and they treat the building like they would treat their own home.

M. Rodino Moved, M. Doran Seconded

Roll Call: 6/0

**BE IT RESOLVED, that the Haworth Board of Education approves Item XIII.a. through XIII.k.**

<u>ROLL CALL VOTE</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Mr. Ashkenase	✓			
Mrs. Brennan	✓			
Mrs. Doran	✓			
Mrs. Eig	✓			
Mrs Leddy				✓
Mr. Rodino	✓			
Mrs. Wunsch	✓			

**XIV. NEGOTIATIONS**

NO RESOLUTIONS

S. Wunsch: Explained that the committee met with the HTA and an agreement had been reached that is currently under attorney review for ratification.

**XV. POLICY**

a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the second reading and adoption of the following policies and regulations:

- District’s Policy & Regulation Manuals in their entirety as updated by Strauss Esmay Associates, L.L.P.

M. Doran Moved, M. Rodino Seconded

Roll Call: 6/0

**BE IT RESOLVED, that the Haworth Board of Education approves Item XV.a.**

<u>ROLL CALL VOTE</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Mr. Ashkenase	✓			
Mrs. Brennan	✓			
Mrs. Doran	✓			
Mrs. Eig	✓			
Mrs Leddy				✓

Mr. Rodino	✓			
Mrs. Wunsch	✓			

**XVI. SUBMISSIONS AND CERTIFICATIONS**

a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the certification and submission of the following NJDOE reports:

- 2017-18 School Safety Data System
- 2017-18 Security Drill Statement of Assurance
- 2017 Right to Know Survey
- 2017-18 Non-Public Transportation Certification
- 2018-19 Consortium Participation-ESSA

***ADDED FOR APPROVAL AT THE MEETING:***

b. The Board authorizes the Northern Valley Regional High School District to utilize the NVCC to coordinate and apply for the ESEA Grant for 2018-2019 on behalf of the Northern Valley Consortium as per the Memorandum of Agreement.

Mr. Ammerman explained that the district had a surprise lockdown drill that was run by Homeland Security and the Haworth Police Department and that the district was evaluated and did very well.

M. Rodino Moved, M. Doran Seconded

Roll Call: 6/0

**BE IT RESOLVED, that the Haworth Board of Education approves Item XVI.a.**

<b>ROLL CALL VOTE</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Ashkenase	✓			
Mrs. Brennan	✓			
Mrs. Doran	✓			
Mrs. Eig	✓			
Mrs. Leddy				✓
Mr. Rodino	✓			
Mrs. Wunsch	✓			

**XVII. COMMITTEE REPORTS**

- Finance & Facilities – see above in section XIII
- Curriculum – see above in section XI
- Policy
- Negotiations – see above in section XIV
- Public Relations
- BCSBA/NJSBA
- Joint Boards

Haworth Home & School Association  
Northern Valley Regional High School  
NV Educational Foundation  
Legislative Chairperson  
Senior Citizens Liaison  
Town Council Liaison

N. Brennan: Thanked the HHSA and the parents in advance for hosting the staff luncheon on June 22<sup>nd</sup>.

**XVIII. Open to the Public on any item – 8:19 p.m.**

*The Board is interested in hearing your comments. In order to ensure that everyone has the opportunity to speak, we are asking that you speak once and limit your comments to three minutes. We further ask that all comments be directed to the Board. We recognize that everyone has the freedom to speak but advise you that anything said in public may have legal ramifications. There is no protection regarding statements made by the public. Please state your name before you begin.*

Dr. Hughes: Thanked Mr. Ammerman for preparing him so thoroughly.

M. Topor: Asked if there was a way to make the crosswalks more visible?

I. Borek: Asked if the new employee drug screening requirement is a new policy?

Mr. Ammerman: Reponded and explained that when the policy committee met with Strauss Esmay they recommended we do a screening for all new employees.

S. Cherry: Explained the “Pass the Trash” Law and background checks.

I. Borek: Asked if Homeland Security pick Haworth for a reason?

Mr. Ammerman: Explained that schools are chosen randomly and that it is a very positive thing.

**Close the Public portion: 8:23 p.m.**

**XIX. OLD BUSINESS**

**XX. NEW BUSINESS**

Ms. Brennan asked that the administration and Board discuss the possibility of the district having its own bus to transport the students to events.

**XXI. CLOSED SESSION 8:25 p.m.**

M. Doran Moved, M. Rodino Seconded  
All in favor.

**WHEREAS** the following subject is not appropriate to be discussed in a public meeting and is within the exemptions which may be discussed and acted upon and,

**WHEREAS** only the following subject shall be discussed in private recess by the Board and the minutes made available to the public as soon as the reason for exemption no longer exists, it is therefore,

**BE IT RESOLVED** at the Public Meeting of the Borough of Haworth Board of Education on this day Tuesday, June 19, 2018 pursuant to Sections 7 & 8 of the Open Public Meetings Act, the following subject shall be discussed in a session of the Board closed to the public:

Please be advised that the Board will be going into executive session for approximately 30 minutes for the purpose of discussing personnel. Action will not be taken in public after the executive session.

**XXII. MOTION TO ADJOURN.**

N. Brennan Moved, M. Rodino Seconded  
All in favor.

**ADJOURNMENT 8:52 p.m.**

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Nicole Brennan, President  
Haworth Board of Education

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Kristi Giambona  
Board Secretary