

**HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
SPECIAL MEETING MINUTES
MARCH 29, 2018**

I. CALL TO ORDER – 8:35 a.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 March 12, 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. Jeffrey Ashkenase
Mrs. Nicole Brennan
Mrs. Mary Anne Doran
Mrs. Judy Eig
Mrs. Karen Leddy
Mr. Michael Rodino
Mrs. Stacey Wunsch - **ABSENT**
Mr. Paul Wolford, Business Administrator
Mr. Bert Ammerman, Interim Superintendent - **ABSENT**
Mrs. Kristi Giambona, Board Secretary

VI. OPEN TO THE PUBLIC ON AGENDA ITEMS ONLY -

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 - 8:37 a.m. NO PUBLIC COMMENT

VIII. CURRICULUM

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Lori Scheps and Arlene Domalewski to attend the “Teaching of Reading-Advanced Participant” summer institute workshop at the Teacher’s College at Columbia University in New York, NY from August 6-10, 2018. Registration cost of \$850 each, plus travel expenses.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Nadine O’Reilly as Supervisor of Special Education from May 21, 2018 to June 30, 2018, at a per diem rate of \$466.67 at 3 days per week. Not benefit eligible.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Nadine O’Reilly as Supervisor of Special Education for the 2018-2019 school year, effective July 1, 2018 at an annual salary of \$112,000, benefit eligible.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Michael DeFelice as a Classroom Teacher for the 2018-2019 school year, effective September 3, 2018 at an annual salary of \$61,405.00 (MA, Step 7), benefit eligible. (Salary may be adjusted upon contract ratification.)

J. Ashkenase Moved, M. Rodino Seconded
 Roll Call: 6/1/0

BE IT RESOLVED, that the Haworth Board of Education approves Item VIII.a. through VIII.d.

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

M. Doran – The Curriculum Committee met last week and discussed the math goal and some QSAC items that are new state mandates this year.

P. Wolford – With the new QSAC requirements we have to increase Physical Education time for the students. We now have to offer visual or performing arts, such as dance, theatre, and performing arts. The students must be given a choice of these courses in grades 6-8 to meet the state mandates for electives. Mr. Ammerman and I are working on different solutions to make this happen.

M. Doran – The math leveling is on hold for now, but for grades 6-8 we will be able to increase the instructional time.

K. Leddy – Motioned to table items b. & c. to have the time to discuss their credentials further in closed executive session. She explained her reasoning as not receiving timely information on the candidate for a position that impacts the district’s most vulnerable population. She explained that she had many questions that were not answered. Mrs. Leddy’s concern was that her resume did not reference dyslexia or reading disabilities which our district has made a top priority over the last 4 years. She explained that her resume did not specifically speak to her knowledge on multi-sensory reading. She assured the Board that this was not personal towards the candidate.

N. Brennan: Noted that the candidate has a PhD. which is a level of education that covers dyslexia and that she is also a certified school psychologist. The candidate was interviewed and given the support of both our Interim Superintendent and our Incoming Superintendent.

J. Ashkenase: Noted that the Board was fortunate to have a member with a deep set of knowledge on this topic, since the district has spent much time and money on dyslexia training for the staff.

M. Rodino: Expressed his concern that Mrs. Leddy’s questions were not answered by the administration.

J. Eig: Suggested that Dr. Hughes guide the candidate to embrace Orton Gillingham.

IX. FINANCE & FACILITIES

a. Approval of Tentative 2018-2019 Budget

Be it resolved, that the Board approve the following Tentative Budget for the 2018-2019 School Year:

	Budget	Local Tax Levy
General Fund (Fund 10)	\$9,424,689	\$8,720,371
Special Revenue Fund (Fund 20)	\$74,058	
Debt Service Fund (Fund 40)	<u>\$552,255</u>	\$480,611
Total Tentative Budget	\$10,051,002	

b. Be it resolved by the Haworth Board of Education, that the Board, upon recommendation of the Business Administrator, approves the following resolution regarding Employee Travel and Related Expenses:

Whereas, school district policies 4131/4131.1, 4133, 4231/4231.1 and bylaw 9250 regarding travel reimbursement and related expenses and N.J.A.C. 6A:23B-1.2(b) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2018-2019 school year.

Now, therefore be it resolved, that the Haworth Board of Education hereby establishes the school district travel maximum for the 2018-2019 Tentative Budget in the sum of \$15,000; and

Be it further resolved, that the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

- c. Be it resolved that the Board approve the following Statement of Purpose for a Capital Reserve Withdrawal for excess costs and Other Capital Projects which shall be added to the District’s Advertised 2018-2019 Budget for the Legal Advertisement of the Public Budget Hearing:

Capital Reserve Withdrawal – Other Capital Projects

The purpose of the Capital Reserve Withdrawal is to make necessary repairs and/or upgrades to the building and grounds in response to recommendations produced from the performance of a comprehensive facility inspection. The projects include, 1) the upgrade of the current building fire system to meet current standards. 2) Repair of sidewalks and driveway pavement throughout the school property. 3) Masonry repair of building structure and supports. The total cost of these projects is \$300,000 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

- d. Be it resolved that the Board upon recommendation of the School Business Administrator, retroactively approves the appropriation of the un-appropriated 2016-2017 Extraordinary Aid in the amount of \$13, 328 into the 2017-2018 budget as allowable and as awarded by the New Jersey State Department of Education. The District’s total amount awarded was \$38, 328. The un-appropriated funds shall be appropriated in the 2017-2018 fiscal year as follows:

11.190.100.320.050.19	Purchase of Professional Services	\$13,328
	Total	\$13, 328

- e. Be it resolved that the Board upon recommendation of the School Business Administrator, retroactively approves the appropriation of the un-appropriated 2016-2017 Additional Nonpublic School Transportation Aid in the amount of \$2,262, into the 2017-2018 budget as allowable and as awarded by the New Jersey State Department of Education. The District’s total amount awarded was \$2,262. The funds shall be appropriated in the 2017-2018 fiscal year as follows:

11.190.100.610.050.23	Instructional Supplies	\$2,262
	Total	\$2,262

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

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

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

P. Wolford: Explained that the increase of the tax levy will be 1.99%. The district was able to keep all of the current programming without having to burden the tax payer. The debt service payments will be reduced for next year and the district will still be able to add a 1:1 initiative in 5th grade. He also explained the 3 year facilities plan, which projects will begin to be worked on next year. Mr. Wolford shared that extraordinary aid must be spent on special education only.

J. Ashkenase: Explained which items he would like to highlight for the public budget presentation: 1:1 initiative for 5th grade, capital improvements, and estimated salaries in the new teacher contract once it is settled.

N. Brennan: Explained to the public that this is not the final budget and the final budget will be presented to the public once at the April 25th public meeting after county approval.

N. Brennan: Inquired about the district applying for as many grants as they are qualified for.

P. Wolford: Replied that yes, he does. For example, the LED lighting project should qualify for a grant. Mr. Wolford stated that Dr. Hughes has a lot of experience with grants and will be a great asset to the district on this topic.

X. Open to the Public on any item – 9:14 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.

A. Borek: Thanked the Board for all that they are doing for the school and its children. She also inquired if the sidewalk would be included in the strategic plan?

J. Ashkenase: Stated that the Board is looking at that to be included with the strategic plan.

A. Borek: Explained to the Board that the HHSA would like to fundraise for something specific, a big project where they can raise money to help the district complete a project for the school that the school cannot necessarily afford to do on their own. She asked the Board to please come up with ideas.

Mayor Smart: Spoke to the public regarding the budget and he explained that the town has a new CFO. He told the Board that the borough has ideas on how the town could save money. He shared that PSE&G would be re-laying the gas mains on Valley Road and that the town and the company agreed to begin the project on April 9th, during spring break. They will begin on Haworth Ave. and work north in order to be the least burden to the school.

Close the Public portion: 9:22 a.m.

XI. OLD BUSINESS

XII. NEW BUSINESS

XIII. CLOSED SESSION 9:22 p.m.

N. Brennan Moved, J. Eig 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 Thursday, March 29, 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 1 hour for the purpose of discussing personnel. Action will not be taken in public after the executive session.

XIV. MOTION TO ADJOURN.

N. Brennan Moved, J. Eig Seconded
All in favor.

ADJOURNMENT 9:29 a.m.

Nicole Brennan, President
Haworth Board of Education

Kristi Giambona
Board Secretary