

**HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
MINUTES
DECEMBER 12, 2017**

I. CALL TO ORDER – 7:32 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 5, 2017 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:

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

VI. OPEN TO THE PUBLIC ON AGENDA ITEMS ONLY - 7:33 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 - NO PUBLIC COMMENT - 7:34 p.m.

VIII. SUPERINTENDENT’S/BOARD PRESIDENT’S REPORTS

- a. Kids with Character Award Presentation – criteria for the month of December is Respect. For December the following children have been awarded:

Kindergarten: Emma Kottke, Morgan Thatcher and Gaia Yurista
Grade 1: Vincent Schag and Sadie Poirot
Grade 2: Daniel Scuro, Ava Bevilacqua and Andrew Sabbagh
Grade 3: Henry Winik, Julian Fontanez and Nina Riding
Grade 4: Harrison Davis, Briana Ludwig and Jiada Guevarra
Grade 5: Ivan Timochko, Alexander Vierheilig and Adam Kaufman
Grade 6: Molly Kent and Nicholas Glass
Grade 7: Koharu Ando and Jack Renke
Grade 8: Daniel Lyubarsky and Caitlyn Eby

- b. Teacher’s College Professional Development Initiative Presentation –
Angelica Formica, grades K-2
Lesley Carboneri, grades 3-5
Arlene Domalewski, grades 6-8

- c. New Bell Schedule - effective January 2, 2018

- d. Presentation of the Year End 2016-17 Audit – Mr. John Mooney representing our Board approved auditing firm of Nisivoccia, LLP.

The presentation from the auditor provided zero recommendations for the School Business Office.

Mr. Smatla gave a brief grade level report. Grade 1 began the curriculum on the New Generation Science Standards. Grade 2 had a cooking session in class before the Thanksgiving holiday. Grade 4 took a field trip to the Van Cortland Manor during their Revolutionary War unit. Grade 5 went on a field trip to the Buehler Science Center where they worked on a space shuttle and mission control, which was part of their science unit. Grade 8 went on their overnight trip to Washington D.C. and a great time was had by all. Mr. Smatla also thanked the HHSa for funding both the grade 4 and grade 5 field trips.

J. Ashkenase thanked Mr. Wolford and the entire business office staff, on behalf of himself and the entire Board for all of their hard work. He explained the capital reserve and needing to keep some money in the reserve for items that come up in cases of emergency.

B. Ammerman explained that the school will be moving to a three bell schedule in the morning. The first bell at 8:15 a.m. will allow all students to enter the building. The second bell at 8:25 a.m. will be the late bell for the Middle School students. The third bell at 8:30 a.m. will be the late bell for the K-5 students.

IX. ROUTINE RESOLUTIONS

- a. Enrollment Report to Date – 415 total K-8 students
- b. Emergency & Crisis Situations Drill Record:
Fire Drill: November 13, 2017

Security Drill: November 22, 2017
 Tabletop Exercise: November 30, 2017

- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the revised School Crisis Response Plan.
- d. HIB Report for November 2017:
 Reported Cases: 3
 Number of Cases open: 3
 Number of Cases closed: 0

M. Doran Moved, K. Leddy Seconded.

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

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

X. MINUTES

- a. Approval of meeting minutes from the November 14, 2017 Public Business Meeting.
- b. Approval of the meeting minutes from the November 14, 2017 Executive Meeting session.

S. Wunsch Moved, J. Eig Seconded.

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

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

XI. PROGRAM AND PERSONNEL

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Nicole Lee as a substitute teacher for the 2017-2018 school year, not benefit eligible.

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Carrieann DeVito to attend the Special Education Law in New Jersey workshop at the Sheraton Hotel in Parsippany, NJ on February 6, 2018 with no registration fee, plus travel expenses.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Nicole Barbarino and Suzanne Schmalzer to attend the Student Mental Health workshop at Bergen Community College, Lyndhurst, NJ campus on February 28, 2018 with no registration fee, plus travel expenses.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Paul Wolford, Lauren Wolstein, Julieann Barclay and Laura Bionde to attend the Next Generation Science Standards Implementation Roundtable at Montclair State University in Montclair, NJ on December 13, 2017 with a total registration fee of \$120.00, plus travel expenses.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following teacher chaperones for the 6th grade overnight field trip to Philadelphia from April 19 through April 20, 2018, with a stipend of \$100 per night per chaperone.
- Lori Scheps (trip coordinator \$250)
 - Suzanne Schmalzer
 - Kevin Lane
 - Ashley Lignos
 - Alicia Kosakowski
 - Adriana Bonasorte
 - Julieann Barclay
 - Nancy Polifroni (Nurse)
 - Paul Wolford (Administrator)
 - Arlene Domalewski (Alternate)
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves movement on the guide from MA+30 to MA+45 for Lori Scheps for the 2017-18 school year.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the grades 6-8 Science Olympiad students field trip to the New Jersey Institute of Technology in Newark, NJ on January 4, 2018 (snowdate: January 12, 2018), at no cost to students, plus bus fee. Trip coordinators: Lauren Wolstein and Laura Bionde.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the grade 2 field trip to the Liberty Science Center in Jersey City, NJ on May 9, 2018 at cost of \$20.00 per student, plus bus fee. Trip Coordinators: Cathy Stokesbury, Erin Burns & Terry Leeshock.
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the salary increase for Donald Turner, Head Custodian to \$75,000.00 for the 2017-18 school year (retroactive to November 1, 2017) due to the completion of the Certified Educational Facilities Management Program through Rutgers University.

- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Melanie DiSalvo from Western Governors University in Salt Lake City, UT to perform 60 hours of classroom observation in grades Kindergarten through 5th, beginning in January, 2018.
- k. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Neal Bennington as a substitute teacher for the 2017-2018 school year, not benefit eligible.**
- l. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Rebecca Hahn as a .5 Special Education Teacher for the 2017-2018 school year at an annual salary (pro-rated) of \$25,203.50 (BA, Step 1), not benefit eligible, effective January 2, 2018.**

M. Doran noted that the Program & Personnel committee met on December 8, 2017 and received an update from Mr. Wolford on the Math Goal and what is being done to fulfill the goal. Mr. Smatla provided the committee with an update on the Teacher’s College staff development and advised of the presentation that was done for the public tonight.

B. Ammerman explained his desire to have a teacher run a Math League in the Middle School. He also noted that on January 15, 2018 there will be a full day professional development on GoMath for the K-5 teachers. He mentioned the idea of adding an additional Math period in the future for the middle school students in order to add instructional time.

K. Leddy Moved, J. Eig Seconded.

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

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

XII. FINANCE

- a. Upon the recommendation of the School Business Administrator, the Haworth Board of Education approves the bills for the period of November 1, 2017 to November 30, 2017 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	11/15/17	\$258,617.76
State Share – FICA	11/15/17	\$12,524.48

Board Share- FICA	11/15/17	\$6,438.73
	TOTAL:	\$277,580.97

Bills Description	Dated	Amount
Payroll – Operating	11/30/17	\$247,448.28
State Share – FICA	11/30/17	\$13,834.31
Board Share – FICA	11/30/17	\$4,164.85
	TOTAL:	\$265,447.44

- b. Upon the recommendation of the School Business Administrator, the Haworth Board of Education approves the Bills and Claims for the month of November, 2017.

J. Ashkenase Moved, M. Doran Seconded.

BE IT RESOLVED, that the Haworth Board of Education approves Item XII.a. & XII.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. Nadler				✓
Mrs. Wunsch	✓			

XIII. FACILITY

NO RESOLUTIONS

S. Wunsch said the Facility Committee met and discussed the possibility of switching over to LED lighting in the near future.

XIV. 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 Memorandum of Understanding (Live Streaming) between the Haworth Public School and the Haworth Police Department.
- 2017-18 Application for State School Aid (ASSA)
- 2016-17 Individuals with Disabilities Education Act (IDEA) Part B Final Report
- 2016-17 Comprehensive Financial Annual Report
- 2016-17 Audit Summary (AudSum)

B. Ammerman explained the Memorandum of Understanding between the Haworth Public School and the Haworth Police Department pertaining to the viewing of live stream video footage and the specific personnel with access.

M. Doran Moved, K. Leddy Seconded.

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

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

XV. POLICY

a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the first reading of the following policy updates:

- 5118 – Non-Residents
- 6145 – Extra-Curricular Activities

M. Doran Moved, S. Wunsch Seconded.

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

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

XVI. COMMITTEE REPORTS

- Finance – No Report
- Facilities - see above comments in Item XIII section.
- Policy – No Report
- Program/Personnel – see above comments in Item XI section.
- BCSBA/NJSBA – No Report
- Joint Boards – No Report

Public Relations – No Report
Haworth Home & School Association – No Report
Northern Valley Regional HS/NV Educational Foundation – No Report
Legislative Chairperson – No Report
Senior Citizens Liaison – No Report
Town Council Liaison – No Report
Negotiations – No Report

XVII. Open to the Public on any item – 8:45 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.

H. Wasser commented on the email that went out to the parents regarding a weapon possibly being found in the school. She requested more information be given to alleviate additional questions and concerns.

B. Ammerman explained that the email was to acknowledge some inquiries that were received and to put to rest some concerns.

A. Osder inquired if parents could get information of whether any particular incident was addressed in school with the students.

B. Ammerman explained that if a specific case is handled then there would not be a need to have an assembly.

A. Reduce expressed concern about the current district HIB policy (5131.1) regarding students not being represented during the interview portion of the HIB process. Mrs. Reduce specifically requested that the Board of Education revisit and review the policy and consider revising immediately.

B. Ammerman stated that the concern of Mrs. Reduce is something for legal advise and Board decision.

S. Wunsch remarked on a seminar regarding social media given by NJSBA and advised that all Board members refrain from using social media. She noted that facts should be provided to the community through the district website at the discretion of the Superintendent.

Close the Public portion: 9:05 p.m.

XVIII. OLD BUSINESS

XIX. NEW BUSINESS

XX. CLOSED SESSION 9:05 p.m.

M. Doran Moved, K. Leddy 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, December 12, 2017 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 HIB. Action will be taken in public after the executive session.

XXI. MOTION TO RECONVENE INTO PUBLIC SESSION at 10:45 p.m.

BE IT RESOLVED that the Haworth Board of Education (hereinafter referred to as the “Board”) hereby affirms the Superintendent’s decision in the HIB Investigation reported on November 12, 2017, and identified as 2017-180001 for the reasons set forth in the Superintendent’s decision, and hereby directs the Board Secretary to transmit a copy of the Board’s decision to the affected parties forthwith.

M. Doran Moved, K. Leddy Seconded

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

XXII. MOTION TO ADJOURN.

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

ADJOURNMENT 10:49 p.m.

Nicole Brennan, President
Haworth Board of Education

Kristi Giambona
Board Secretary