

HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
AGENDA
February 25, 2019

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 February 15, 2019 advance written notice was emailed to **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
Mr. Michael Rodino
Mrs. Stacey Wunsch
Mr. Paul Wolford, Business Administrator
Dr. Peter Hughes, Superintendent
Mrs. Stacey Cherry, Esq., Fogarty & Hara
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 -

VIII. SUPERINTENDENT’S/BOARD PRESIDENT’S REPORTS

- 2018 New Jersey Exemplary Elementary Educator Award Recognition – Mrs. Connie Alcoser and Mrs. Nicole Chamberlain
- 2019 Governor’s Educator of the Year Teacher Recognition - Mrs. Connie Alcoser

WHEREAS, Mrs. Alcoser was nominated and selected by her peers and the community for her effective instruction to the children of Haworth and

WHEREAS, Mrs. Alcoser has provided exceptional and dedicated service to the children and community of Haworth and

WHEREAS, over the last 16 years at the Haworth School, Mrs. Alcoser has served as both a 1st grade and a Kindergarten Teacher, Vice President of the Haworth Teacher’s Association, Northern Valley Curriculum Center Instructional Coach, and district representative to the Northern Valley Curriculum Center Professional Development committee.

WHEREAS, Mrs. Alcoser has also served the children of Haworth as the Kindergarten Coordinator, Student Council Coordinator, and Newspaper Coordinator. Mrs. Alcoser was also a recipient of the 2018 New Jersey Exemplary Elementary Educator Award.

WHEREAS, the Haworth Board of Education is desirous of recognizing her for this milestone in her teaching career and support her representation of the school district at the annual recognition luncheon and

WHEREAS, the Haworth Board of Education wishes to express their appreciation and gratitude for her efforts,

NOW THEREFORE BE IT RESOLVED, that this resolution be read into the record of the February 25, 2019 Haworth Board of Education minutes as permanent testimony to the achievement of this award as the 2019 Governor’s Educator of the Year Teacher Recognition Honoree for the Haworth Public School.

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

Kindergarten: Nicholas Egan and Aiden Kennedy
Grade 1: Madeline Lewis, Nina Chang and Zoe Lebel
Grade 2: Vincent Schag and Aiden Lim
Grade 3: Maeve Natale, Beau Taylor and Lauren Szukics
Grade 4: Demetra Frangiskou, Ella Panahi and Luca Rosen
Grade 5: Anthony Sabbagh, Lily Cammalleri and Nefeli Miltiadou
Grade 6: Liam Paneque and Sruthi Vattimilli
Grade 7: Deborah Chung and Michael Rodino
Grade 8: Noah Song and Allison Lee

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

Kindergarten: Lulu Garcia and Julianne Shen
Grade 1: Kyle Quayle, Jacob Tinter and Francesca Scarpati
Grade 2: Jhoel Mateo and Rachel Maniscalco
Grade 3: Darienne Buckner, Mason Kim and Andrew Sabbagh
Grade 4: Chelsea Zirin, Brody Calvert and Lily Klain
Grade 5: Maya Dearing, Sahaj Jani and Cecilia Villaplana
Grade 6: Ivan Timochko & Scarlett Gaard
Grade 7: Morgan Tredo and Lukas Kretschmer
Grade 8: Kevin Trevisan and Anna Hoyng

- Harassment, Intimidation & Bullying (HIB) and Electronic Violence & Vandalism Reporting System (EVVRS) Update – Dr. Peter Hughes

IX. ROUTINE RESOLUTIONS

- Enrollment Report to Date – 407 total K-8 students.
- Emergency & Crisis Situations Drill Record:
Fire Drill: January 16, 2019
Security Drill: January 15, 2019
- HIB Report for January 2019:
Reported Cases: 0
Number of Cases open: 1
Number of Cases closed: 0

_____ Moved, _____ Seconded
Roll Call:

X. MINUTES

- Approval of meeting minutes from the January 2, 2019 Reorganization Meeting.
- Approval of meeting minutes from the January 2, 2019 Public Business Meeting.
- Approval of the meeting minutes from the January 25, 2019 Special Public Business Meeting.

_____ Moved, _____ Seconded
Roll Call:

XI. CURRICULUM

- Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2019-2020 school district calendar.

b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following field trips. Transportation costs will apply where applicable.

#	Date	Grade / Club	Location	Cost per student	Teacher(s)/Admin. in Charge
1	3/28/19	Gr. 4 – G&T	Parkway School, Paramus, NJ	0	Cristina Martell
2	4/4/19	Gr. 4 – G&T	Waldwick School, Waldwick, NJ	0	Cristina Martell
3	4/22/19	Gr. 5&6 – G&T	Liberty Science Center, Newark, NJ	\$17.75	Cristina Martell & Nicole Barbarino
4	5/29/19	Student Government	Six Flags Great Adventure, Jackson, NJ	0	Arlene Fannell & Angelica Talamo
5	6/5, 6/6 & 6/7/19	Gr. 7	Frost Valley YMCA, Claryville, NY	\$215.00 (not to exceed)	Dr. Peter Hughes
6	6/24/19	Gr. 8	Haworth Swim Club, Haworth, NJ	0	Alicia Kosakowski

c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following staff members to chaperone the Grade 6 field trip to Philadelphia, PA on April 25 & April 26, 2019, at a rate of \$105.00 per overnight, per chaperone (1 night each):

- Pamela Alderton
- Adriana Bonasorte
- Michael DeFelice
- Allison DeNero
- Arlene Fannell
- Dawn Hoyng
- Ashley Lignos
- Sarah Norian
- Paul Wolford – Administrator in Charge

d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following staff members to chaperone the Grade 7 field trip to Frost Valley YMCA in Claryville, NY on June 5, June 6 & June 7, 2019, at a rate of \$105.00 per overnight, per chaperone (2 nights each):

- Julieann Barclay
- Laura Bionde
- Adrianna Bonasorte
- Alison DeNero
- Arlene Fannell
- Rebecca Hall
- Ashley Lignos
- Suzanne Schmalder
- Lauren Wolstein
- Peter Hughes – Administrator in Charge

- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves home schooling for the following students:

- SID# 3047102359
- SID# 3950987823

_____ Moved, _____ Seconded
Roll Call:

XII. PERSONNEL

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the new job description for a (.2) Character Education Coordinator.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Alexis Yotka as the (.2) Character Education Coordinator, from approximately February 18, 2019 through May 28, 2019, at a pro-rated annual salary of \$10,878.00 (MA, Step 1), this position will be in addition to the previously approved (.6) Social Worker leave replacement, bringing the FTE to (.8) making Alexis Yotka benefit eligible after 60 days of service.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Home Instructor's for the remainder of the 2018-19 school year, on an as needed basis, at the rate of \$50.00 per hour.
- Nicole Lee
 - Sheryl Shinderman
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves payment, per the Haworth Teacher's Association Collective Bargaining Agreement, to the following certified staff for successful completion of graduate level courses which were previously approved by the Board of Education.

NAME	COURSE APPROVAL DATE	CREDITS	SCHOOL	PAYMENT
Lisa Ferrara	June 19, 2018	3	New Jersey City University	\$2,126.25
Angelica Talamo	June 19, 2018	3	Montclair State University	\$2,023.44
Derick Talty	October 16, 2018	3	New Jersey City University	\$2,126.25

- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves two additional bereavement days for Lisa Ferrara, pursuant to Article VIII, Item 10b. of the Haworth Teacher's Association Collective Bargaining Agreement.

- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the attendance and registration costs, if applicable, for the below indicated professional development and/or training workshops or conferences for the following employees. Travel expenditures reimbursed pursuant to N.J.S.A. 18A:11-12.

#	NAME	DATE(S)	CONFERENCE/WORKSHOP	LOCATION	COST (not to exceed)
1.	Erin Carr	4/6/19	Technology for Reading & Writing Skills	Teaneck, NJ	\$100.00
2.	Donald Turner	5/3/19	Integrated Pest Management Training	Metuchen, NJ	0

- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Cynthia Mascia as a substitute classroom aide for the remainder of the 2018-19 school year, not benefit eligible.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following new and/or revised job descriptions:
- Paraprofessional – New
 - Speech/Language Therapist – Revised
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following staff members to work the Before Care Program, at a rate of \$25.00 per hour, effective March 1, 2019:
- Rebecca Hall – Coordinator
 - Lori Scheps
 - Jeanne Rispoli
- j. **RESOLVED** that Melissa Mohr (hereinafter referred to as “Mohr”) be granted a leave of absence due to her own disability from June 7, 2019 through June 26, 2019, with pay and with medical benefits, subject to the use and continued availability of 14 sick days; and

BE IT FURTHER RESOLVED that Mohr shall return to work on September 1, 2019, or on an earlier return date subject to advance notice to the Haworth School District (hereinafter referred to as the “District”) administration, whereupon the above leave dates may be administratively adjusted as appropriate; and

BE IT FURTHER RESOLVED that any requests to extend Mohr’s leave of absence shall be made to the Haworth Board of Education (hereinafter referred to as the “Board”) as required by the Collective Negotiations Agreement, which request shall be subject to Board approval, the availability of sick days, and federal and State statutes and regulations; and

BE IT FURTHER RESOLVED that the dates of said leave may be adjusted based on certification from Mohr’s physician or changes to the District’s calendar.

_____ Moved, _____ Seconded
Roll Call:

XIII. FINANCE & FACILITIES

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of February, 2019.
- b. 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 month of November, 2018. (Attachment)
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the technology asset end of life recycling list through the vendor eRevival, LLC at no cost to the district. (Attachment)
- d. **WHEREAS**, the Haworth Board of Education accepts the donation from the Bergenfield Lions Club of a 2010 Welch Allyn Sure Sight Autorefractor to be used for student vision screening. Estimated value of \$5,000.00.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Haworth Teacher’s Association to fundraise and donate to the following charitable organizations during the 2018-19 school year through the Haworth Teacher’s Association Philanthropic Fund:
 - GI Go Fund
 - Companion Animal Advocates
 - Josephine’s Garden
- f. **WHEREAS**, the District, heretofore has maintained the Haworth School District 403(b) for the benefit of its eligible employees; and

WHEREAS, the District has reserved the right to amend the Plan at any time; and

WHEREAS, the Board of Education of the District has determined that it would be in the best interests of the district to amend the Plan;

NOW THEREFORE, be it **RESOLVED**, that the Plan shall be amended to add Vanguard as an approved vendor effective as soon as administratively possible after the signature date. And be it further:

RESOLVED. That the officers of the District hereby are authorized to execute such documents and to take other additional actions as they shall deem necessary or appropriate to effect the foregoing resolutions.

- g. Be it resolved that the Board, upon recommendation of the School Business Administrator approves the following resolution:

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2019-20 school year, and

Whereas, the Haworth Board of Education desires to apply for this waiver due to the fact that participation in SEMI would not provide a cost benefit to the district based on the projection of the district's available SEMI reimbursement for the 2019-20 budget year.

Now therefore, be it resolved, that the Haworth Board of Education hereby authorizes the Business Administrator to submit to the Executive County Superintendent of Schools in the County of Bergen an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2019-20 school year.

- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the transfer of \$39,845.00 from Capital Reserve to Capital Projects. The purpose of this transfer is to cover costs associated with previously approved 2018-19 capital projects involving the replacement/upgrade of the building fire system and masonry and sidewalk repair of the facility. These costs include change orders #1 & #2 for the masonry project, change order #1 for the fire system project, and overages resulting from the public bid process.

- i. **WHEREAS**, a number of Boards of Education in Bergen County have joined together to form a Joint Insurance Group as permitted by N.J. Title 18A-.18B and;

WHEREAS, said Group was approved effective July 1, 1985 by the New Jersey Commissioner of Insurance and has been in operation since that date and;

WHEREAS, the Bylaws and regulations governing the creation and operation of this Insurance Group contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Group, and;

WHEREAS, the Board of Education of Haworth has determined that membership in the Northeast Bergen County School Board Insurance Group is in the best interest of the District;

NOW THEREFORE, be it resolved that the Board of Education of Haworth does hereby agree to renew membership in the Northeast Bergen County School Board Insurance Group and hereby accept the Bylaws as approved and adopted. The renewal term is from **July 1, 2019 to June 30, 2022**.

BE IT FURTHER RESOLVED, that the Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

BE IT FURTHER RESOLVED, that the Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Group as are required by the Group's Bylaws and to deliver the same to the Executive Director.

- j. **BE IT RESOLVED**, that the Haworth Board of Education, hereby approves the Proposed Change Order #1 in the amount of \$ 10,070.00 for the following changes from the original contract as part of the Fire System Upgrade contract with Haig's Service Corporation:

- Installation 6 additional monitor modules
- 1 projected beam smoke detector
- 1 IPGSM-4G Fire Radio Communicator and Monitoring Service
- 6 protective covers for monitors in gym
- 12 height adjustments for existing pull stations (ADA)
- Labor to repair ground fault on old wiring

The new total contract value will therefore be \$240,070.00.

- k. **BE IT RESOLVED**, that the Haworth Board of Education, upon the recommendation of the School Business Administrator acknowledges receipt of the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2018 and the Auditor's Management Report on Administrative Findings Financial Compliance and Performance. The District's Corrective Action Plan (attached) includes methods of implementation to address the following:

1.) Maintenance of a detailed analysis of the balance in the payroll agency account.

- l. Upon the recommendation of the Superintendent, the Haworth Board of Education hereby authorizes the Business Administrator to amend the Long-Range Facility Plan for the Haworth Public School to include selected items listed in the Comprehensive Facility inspection performed by RSC Architects.

_____ Moved, _____ Seconded
 Roll Call:

XIV. NEGOTIATIONS

NO RESOLUTIONS

XV. POLICY

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approve the first reading and revisions of the following new/revised district policies and regulations:

Policy Number	Policy Title	New/Revised	Designation	1st Reading	2nd Reading
P 0141.1	Board Member and Term – Sending District	Revised	Recommended	February 12, 2019	
P 0141.2	Board Member and Term – Receiving District	Revised	Recommended	February 12, 2019	
P 2422	Health and Physical Education	Revised	Mandated	February 12, 2019	
P 2431.3	Practice and Pre-Season	Revised	Recommended	February	

	Heat-Acclimation for School-Sponsored Athletics and Extra-Curricular Activities			12, 2019	
P 2610	Educational Program Evaluation	Revised	Mandated	February 12, 2019	
P 5111 R 5111	Eligibility of Resident/Nonresident Students	Revised	Mandated	February 12, 2019	
P 5330.04 R 5330.04	Administering an Opioid Antidote	New	Mandated	February 12, 2019	
P 5337	Service Animals	Revised	Recommended	February 12, 2019	
P 5756	Transgender Students	Revised	Mandated	February 12, 2019	
P 7440 R 7440	School District Security	Revised	Mandated	February 12, 2019	
P 8561	Procurement Procedures for School Nutrition Programs	Revised	Mandated	February 12, 2019	
P 8860	Memorials	Revised	Suggested	February 12, 2019	
P 2415.06	Unsafe School Choice Option	Revised	Mandated	February 12, 2019	
R 2460.8	Special Education – Free and Appropriate Public Education	Revised	Mandated	February 12, 2019	
R 5530	Substance Abuse	Revised	Mandated	February 12, 2019	
P 5600 R 5600	Student Discipline/Code of Conduct	Revised	Mandated	February 12, 2019	
P 5611 R 5611	Removal of Students for Firearms Offenses	Revised	Mandated	February 12, 2019	
P 5612 R 5612	Assaults on District Board of Education Members or Employees	Revised	Mandated	February 12, 2019	
P 5613 R 5613	Removal of Students for Assaults with Weapons Offenses	Revised	Mandated	February 12, 2019	
P 8461 R 8461	Reporting Violence, Vandalism, Harrassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses	Revised	Mandated	February 12, 2019	

_____ Moved, _____ Seconded
Roll Call:

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:

- 2018-19 NJ Department of Health Immunization Audit Report

_____ Moved, _____ Seconded
Roll Call:

XVII. COMMITTEE REPORTS

Finance & Facilities
Curriculum
Policy
Negotiations
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

XVIII. Open to the Public on any item – _____ 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.

Close the Public portion: _____

XIX. OLD BUSINESS

XX. NEW BUSINESS

XXI. CLOSED SESSION _____ p.m.

_____ Moved, _____ Seconded
Roll Call:

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 Monday, February 25, 2019 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 _____ hour for the purpose of discussing personnel and HIB. Action will be taken in public after the executive session.

XXII. MOTION TO RECONVENE INTO PUBLIC SESSION at _____ p.m.

_____ Moved, _____ Seconded
Roll Call:

XXIII. MOTION TO ADJOURN.

_____ Moved, _____ Seconded
Roll Call:

ADJOURNMENT _____ p.m.

Nicole Brennan, President
Haworth Board of Education

Kristi Giambona
Board Secretary