HAWORTH BOARD OF EDUCATION HAWORTH, NEW JERSEY 07641 MINUTES June 17, 2019

I. CALL TO ORDER – 7:31 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 April 8, 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 - ABSENT 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 - ABSENT Mrs. Kristi Giambona, Board Secretary

VI. OPEN TO THE PUBLIC ON AGENDA ITEMS ONLY - 7:32 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 - 7:32 p.m.

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: Jace Guevarra and Nicole Szukics

- Grade 1: Dahlia Feinberg and Russell Adler and Jack Placona
- Grade 2: Sadie Poirot and Zara Fisher
- Grade 3: Victoria Barbarini, Hudson Hall and Elise Lopez
- Grade 4: Madison Stott, Poppy Song and David Rodino
- Grade 5: Erika Gargano, Owen Rose and Sophie Langer-Hurst
- Grade 6: Alex Vierheilig and Ava Buckley
- Grade 7: Sofia Cheetham and Tim Kolkebeck
- Grade 8: Mia Wasser and Riley Renke
- Presentations and Recognitions:
- > 25 Years of Service Recognition Mr. Paul Doran and Mrs. Anne Marie Dunn

IX. ROUTINE RESOLUTIONS

- a. Enrollment Report to Date 411 total K-8 students.
- Emergency & Crisis Situations Drill Record: Fire Drill: May 10, 2019 Security Drill: May 3, 2019
- c. HIB Report for June 2019: Reported Cases: 1 Number of Cases open: 1 Number of Cases closed: 1

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 in closed executive session on May 21, 2019, Case #1819-03 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 students' parents forthwith.

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

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mr. Ashkenase	1			
Mrs. Brennan	1			

Mrs. Doran			1
Mrs. Eig	1		
Mrs. Leddy	1		
Mr. Rodino	1		
Mrs. Wunsch	1		

X. MINUTES

- a. Approval of meeting minutes from the May 21, 2019 Public Business Meeting.
- b. Approval of the meeting minutes from the May 21, 2019 Executive Session Meeting.
- c. Approval of the meeting minutes from the May 31, 2019 Board Retreat.

M. Rodino Moved, K. Leddy Seconded Roll Call: 6/0

BE IT RESOLVED, that the Haworth Board of Education approves Items X.a. through c.

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mr. Ashkenase	<i>✓</i>			
Mrs. Brennan	1			
Mrs. Doran				1
Mrs. Eig	1			
Mrs. Leddy	1			
Mr. Rodino	1			
Mrs. Wunsch	1			

XI. CURRICULUM

a. 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	10/8/19	Student Council	The College of New Jersey, Ewing, NJ	0	Arlene Fannell & Angelica Talamo
2	1/8/20	Student Council	The College of New Jersey, Ewing, NJ	0	Arlene Fannell & Angelica Talamo
3	10/23/19	Debate Club	Tenakill Middle School, Closter, NJ	0	Arlene Fannell
4	11/18/19	Debate Club	Tenafly Middle School, Tenafly, NJ	0	Arlene Fannell
5	12/12/19	Debate Club	Bergen County Academies, Hackensack, NJ	0	Arlene Fannell
6	1/22/20	Debate Club	Tenafly Middle School, Tenafly, NJ	0	Arlene Fannell
7	2/5/20	Debate Club	Northern Valley High School,	0	Arlene Fannell

			Demarest, NJ		
8	3/5/20 or 3/11/20	Debate Club	Northern Valley High School, Old Tappan, NJ	0	Arlene Fannell

 b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Northern Valley Schools Office of Curriculum & Instruction Curriculum Guide Revision Schedule.

Curriculum	To be Approved August 2019	Scheduled to be Updated/Revised/Written in 2019-20
K-12 English as a Second Language	Х	
K-12 Social Studies		Х
K-12 World Languages		Х

- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the dues for the grades 5 and 6 Gifted & Talented students to participate in the 2019-20 **Invengineering Expo** at a cost of \$525.00.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2018-2019 **list of Discarded Library Books**. (Attached)

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mr. Ashkenase	1			
Mrs. Brennan	1			
Mrs. Doran				1
Mrs. Eig	 ✓ 			
Mrs. Leddy	 ✓ 			
Mr. Rodino	1			
Mrs. Wunsch	1			

BE IT RESOLVED, that the Haworth Board of Education approves Items XI.a. through d.

XII. PERSONNEL

a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following faculty members to work during the summer months to reformat the middle school math curriculum to address the following needs: advanced section curriculum components, vertical articulation, problem-based learning, real-world applications, rigor & differentiation, and a comprehensive student learning experience. Compensation to be paid at their hourly rate, pursuant to

Article X, Item 1b. of the Haworth Teacher's Association Collective Bargaining Agreement, not to exceed 15 hours each.

- Ashley Lignos, Middle School Math Teacher
- Michael DeFelice, Middle School Math Teacher
- Cynthia Talty, Grade 5 Teacher
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following **additional Summer Enrichment Staff** for the 2019 Summer Enrichment sessions (contingent upon enrollment):
 - Donna Schwartz Aide \$824.00
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education retroactively approves **Haworth Police Officer James DiVite to attend the Grade 8 Lock-In Event** on June 14, 2019, for overnight supervision at a rate of \$64.90 per hour.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the **summer 2019 graduate level courses for the following staff members**; reimbursement to be paid at the 2019-20 state college or university graduate level course rate for 3 total annual credits, pursuant to Article VII of the Haworth Teacher's Association Collective Bargaining Agreement.

Item	STAFF MEMBER COURSE(S)		College/University
1	Jessica Buchheister	ELRL 6260 Literature for Adolescents	William Paterson State University
2	Gianna DeNobile	ELRL 6260 Literature for Adolescents	William Paterson State University

e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the fall 2019 graduate level courses for the following staff members; reimbursement to be paid at the 2019-20 state college or university graduate level course rate for 3 total credits, pursuant to Article VII of the Haworth Teacher's Association Collective Bargaining Agreement.

Item	STAFF MEMBER	COURSE(S)	College/University
1	Jessica Buchheister	ELRL 6010 Theoretical Foundations	William Paterson State University
		of Literacy	
		ELRL 6170 Young Children's Literacy	
		& Curriculum Design	
2	Arlene Fannell	ELRL 6010 Theoretical Foundations	William Paterson State University
		of Literacy	
		ELRL 6230 Practicum Teaching &	
		Reading	
3	Angelica Talamo	READ 503 Literature for Adolescents	Montclair State University
		READ 519 Language & Early Literacy	
		Development	

f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves **unpaid leave for personal reasons** to the following staff members:

Terry Leeshock	June 20 & June 21, 2019	2 days

g. 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.	Patricia Voigt	7/18/19	NJPSA – Principles of Effective Instruction	Monroe, NJ	0
2.	Patricia Voigt	10/17/19	FEA/NJPSA 2019 Conference	Long Branch, NJ	\$149.00
3.	Pamela Bagot	10/7/19	Art Educators of New Jersey Annual Conference	Long Branch, NJ	\$135.00
4.	Erin Carr	6/24/19	Key Components of IEP Drafting	Teaneck, NJ	\$75.00
5.	Erin Carr	7/16/19	The Neuropsychology of Processing Speed	Teaneck, NJ	\$60.00
6.	Erin Carr	7/23/19	Diagnosis & Treatment of Dyslexia & Related Learning Disabilities	Teaneck, NJ	\$75.00
7.	Erin Carr	7/29/19	Classroom Monitoring Systems & Reading Intervention Strategies	Teaneck, NJ	\$60.00

- m. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Jisin Lee as a **substitute teacher** for the 2019-20 school year, not benefit eligible.
- n. Upon the recommendation of the Superintendent, the Haworth Board of Education approves one additional family illness day for Kerry Ann Ross, pursuant to Article VIII, Item 10c. of the Haworth Teacher's Association Collective Bargaining Agreement.
- Upon the recommendation of the Superintendent, the Haworth Board of Education approves Alexis Yotka as a full time School Social Worker for the 2019-20 school year, effective September 3, 2019 at an annual salary of \$54,940.00 (MA, Step 1), benefit eligible.
- p. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Katherine Arena as an **hourly School Psychologist for the 2019-20 school year**, to be paid at the rate of \$60.00 per hour, on an as needed basis. Not benefit eligible.

P. Hughes – Gave detailed explanation of all items to be voted on in the Personnel section.

K. Leddy – Asked why an hourly School Psychologist would be needed.

P. Hughes – Explained that Dr. O'Reilly would handle most of the cases, but an hourly person would assist her with overflow of cases and attendance at meetings when Dr. O'Reilly was not available.

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

BE IT RESOLVED, that the Haworth Board of Education approves Items XII.a. through p.

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mr. Ashkenase	1			
Mrs. Brennan	1			
Mrs. Doran				1
Mrs. Eig	1			
Mrs. Leddy	1			
Mr. Rodino	1			
Mrs. Wunsch	1			

XIII. FINANCE & FACILITIES

a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the **bills for the period of May 1, 2019 to May 30, 2019** 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	05/15/2019	\$251,399.35
State Share - FICA	05/15/2019	\$14,701.10
Board Share - FICA	05/15/2019	\$3,492.49
	TOTAL:	\$269,592.94
Bills Description	Dated	<u>Amount</u>
Payroll - Operating	05/30/2019	\$275,569.20
State Share - FICA	05/30/2019	\$14,701.10
Board Share - FICA	05/30/2019	\$5,341.47
	TOTAL:	\$295,611.77

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the **Bills and Claims for the month of June, 2019**.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2018-2019 **SLICE Program tuition** contract for student ID # pending, commencing June 3, 2019, and terminating June 30, 2019, at a total rate of \$1,005.00.

- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the **contribution to the Capital Reserve Account** of funds in excess, not to exceed \$850,000.00.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education **approves the accumulated sick pay for Adele Kallet**, Speech/Language Therapist, retirement effective June 30, 2019, for the amount of \$10,000.00 (167 at \$60 per day), pursuant to Article VIII, Item 5 of the Haworth Teacher's Association Collective Bargaining Agreement.
- f. Be it Resolved, that Arlene Fannell receives **tuition reimbursement** of \$2,142.00 for the successful completion of the graduate level course ELRL 6330-80. Course previously approved on November 13, 2018.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the **law firm of Schenck, Price, Smith & King, LLP for shared services contract reviews**, at the below hourly rates, not to exceed \$3,500.00 annually.
 - \$175.00 for a Partner
 - \$155.00 for an Associate
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves **language translation services** to be provided by Language Line Solutions for as-needed language translation of important documents and conferences in all native languages. Cost not to exceed \$3,000.00 for the 2019-20 school year.
- i. **BE IT RESOLVED BY THE HAWORTH BOARD OF EDUCATION** that the Board, upon the recommendation of the School Business Administrator, approves the following resolution:

WHEREAS, the Haworth Board of Education ("Board") advertised for bids for the Rooftop Unit Replacement at the Haworth School ("Project"); and

WHEREAS, on June 14, 2019, the Board opened bids for the Project; and

WHEREAS, Panetta Construction, submitted the lowest bid, for a total contract sum of \$140,500.00.

WHEREAS, the bid submitted by Panetta Construction is responsive in all material respects, and it is the Board's desire to award the Project to Panetta Construction.

NOW, THEREFORE, BE IT RESOLVED that the contract for the Project is hereby awarded to Panetta Construction for a total contract sum of \$140,500.00,

BE IT FURTHER RESOLVED that each award is expressly conditioned upon the successful vendor furnishing executed contract documents as included in the bid specifications, together with the requisite insurance certificate and bonds in accordance with the terms of the specifications.

BE IT FURTHER RESOLVED that the Board President and the School Business Administrator are hereby authorized to execute any and all documents necessary to effectuate this Resolution.

CONTRACTOR	BID
Panetta Construction, Little Ferry, NJ	\$140,500.00
T.O. Tech, Ringwood, NJ	\$169,100.00
EACM, Sea Bright, NJ	\$174,950.00

j. **BE IT RESOLVED BY THE HAWORTH BOARD OF EDUCATION** that the Board, upon the recommendation of the School Business Administrator, **approves** the following resolution:

WHEREAS, the Haworth Board of Education ("Board") advertised for bids for the Parking Lot Repaying Project at the Haworth School ("Project"); and

WHEREAS, on June 14, 2019, the Board opened bids for the Project; and

WHEREAS, D&L Paving Contractors, submitted the lowest bid, for a total contract sum of \$98,063.00.

WHEREAS, the bid submitted by D&L Paving Contractors is responsive in all material respects, and it is the Board's desire to award the Project to D&L Paving Contractors.

NOW, THEREFORE, BE IT RESOLVED that the contract for the Project is hereby awarded to D&L Paving Contractors for a total contract sum of \$98,063.00,

BE IT FURTHER RESOLVED that each award is expressly conditioned upon the successful vendor furnishing executed contract documents as included in the bid specifications, together with the requisite insurance certificate and bonds in accordance with the terms of the specifications.

BE IT FURTHER RESOLVED that the Board President and the School Business Administrator are hereby authorized to execute any and all documents necessary to effectuate this Resolution.

CONTRACTOR	BID
D&L Paving Contractors, Nutley, NJ	\$ 98,063.00

k. **BE IT RESOLVED BY THE HAWORTH BOARD OF EDUCATION** that the Board, upon the recommendation of the School Business Administrator, **approves** the following resolution:

WHEREAS, the Haworth Board of Education ("Board") advertised for bids for the Parking Lot Repaying Project at the Haworth School ("Project"); and

WHEREAS, on May 29, 2019, the Board opened bids for the Project; and

WHEREAS, Crossroads Pavement Maintenance, LLC, submitted the only bid, for a total contract sum of \$267,800.00.

WHEREAS, The Haworth Board of Education herby **rejects** the bid submitted by Crossroads Pavement Maintenance, LLC on May 29, 2019, for the parking lot repaving project in the amount of \$267,800.00. This bid was rejected because the bid proposal exceeded the project budget.

 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 2019-2020 school year.

P. Wolford – Gave detailed explanation of each of the items in the Finance & Facilities section.

P. Hughes – Clarified to the Board that the services being approved in Item g, will be used only when there is a conflict where Fogarty & Hara also represents the other district in the shared services agreement.

P. Wolford – Explained the vast difference in bid price for the driveway paving project from the first bid hearing on May 29, 2019 and the second bid hearing on June 14, 2019. The first bid was rejected due to the bid exceeding the project budget.

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

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ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mr. Ashkenase	1			
Mrs. Brennan	1			
Mrs. Doran				✓
Mrs. Eig	1			
Mrs. Leddy	1			
Mr. Rodino	1			
Mrs. Wunsch	1			

BE IT RESOLVED, that the Haworth Board of Education approves Items XIII.a. through I.

XIV. NEGOTIATIONS

a. Upon the recommendation of the Superintendent, the Haworth Board of Education and Haworth Teachers Association acknowledge a **sidebar agreement to the current Collective Bargaining Agreement**, for the remainder of the 2018-19 school year, and through the duration of the contract on June 30, 2021, to include the following revisions, which is not currently a part of the contract.

Science (STEM) Fair Advisor – total monetary stipend of: 2019-20 - \$1,656.00 2020-21 - \$1,737.00 1 additional School Store Advisor – Total of 2 2019-20 - \$1,875.00 2020-21 - \$1,968.00 Addition of Boy's Baseball Coach 2019-20 - \$2,095.00 2020-21 - \$2,200.00

M. Rodino – Commented that there be more time and effort put into the baseball program in the coming years.

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

BE IT RESOLVED, that the Hav	worth Bo	ard of Ed	ucation appro	oves Items XI	V. a.

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mr. Ashkenase	1			
Mrs. Brennan	1			
Mrs. Doran				1
Mrs. Eig	1			
Mrs. Leddy	1			
Mr. Rodino	1			
Mrs. Wunsch	1			

XV. POLICY

NO RESOLUTIONS

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:
 - 2018-2019 Security Drill Statement of Assurance
- b. BE IT RESOLVED, pursuant to the requirements of N.J.A.C. 6A:30, that the Haworth Board of Education accepts the placement results of the New Jersey Quality Single Accountability Continuum (NJQSAC) review, which will be provided to the State Board of Education. The Haworth School District has been designated as "high performing" in each of the five critical indicator areas of instruction & program, fiscal management, governance, operations, and personnel.

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

BE IT	RESOLVED, that the Haworth	n Board o	f Educatio	on approves l	tems XVI.a.	and b.
	ROLL CALL VOTE	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	

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NOLL CALL VOTE	ILO	ADSTAIN	ADSENT
Mr. Ashkenase	1		
Mrs. Brennan	✓		
Mrs. Doran			1
Mrs. Eig	✓		
Mrs. Leddy	1		
Mr. Rodino	1		
Mrs. Wunsch	1		

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 – 7:57 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.

D. Siciliano – Once the library books are discarded, are they donated?

P. Hughes – Books are only donated if they are in good condition.

K. Leddy – Noted that there is a family in town that are willing to ship discarded books to a charter school in Nashville, Tennessee.

Close the Public portion: 7:58 p.m.

XIX. OLD BUSINESS

N. Brennan – Explained that the Policy Committee meeting scheduled for July 30th will be too late to review Policy 3130. If the committee meets on July 30^{th} then the 1^{st} reading would be at the August BOE meeting and the 2^{nd} reading at the September BOE meeting. It was decided that the 1^{st} reading will be done at the July 16^{th} meeting.

XX. NEW BUSINESS

Mr. Ashkenase and Mrs. Eig announced they will not be running in the next school board election.

XXI. CLOSED SESSION 8:03 p.m.

J. Eig 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 Monday, June 17, 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 a half hour for the purpose of discussing HIB, litigation, and the annual evaluation of the Superintendent. Action will not be taken in public after the executive session.

The 2018-19 annual evaluation of Dr. Peter Hughes, Superintendent was accepted and approved for submission by an all in favor (6/0) vote of the Board of Education.

XXII. MOTION TO ADJOURN.

J. Ashkenase Moved, S. Wunsch Seconded All in favor.

ADJOURNMENT 8:35 p.m.

Nicole Brennan, President Haworth Board of Education Kristi Giambona Board Secretary