

**HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
MINUTES
May 21, 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 January 4, 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 – LATE 7:32 p.m.
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 - 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. – NO PUBLIC COMMENT

VIII. SUPERINTENDENT’S/BOARD PRESIDENT’S REPORTS

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

Kindergarten: Raven Taylor and Dominic Porcaro
Grade 1: Theodore Giannotti, Thomas Pavlos, and Sydney Davis
Grade 2: Emme Paneque and Ivy Firestone
Grade 3: Morgan Yoon, Anna Boyes, and Alison Boyes
Grade 4: Henry Winik, Jimin Chang and Gavin Paneque
Grade 5: Josh Hong, Casey Ashkenase and Chris Wright
Grade 6: Marco DeCroce and Christian Marchisio
Grade 7: Zoe Weill and Ben Borek
Grade 8: Hayden Eig and Karishma Parekh

- Presentations and Recognitions:
 - 2019 PVISL Division 3 Champions Recognition
 - Student Musical Achievement Recognition – Mr. Vito Nasta
 - Strategic Plan - Dr. Peter Hughes (*Power Point attached*)
 - Electronic Violence and Vandalism Report – Dr. Peter Hughes

IX. ROUTINE RESOLUTIONS

- a. Enrollment Report to Date – 411 total K-8 students.
- b. Emergency & Crisis Situations Drill Record:
 - Fire Drill: April 3, 2019
 - Security Drill: April 23, 2019
- c. HIB Report for May 2019:
 - Reported Cases: 1
 - Number of Cases open: 1
 - Number of Cases closed: 2

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 April 30, 2019, Case #1819-02 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, S. Wunsch Seconded
Roll Call: 7/0

BE IT RESOLVED, that the Haworth Board of Education approves Items IX.a. through 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 April 30, 2019 Public Business Meeting.
- b. Approval of the meeting minutes from the April 30, 2019 Executive Session Meeting.

M. Rodino Moved, S. Wunsch Seconded
 Roll Call: 7/0

BE IT RESOLVED, that the Haworth Board of Education approves Items X.a. and 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 following field trips. Transportation costs will apply where applicable.

#	Date	Grade / Club	Location	Cost per student	Teacher(s)/Admin. in Charge
1	2/28/20 Snow Date: 3/6/20	Gr. 1	Buehler Science Center, Paramus, NJ	\$34.75	Nicole Chamberlain & Angelica Talamo

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education amends the following date on the 2018-2019 Haworth School Calendar: Friday, June 21, 2019 will be the last full day of school for students and teachers. In the case of an unforeseen closure of school, then the

last day of school will be moved back to accommodate the lost day(s), as per state law. Revised calendar attached.

S. Wunsch Moved, M. Rodino Seconded
 Roll Call: 7/0

BE IT RESOLVED, that the Haworth Board of Education approves Items XI.a. and b.

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
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 stipends for the following employees for the 2019-2020 school year.

Derick Talty	Brainbuster Advisor	\$552.00
Alicia Kosakowski	Brainbuster Advisor	\$552.00
Kevin Lane	Soccer Coach	\$2,095.00
Rebecca Hall	Overnight Field Trip Coord. (Frost Valley)	\$276.00
Lori Scheps	Overnight Field Trip Coord. (Wash. D.C.)	\$276.00
Alison DeNero	Overnight Field Trip Coord. (Philadelphia)	\$276.00
Lori DiVite	Track Coach	\$1,764.00
Adriana Bonasorte	Track Coach	\$1,764.00
Kevin Lane	Boy's Basketball Coach	\$2,095.00
Paul Doran	Boy's Baseball Coach	\$2,095.00
TBD	Volleyball Coach	\$2,095.00
Arlene Fannell	Debate Club Advisor	\$1,323.00
Paul Doran	Athletic Director	\$1,875.00
Alicia Kosakowski	Eighth Grade Coordinator	\$2,426.00
Terry Leeshock	Garden Club Advisor	\$1,323.00
Cristina Martell	Yearbook Advisor (1/2)	\$937.50
Suzanne Schmalzer	Yearbook Advisor (1/2)	\$937.50
Lauren Wolstein	Science Olympiad Advisor (1/3)	\$625.00
Laura Bionde	Science Olympiad Advisor (1/3)	\$625.00
Julieann Barclay	Science Olympiad Advisor (1/3)	\$625.00
Lauren Wolstein	STEM Fair Advisor (1/3)	\$552.00
Laura Bionde	STEM Fair Advisor (1/3)	\$552.00
Julieann Barclay	STEM Fair Advisor (1/3)	\$552.00
Arlene Fannell	Student Council Advisor (1/2)	\$937.50
Angelica Talamo	Student Council Advisor (1/2)	\$937.50
Laura Bionde	Girl's Basketball Coach (1/2)	\$1,047.50
Ashley Lignos	Girl's Basketball Coach (1/2)	\$1,047.50
Laurie Roncati	Newspaper Coordinator	\$1,875.00
Pamela Bagot	Art Club Advisor	\$1,323.00
Josefina Winik	Select Choir Coordinator	\$2,426.00

Lori Scheps	School Store Coordinator	\$1,875.00
Angelica Talamo	School Store Coordinator	\$1,875.00
Connie Alcoser	Kindergarten Coordinator	\$2,426.00
Jennifer Eisberg	Battle of the Books	\$552.00
Rebecca Hall Kevin Lane (alternate)	After School Sports Game Monitor	\$34/session
TBD on per trip basis	Overnight Field Trip Chaperone	\$111/night

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 26, 2019 to August 30, 2019 from 9:00 a.m. to 12:00 p.m. at a rate of \$73.73 per hour (3 hours per day for 5 days).

- Ashley Lignos
- Michael DeFelice

c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Certified Math Teacher for the Jump Start Math program to be held from August 26, 2019 to August 30, 2019 from 9:00 a.m. to 12:00 p.m. at a rate of \$73.73 per hour (3 hours per day for 5 days).

- Ronald Cuneo

d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following members of the Child Study Team to work during the summer months at their hourly rate, to attend IEP meetings and conduct evaluations, as needed, not to exceed 8 hours:

- Erin Carr, LDT-C
- Anne Marie Dunn, Special Education Teacher
- Jennifer White, Speech/Language Therapist
- Shari Peykar, Social Worker

e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Kristi Giambona as Secretary of the Board of Education for the period of July 1, 2019 to June 30, 2020, at a stipend of \$515.00 per meeting.

f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Summer Enrichment Staff for the 2019 Summer Enrichment sessions (contingent upon enrollment):

Connie Alcoser	\$2,757.00
Anne Marie Dunn	\$2,757.00
Terry Leeshock	\$2,757.00
Angelica Talamo	\$2,757.00
Lori Scheps	\$2,757.00
Rosina Siniscalchi	\$2,757.00
Heather Santostefano	\$2,757.00
Nancy Polifroni - Nurse	\$2,757.00
Sandra Van Horn - Aide	\$824.00

g. **BE IT RESOLVED** to approve the following resolution approving the completion of the

Superintendent's Merit Goals:

WHEREAS, the Haworth Board of Education (hereinafter referred to as the "Board") approved merit action plans for the Superintendent for the 2018-2019 school year consisting of three (3) quantitative merit criteria and two (2) qualitative merit criteria and submitted same to the Executive County Superintendent for approval in accordance with N.J.A.C. 6A-3.1(e) 10-11 (hereinafter referred to as "Merit Bonus Goals"); and

WHEREAS, on or about September 20, 2018, the Executive County Superintendent approved the said Merit Bonus Goals, thereby authorizing the Board to evaluate and award merit bonus increases to the Superintendent upon achievement of each objective; and

WHEREAS, the Board has evaluated the Superintendent's performance and determined that he achieved the objective (Goal #1) of initiating and training 100% of the teachers in the use of new benchmark assessments and data warehousing through the use of LinkIt; thereby, entitling him to a quantitative merit bonus of 3.33% of his annual salary in the amount of \$4,877.20, and

WHEREAS, the Board has evaluated the Superintendent's performance and determined that he achieved the objective (Goal #2) of implementing a new online system for teachers to share their units and lesson plans digitally with the administrative team, as well as a system for their systematic review; thereby, entitling him to a qualitative merit bonus of 2.5% of his annual salary in the amount of \$3,694.85, and

WHEREAS, the Board has evaluated the Superintendent's performance and determined that he achieved the objective (Goal #3) of initiating the adoption and implementation of a new school app that offers immediate notifications and announcements to the entire community; thereby, entitling him to a quantitative merit bonus of 3.33% of his annual salary in the amount of \$4,877.20, and

WHEREAS, the Board has evaluated the Superintendent's performance and determined that he achieved the objective (Goal #4) of spearheading integrated STEAM activities within each grade level curriculum; thereby, entitling him to a quantitative merit bonus of 3.33% of his annual salary in the amount of \$4,877.20, and

WHEREAS, the Board has evaluated the Superintendent's performance and determined that he achieved the objective (Goal #5) of leading and authoring, with the input of community members, a complete strategic plan to help guide the future initiatives within the district; thereby, entitling him to a qualitative merit bonus of 2.5% of his annual salary in the amount of \$3,694.85, and

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby approved the aforementioned merit bonus for the 2018-2019 school year subject to the approval by the Executive County Superintendent that the quantitative and qualitative merit criteria for each of the Board assessed objective have been satisfied for the payment of such merit bonus.

- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following staff members as chaperones of the "8th grade Lock-In Celebration" on June 14, 2019, at a stipend of \$105.00 per shift:

Shift 1 – 7:00 p.m. – 12:00 a.m.	Shift 2 – 12:00 a.m. – 7:00 a.m.
Paul Wolford	Peter Hughes
Patricia Voigt	Nadine O’Reilly
Rebecca Hahn	Pamela Alderton
Lori Scheps	Lori Scheps
Lauren Wolstein	
Alison DeNero	
Julieann Barclay	
Alicia Kosakowski	
Donald Turner (Custodian)	Brian Gormley (Custodian)

- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Turlough Gartlan as a substitute custodian, no black seal, for the remainder of the 2018-19 school year, and the 2019-20 school year, not benefit eligible.
- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Rebecca Overgaard as the Treasurer of School Monies for the 2019-20 school year, at an annual salary of \$6,054.00, not benefit eligible.
- k. Upon the recommendation of the Superintendent, the Haworth Board of Education re-hires the attached list of previously approved available substitute teachers, aides and custodians for the 2019-2020 school year.

l. RESOLVED that Bari Baron (hereinafter referred to as “Baron”) be granted a leave of absence due to her own disability from September 9, 2019 (half day) through October 18, 2019, with pay and with medical benefits, subject to the use and continued availability of 26.5 sick days; and

BE IT FURTHER RESOLVED that Baron be granted a leave of absence from October 21, 2019 to January 17, 2020, under the federal Family and Medical Leave Act and New Jersey Family Leave Act, without pay, but with medical benefits; and

BE IT FURTHER RESOLVED that Baron be granted a leave of absence from January 18, 2020 through June 30, 2020, for Child Rearing Purposes under Article VIII.7, of the Collective Negotiations Agreement, without pay and without medical benefits; and

BE IT FURTHER RESOLVED that subject to her renewal for the 2020-2021 school year, which shall be determined in accordance with applicable law and the Collective Negotiations Agreement between the Haworth Board of Education (hereinafter referred to as the “Board”) and the Haworth Teacher’s Association, Baron shall return to work on September 1, 2020, 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 change or extend Baron’s leave of absence shall be made to 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 Baron’s physician or changes to the District’s calendar.

- m. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Michele Bhagat as a substitute school nurse for the remainder of the 2018-19 school year, and the 2019-20 school year, not benefit eligible.

Dr. Hughes – Explained that an interview was held for all contested stipend positions.

J. Eig – Asked if an additional background check needed to be done for teachers coming back for positions after retirement.

Dr. Hughes – Responded that if the former teacher is currently working as a substitute for another district, a “Pass the Trash” form was sent to that district.

Dr. Hughes – Stated that the district is looking into having a police officer present at the 8th grade Lock-In Celebration for the overnight hours.

J. Ashkenase Moved, M. Rodino Seconded
Roll Call: 7/0

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

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

XIII. FINANCE & FACILITIES

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of May, 2019.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves RSC Architects for pre-referendum planning, architectural, and engineering services at a total cost of \$26,800.00.

- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Title IIA, III, III-Immigrant, and IV-Part A Consortium Memorandum of Agreement between the Northern Valley Regional High School Board of Education, as Lead Applicant, and the Haworth School District for the 2019-20 school year.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Asbury Park Computer Management System – Budgeting/Accounting System Services and Payroll/Personnel System Services to provide comprehensive financial management services for the 2019-20 school year, at an annual cost of \$15,140.00, plus services fees as applicable.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Frontline Technologies Group to provide the systems for Absence and Substitute Management (AESOP) and Employee Evaluation Management (Stronge/My Learning Plan) for the 2019-20 school year, at an annual cost of \$5,596.89, plus service fees as applicable.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Strauss Esmay Associates to provide Policy services and support for the 2019-20 school year, at an annual cost of \$4,685.00, plus service fees as applicable.
- g. 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 2019-20 school year, at an annual cost of \$9,109.40, plus services fees as applicable.

Dr. Hughes – Explained that the architect costs is for the district to work together with them on the six phases before going into the referendum phase and to assist in taking the district through that process.

J. Ashkenase – Asked if other accounting systems were explored before deciding to stay with Asbury Park?

P. Wolford – Answered yes, and also stated that the payroll clerk in the Business Office likes the Asbury Park system.

J. Ashkenase Moved, J. Eig Seconded

Roll Call: 7/0

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

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

XIV. NEGOTIATIONS

NO RESOLUTIONS

XV. POLICY

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the second reading and adoption of the following new/revised district policy and regulation:

Policy/Reg Number	Policy Title	New/Revised	Designation	1st Reading	2nd Reading
P 1642 R 1642	Earned Sick Leave Law	New	Mandated	April 30, 2019	May 21, 2019

K. Leddy Moved, J. Ashkenase Seconded
 Roll Call: 7/0

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
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:

- 2019-2020 Lead Testing Program Statement of Assurance
- 2019-2022 Comprehensive Equity Plan
- 2019-2020 Comprehensive Equity Plan Statement of Assurance

J. Ashkenase Moved, M. Rodino Seconded
 Roll Call: 7/0

BE IT RESOLVED, that the Haworth Board of Education approves Items XVI.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	✓			

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 – 8:13 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.

I. Borek – Asked when a decision is made regarding who is the person for each stipend? She asked if students or parents were surveyed on their experience with the person from the previous year?

Dr. Hughes – Answered that he did not survey any parents. It is chosen by previous experience.

Close the Public portion: 8:14 p.m.

XIX. OLD BUSINESS

XX. NEW BUSINESS

XXI. CLOSED SESSION: 8:14 p.m.

J. Ashkenase Moved, S. Wunsch 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, May 21, 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 45 minutes for the purpose of discussing HIB and the annual evaluation of the Superintendent. Action will not be taken in public after the executive session.

XXII. MOTION TO ADJOURN.

M. Doran Moved, J. Eig Seconded
All in favor.

ADJOURNMENT 9:12 p.m.

Nicole Brennan, President
Haworth Board of Education

Kristi Giambona
Board Secretary