

**HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
MINUTES
March 19, 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 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
Mrs. Judy Eig
Mrs. Karen Leddy
Mr. Michael Rodino
Mrs. Stacey Wunsch
Mr. Paul Wolford, Business Administrator
Dr. Peter Hughes, Superintendent
Mr. Vic LaPira, 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

- Update on District Goals – Dr. Peter Hughes
(Power Point Presentation in Minute book)
- Kids with Character Award Presentation – criteria for the month of March is “Caring”.
For March the following children have been awarded:

Kindergarten: Danielle Kadec and Julian Hall
Grade 1: Logan Lax, Jackson Kushner and Nicholas Saporito
Grade 2: Max Garcia and Olivia Hudson
Grade 3: Zachary Schneider, Emily Goldstein and Michael Saporito
Grade 4: Sheridan Wertz, Cecelia Flattery and Panayiotis Amitsis
Grade 5: Emerson Chu, Sam DeCosta and Ava Pavlos
Grade 6: Hanna Yim and Alec Stratton
Grade 7: Michael Scalera and Camille Sposato
Grade 8: Katherine Doran and Casey Shea

- Ribbon Cutting Ceremony
 - The Hawk’s Nest - HHSA
 - Hawk’s Lab - BOE

IX. ROUTINE RESOLUTIONS

- a. Enrollment Report to Date – 411 total K-8 students.
- b. Emergency & Crisis Situations Drill Record:
Fire Drill: February 25, 2019
Security Drill: February 6, 2019
- c. HIB Report for February 2019:
Reported Cases: 0
Number of Cases open: 0
Number of Cases closed: 1

M. Doran Moved, M. Rodino 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 February 25, 2019 Public Business Meeting.
- b. Approval of the meeting minutes from the February 25, 2019 Executive Session Meeting.

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

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 2019-2020 12 month staff 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	3/20/19	Gr. 6-8 Science	Tenaflly High School, Tenaflly, NJ	0	Lauren Wolstein & Julieann Barclay
2	5/22/19	Gr. 4 & 5	The American Museum of Natural History, New York, NY	\$15.50	Rebecca Hall & Cynthia Talty

- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Mr. David G. Katz, MAT to provide staff professional development on “How to Integrate Orton-Gillingham into the Core Curriculum Content Areas”, on September 4, 2019.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves home school instruction for the following student:

- SID# 3161659149

K. Leddy Moved, M. Doran Seconded
 Roll Call: 7/0

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

<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	✓			

XII. PERSONNEL

a. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts, with appreciation and regret, the resignation for retirement purposes of the following staff members, effective June 30, 2019:

- Deborah Rothstein
- Carol Szurgot

b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following William Paterson State University 3 credit graduate level summer course for Arlene Domalewski-Fannell; no reimbursement requested.

- ELRL 6200 – Diagnosis of Reading Problems Practicum

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

Suzanne Schmalzer	March 5, 2019	1 day
Lisa Ferrara	March 7, 8 & 11, 2019	3 days
Lori Scheps	April 25 & 26, 2019	2 days

d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following candidates as substitute teachers for the remainder of the 2018-19 school year, not benefit eligible:

- Mary Anne Miuccio
- Donald Smith

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 Teachers' 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.	Kerry-Ann Ross	4/9/19	Increase Your Success as a Special Education Resource Teacher	Newark, NJ	\$269.00
2.	Rebecca Hall & Cynthia Talty	4/11/19	Teacher's College Reader's & Writer's Workshop - Bringing Makerspace into the Classroom	New York, NY	0
3.	Melissa Jackson	5/30/19	NJ Bilingual Educators 2019 Spring Conference	New Brunswick, NJ	\$199.00
4.	Kathy Blazina	6/6/19	RealTime User Experience 2019	Saddle Brook, NJ	0
5.	Lori Scheps	8/5/19 - 8/9/19	Teachers College Summer Writing Institute	New York, NY	\$850.00

- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Arlene Domalewski-Fannell to attend The Ron Clark Academy Experience in Atlanta, GA on November 6 & 7, 2019, total cost not to exceed \$1,500.00, pending approval of the Bergen County Executive Superintendent of Schools.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Adriana Bonasorte to replace Cynthia Talty as a Track Coach for the spring 2019 season. Stipend compensation of a Category 1, \$1,680.00.
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Tara Costa as a full time ABA Paraprofessional for the 2019-2020 school year, effective September 3, 2019 at an annual salary of \$35,000.00, benefit eligible.
- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Jennifer White as a full time Speech/Language Specialist for the 2019-2020 school year, effective September 3, 2019 at an annual salary of \$54,940.00 (MA, Step 1), benefit eligible.
- k. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Laura Iacometta, RN from Bayada Nursing Services to attend the Grade 6 field trip to Philadelphia, PA on April 25 & 26, 2019, at a rate of \$54.00 per hour, not to exceed 16 hours per day.

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

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

<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	✓			

The Board recognized the retirements of Carol Szurgot & Deborah Rothstein. They noted that they both have touched the lives of the many children in the Haworth community over the years, and that they will both be terribly missed. Best wishes were given to them for the next chapter of their lives.

XIII. FINANCE & FACILITIES

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of February 1, 2019 to February 28, 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:

<u>Bills Description</u>	<u>Dated</u>	<u>Amount</u>
Payroll - Operating	02/15/2019	\$280,125.66
State Share - FICA	02/15/2019	\$14720.25
Board Share - FICA	02/15/2019	\$5703.32
	TOTAL:	\$300,549.23

<u>Bills Description</u>	<u>Dated</u>	<u>Amount</u>
Payroll - Operating	02/28/2019	\$252,555.89
State Share - FICA	02/28/2019	\$14,720.25

Board Share - FICA	02/28/2019	\$3,594.26
	TOTAL:	\$270,870.40

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of March, 2019.
- c. 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 December, 2018.
- d. 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 January, 2019.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves to close out the Masonry and Sidewalk Repair Project, NJ DOE State Project # 03-2090-050-18-2000 and transfer any unspent funds to Capital Reserve.
- f. 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 2019-2020 school year.

NOW, THEREFORE BE IT RESOLVED, that the Haworth Board of Education hereby establishes the school district travel maximum for the 2019-2020 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.

g. Approval of Preliminary 2019-2020 Budget

BE IT RESOLVED, that the Board approve the following Preliminary Budget for the 2019-2020 School Year and authorizes the School Business Administrator to submit the 2019-2020 preliminary budget to the Executive County Superintendent for approval in accordance with statutory submission dates:

	Budget	Local Tax Levy
General Fund (Fund 10)	\$9,674,912	\$9,061,991

Special Revenue Fund (Fund 20)	\$76,596	
Debt Service Fund (Fund 40)	<u>\$251,940</u>	\$250,803
Total Tentative Budget	\$10,003,448	

BE IT FURTHER RESOLVED, in accordance with N.J.A.C. 6A:23A-10.3(b)1, that the 2019-2020 school year budget includes the use of Banked Cap in the amount of \$167,213. The Banked Cap is to help support the following costs: \$85,753 for the increase in Out-of-District Special Education Tuition costs, \$62,000 for the hiring of a full time paraprofessional trained in Applied Behavioral Analysis to serve as support in the newly created multiple disabilities resource program (benefit eligible), and \$19,460 for the purchase of chromebooks and assistive technologies for students with disabilities and reading difficulties.

BE IT FURTHER RESOLVED, the needs identified in the use of Banked Cap must be completed by the end of the budget year and will not be deferred or incrementally completed over a longer period of time.

- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves an increase to the per diem substitute nurse rate to \$200.00, effective March 20, 2019.

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

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

<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	✓			

Mr. Wolford explained to the public that a more extensive budget presentation will be held on April 30th.

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 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	March 19, 2019
P 0141.2	Board Member and Term – Receiving District	Revised	Recommended	February 12, 2019	March 19, 2019
P 2422	Health and Physical Education	Revised	Mandated	February 12, 2019	March 19, 2019
P 2431.3	Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics and Extra-Curricular Activities	Revised	Recommended	February 12, 2019	March 19, 2019
P 2610	Educational Program Evaluation	Revised	Mandated	February 12, 2019	March 19, 2019
P 5111 R 5111	Eligibility of Resident/Nonresident Students	Revised	Mandated	February 12, 2019	March 19, 2019
P 5330.04 R 5330.04	Administering an Opioid Antidote	New	Mandated	February 12, 2019	March 19, 2019
P 5337	Service Animals	Revised	Recommended	February 12, 2019	March 19, 2019
P 5756	Transgender Students	Revised	Mandated	February 12, 2019	March 19, 2019
P 7440 R 7440	School District Security	Revised	Mandated	February 12, 2019	March 19, 2019
P 8561	Procurement Procedures for School Nutrition Programs	Revised	Mandated	February 12, 2019	March 19, 2019
P 8860	Memorials	Revised	Suggested	February 12, 2019	March 19, 2019
P 2415.06	Unsafe School Choice Option	Revised	Mandated	February 12, 2019	March 19, 2019
R 2460.8	Special Education – Free and Appropriate Public Education	Revised	Mandated	February 12, 2019	March 19, 2019
R 5530	Substance Abuse	Revised	Mandated	February 12, 2019	March 19, 2019
P 5600 R 5600	Student Discipline/Code of Conduct	Revised	Mandated	February 12, 2019	March 19, 2019

P 5611 R 5611	Removal of Students for Firearms Offenses	Revised	Mandated	February 12, 2019	March 19, 2019
P 5612 R 5612	Assaults on District Board of Education Members or Employees	Revised	Mandated	February 12, 2019	March 19, 2019
P 5613 R 5613	Removal of Students for Assaults with Weapons Offenses	Revised	Mandated	February 12, 2019	March 19, 2019
P 8461 R 8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses	Revised	Mandated	February 12, 2019	March 19, 2019

M. Doran Moved, K. Leddy Seconded
 Roll Call: 7/0

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

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:

- School Ethics Commission – List of School Officials
- 2018 Fiscal Year Board Secretary, Treasurer Reports, and Transfer Reports

J. Eig Moved, J. Ashkenase 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.

Close the Public portion: 8:13 p.m. - NO PUBLIC COMMENT

XIX. OLD BUSINESS

XX. NEW BUSINESS

XXI. CLOSED SESSION 8:14 p.m.

M. Doran 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 Tuesday, March 19, 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 30 minutes for the purpose of discussing personnel. Action will not be taken in public after the executive session.

XXII. MOTION TO ADJOURN.

M. Doran Moved, K. Leddy Seconded
Roll Call:

ADJOURNMENT 8:48 p.m.

Nicole Brennan, President
Haworth Board of Education

Kristi Giambona
Board Secretary