

**HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
SPECIAL MEETING MINUTES
JANUARY 25, 2019**

I. CALL TO ORDER – 8:31 a.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 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:

Mr. Jeff Ashkenase
Mrs. Nicole Brennan
Mrs. Mary Anne Doran - **ABSENT**
Mrs. Judy Eig
Mrs. Karen Leddy
Mr. Michael Rodino - **ABSENT**
Mrs. Stacey Wunsch
Mr. Paul Wolford, Business Administrator
Dr. Peter Hughes, Superintendent
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 - 8:33 a.m. NO PUBLIC COMMENT

VIII. CURRICULUM

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2018-19 Elementary School Code of Conduct and Middle School Code of Conduct Handbooks.

J. Ashkenase Moved, K. Leddy Seconded
 Roll Call: 5/0

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

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

Dr. Hughes: Explained to the Board that the main changes in the Student Code of Conduct from the previous year was that all of the policy numbers needed updating since the district switched from School Board's to Strauss Esmay.

IX. PERSONNEL

- a. 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.	Rosina Siniscalchi	2/27/19	Units of Study in Phonics K-1	Somerset, NJ	\$200.00
2.	Donald Turner	3/11/19 & 3/12/19	NJ School Buildings & Grounds Assoc. Conference	Atlantic City, NJ	\$650.00
3.	Alison DeNero	3/15/19	Advances in Understanding Word-Level Reading Problems	Garwood, NJ	\$220.00
4.	Angelica Talamo	3/18/19	Advisor's Conference	Trenton, NJ	\$80.00
5.	Arlene Domalewski	3/18/19	Advisor's Conference	Trenton, NJ	\$80.00

J. Ashkenase Moved, J. Eig Seconded

Roll Call: 5/0

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

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

The Board questioned why professional development was needed for phonics since the reading specialist is trained in Orton Gillingham.

Dr. Hughes: Explained that Orton Gillingham is more for 1:1 instruction and phonics is more for whole classroom instruction, therefore training in both disciplines is beneficial.

X. FINANCE & FACILITIES

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of January 1, 2019 to January 31, 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:

<i>Bills Description</i>	<i>Dated</i>	<i>Amount</i>
Payroll - Operating	01/15/2019	\$264,251.19
State Share - FICA	01/15/2019	\$14,732.88
Board Share - FICA	01/15/2019	\$4,479.11
	TOTAL:	\$283,463.18

<i>Bills Description</i>	<i>Dated</i>	<i>Amount</i>
Payroll - Operating	01/30/2019	\$251,236.54
State Share - FICA	01/30/2019	\$14,720.25
Board Share - FICA	01/30/2019	\$3,495.12
	TOTAL:	\$269,451.91

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of January, 2019.
- c. **WHEREAS**, the Haworth Board of Education is committed to offering school programs geared toward families who need a safe, well-supervised setting for their children before and after school hours, the Board hereby authorizes the creation of a tuition-based “Before Care” program where

children will be able to participate in supervised activities that include crafts, games, homework time, and a breakfast snack, under the supervision of qualified staff members before school hours.

- d. **WHEREAS**, N.J.S.A. 40A:11-1 *et. seq.* authorizes contracting units to enter into the Cooperative Pricing Agreements; and

WHEREAS, the County of Hunterdon hereinafter referred to as “the Lead Agency” has offered voluntary participation in a renewal participation in a Cooperative Pricing System for the purchase of work, materials and supplies; and

WHEREAS, the Haworth Board of Education in the County of Bergen desires to participate in the Hunterdon County Cooperative Pricing Agreement.

NOW, THEREFORE, BE IT RESOLVED, By The Haworth Board of Education, in the County of Bergen, State of New Jersey that the Board of Education authorizes the school district’s participation in the Hunterdon County Education Services Commission Cooperative Pricing Agreement and to execute a Cooperative Pricing Agreement upon its approval by the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that the County of Hunterdon is Lead Agency and is expected to comply with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 *et. seq.* and all of the provisions of the revised statutes of the State of New Jersey).

- e. **BE IT RESOLVED**, that the Haworth Board of Education award the LED Lighting Upgrades Project to Generations Electrical Company in the amount of \$44,809.16 and to Tatbit Co. in the amount of \$44,847.00 pursuant to the Proposal dated January 3, 2019 through the Hunterdon County Educational Services Commission Bid.

BE IT FURTHER RESOLVED, that the Haworth Board of Education approve the lease of the LED Lighting Upgrades Project for the total cost of \$89,656.16, which will be financed through the Hunterdon Educational Services Commission.

- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the services of Pesh-E-Lectric, Inc., to demo the existing partition & door in the nurse’s auxiliary room and perform the necessary duties to construct a Wellness Room. These duties include the rewiring of outlets and lighting, relocation of cabinetry, wall repair, and the installation of flooring and cove molding at a cost not to exceed \$4,950.00.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the services of Whitehall Associates for the preparation of a Demographic Study for the Haworth Public School District at a cost of \$2,000.00 (plus the cost of any additional time and printing).
- h. Be It Resolved, that the Haworth Board of Education, hereby retroactively approves the Proposed Change Order #2 in the amount of \$-8,225.00 (net) for the installation if a sidewalk handicap pad, additional sidewalk repair, and the deletion of the installation of fencing from the original contract as part of the Masonry Repairs and Site Improvement Construction Contract with Spartan Construction. The new total contract value will therefore be \$99,775.00.

J. Eig Moved, J. Ashkenase Seconded
 Roll Call: 5/0

BE IT RESOLVED, that the Haworth Board of Education approves Item X.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	✓			

P. Wolford: Explained each item to be voted on to the Board in detail.

He stated that the new Before Care program will run from 7:00 a.m. – 8:15 a.m. There will be a staff member who is in charge of the program and additional staff will be added based to need. There will be a flat fee and a copon book for parents who use both the Before Care and the After Care programs, or for those families who require it on an as needed basis.

He explained to the Board that for the LED Project, the district will be joining a co-op to get the lowest leasing price. The Board agreed unanimously that LED lighting is better for the students, as well as more cost effective for the district.

Mr. Wolford also explained the Demographic Study and how it will help with grant writing and to add another data point to utilize in the decision making process.

Mr. Wolford stated that Item h. is being done retroactively for the change order with the masonry project.

Dr. Hughes referenced Item f. and shared with the Board that the HHSA would help with the cost of the project by paying for the furniture and the decorations for the room. Dr. Hughes expressed his appreciation to the HHSA for their contributions to the Wellness Room.

Mr. Wolford shared with the Board that Night Lock will be on next agenda. He explained that it is a device that is a barricade during a lock down. Anyone can secure the lock and there is a tool that an administrator can use to open the lock from the outside if needed.

XI. 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:

1. 2019 Memorandum of Agreement Between Education and Law Enforcement Officials
2. 2018 Right to Know Survey
3. 2018-19 School Safety Data System – Report Period 1
4. Statement of Assurance Regarding the Use of Paraprofessionals
5. 2018 Survey of Occupational Injuries & Illnesses

6. 2017-18 School Performance Reports

S. Wunsch Moved, J. Eig Seconded
Roll Call: 5/0

Dr. Hughes informed the Board that he will be presenting the 2017-18 School Performance Reports to the public at the February meeting.

XII. Open to the Public on any item – 8:54 a.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 if some of the families in the community can come and speak with faculty about their specialties that can help them.

P. Wolford: Explained that a meeting was just had with a 403B writer regarding different options for the teachers and staff for additional benefits and insurance options. There is a need to educate the staff on retirement securities. He also told the Board that the district is creating a summer escrow interest bearing account for our teachers, which will provide a paycheck in July to help them through the summer months.

N. Brennan: Explained that the town council has asked us to move the starting time of our February BOE meeting. We will start at 6:00 p.m. and go immediately into closed executive session until 6:45 p.m. and then re-open into public session until 7:45 pm. Town Council will start at 8:00 p.m. and will convene in our building.

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

XIII. MOTION TO ADJOURN.

J. Eig Moved, K. Leddy Seconded
All in favor.

ADJOURNMENT 9:06 a.m.

Nicole Brennan, President
Haworth Board of Education

Kristi Giambona
Board Secretary