

**HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
MINUTES
DECEMBER 18, 2018**

I. CALL TO ORDER – 7:29 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 9, 2018 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
Mrs. Judy Eig
Mrs. Karen Leddy - **ABSENT**
Mr. Michael Rodino - **ABSENT**
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 - 7:30 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 - 7:30 p.m. NO PUBLIC COMMENT

VIII. SUPERINTENDENT’S/BOARD PRESIDENT’S REPORTS

- Certificate of Recognition – Mayor John Smart
- Kids with Character Award Presentation – criteria for the month of December is “Respect”. For December the following children have been awarded:

Kindergarten: Sam McGuirk and Zoey Bush
Grade 1: Abigail Spiegel, Valentina Diaz and Morgan Thatcher
Grade 2: Jacob Alan and Amelia Rosen
Grade 3: Jillian Montello, Max Davis and Analeigh Goldstein
Grade 4: Idalia Sawicki, Carter Heit and Caden Miskovitz
Grade 5: Harrison Davis, Sophia Kim and Jiada Guevarra
Grade 6: Shiri Sobol and Joshua Chung
Grade 7: Keira Tam and Nick Glass
Grade 8: Torin Gartlan and Koharu Ando

N. Brennan: Acknowledged that the Board of Education, the Administration and the entire school community extended their deepest condolences to the family that recently suffered a sudden loss.

Mrs. Alcoser: Spoke about the initiative “Welcome Wednesday’s” regarding an educational trend for classroom visits for teachers within the school. She explained that it is a way to collect ideas and share instructional strategies and it is great for the students to see the teachers take risks and have peer collaboration.

Dr. Hughes: Commented that this initiative is 100% brought forth by the teachers and he commended their efforts.

Dr. Hughes addressed the Board of Education on grade comparisons for students from 8th grade to 9th grade. He also presented a study on the drop-off and pick-up at the school and any traffic concerns. He also discussed the fact that there is interest within the community about a Pre-K program at the school. He noted that a demographic study for enrollment projections over the next 10 years will be done, but there would need to be much more information and data collected before any determination could be made.

IX. ROUTINE RESOLUTIONS

- a. Enrollment Report to Date – 405 total K-8 students.
- b. Emergency & Crisis Situations Drill Record:
 - Fire Drill: November 20, 2018
 - Security Drill: November 14, 2018
- c. HIB Report for November 2018:
 - Reported Cases: 0
 - Number of Cases open: 0
 - Number of Cases closed: 0

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

BE IT RESOLVED, that the Haworth Board of Education approves Items IX.a. through IX.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 November 13, 2018 Public Business Meeting.
- b. Approval of meeting minutes from the November 30, 2018 Board of Education Retreat.

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

BE IT RESOLVED, that the Haworth Board of Education approves Items IX.a. and IX.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 Science Olympiad field trips at no cost for attendance, plus bus fees. Trip Coordinators: Lauren Wolstein, Julieann Barclay and Laura Bionde.
 - January 15, 2019 (snow date: 1/18/19) – Union County College in Cranford, NJ
 - January 26, 2019 (snow date: 1/27/19) – Garnet Valley Middle School in Glen Mills, PA

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the grade 6 overnight field trip to Philadelphia, PA from April 25, 2019 to April 26, 2019 at a total cost per student of \$389.00, plus \$33.00 optional insurance waiver. Trip Coordinator: Lori Scheps.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the grade 2 field trip to Liberty Science Center in Jersey City, NJ on May 8, 2019 at a total cost of \$669.50, plus bus fee. Trip Coordinators: Cathy Stokesbury and Erin Burns.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Senior Band members to attend the Northern Valley Band Day at Northern Valley Demarest High School on January 3, 2019 (snow date: 1/8/19), at no cost to the district.

M. Doran Moved, S. Wunsch Seconded
 Roll Call: 5/0

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

P. Hughes: Reported that the Curriculum Committee had a meeting and discussed the Character Education program, the Coffee with the Superintendent event, the middle school math and elementary science curriculums.

XII. PERSONNEL

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Montclair State University 3 credit graduate level course for Angelica Talamo; no reimbursement requested, per HTA contract.
 - READ 501 Techniques of Reading Improvement in Secondary School
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Dr. Nadine O’Reilly to attend the Assistive Technology Tools to Support Dyslexia and Reading Disabilities workshop at the Bergen County Educational Technology Training Center in Paramus, NJ on December 18, 2018. The cost for registration is \$75.00, plus travel expenses.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Dr. Peter

Hughes, Dr. Nadine O’Reilly and Alison DeNero to attend the NJAPSA Innovations in Special Education Technology – First Annual I-SET Conference at Forsgate Country Club in Monroe, NJ on January 11, 2019. The cost for registration is \$149.00 each, plus travel expenses.

- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Rebecca Hahn to attend the Hands-on Approach to Math Instruction workshop at Bergen County Special Services in Paramus, NJ on January 22, 2019. The cost for registration is \$125.00, plus travel expenses.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Suzanne Schmalzer to attend the Yoga & Mindfulness in the Classroom workshop at the Crowne Plaza Hotel in Fairfield, NJ on January 30, 2019. The cost for registration and materials is \$242.93, plus travel expenses.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Alison DeNero to attend the NJIDA Winter Institute Food for Thought workshop at the Honor Ridge Academy in Clark, NJ on February 2, 2019. The cost for registration is \$75.00, plus travel expenses.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Dr. Peter Hughes to attend the National School Board’s Association Conference at the Pennsylvania Convention Center in Philadelphia, PA from March 30, 2019 through April 1, 2019. The cost for registration, travel and accommodations not to exceed \$2,000.00.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the new job description for Supervisor of Building and Grounds.
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts, with regret, the retirement of Adele Kallet, Speech/Language Specialist, effective June 30, 2019 after 29 years of professional and dedicated service to her students and the Haworth Public School District.

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

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

<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	✓			

XIII. FINANCE & FACILITIES

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of November 1, 2018 to November 30, 2018 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	11/15/18	\$282,767.45
State Share – FICA	11/15/18	\$14,747.87
Board Share- FICA	11/15/18	\$5,900.12
	TOTAL:	\$303,415.44

Bills Description	Dated	Amount
Payroll – Operating	11/30/18	\$247,154.59
State Share – FICA	11/30/18	\$14,501.34
Board Share – FICA	11/30/18	\$3,402.06
	TOTAL:	\$265,057.99

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the months of November and December, 2018.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the revised Report of the Board Secretary, Report of the Treasurer, and the Report of Monthly Transfers for the month of July, 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 months of August, 2018, September, 2018 and October, 2018.
- e. **Whereas**, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Haworth School District are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now Therefore Be It Resolved, that the Haworth School District hereby retroactively authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for the Haworth School District, as of November 13, 2018, in compliance with Department of Education requirements.

- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Budget Development Schedule/Calendar for the 2019-2020 school year.

M. Doran Moved, S. Wunsch Seconded
 Roll Call: 5/0

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

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

J. Eig: Reported that the Finance & Facilities Committee met and spoke about getting bids to do some paving around the school over the summer, as well as the phone system and the security system. She explained that the committee will be going back to speak to the architects regarding the 5 year plan they gave the school and will determine what needs to be done sooner.

XIV. NEGOTIATIONS

NO RESOLUTIONS

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:
 - a. 2019-20 Application for State School Aid (ASSA)
 - b. 2019-20 Comprehensive Maintenance Plan
 - c. District Evaluation Information Systems Matrix Review
 - d. 2017-18 Comprehensive Financial Annual Report
 - e. 2017-18 Audit Summary (AudSum)

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

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
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 – 8:25 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: 8:25 p.m. NO PUBLIC COMMENT

XIX. OLD BUSINESS

XX. NEW BUSINESS

XXI. CLOSED SESSION 8:26 p.m.

J. Eig Moved, M. Doran 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, December 18, 2018 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 __10 minutes for the purpose of discussing a student matter. Action will not be taken in public after the executive session.

XXII. MOTION TO ADJOURN.

J. Eig Moved, J. Ashkenase Seconded
All in favor.

ADJOURNMENT 8:57 p.m.

Nicole Brennan, President
Haworth Board of Education

Kristi Giambona
Board Secretary