

**HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
MINUTES
NOVEMBER 13, 2018**

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 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 - **ABSENT**
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
Mrs. Stacey Cherry, Esq., Fogarty & Hara
Mrs. Kristi Giambona, Board Secretary

VI. OPEN TO THE PUBLIC ON AGENDA ITEMS ONLY - 7:31 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 - 7:31 p.m. NO PUBLIC COMMENT

VIII. SUPERINTENDENT’S/BOARD PRESIDENT’S REPORTS

- Kids with Character Award Presentation – criteria for the month of November is “Trustworthiness”. For November the following children have been awarded:
 - Kindergarten: Ava Hudson and Chloe Boyev
 - Grade 1: Thayer Algor, Hudson Algor and Cameron Giannini
 - Grade 2: Paige Gladstein and Tristyn Buckner
 - Grade 3: Claire Topor, Sooa Tani and Chloe Guevarra
 - Grade 4: Morgan Dearing, Vivian Griffin and Brooke Marchisio
 - Grade 5: Christopher Stamataky, Oliver Winik and Briana Ludwig
 - Grade 6: Kailey Attali and Marisa Samperi
 - Grade 7: Keira Tam and Teddy Gatanas
 - Grade 8: Madeline Shalanov and Quinn Postman

- 2017-2018 Audit Presentation – Ms. Heidi Wohlieb, CPA, RMA of Nisivoccia, LLP

The formal audit cannot be accepted yet because the auditors are waiting for some pension information before that can happen.

Two minor recommendations from the auditors:

1. Have a Payroll Agency Account to have a formal analysis.
2. Certain line items have an over-expenditure due to the retro pay from the contract settlement.

Overall the initial audit analysis is that the district is in very good standing.

- Harassment, Intimidation& Bullying (HIB) and Electronic Violence & Vandalism Reporting System (EVVRS) Update – Dr. Peter Hughes

- Maker-Space/STEAM Projects Discussion – Dr. Peter Hughes

- Strategic Plan Date (11/19/18) & Rollout - Dr. Peter Hughes

- Goals Update – Dr. Peter Hughes

Members of the Board discussed the various workshops that they attended at the NJSBA Convention and what was learned.

IX. ROUTINE RESOLUTIONS

- a. Enrollment Report to Date – 404 total K-8 students.

- b. Emergency & Crisis Situations Drill Record:
 - Fire Drill: October 4, 2018
 - Security Drill: October 17, 2018

- c. HIB Report for October 2018:
 - Reported Cases: 0

Number of Cases open: 0
 Number of Cases closed: 0

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

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 October 16, 2018 Public Business Meeting.
- b. Approval of the meeting minutes from the October 16, 2018 Executive Session.

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

BE IT RESOLVED, that the Haworth Board of Education approves Items X.a. and X.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 grade 1 field trip to Buehler Challenger & Science Center in Paramus, NJ on February 1, 2019 (alternate date: February 8, 2019) at a cost of \$1,360.00, plus bus fee. Trip Coordinators: Nicole Chamberlain, Gianna DeNobile, Heather Santostefano and Angelica Talamo.

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the grade 8 Wellness Assembly field trip to Northern Valley High School in Demarest, NJ on March 21, 2019, with no cost to students. Trip Coordinator: Patricia Voigt.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education amends the location of the December 6, 2018 grade 4 Gifted & Talented field trip previously approved on June 19, 2018. The field trip will now be to the Montclair Museum in Montclair, NJ.
- *d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the (Central) Auditory Processing Evaluation at the Hackensack Meridian Health Center in Hackensack, NJ, for student #304038, at a total cost of \$985.00**

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

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	✓			

XII. PERSONNEL

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Veronica Andresini as a substitute teacher for the 2018-19 school year, not benefit eligible.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Heather Steffin as a substitute teacher for the 2018-19 school year, not benefit eligible.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Stacey Boyev as a substitute teacher for the 2018-19 school year, not benefit eligible.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Andrew Pantelis as a substitute custodian for the 2018-19 school year, not benefit eligible.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education amends the cost for Julieann Barclay and Lauren Wolstein to attend the 3D Printing in a STEAM Classroom workshop at Bergen Academies in Hackensack, NJ on October 26, 2018, which was previously approved on October 16, 2018. The cost for registration was \$90.00 for each participant, plus travel expenses.

f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following William Paterson University 3 credit graduate level courses for Arlene Domalewski; reimbursement to be paid at the rate of one 3 credit graduate level course at the 2018-19 school year rate at a New Jersey state college or university, per HTA contract.

- ELRL 6170 Young Children’s Literacy and Curriculum Design
- ELRL 6330 Socio-Psycholinguistics and Reading

g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves LuAnn Post to work on an as needed basis in the Business Office at an hourly rate of \$49.50, not to exceed \$4,000.00.

h. Upon the recommendation of the Superintendent, the Haworth Board of Education amends the leave request resolution for Jennifer Eisberg, which was previously approved on April 25, 2018 to be approved as follows:

RESOLVED that Jennifer Eisberg (hereinafter referred to as “Eisberg”) be granted a leave of absence due to her own disability from September 4, 2018 through September 12, 2018, with pay and with medical benefits, subject to the use and continued availability of 5 sick days; and

BE IT FURTHER RESOLVED that Eisberg be granted a leave of absence from September 13, 2018 through December 5, 2018, 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 Eisberg be granted a leave of absence from December 6, 2018 through June 30, 2019, 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 Eisberg shall return to work on September 1, 2019, 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 extend Eisberg’s leave of absence shall be made to the Haworth Board of Education (hereinafter referred to as 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 Eisberg’s physician or changes to the District’s calendar.

***i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the agreement with Swing Education Services to provide per diem substitute teachers on an as needed basis at the rate of \$121.50 per day for the remainder of the 2018-2019 school year.**

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

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 October 1, 2018 to October 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	10/15/18	\$256,212.29
State Share – FICA	10/15/18	\$13,921.47
Board Share- FICA	10/15/18	\$4,690.28
	TOTAL:	\$274,824.04

Bills Description	Dated	Amount
Payroll – Operating	10/30/18	\$242,658.60
State Share – FICA	10/30/18	\$13,909.36
Board Share – FICA	10/30/18	\$3,653.42
	TOTAL:	\$260,221.38

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of October, 2018.
- 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 July, 2018.
- d. Be it resolved that the Board, upon recommendation of the School Business Administrator, approves the appropriation of the un-appropriated 2017-2018 Extraordinary Aid in the amount of \$38,132.00 into the 2018-2019 budget as allowable and as awarded by the New Jersey State Department of Education. The District’s total amount awarded was \$38,132.00. The un-appropriated funds shall be appropriated in the 2018-2019 fiscal year as follows:

11.190.100.610.050.21	Science Instructional Supplies	\$20,000.00
11.000.261.420.050.03	Contract Service-Equipment 1:1	\$18,132.00
	Total	\$38,132.00

- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves NJV Plumbing & Heating, Inc. for labor and materials related to faucet repairs in multiple bathrooms in the school building, at a total cost of \$2,472.50.

M. Doran Moved, J. Eig Seconded
 Roll Call: 6/0

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

<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	✓			

XIV. NEGOTIATIONS

MOTION TO ADD THE FOLLOWING RESOLUTION TO THE AGENDA (Item XIV.a.)

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

- a. A sidebar will be added to the contract for the 2018-19 school year on the adjustment of two stipends (School Store stipend amount and additional Science Fair Advisor) which the Board discussed and voted unanimously to amend in closed executive session on October 13, 2018. They are now approved and will be memorialized.

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

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

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 1613 R 1613	Disclosure and Review of Applicant’s Employment History	New	Mandated	October 16, 2018	November 13, 2018
P 5512	Harassment, Intimidation, and Bullying	Revised	Mandated	October 16, 2018	November 13, 2018
R 5512	Harassment, Intimidation, and Bullying	Revised	Abolished	October 16, 2018	November 13, 2018
P 5561 R 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities	Revised	Mandated	October 16, 2018	November 13, 2018

J. Eig Moved, M. Doran Seconded
 Roll Call: 6/0

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

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:
- a. 2018-19 District Report of Transported Resident Students (DRTRS)
 - b. 2018 Individuals with Disabilities Education Act (IDEA-B)
 - c. QSAC District Performance Review and Statement of Assurance

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

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

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 – 8:23 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: 8:23 p.m. NO PUBLIC COMMENT

XIX. OLD BUSINESS

XX. NEW BUSINESS

XXI. MOTION TO ADJOURN.

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

ADJOURNMENT 8:24 p.m.

Nicole Brennan, President
Haworth Board of Education

Kristi Giambona
Board Secretary