

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

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 July 19, 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 - **LATE 7:32 p.m.**
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 - 7:32 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

- Facilities/Summer Projects Update – Dr. Hughes & Mr. Wolford

Dr. Hughes: Thanked Mrs. Voigt for a seamless opening of the school year. He also thanked Mr. Wolford and the custodial staff for all of their hard work this summer on the building projects. Dr. Hughes expressed his excitement about the administrative team and for the school year.

Mr. Wolford: Explained that with the high humidity over the summer, some of the classrooms got a white mildew on anything covered with fabric. The district hired a company to test for any mold contamination in those areas as a precaution. All tests came back negative for any mold contamination. Mr. Wolford also acknowledged the hard work of the district custodial staff over the summer and all year long. They are all highly commended for their efforts.

IX. ROUTINE RESOLUTIONS

- a. Enrollment Report to Date – 395 total K-8 students.

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

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

X. MINUTES

- a. Approval of meeting minutes from the August 21, 2018 Public Business Meeting.
- b. Approval of the meeting minutes from the August 21, 2018 Executive Session.
- c. Approval of the meeting minutes from the August 31, 2018 Special Public Business Meeting.

Items X.a. & X.b.

J. Ashkenase Moved, J. Eig Seconded
Roll Call: 4/0/3

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

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

Item X.c.

J. Ashkenase Moved, M. Doran Seconded

Roll Call: 5/0/2

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

XI. CURRICULUM

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Elevate Education study skills program for the middle school at a cost of \$2,605.00 for the 2018-19 school year.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2018-2019 District Goals.

P. Hughes: Recited proposed district goals to the public.

- Goal 1: Implement a **new data management system** to measure and improve instructional programming (LinkIt).
- Goal 2: Engage stakeholders in the development of a comprehensive and collaborative **strategic plan** to guide the educational vision within the district.
- Goal 3: Increase **STEAM/STEM Projects** within the curriculum.
- Goal 4: Increase the **rigor** of instructional planning.
- Goal 5: Increase the engagement of stakeholders through a **school-specific social media application (School Way App)**.

J. Ashkenase: Questioned the Elevate Education program and asked what exactly is covered within the program?

P. Hughes: Explained that the program has been opened up to include 7th & 8th graders, in addition to the 6th grade students. The program teaches the students how to be organized, how to use specific study tactics and more. A component for mindset and the work of Carol Dweck will be the program focus for the 7th & 8th graders.

J. Ashkenase: Asked what the LinkIt program is going to bring to the students as far as instructional programming?

P. Hughes: Explained that the LinkIt program is going to give us benchmark assessments to use as a tool for placement and also to allow the teachers to use the data to support their instruction.

J. Ashkenase: Suggested that Goal #1 ensures that the staff is trained properly to be able to use the LinkIt tool effectively.

N. Brennan: Requested a vote to amend 1st goal to read “Implement and train staff on the effective use of a new data management system to measure and improve instructional programming (LinkIt).”

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

P. Hughes: Explained for Goal #2 that he plans to present a final strategic plan by May, 2019.

J. Ashkenase: Suggested that Goal #3 change wording to increase STEAM/STEM projects to integrate the student achievement aspect to culminate into an end project or presentation, that has not been done before.

The board discussed this and collaboratively decided to leave the wording of Goal #3 as originally written.

J. Ashkenase: Asked for more explanation of the instructional planning Goal #4.

P. Hughes: Explained that the district currently does not have an effective system that offers coaching to teachers regarding lesson plans. The goal focuses on implementing the sharing of teacher plans with the administrative staff electronically in order for the administration to give constructive feedback and ensure that the teacher’s plans are rigorous enough.

P. Wolford: Clarified the need for uniformity and consistency with lesson plan submissions while allowing the administration be able to collaborate and work as a team to give feedback.

N. Brennan: Suggested that Goal #5 read “Increase the engagement of stakeholders through technology such as the School Way App, a school-specific social media application.”

The Board discussed this change and agreed to make the adjustment to the wording by a vote of all in favor.

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

BE IT RESOLVED, that the Haworth Board of Education approves Items XI.a. & XI.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 the following Montclair State University 3 credit graduate level courses for Kevin Lane; no reimbursement requested.
- ELAD 510 – Effective Leadership in a Diverse Society
 - ELAD 540 – Differentiated Supervision
 - ELAD 619 - Seminar in Administration Supervision and Curriculum
 - ELAD 635 – Curriculum, Instruction and Assessment
 - ELAD 680 – Leading Curriculum Change for Student Achievement
 - ELAD 670 – Administration & Supervision – Leadership in Special Education
 - ELAD 690 – School and Community Relations
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Nadine O’Reilly to attend the STRONGE Teacher Evaluation System Training in Piscataway, NJ on September 20, 2018 and 2 additional dates in January, 2019 to be determined, at a cost of \$525.00, plus travel expenses.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Patricia Voigt to attend the STRONGE Teacher Evaluation System Training in Piscataway, NJ on September 20 & 26, 2018 and 1 additional date in January, 2019 to be determined, at a cost of \$525.00, plus travel expenses.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the HTA sponsored district fundraiser date of September 18, 2018 for a “Day of Gold” in support of Josephine’s Garden.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following additional certified staff for weekly in-school lunch duty, at a stipend of \$30 per session for the 2018-2019 school year:

Katelyn Arbadji
Adriana Bonasorte
Lesley Carboneri
Alison DeNero
Suzanne Schmalzer

- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the STRONGE Teacher Evaluation System for the 2018-19 school year for all teaching staff members. The STRONGE evaluation rubrics have four defined annual ratings: ineffective, partially effective, effective, and highly effective, which are the standards set forth in N.J.A.C. 6A:10-2.1. The evaluation rubrics for teachers, principals, vice principals, and assistant principals include all other relevant minimum standards set forth in N.J.S.A. 18A:6-123 (P.L. 2012, c. 26, § 17c).
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Nadine

O'Reilly to attend the Anti-Bullying Specialist Certificate Training in Monroe, NJ on September 25, 26 and October 9, 2018, at a cost of \$450.00, plus travel expenses.

- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the staff chaperone list for the 8th grade Washington D.C. overnight trip on November 14, 15 and 16, 2018, with a stipend of \$105 per night, per chaperone (2 nights each):

- Lori Scheps
- Kevin Lane
- Adriana Bonasorte
- Lauren Wolstein
- Laura Bionde
- Suzanne Schmalder
- Ashley Lignos
- Patricia Voigt – Administrator
- Michael Whisman, RN from Priority Nursing Services (\$58.00 per hour)

- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Karen Oddo to attend the Google Workshop Series Training in Paramus, NJ on October 2, 9, 23 & 30, 2018 at a cost of \$200.00, plus travel expenses.

- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the updated annual salary of \$5,878.00 for Rebecca Overgaard, Treasurer of School Monies, for the 2018-19 school year.

- *k. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Suzanne Schmalder to attend the Bergen County Technical Schools Information Session in Hackensack, NJ on September 27, 2018 at no cost for the workshop, plus travel expenses.**

- *l. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Donald Turner to attend the Indoor Air Quality Training on February 1, 2019 and School Integrated Pest Management Coordinator Training on February 15, 2019 in Mahwah, NJ at no cost for the workshops, plus travel expenses.**

- *m. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Superintendent's 2018-2019 Merit Goals to be submitted to the Executive County Superintendent of Schools.**

- **Goal 1: LinkIt Data Training - Quantitative 3.33% - \$4,877.20**
- **Goal 2: Unit/Lesson Planning System – Qualitative 2.5% - \$3,694.85**
- **Goal 3: School App Implementation – Quantitative 3.33% - \$4,877.20**
- **Goal 4: STEAM Activities in All Grades – Quantitative 3.33% - \$4,877.20**
- **Goal 5: Strategic Planning – Qualitative 2.5% - \$3,694.85**

J. Eig Moved, S. Wunsch Seconded

Roll Call: 7/0

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

<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 August 1, 2018 to August 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	8/15/18	\$59,543.03
State Share – FICA	8/15/18	\$399.67
Board Share- FICA	8/15/15	\$4,003.39
	TOTAL:	\$63,946.09

Bills Description	Dated	Amount
Payroll – Operating	8/30/18	\$50,199.81
State Share – FICA	8/30/18	\$2,132.07
Board Share – FICA	8/30/18	\$1,558.12
	TOTAL:	\$53,890.00

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of August, 2018.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Eastern DataComm to install the Emergency Notification Alert System at a cost of \$25,996.00.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2018-2019 TIP Program tuition contract for student ID #4290092424, commencing September 5, 2018 and terminating June 30, 2018, at a total rate of \$42,024.55.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2018-2019 SLICE Program tuition contract for student ID # pending, commencing September 5, 2018 and terminating June 30, 2018, at a total rate of \$10,050.00.
- f. Be it resolved that the Board, upon recommendation of the Chief School Administrator, approves the District to apply for the following FY 2019 ESEA Entitlement Grant allocations, to be used for

the purposes as stated in the application. The Haworth Public School District is a member of the Northern Valley School District FY19 ESEA Grant Title III Consortium for the 2018-19 school year (see ** in the chart below).

Title	School Name	Amount of Allocation
Title IA	Haworth Public School	\$ 11,337.00 (Refusal of Funds, ineligible)
Title IIA	Haworth Public School	\$ 5,717.00
Title III	Haworth Public School	\$ 1,140.00
Title IV	Haworth Public School	\$ 9,800.00

Be it further resolved that funds associated with Title I Part A (Basic, Concentration, Targeted and EFIG) in the amount of \$11,337.00 are refused for the 2018-19 school year.

- g. Upon the recommendation of the Superintendent, the Haworth Public School approves Rullo & Juillet Associates, Inc. as the district Right to Know and Hazard Communication consultant for the 2018-19 school year, cost not to exceed \$2,700.00 (includes staff training and state compliance reporting).

J. Eig Moved, M. Doran Seconded

Roll Call: 7/0

BE IT RESOLVED, that the Haworth Board of Education approves Items XIII.a. & XIII.g.

<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: Gave an explanation of Item XIII.c. Teachers will have access to call an emergency drill from any phone in the building if they see a threat coming to the school. Explained that the administration agrees that it is an essential tool for student safety.

P. Wolford: Announced that 3D printers will be purchased for the 2 science labs and the art room.

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:

- 2017-18 Lead Water Testing Program Statement of Assurance
- 2018-19 Use of Paraprofessional Staff Statement of Assurance
- 2018-19 Health and Safety Evaluation of School Buildings Checklist

J. Ashkenase Moved, J. Eig Seconded

Roll Call: 7/0

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

I. Borek: Acknowledged that Mrs. Voigt did an amazing job at Back to School Night.

Close the Public portion: 8:25 p.m.

XIX. OLD BUSINESS

Vote to make a Motion to add Mr. Ammerman’s 2017-18 Summative Evaluation to the Agenda.

M. Doran Moved, M. Rodino Seconded
All in favor.

a. Motion to approve the Mr. Bert Ammerman’s Summative Evaluation for the 2017-18 school year.

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

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

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

J. Ashkenase: Said that there was an OpEd article in New York Times regarding school security that acknowledged the Olweus program. He requested an update on the program and how it is progressing at the next meeting.

N. Brennan: Asked a question regarding the replacement of the concrete, can we use a snow melting product that does not crack the concrete?

P. Wolford: Explained that the custodial staff are already taking precautions on this issue.

XX. NEW BUSINESS

- a. Board Ethics Training – Mr. Matthew Lee, New Jersey School Boards Association.

XXI. CLOSED SESSION 9:46 p.m.

J. Ashkenase 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 Thursday, September 13, 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 15 minutes for the purpose of discussing personnel. Action will not be taken in public after the executive session.

XXIII. MOTION TO ADJOURN.

M. Doran Moved, K. Leddy Seconded
All in favor.

ADJOURNMENT 9:52 p.m.

Nicole Brennan, President
Haworth Board of Education

Kristi Giambona
Board Secretary