

**HAWORTH BOARD OF EDUCATION  
HAWORTH, NEW JERSEY 07641  
MINUTES  
JULY 17, 2018**

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**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  
Mrs. Nicole Brennan  
Mrs. Mary Anne Doran - **ABSENT**  
Mrs. Judy Eig  
Mrs. Karen Leddy - **ABSENT**  
Mr. Michael Rodino  
Mrs. Stacey Wunsch  
Mr. Paul Wolford, Business Administrator  
Dr. Peter Hughes, Superintendent  
Mrs. Stacey Cherry, esq., Fogarty & Hara – **LATE**  
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**

N. Brennan – Welcomed Dr. Hughes to his first meeting in the district.

P. Hughes – Recognized Ms. Domalewski for requesting field trips to take the Debate Club to compete against other districts, which brings the club to another level. He also recognized Ms. Domalewski and Ms. Formica for requesting field trips to take the Student Council to learn about governing. He also informed the Board about two books to be read by the administrative team this summer which offer topics on how to focus on improving the culture and the importance of the strategic planning process.

**IX. ROUTINE RESOLUTIONS**

a. Emergency & Crisis Situations Drill Record:

Fire Drill: June 13, 2018

Security Drill: June 4, 2018

b. HIB Report for June 2018:

Reported Cases: 0

Number of Cases open: 0

Number of Cases closed: 0

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

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

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

**X. MINUTES**

- a. Approval of meeting minutes from the June 19, 2018 Public Business Meeting.
- b. Approval of the meeting minutes from the June 19, 2018 Executive Session.

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

**BE IT RESOLVED, that the Haworth Board of Education approves Item 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 following Debate Club Meet field trips at no cost per student, plus bus fees. Trip coordinator: Arlene Domalewski.

October 23, 2018	Carlstadt Public School
November 12, 2018	Northern Valley Old Tappan High School
December 4, 2018	Tenaflly Middle School
January 16, 2019	Cresskill Middle School
February 13, 2019	Northern Valley Demarest High School
March 6, 2019	Tenaflly Middle School

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Student Council field trips at no cost per student, plus bus fees. Trip coordinators: Arlene Domalewski and Angelica Formica.

October 9, 2018	College of New Jersey
January 9, 2019	College of New Jersey

- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Patricia Voigt to attend the AchieveNJ Regional Workshop at Bergen Community College in Lyndhurst, NJ on July 23, 2018, at no cost to the district, plus travel expenses.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Paul Wolford to attend the School Safety Specialist Training at the Public Safety Training Academy in Morristown, NJ from August 6, 2018 through August 9, 2018 at no cost to the district, plus travel expenses.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Paul Wolford and Jose Cordero to attend the Frontline Education Certification Course at Hamilton School in Union, NJ on October 16, 2018 and October 17, 2018 at a total cost of \$1,290.00, plus travel expenses.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Paul Wolford to attend the Northern Regional Facilities Training at Morris Knolls High School in

Rockaway, NJ on August 14, 2018, at no cost to the district, plus travel expenses.

g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves students in kindergarten through eighth grades to take the following walking field trips during the 2018-2019 school year:

- Haworth Municipal Library
- Bank of New Jersey in Haworth
- Haworth Pond
- Memorial Field in Haworth
- Haworth Post Office
- Haworth Swim Club
- Downtown Haworth
- Suez Water Company in Haworth
- First Congregational Church
- Sacred Heart Catholic Church

h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves LinkIt! Data Warehousing Analytics Assessment Solutions for the 2018-19 school year at an annual total cost of \$5,120.00.

M. Rodino: Shared that the committee met and discussed administrative roles and administration summer projects. They also discussed the various tools provided by LinkIt! for data management and analysis which will assist in the preparation of benchmark assessments.

J. Ashkenase: Questioned regarding who would use the program LinkIt!, the administration or the teachers?

P. Hughes: Explained that the administration will use the data initially and the teachers will use the second component of the program which uses benchmarks. He stated that the program will pin point the weaknesses of the classes and that benchmarks will be given three times per year beginning in 1<sup>st</sup> grade.

J. Ashkenase: Suggested that the information should be communicated to the parents as there will be additional assessments given to the students.

J. Ashkenase Moved, S. Wunsch Seconded

Roll Call: 5/0

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

**XII. PERSONNEL**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Ramapo College of New Jersey 3 credit graduate level summer course for Connie Alcoser; reimbursement to be paid at the 2018-19 school year graduate level course rate per HTA contract.
  - EDLD 604 – Applied Research in Practice: Using Data for Curr-Based Decision Making, Planning & Renewal
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the accumulated sick pay for Bonnie Ehrhardt, Special Education Teacher, retirement effective June 30, 2018, for the maximum allowable amount of \$9,000.00 per HTA contract.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Shari Peykar as a (.6) Social Worker for the 2018-2019 school year at an annual salary of \$33,217.00 (MA, Step 3), not benefit eligible. (Salary may be adjusted upon contract ratification.)
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Donna Schwartz and Sandra Van Horn as Co-After School Care Coordinators for the 2018-19 school year.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Sheryl Schinderman as a home school instructor for the 2018-2019 school year, at a rate of \$50 per hour, not to exceed 10 hours per week.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the School Psychiatrists/Neuropsychologists for the 2018-2019 school year as per attached list.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves David Mormino as a substitute custodian for the 2018-19 school year, pending criminal history clearance. Not benefit eligible.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Adriana Miranda as a substitute custodian for the 2018-19 school year, pending criminal history clearance. Not benefit eligible.

M. Rodino Moved, S. Wunsch Seconded

Roll Call: 5/0

**BE IT RESOLVED, that the Haworth Board of Education approves Item XII.a. through XII.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	✓			

**XIII. FINANCE & FACILITIES**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of June 1, 2018 to June 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	6/15/18	\$340,670.89
State Share – FICA	6/15/18	\$13,899.52
Board Share- FICA	6/15/18	\$10,610.78
	<b>TOTAL:</b>	<b>\$365,181.19</b>

Bills Description	Dated	Amount
Payroll – Operating	6/26/18	\$264,191.97
State Share – FICA	6/26/18	\$13,899.52
Board Share – FICA	6/26/18	\$5,333.89
	<b>TOTAL:</b>	<b>\$283,425.38</b>

Bills Description	Dated	Amount
Payroll – Operating	6/29/18	\$33,646.30
State Share – FICA	6/29/18	\$0
Board Share – FICA	6/29/18	\$2,573.94
	<b>TOTAL:</b>	<b>\$36,220.24</b>

- b. 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 May, 2018. (Attachment)
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of June, 2018.
- d. **MOTION to re-designate the following accounts as the official accounts** which the Board of Education of the Borough of Haworth will use during the 2018-2019 school year.

Valley National Bank for the Haworth School District located at 205 Valley Road, Haworth, NJ 07641. The check supplier for Haworth is MGL Forms, 154 South Street, New Providence, NJ 07974.

- **Agency Account** – Any 1 of 4 signatures required - Business Administrator, Superintendent, Board President or Treasurer of School Money’s.

- **After School Account** - Any 1 of 4 signatures required – Business Administrator, Superintendent, Board President or Treasurer of School Money’s.
- **Capital Projects Referendum Account** – Any 3 of 4 signatures required – Business Administrator, Superintendent, Board President or Treasurer of School Money’s.
- **Capital Reserve Account** – Any 3 of 4 signatures required - Business Administrator, Superintendent, Board President or Treasurer of School Money’s.
- **Flexible Spending Account** – Any 1 signature required – Business Administrator, Superintendent, Board President or Treasurer of School Money’s.
- **Operating Account** – Any 3 of 4 signatures required – Business Administrator, Superintendent, Board President or Treasurer of School Money’s.
- **Payroll Account** – Any 1 signature required – Business Administrator, Board President, Superintendent or Treasurer of School Money’s.
- **Petty Cash Account** – Any 1 signature required – Business Administrator, Superintendent, Board President or Treasurer of School Money’s.
- **Student School Fund Account** – Any 2 of 4 signatures required – Business Administrator, Superintendent, Board President or Treasurer of School Money’s.

e. **School Tax Payment Schedule-** The Haworth Board of Education approves the tax schedule of payment dates:

**SCHOOL TAX PAYMENT SCHEDULE**  
**2018-2019 SCHOOL YEAR**

<b><u>Payment Date</u></b>	<b><u>Operating Budget</u></b>	<b><u>Debt Service</u></b>	<b><u>Monthly Total</u></b>
August 10, 2018	\$872,037.10	\$48,061.10	\$920,098.20
September, 10, 2018	\$872,037.10	\$48,061.10	\$920,098.20
October 10, 2018	\$872,037.10	\$48,061.10	\$920,098.20
November 10, 2018	\$872,037.10	\$48,061.10	\$920,098.20
December 10, 2018	\$872,037.10	\$48,061.10	\$920,098.20
January 10, 2019	\$872,037.10	\$48,061.10	\$920,098.20
February 10, 2019	\$872,037.10	\$48,061.10	\$920,098.20
April 10, 2019	\$872,037.10	\$48,061.10	\$920,098.20
May 10, 2019	\$872,037.10	\$48,061.10	\$920,098.20
June 10, 2019	\$872,037.10	\$48,061.10	\$920,098.20
<b>VOTED TAX LEVY</b>	<b>\$8,720,371.00</b>	<b>\$497,040.00</b>	<b>\$9,217,411.00</b>

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

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

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

**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 School Register Summary
- 2018-19 Comprehensive Equity Plan Statement of Assurance
- 2018-19 IDEA Grant Submission

J. Ashkenase Moved, M. Rodino Seconded

Roll Call: 5/0

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

<b>ROLL CALL VOTE</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
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 – 7:47 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: 7:47 p.m.**

**XIX. OLD BUSINESS**

**XX. NEW BUSINESS**

**XXI. CLOSED SESSION 7:48 p.m.**

M. Rodino Moved, J. Eig 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, July 17, 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 hour for the purpose of discussing negotiations. Action will not be taken in public after the executive session.

**XXII. MOTION TO ADJOURN.**

N. Brennan Moved, J. Ashkenase Seconded  
All in favor.

**ADJOURNMENT 8:44 p.m.**

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Nicole Brennan, President  
Haworth Board of Education

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Kristi Giambona  
Board Secretary