

HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
AGENDA
March 17, 2020

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 8, 2020 and February 21, 2020 advance written notice was emailed to **The Record and The Ridgewood News**, 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:

Mrs. Ilisha Borek
Mrs. Alanna Davis
Mrs. Mary Anne Doran
Mrs. Karen Leddy
Mr. Michael Rodino, President
Mrs. Stacey Wunsch, Vice President
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 -

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 -

VIII. SUPERINTENDENT'S/BOARD PRESIDENT'S REPORTS

a. **2019 Governor's Educator of the Year Teacher Recognition - Mrs. Cathy Stokesbury**

WHEREAS, Mrs. Stokesbury was nominated and selected by her peers and the community for her effective instruction to the children of Haworth and

WHEREAS, Mrs. Stokesbury has provided exceptional and dedicated service to the children and community of Haworth and

WHEREAS, over the last 14 years at the Haworth School, Mrs. Stokesbury has served as a 2nd grade teacher, as well as a member of the School Improvement Panel. She has served the Haworth Teachers' Association as their Recording Secretary and the Board of Education meeting liaison.

WHEREAS, Mrs. Stokesbury has also served the children of Haworth as an active teacher volunteer for community events such as the Haworth 5k, the HHSA Book Fair, and various student concerts and drama performances.

WHEREAS, the Haworth Board of Education is desirous of recognizing her for this milestone in her teaching career and support her representation of the school district at the annual recognition luncheon and

WHEREAS, the Haworth Board of Education wishes to express their appreciation and gratitude for her efforts,

NOW THEREFORE BE IT RESOLVED, that this resolution be read into the record of the March 17, 2020 Haworth Board of Education minutes as permanent testimony to the achievement of this award as the 2020 Governor's Educator of the Year Teacher Recognition Honoree for the Haworth Public School.

b. It is hereby moved that the Haworth Board of Education accepts the appointment of Ilisha Borek as the HHSA Liaison to the 2020 Committee structure as appointed by the BOE President, per Policy 0155.

c. Meet and interview the candidates for the Board vacancy:

1. Mr. Charles Crowley, Esq.
2. Dr. Danielle Insalaco-Egan
3. Mr. Robert Rose
4. Mr. David Rosen
5. Mr. Chris Wertz

Motion to convene in closed executive session for the purpose of discussion and appointment of a new Board of Education member.

_____ Moved, _____ Seconded

Roll Call:

OPEN TO THE PUBLIC:

Motion to appoint appoint _____ to the Haworth Board of Education effective March 17, 2020 through December 31, 2021.

- Board Secretary to Administer Oath of Office.

_____ Moved, _____ Seconded
Roll Call:

IX. ROUTINE RESOLUTIONS

- a. Enrollment Report to Date - 396 total students
- b. Emergency & Crisis Situations Drill Record:
 - Fire Drill: February 12, 2020
 - Security Drill: February 4, 2020
 - Administrator in charge: Mr. Paul Wolford
- c. HIB Report for February 2020:
 - Reported Cases: 0
 - Number of Cases Open: 0
 - Number of Cases Closed: 0

_____ Moved, _____ Seconded
Roll Call:

X. MINUTES

- a. Approval of meeting minutes from the February 11, 2020 Public Business meeting.

_____ Moved, _____ Seconded
Roll Call:

XI. CURRICULUM

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following field trips. Transportation costs will apply where applicable.

#	DATE	GRADE/CLUB	LOCATION	COST PER	STAFF IN
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				STUDENT	CHARGE
1.	5/8/20 (previously approved - date change)	Gr. 8 G&T	Pompton Lakes, NJ	0	J. Eisberg
2.	6/5/20	Gr. 5 & 6 Battle of the Books	Hillsdale, NJ	0	J. Eisberg

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Broadway Bound Hip Hop in Dumont, NJ to instruct a full day of dance classes during physical education at a total cost of \$375.00.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Seesaw for Schools contract for the 2020-21 school year at a total cost of \$1,166.00.

_____ Moved, _____ Seconded
 Roll Call:

XII. 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 & accommodation expenditures reimbursed pursuant to N.J.S.A. 18A:11-12.

#	NAME(S)	DATE(S)	CONFERENCE/WORKSHOP	LOCATION	COST (not to exceed)
1.	P. Wolford & N. Polifroni	3/3/20	Stop the Bleed Training	Paramus, NJ	0
2.	L. Scheps	3/10/20 (previously approved - new date)	Youth Mental Health First Aide Training	Paramus, NJ	0
3.	A. Homan	4/3 & 4/4/20	Multisensory Math Skills	Madison, NJ	\$200.00
4.	P. Hughes & P. Voigt	4/29/20	The Visible Learning Institute with John Hattie	Mahwah, NJ	\$399.00 each
5.	E. Carr	5/1/20	NJALC Spring 2020 Conference	Somerset, NJ	\$100.00

			- Multisensory Strategies for All		
6.	L. Scheps	8/10 - 8/14/20	Teachers College Advanced Reading Summer Institute	New York, NY	\$850.00

b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following staff members to chaperone the Grade 6 field trip to Philadelphia, PA on April 23 & April 24, 2020, at a rate of \$111.00 per overnight, per chaperone (1 night each):

- Pamela Alderton
- Adriana Bonasorte
- Michael DeFelice
- Alison Homan
- Alicia Kosakowski
- Ashley Lignos
- Arlene Fannell - Alternate
- Paul Wolford – Administrator in Charge
- Laura Iacometta - Nurse (Bayada Nursing Services)

c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Laura Iacometta, RN from Bayada Nursing Services to attend the Grade 6 field trip to Philadelphia, PA on April 23 & 24, 2020, at a rate of \$60.00 per hour, not to exceed 16 hours per day.

d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves payment, per the Haworth Teachers’ Association Collective Bargaining Agreement, to the following certified staff for successful completion of graduate level courses which were previously approved by the Board of Education.

NAME	COURSE APPROVAL DATE	CREDITS	SCHOOL	PAYMENT
Gianna DeNobile	9/17/19	3	William Paterson University	\$2,313.00
Arlene Fannell	6/17/19	3	William Paterson University	\$2,142.00
Derick Talty	9/17/19	3	New Jersey City University	\$2,082.00

e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Beate Buchmann-Sow as a part-time 1:1 Aide for the remainder of the 2019-20 school year, at an hourly salary of \$24.46, not benefit eligible. Start date pending criminal history approval.

- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the **spring 2020 graduate level courses** for the following staff members; reimbursement to be paid at the 2019-20 state college or university graduate level course rate for up to 3 total credits, pursuant to Article VII of the Haworth Teachers Association Collective Bargaining Agreement.

ITEM	STAFF MEMBER	COURSE	COLLEGE/UNIVERSITY
1.	Erin Carr	EDUC 6614 Multisensory Math Skills	Fairleigh Dickinson University
2.	Erin Carr	EDUC 6613 Written Expression	Fairleigh Dickinson University

- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the **summer 2020 graduate level courses** for the following staff members; reimbursement to be paid at the 2020-21 state college or university graduate level course rate for up to 3 total credits, pursuant to Article VII of the Haworth Teachers Association Collective Bargaining Agreement.

ITEM	STAFF MEMBER	COURSE	COLLEGE/UNIVERSITY
1.	Erin Carr	EDUC 7620 Diagnostics of Dyslexia	Fairleigh Dickinson University
2.	Erin Carr	EDUC 6612 Reading Comprehension	Fairleigh Dickinson University
3.	Arlene Fannell	ELRL 6240 Administration & Supervision of Reading Programs	William Paterson University

- h. RESOLVED that employee #63488084 (hereinafter referred to as “Employee”) be granted a leave of absence due to their own disability from June 1, 2020 through June 25, 2020, with pay and with medical benefits, subject to the use and continued availability of 19 sick days; and**

BE IT FURTHER RESOLVED that subject to the Employee’s renewal for the 2020-2021 school year, which shall be determined in accordance with applicable law and the Collective Negotiations Agreement (hereinafter referred to as the “CNA”) between the Haworth Board of Education (hereinafter referred to as the “Board”) and the Haworth Teachers’ Association (hereinafter referred to as the “Association”), The Employee shall be granted a leave of absence from September 1, 2020 to November 23 2020, 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 subject to the Employee's renewal for the 2020-2021 school year, which shall be determined in accordance with applicable law and the CNA between the Board and the Association, the Employee shall return to work on November 24 2020, 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 change or extend the Employee's leave of absence shall be made to the Board as required by the CNA, 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 the Employee's physician or changes to the District's calendar.

- i. **RECOMMENDED** that Board Employee #41743220 (hereinafter referred to as "Employee") be granted a leave of absence for disability under the federal Family Medical Leave Act ("FMLA") from March 5, 2020 through April 30, 2020, which leave shall be with pay and benefits provided Employee utilizes accrued sick days during said period; and

BE IT FURTHER RESOLVED that the Employee be granted a leave of absence for childrearing purposes under the Collective Negotiation Agreement ("CNA"), Article VIII, Section 7, from May 6, 2020 through June 25, 2020, which leave shall be without pay or benefits; and

BE IT FURTHER RESOLVED that the Employee be granted a leave of absence for childrearing purposes under the FMLA and New Jersey Family Leave Act ("NJFLA"), from September 1, 2020 through November 23, 2020, which leave shall be without pay and with continuation of vision and dental benefits only, subject to the Employee's payment of her contribution for same; and

BE IT FURTHER RESOLVED that the Employee be granted a leave of absence for childrearing purposes under the CNA, Article VIII, Section 7, from September 1, 2020 through June 23, 2021, which leave shall be without pay or benefits except as described above; and

BE IT FURTHER RESOLVED that the Employee shall return to work on September 1, 2021, or on an earlier return date, subject to advance notice to the District administration, whereupon the above leave dates may be administratively adjusted as appropriate; and

BE IT FURTHER RESOLVED that any requests to extend the Employee's leave of absence shall be made to the Haworth Board of Education (the "Board") as required by the CNA, 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 the Employee's physician, the actual delivery date, or changes to the Haworth School District's calendar.

_____ Moved, _____ Seconded
Roll Call:

XIII. FINANCE & FACILITIES

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of February 1, 2020 to February 29, 2020 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	2/15/2020	\$278,298.50
Board Share - FICA	2/15/2020	\$5,693.82
State Share - FICA	2/15/2020	\$14,560.48
	TOTAL:	\$298,552.80

<i>Bills Description</i>	<i>Dated</i>	<i>Amount</i>
Payroll - Operating	2/28/2020	\$251,054.11
Board Share - FICA	2/28/2020	\$3,609.63
State Share - FICA	2/28/2020	\$14,574.91
	TOTAL:	\$269,238.65

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of March, 2020.

- c. **Whereas**—The Haworth Board of Education seeks to participate in Sustainable Jersey for Schools to focus attention and efforts on matters of sustainability and pursue initiatives that will lead to Sustainable Jersey for Schools Certification.

Whereas—The Haworth Board of Education and District Superintendent seek to support and work with school staff and administrators, students, and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly, and cost-effective solutions.

Whereas—Extensive opportunities exist to teach students about ecological, economic and social sustainability, environmental health, and nutrition; to integrate sustainability education into classroom learning; and to support students in becoming leaders in making their schools healthier and more sustainable places.

Whereas—Many options and choices exist for schools to use resources more efficiently; to reduce, reuse, and recycle; to follow Green Building Standards for construction and major renovations; to form school partnerships; to eliminate toxic chemicals; to purchase (or produce) clean energy; and to purchase recycled paper, energy-efficient equipment and other green products to protect our global environment.

Whereas—Sustainability means using resources wisely, saving money, and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children.

Whereas—The Haworth Board of Education commits to the formation of at least one Sustainability Leadership Team (also referred to as “Green Team”), based on the guidance of Sustainable Jersey for Schools.

Whereas—Green Team members help schools adopt policies and practices addressing areas such as sustainability education and professional training, green purchasing, waste reduction, indoor air quality, energy-saving initiatives, and community partnerships.

Whereas—The Haworth Board of Education will encourage the Green Teams by providing networking and educational opportunities.

Therefore, it is resolved that the Haworth Board of Education agrees to participate in Sustainable Jersey for Schools, and it is the board’s intention to pursue certification for schools in the district.

We hereby appoint Paul Wolford, School Business Administrator/Director of Elementary Education K-8 to be the district’s liaison to Sustainable Jersey for Schools.

We do hereby recognize our School as the agent to carry out our commitment to building a sustainable New Jersey through the implementation of Sustainable Jersey for Schools actions.

We agree to complete district actions and to support the district's schools in completing their actions.

- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the **2019-2020 Valley SLICE Program tuition contract** for student local ID number 264119 commencing February 3, 2020 and terminating June 30, 2020, for a cost of \$5,125.50.
- e. **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, 2019.**
- f. **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 August, 2019.**
- g. **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 September, 2019.**
- h. **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 October, 2019.**
- i. **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 November, 2019.**
- j. **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 December, 2019.**
- k. **BE IT RESOLVED** by the Haworth Board of Education, that the Board, upon recommendation of the Business Administrator, approves the following resolution regarding Employee Travel and Related Expenses:

WHEREAS, school district policies 4131/4131.1, 4133, 4231/4231.1 and bylaw 9250 regarding travel reimbursement and related expenses and N.J.A.C. 6A:23B-1.2(b) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2020-2021 school year.

NOW, THEREFORE BE IT RESOLVED, that the Haworth Board of Education hereby establishes the school district travel maximum for the 2020-2021 Tentative Budget in the sum of \$15,000; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

I. Approval of Preliminary 2020-2021 Budget:

BE IT RESOLVED, that the Board approve the following Preliminary Budget for the 2020-2021 School Year and authorizes the School Business Administrator to submit the 2020-2021 preliminary budget to the Executive County Superintendent for approval in accordance with statutory submission dates:

	BUDGET	LOCAL TAX LEVY
General Fund (10)	\$9,901,847.00	\$9,242,325.00
Special Revenue Fund (Fund 20)	\$85,833.00	
Debt Service Fund (Fund 40)	\$0	
Total Tentative Budget	\$9,987,680.00	

_____ Moved, _____ Seconded
Roll Call:

XIV. NEGOTIATIONS

_____ Moved, _____ Seconded
Roll Call:

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 or Regulation #	Policy Title	New/Revised	Designation	1st Reading	2nd Reading
P0164	Conduct of Board Meeting	Revised	Recommended	February 11, 2020	March 17, 2020
P0155	Board Committees	Revised	Recommended	February 11, 2020	March 17, 2020

_____ Moved, _____ Seconded
Roll Call:

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:

1. 2020 Board of Education A-12 Form

_____ Moved, _____ Seconded
Roll Call:

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 –

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:

XIX. OLD BUSINESS

XX. NEW BUSINESS

XXI. CLOSED SESSION _____ p.m.

_____ Moved, _____ Seconded
Roll Call:

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 Work Session Meeting of the Borough of Haworth Board of Education on this day Tuesday, March 17, 2020 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 _____ hour for the purpose of discussing personnel, litigation or HIB. Action will not be taken in public after the executive session.

XII. MOTION TO ADJOURN.

_____ Moved, _____ Seconded
Roll Call:

ADJOURNMENT _____ p.m.

Michael Rodino, President
Haworth Board of Education

Kristi Giambona
Board Secretary