

**HAWORTH BOARD OF EDUCATION  
HAWORTH, NEW JERSEY 07641  
MINUTES  
January 21, 2020**

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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 8, 2020 advance written notice was emailed to **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:**

Mrs. Ilisha Borek  
Mrs. Nicole Brennan - **ABSENT**  
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 - 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**

- **Kids with Character** Award Presentation – criteria for the month of January was “Responsibility”. For January the following children have been awarded:

Kindergarten: Etta Levison and Luca Fermano  
Grade 1: Jace Guevarra and Sam McGuirk  
Grade 2: Kyle Quayle, Sasha DeCosta and Victoria Martin  
Grade 3: Jhoel Mateo and Ben Porcaro  
Grade 4: Maeve Natale, Darienne Buckner and Emily Goldstein  
Grade 5: Jimin Chang, Jeremy Kent and Poppy Song  
Grade 6: Ava Pavlos and Antonio Scarpati  
Grade 7: Chloe Poirot and Ben Kronfeld  
Grade 8: Ben Borek and Abby Weinberg

- **2018-2019 Audit Presentation** – Mr. John Mooney, CPA, RMA, PSA and Partner of Nisivoccia, LLP

The district has paid off all of their debt services and is now debt free. The auditor had five recommendations for the district, as outlined in section XII, item c.

**Review of the January 20, 2020 Staff Professional Development Day** – Dr. Peter Hughes

**2020 BOARD OF EDUCATION COMMITTEES:**

It is hereby moved that the Haworth Board of Education accept the 2020 Committees as appointed by the BOE President, per Policy 0155:

Curriculum - Committee of the Whole  
Finance & Facilities - Nicole Brennan (Chair), Karen Leddy, Michael Rodino  
Negotiations - Stacey Wunsch (Chair), Ilisha Borek, Michael Rodino  
Policy - Stacey Wunsch (Chair), Ilisha Borek, Michael Rodino  
Public Relations - Mary Anne Doran (Chair), Alanna Davis, Michael Rodino  
Town Council - Alanna Davis  
Senior Citizens - Ilisha Borek  
Legislative Organizations - Karen Leddy  
BCSBA/NJSBA - Stacey Wunsch  
Joint Boards - Michael Rodino  
HHSA - Nicole Brennan  
NVRHS/NVEF - Mary Anne Doran

S. Wunsch Moved, I. Borek Seconded  
Roll Call: 6/0

**BE IT RESOLVED, that the Haworth Board of Education approves the Superintendent’s/Board President’s Report**

<u>ROLL CALL VOTE</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Mrs. Borek	✓			
Mrs. Brennan				✓
Mrs. Davis	✓			
Mrs. Doran	✓			
Mrs. Leddy	✓			
Mr. Rodino	✓			
Mrs. Wunsch	✓			

**IX. ROUTINE RESOLUTIONS**

- a. **Enrollment** Report to Date - 396
- b. Emergency & Crisis Situations **Drill Record**:  
 Fire Drill: December 11, 2019  
 Security Drill: December 3, 2019  
 Administrator in Charge: Mr. Paul Wolford
- c. **HIB** Report for December 2019:  
 Reported Cases: 0  
 Number of Cases Open: 0  
 Number of Cases Closed: 0

S. Wunsch Moved, A. Davis Seconded  
 Roll Call: 6/0

**BE IT RESOLVED, that the Haworth Board of Education approves Items IX. a through c.**

<u>ROLL CALL VOTE</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
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Mrs. Borek	✓			
Mrs. Brennan				✓
Mrs. Davis	✓			
Mrs. Doran	✓			
Mrs. Leddy	✓			
Mr. Rodino	✓			
Mrs. Wunsch	✓			

**X. MINUTES**

- a. Approval of **meeting minutes** from the December 12, 2019 Public Business meeting.
- b. Approval of **meeting minutes** from the December 12, 2019 Executive Session meeting.
- c. Approval of **meeting minutes** from the January 7, 2020 Reorganization meeting.
- d. Approval of **meeting minutes** from the January 7, 2020 Executive Session meeting.

A. Davis Moved, S. Wunsch Seconded  
 Roll Call: 6/0

**BE IT RESOLVED, that the Haworth Board of Education approves Items X. a. through d.**

<u>ROLL CALL VOTE</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Mrs. Borek	✓			
Mrs. Brennan				✓
Mrs. Davis	✓			
Mrs. Doran	✓			
Mrs. Leddy	✓			

Mr. Rodino	✓			
Mrs. Wunsch	✓			

**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.

<u>#</u>	<u>DATE</u>	<u>GRADE / CLUB</u>	<u>LOCATION</u>	<u>COST PER STUDENT</u>	<u>STAFF IN CHARGE</u>
1.	5/13/20	Gr. 8 G&T	Unity Charter School, Morristown, NJ	0	J. Eisberg

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2020-2021 school district calendar.

S. Wunsch Moved, I. Borek Seconded  
 Roll Call: 6/0

**BE IT RESOLVED, that the Haworth Board of Education approves Items XI. a & b.**

<u>ROLL CALL VOTE</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Mrs. Borek	✓			
Mrs. Brennan				✓
Mrs. Davis	✓			
Mrs. Doran	✓			
Mrs. Leddy	✓			
Mr. Rodino	✓			
Mrs. Wunsch	✓			

**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	DATE(S)	CONFERENCE/WORKSHOP	LOCATION	COST (not to exceed)
1.	P. Hughes & S. Schmalzer	1/29/20	Youth Mental Health First Aid Training	Hackensack, NJ	0
2.	N. O'Reilly & D. Talty	2/27/20	2020 State Assessment Training	Whippany, NJ	0
3.	A. Fannell & A. Talamo	3/16/20	Advisor Workshop	Trenton, NJ	\$30.00 each
4.	S. Peykar	4/27/20	2020 National Association of Social Workers Conference	Atlantic City, NJ	\$290.00
5.	P. Hughes & N. O'Reilly	2/25/20	Leading Schools That Promote Self-Efficacy & Productive Struggle with James Nottingham	Monroe, NJ	\$149.00 each

- b. 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 3 total credits, pursuant to Article VII of the Haworth Teacher's Association Collective Bargaining Agreement.

Item	STAFF MEMBER	COURSE(S)	College/University
1.	J. Buchheister	ELRL 6330 Socio-Psycholinguistics and Reading	William Paterson University
2.	A. Fannell	ELRL 6210 Remediation of Reading Problems: Practicum	William Paterson University

3.	G. DeNobile	ELRL 6330 Socio-Psycholinguistics and Reading  ELRL 6250 Adolescent & Adult Literacy & Curriculum Design	William Paterson University
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- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Full Time Administrative Assistant/Receptionist job description.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts, with regret, the resignation of Tara Costa, full-time Classroom Aide, effective January 24, 2020.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Debra Klein as a full-time Classroom Aide for the remainder of the 2019-20 school year, at a prorated annual salary of \$35,000.00, benefit eligible. Start date pending criminal history approval.
- f. **RECOMMENDED** that Employee SMID #41743220 (hereinafter referred to as “Employee #41743220”) 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 #41743220 utilizes accrued sick days during said period; and

**BE IT FURTHER RESOLVED** that Employee #41743220 be granted a leave of absence for child rearing purposes under the Collective Negotiation Agreement (“CNA”), Article VIII, Section 7, from May 1, 2020 through June 25, 2020, which leave shall be without pay and with benefits, provided

**BE IT FURTHER RESOLVED** that Employee #41743220 be granted a leave of absence for child rearing purposes under the FMLA and the New Jersey Family Leave Act (“NJFLA”), from September 1, 2020 through November 24, 2020, which leave shall be without pay and with continuation of the vision and dental benefits only, subject to Employee #41743220’s payment of her contribution for the same; and

**BE IT FURTHER RESOLVED** that Employee #41743220 be granted a leave of absence for child rearing purposes under the CNA, Article VIII, Section 7, from November 25, 2020 through March 26, 2021, which leave shall be without pay or benefits; and

**BE IT FURTHER RESOLVED** that Employee #41743220 shall return to work on March 29, 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 Employee #41743220’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 Employee #41743220’s physician, the actual delivery date, or changes to the Haworth School District’s calendar.

- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves **unpaid leave for personal reasons** to the following staff member:

Employee SMID #27895499	January 15 & 16, 2020	2 days
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S. Wunsch Moved, I. Borek Seconded  
 Roll Call: 6/0

**BE IT RESOLVED, that the Haworth Board of Education approves Items XII. a. b. c. d. e. & g. Excluding Item XII. f.**

<u>ROLL CALL VOTE</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Mrs. Borek	✓			
Mrs. Brennan				✓
Mrs. Davis	✓			
Mrs. Doran	✓			
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 **December 1, 2019 to December 31, 2019** 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:

<u>Bills Description</u>	<u>Dated</u>	<u>Amount</u>
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Payroll - Operating	12/15/2019	\$268,081.40
Board Share - FICA	12/15/2019	\$5,102.21
State Share - FICA	12/15/2019	\$14,004.81
	<b>TOTAL:</b>	<b>\$287,188.42</b>

<u><i>Bills Description</i></u>	<u><i>Dated</i></u>	<u><i>Amount</i></u>
Payroll - Operating	12/30/2019	\$248,936.66
Board Share - FICA	12/30/2019	\$3,637.77
State Share - FICA	12/30/2019	\$14,004.82
	<b>TOTAL:</b>	<b>\$266,579.25</b>

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the **Bills and Claims for the month of January, 2020.**
- c. Be it resolved that the Board, upon the recommendation of the School Business Administrator acknowledges receipt of the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2019 and the Auditor's Management Report on Administrative Findings Financial Compliance and Performance. The District's Corrective Action Plan (attached) includes methods of implementation to address the following:
- Detailed Payroll Analysis
  - Receipts and Disbursement Posting
  - Treasurer and Board Secretary Reports
  - Reconciliations
  - Equipment Purchasing

I. Borek Moved, K. Leddy Seconded  
 Roll Call: 6/0

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

<u>ROLL CALL VOTE</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Mrs. Borek	✓			

Mrs. Brennan				✓
Mrs. Davis	✓			
Mrs. Doran	✓			
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:

- Northeastern Bergen County School Board Insurance Group Workman’s Compensation/Payroll Review Submission
- Statement of Assurance for the Use of Paraprofessional Staff
- 2020 Personal/Relative & Financial Disclosure Statements
- Student Safety Data System - Report Period 1
- 2019 Right to Know Survey

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

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

<b><u>ROLL CALL VOTE</u></b>	<b><u>YES</u></b>	<b><u>NO</u></b>	<b><u>ABSTAIN</u></b>	<b><u>ABSENT</u></b>
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Mrs. Borek	✓			
Mrs. Brennan				✓
Mrs. Davis	✓			
Mrs. Doran	✓			
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 – 8:05 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.*

D. Siciliano – Inquired about student participation grades and the district moving towards Standards Based Report Cards.

P. Hughes – explained that class participation will be a separate grade, but it will not be included in the academic grade.

M. Doran – asked if there is a percentage that is you are using as the participation grade?

P. Hughes – stated that no decisions have been made yet, but considering the option of it being separate in a comment section.

M. Doran – asked if the Standards Based Report Cards will be aligned with how the high school does grading so there is a smooth transition to the high school from the middle school.

K. Leddy – stated that the high school counts participation and homework into the academic grades.

P. Hughes – explained that the Northern Valley districts are meeting with Rick Wormeli to begin to learn about Standard Based Report Cards and that no definite decisions have been made yet.

M. Rodino – emphasized that the main concern for the BOE is the success of the students once they leave Haworth School and move into high school and beyond. He stated that this is something to address with Rick Wormeli to ensure the best practices for the district.

**Close the Public portion: 8:21 p.m.**

**XIX. OLD BUSINESS** – I. Borek thanked Dr. Hughes for arranging the visit to the Mount Olive schools to see their STEM labs.

**XX. NEW BUSINESS**

**XXI. CLOSED SESSION 8:32 p.m.**

S. Wunsch Moved, A. Davis 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, January 21, 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 a half hour for the purpose of discussing personnel. Action may be taken in public after the executive session.

**XXII. MOTION TO RECONVENE INTO PUBLIC SESSION at 8:51 p.m.**

M. Rodino Moved, S. Wunsch Seconded  
All in favor.

Motion to Table Item XII. f. to the next meeting.

S. Wunsch Moved, A. Davis Seconded.

Roll Call: 6/0

**BE IT RESOLVED, that the Haworth Board of Education approves the motion to Table Item XII. f. until the next meeting.**

<u>ROLL CALL VOTE</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Mrs. Borek	✓			
Mrs. Brennan				✓
Mrs. Davis	✓			
Mrs. Doran	✓			
Mrs. Leddy	✓			
Mr. Rodino	✓			
Mrs. Wunsch	✓			

**XXIII. MOTION TO ADJOURN.**

M. Rodino Moved, M. Doran Seconded

All in favor.

**ADJOURNMENT 9:00 p.m.**

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Michael Rodino, President  
Haworth Board of Education

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Kristi Giambona  
Board Secretary