

**HAWORTH BOARD OF EDUCATION  
HAWORTH, NEW JERSEY 07641  
MINUTES  
July 16, 2019**

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**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 January 4, 2019 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:**

Mr. Jeff Ashkenase  
Mrs. Nicole Brennan  
Mrs. Mary Anne Doran - **ABSENT**  
Mrs. Judy Eig  
Mrs. Karen Leddy  
Mr. Michael Rodino  
Mrs. Stacey Wunsch  
Mr. Paul Wolford, Business Administrator  
Dr. Peter Hughes, Superintendent  
Mr. Vic LaPira, 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 - 7:32 p.m. – NO PUBLIC COMMENT**

**VIII. SUPERINTENDENT’S/BOARD PRESIDENT’S REPORTS**

Dr. Hughes acknowledged the 2019 Graduation Ceremony. He commented that he preferred the ceremony indoors, due to no weather worries, better audio, climate control, timing, and being able to live stream the event. Live streaming was offered in the MPR although there were not any attendees that did not fit in the Gym. Another topic he mentioned were the amount of awards that were given at the graduation. He suggested having a separate night for awards only. Another suggestion is to honor each individual child for what they have given Haworth over all of the years they have attended the school. He concluded that having a small graduating class makes giving individualized attention an option.

S. Wunsch and J. Eig agreed that the indoor ceremony was nicer than they thought it would be.

K. Leddy remarked that the indoor graduation was better to visually see all of the graduates.

J. Ashkenase mentioned that 6 tickets per student would be preferred, instead of 5.

Dr. Hughes updated the BOE on the Northern Valley Administrator's retreat that was held in the beginning of July. The featured speaker, Rick Wormeli, focused on assessment. Dr. Hughes explained the research behind subjective grading being added to the student's final academic grades (ie: participation, attendance).

K. Leddy advised that high school and college still use these variables toward final grades, so it may not be prudent to completely remove them from the grading criteria.

Dr. Hughes will bring this topic to the Curriculum Committee for further discussion.

Dr. Hughes reviewed the 2-day Administrative Retreat with the BOE.

- Strategic Plan Update – Dr. Peter Hughes (attachment)

## **IX. ROUTINE RESOLUTIONS**

a. Emergency & Crisis Situations Drill Record:

Fire Drill: June 11, 2019

Security Drill: June 5, 2019

b. HIB Report for July 2019:

Reported Cases: 0

Number of Cases open: 0

Number of Cases closed: 2

**BE IT RESOLVED** that the Haworth Board of Education (hereinafter referred to as the "Board") hereby affirms the Superintendent's decision in the HIB Investigation reported in closed executive session on June 17, 2019, Case #1819-04 for the reasons set forth in the Superintendent's decision, and hereby directs the Board Secretary to transmit a copy of the Board's decision to the affected students' parents forthwith.

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

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

**X. MINUTES**

- a. Approval of meeting minutes from the June 17, 2019 Public Business Meeting.
- b. Approval of the meeting minutes from the June 17, 2019 Executive Session Meeting.

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

**BE IT RESOLVED, that the Haworth Board of Education approves Items X.a. and 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 students in kindergarten through eighth grades to take the following **walking field trips** during the 2019-2020 school year:
  - Haworth Municipal Library
  - Bank of New Jersey in Haworth
  - Haworth Pond
  - Memorial Field in Haworth
  - Haworth Post Office
  - Haworth Town Hall
  - Haworth Swim Club
  - Downtown Haworth
  - Suez Water Company in Haworth
  - First Congregational United Church of Christ

- Sacred Heart Catholic Church

- b. 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 \$2,630.00 for the 2019-20 school year.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves **LinkIt! Data Warehousing Analytics Assessment Solutions** for the 2019-20 school year at a total annual cost of \$9,520.00.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Northern Valley Curriculum Center **curriculum updates/revisions** for the following subject areas, per attachment:
1. ELA
  2. Mathematics
  3. Science
  4. Social Studies
  5. World Languages
  6. Comprehensive Health and Physical Education
  7. Visual Arts
  8. Performing Arts: Dance/Theater
  9. ESL
  10. Technology
- e. Motion to add and approve the 2019-20 contract for Parent Square at a total cost of \$3,100.00.

Motion to add Item XIe. to the Minutes of the July 16, 2019 BOE meeting.

M. Rodino Moved, J. Eig Seconded.

All in favor.

M. Rodino Moved, K. Leddy Seconded

Roll Call: 6/0

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

**XII. PERSONNEL**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the **fall 2019 graduate level courses** for the following staff member; 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, if eligible.

<b>Item</b>	<b>STAFF MEMBER</b>	<b>COURSE(S)</b>	<b>College/University</b>
1	Alison DeNero-Homan	ELRL 6010 Theoretical Foundations of Literacy	William Paterson State University

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Ramapo College of New Jersey 4 credit **graduate level courses previously completed** for Connie Alcoser; no reimbursement requested.

- EDLD 601 Effective Educational Leadership and School Management
- EDLD 605 Change Leadership: Administrators as Change Agents and Instructional Leaders

- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2019-20 **New Jersey Superintendents’ Study Council membership** fee of \$650.00 for Dr. Peter Hughes including attendance at their monthly meetings.

- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following **10 month staff assignments**, pursuant to Policy 3130 – Assignment and Transfer:

Alcoser, Connie	Grade K
Alderton, Pam	Special Education
Arbadji, Katelyn	Grade 4
Bagot, Pamela	Art
Barclay, Julieann	Middle School Science/ Elem. STEM
Baron, Bari	Grade K
Bionde, Laura	Middle School Social Studies
Bonasorte, Adriana	Middle School Spanish
Buchheister, Jessica	Grade 5
Burns, Erin	Grade 2
Carboneri, Lesley	Grade 3
Carr, Erin	LDT-C
Chamberlain, Nicole	Grade 1
DeFelice, Michael	Middle School Math
DeNero-Homan, Alison	Special Education
DeNobile, Gianna	Grade K
DiCarlantonio, Maria	Grade 3

Doran, Paul	Physical Education
Dunn, Anne Marie	Special Education
Eisberg, Jennifer	Librarian/Media Specialist/G&T
Fannell, Arlene	Grade 7 ELA
Ferrara, Lisa	Physical Education/Middle School Health
Hahn, Rebecca	Special Education
Hall, Rebecca	Grade 4
Jackson, Melissa	ELL/BSI
Kosakowski, Alicia	Grade 6 ELA
Lane, Kevin	Grade 4
Leeshock, Terry	Grade 2
Lignos, Ashley	Middle School Math
Martell, Cristina	Spanish/Computers
Mohr, Melissa	Special Education/Math
Nasta, Vito	Music
Norian, Sarah	Grade 5
Peykar, Shari	Social Worker
Polifroni, Nancy	Nurse
Ross, Kerry-Ann	Special Education
Santostefano, Heather	Special Education/Self Contained
Scheps, Lori	Grade 8 ELA
Schmalzer, Suzanne	Guidance Counselor
Siniscalchi, Rosina	Reading Specialist
Stokesbury, Cathy	Grade 2
Talamo, Angelica	Grade 1
Talty, Cynthia	Grade 5
Talty, Derick	Middle School Social Studies/Technology
White, Jennifer	Speech & Language Specialist
Winik, Josefina	Music/Computers
Wolstein, Lauren	Middle School Science
Yotka, Alexis	Social Worker

e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following as **home school instructors** for the 2019-2020 school year, at a rate of \$50 per hour, not to exceed 10 hours per week, per student:

- Nicole Lee
- Sheryl Schinderman

f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the **School Psychiatrists/Neuropsychologists** for the 2019-2020 school year, as per attached list.

- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Laura Bionde as the **Girl’s Volleyball Coach** for the 2019-20 school year, for a stipend of \$2,095.00.

J. Ashkenase Moved, M. Rodino Seconded  
 Roll Call: (see below)

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

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

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

J. Ashkenase: Asked for an explanation of the components of teacher placements and what goes into the process and decisions.

Dr. Hughes: Explained that the Administrative team begins the review of personnel needs for the following year in March, after the mid-year staff reviews which are done in January. He noted that being a small school requires efficiency in looking at each teacher’s experience and certifications to determine placement. He also explained that various leaves and other factors play into the decision process. The administrative team puts forth the best options for the school year.

K. Leddy: Explained that she had expressed concerns since April regarding certain possible assignments. She stated that after thoughtful consideration, she is not comfortable in voting yes for Item d. as she does not believe that a specific few of the assignments were deliberated on enough in regards to the best interest of the students.

S. Wunsch: Asked if there were any considerations made on the whole list of stipend positions what is required of each position.

Dr. Hughes: Explained that the HTA will be proposing the roles and responsibilities for each stipend position. He stated that he will review these with the Negotiations Committee.

**XIII. FINANCE & FACILITIES**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of **June 1, 2019 to June 30, 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:

<b><i>Bills Description</i></b>	<b><i>Dated</i></b>	<b><i>Amount</i></b>
Payroll - Operating	06/15/2019	\$349,429.49
Board Share - FICA	06/15/2019	\$10,991.79
State Share - FICA	06/15/2019	\$14,701.10
	<b>TOTAL:</b>	<b>\$375,122.38</b>

<b><i>Bills Description</i></b>	<b><i>Dated</i></b>	<b><i>Amount</i></b>
Payroll - Operating	06/21/2019	\$205,729.74
Board Share - FICA	06/21/2019	\$1,775.32
State Share - FICA	06/21/2019	\$13,106.43
	<b>TOTAL:</b>	<b>\$220,611.49</b>

<b><i>Bills Description</i></b>	<b><i>Dated</i></b>	<b><i>Amount</i></b>
Payroll - Operating	06/30/2019	\$94,663.50
Board Share - FICA	06/30/2019	\$5,554.25
State Share - FICA	06/30/2019	\$1,505.62
	<b>TOTAL:</b>	<b>\$101,723.37</b>

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the **Bills and Claims for the month of July, 2019.**
- c. Upon the approval notification from the Executive Bergen County Superintendent certifying attainment by Dr. Peter J. Hughes of the merit goals for 2018-19 and **authorization for payment** of the pre-approved amounts, at a total cost of \$22,021.30.



- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the **shared services agreement for the Site Technician Services – Technical Support Services** from the Northern Valley Regional High School Board of Education for the Haworth School District from July 1, 2019 – June 30, 2020 school year at the total annual cost of \$69,600.00.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves a **stipend** of \$10,000.00 for Jose Cordero of Northern Valley Technical Support Services for oversight of the following items not included in the 2019-20 shared services agreement for Site Technician Services: 1:1 technology, security system monitoring, fixed asset and lease agreement management.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the **2019-20 Teacher’s College Reading and Writing Project** staff training and conference package contract, not to exceed \$65,000.00.
- g. **BE IT RESOLVED**, that there be a correction noted to the name of the company awarded the Rooftop Unit Replacement bid on the June 16, 2019 Board of Education agenda. The correct name of the company is **Pennetta Industrial Automation** of Little Ferry, NJ.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the **Big Ideas Math: Modeling Real Life Common Core Math Series (6 year package) for grades 6-8**, at a total cost of \$12,885.60.
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the **Big Ideas Math: Modeling Real Life Common Core Math Series (5 & 6 year packages) for grade 5**, at a total cost of \$3,280.00.
- j. **WHEREAS**, the Haworth Board of Education (the “Board”) intends to make **non-elective employer contributions** on behalf of certain classes of employees who terminate employment,

**WHEREAS**, the Board will not permit any individual employee to have an option of, receiving the equivalent amounts as compensation,

**WHEREAS**, the Economic Growth and Tax Relief Reconciliation Act of 2001 (“EGTRRA”) amended Section 403(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”) **to permit employers to make contributions to 403(b) programs for employees who have terminated employment with the District**, and

**WHEREAS**, the District wishes to make such contributions as permitted under Sections 403(b)(3) and Section 415(c)(1) of the Code for certain terminated employees,

**NOW THEREFORE BE IT RESOLVED**, that the Board hereby authorizes and directs that the District shall make post-retirement contributions into 403(b) contracts established through representatives of AXA Network, L.L.C. and AXA Advisors L.L.C. for Adele Kallet, provided that such contributions shall not exceed the limits of Section 415(c)(1) of the Code, and,

**BE IT FURTHER RESOLVED**, that the proper employees of the Board are hereby authorized and directed to take any and all actions necessary or desirable to implement the resolutions as set forth herein.

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

**SCHOOL TAX PAYMENT SCHEDULE**  
**2019-2020 SCHOOL YEAR**

<u>Payment Date</u>	<u>Operating Budget</u>	<u>Debt Service</u>	<u>Monthly Total</u>
August 10, 2019	\$906,199.10	\$25,080.30	\$931,279.40
September, 10, 2019	\$906,199.10	\$25,080.30	\$931,279.40
October 10, 2019	\$906,199.10	\$25,080.30	\$931,279.40
November 10, 2019	\$906,199.10	\$25,080.30	\$931,279.40
December 10, 2019	\$906,199.10	\$25,080.30	\$931,279.40
January 10, 2020	\$906,199.10	\$25,080.30	\$931,279.40
February 10, 2020	\$906,199.10	\$25,080.30	\$931,279.40
April 10, 2020	\$906,199.10	\$25,080.30	\$931,279.40
May 10, 2020	\$906,199.10	\$25,080.30	\$931,279.40
June 10, 2020	\$906,199.10	\$25,080.30	\$931,279.40
<b>VOTED TAX LEVY</b>	<b>\$9,061,991.00</b>	<b>\$250,803.00</b>	<b>\$9,312,794.00</b>

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

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

<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	✓			

Mr. Wolford: Explained that Items h & i will be for the new math curriculum. He added that these items provide more in-depth curriculum for each grade level and also includes an algebra component.

S. Wunsch: Questioned Item e.

Mr. Wolford: Explained that the money used to be built into the Shared Service contract with Northern Valley Tech Services. He clarified that it now has to be a separate cost. He concluded that the total cost for the contract is actually \$3,000.00 less than it was last year, therefore the district is saving.

Dr. Hughes: Explained that he did a survey of the staff to get feedback on the Teacher's College initiative. He will share the results with the Board.

J. Ashkenase: Noted that he sees a disparity in the money spent on ELA and the money spent on math and STEAM.

Dr. Hughes: Explained that an aide was added just to manage the STEAM items. The teachers have all been trained on the new items and programs that are used for STEAM.

P. Wolford: The middle school math team will be working on professional development with Conquer Mathematics, Nancy Schultz, and Rutgers.

**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:

- 2018-19 Lead Testing Statement of Assurance
- FY 2020 Individuals with Disabilities Education Act (IDEA)
- 2019-20 School Security Drill Template

S. Wunsch Moved, K. Leddy Seconded  
All in favor.

**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 – 8:36 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: 8:36 p.m. - NO PUBLIC COMMENT**

**XIX. OLD BUSINESS**

N. Brennan: Explained that the BOE gave feedback on the Strategic Plan to Dr. Hughes. She stated that Dr. Hughes will be making some adjustments and re-presenting the plan to the BOE at a later meeting. Once the Strategic Plan is finalized, the Board goals will be made.

**XX. NEW BUSINESS**

**XXI. CLOSED SESSION - 8:37 p.m.**

J. Eig Moved, K. Leddy 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 16, 2019 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 20 minutes for the purpose of discussing litigation. Action will not be taken in public after the executive session.

**XXII. MOTION TO ADJOURN.**

K. Leddy Moved, J. Eig Seconded  
All in favor.

**ADJOURNMENT: 8:54 p.m.**

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Nicole Brennan, President  
Haworth Board of Education

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Kristi Giambona  
Board Secretary