

**HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
MINUTES
September 15, 2020**

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 8, 2020, February 21, 2020, and August 19, 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
Mr. Charles Crowley
Mrs. Alanna Davis
Dr. Danielle Insalaco-Egan
Mr. Michael Rodino, President
Mr. Robert Rose
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 - 7:34 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 - 7:35 p.m. NO PUBLIC COMMENT

VIII. SUPERINTENDENT’S/BOARD PRESIDENT’S REPORTS

- a. It is hereby moved that the Haworth Board of Education approves the creation of the following AdHoc Committee, per Policy 0155:
- Governance & Onboarding
- b. It is hereby moved that the Haworth Board of Education accepts the updated 2020 Committee structures as appointed by the BOE President, per Policy 0155:
- Finance & Facilities: Stacey Wunsch (chair), Charles Crowley, Michael Rodino
 - Policy: Ilisha Borek (chair), Danielle Insalaco-Egan, Michael Rodino
 - Public Relations: Alanna Davis (chair), Robert Rose, Michael Rodino
 - NVRHS/NVEF: Danielle Insalaco-Egan
 - Legislative Chair: Charles Crowley
 - Governance & Onboarding: Stacey Wunsch (chair), Charles Crowley, Robert Rose

A. Davis Moved, S. Wunsch Seconded
Roll Call: 7/0

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mrs. Borek	✓			
Mrs. Davis	✓			
Dr. Egan	✓			
Mr. Rodino	✓			
Mr. Rose	✓			
Mrs. Wunsch	✓			

Mr. Rodino, on behalf of the entire Board of Education, thanked the staff and parents for a smooth opening process. He informed the parents that Dr. Hughes would be providing a Remote Learning Code of Conduct to assist with the procedures and protocols to be followed during this time.

Dr. Hughes reviewed some of the areas in need of continued refinement with the hybrid learning and gave an update on the district's progress.

IX. ROUTINE RESOLUTIONS

- a. Enrollment Report to Date - 396 total students

C. Crowley Moved, I. Borek Seconded
Roll Call: 7/0

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mrs. Borek	✓			
Mrs. Davis	✓			
Dr. Egan	✓			
Mr. Rodino	✓			
Mr. Rose	✓			
Mrs. Wunsch	✓			

X. MINUTES

- a. Approval of meeting minutes from the August 12, 2020 Work Session meeting.
- b. Approval of meeting minutes from the August 12, 2020 Closed Executive Session meeting.
- c. Approval of meeting minutes from the August 18, 2020 Regular Business meeting.
- d. Approval of meeting minutes from the August 18, 2020 Closed Executive Session meeting.

D. Egan Moved, I. Borek Seconded
Roll Call: 7/0

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mrs. Borek	✓			
Mrs. Davis	✓			
Dr. Egan	✓			
Mr. Rodino	✓			
Mr. Rose	✓			

Mrs. Wunsch	✓			
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XI. CURRICULUM

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the updated district calendar for the 2020-21 school year.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2020-21 District Goals.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2020-21 School Improvement Panel members:

- Peter Hughes
- Patricia Voigt
- Jennifer Horne
- Lori Scheps
- Patricia Alderton
- Kevin Lane
- Lauren Burkholder
- Rosina Siniscalchi

I. Borek Moved, A. Davis Seconded
Roll Call: 7/0

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mrs. Borek	✓			
Mrs. Davis	✓			
Dr. Egan	✓			
Mr. Rodino	✓			
Mr. Rose	✓			
Mrs. Wunsch	✓			

I. Borek clarified that during the “all virtual days” that were added to the calendar, every student will work virtually from home from 8:30-12:40.

Mr. Rodino asked the definition of the School Improvement Panel?

Dr. Hughes explained that the panel is in place to adhere to the NJ Achieve Act that requires teacher evaluations. The panel meets quarterly to support the teachers interests in the evaluation process.

Some members of the Board commented on the District Goals.

Dr. Hughes advised the Board that he will be holding separate Superintendent Coffee's to review and elaborate on each goal with the parents who choose to attend.

XII. PERSONNEL

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

<u>STAFF MEMBER</u>	<u>MOVE FROM</u>	<u>MOVE TO</u>
Arbadji, Katelyn	Grade 4	Grade 3
DiCarlantonio, Maria	Grade 3	Special Education
Eisberg, Jennifer	Media Specialist	Grade 1
Kosakowski, Alicia	Middle School ELA 6	Middle School ELA 8
Leeshock, Terry	Grade 2	Kindergarten
Robson, Michele	Grade 5	Kindergarten
Scheps, Lori	Middle School ELA 8	Middle School ELA 6

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Adrianna Miranda as a part-time custodian with Black Seal, for the 2020-21 school year, at a prorated annual salary of \$18,500.00, not benefit eligible.
- c. 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	7/21/20	3	William Paterson University	\$2,238.00

- d. **RESOLVED** that Board Employee #10086601 whose name is on file (hereinafter referred to as “Employee”) be granted a leave of absence due to their own disability under the Federal Family and Medical Leave Act (“FMLA”) from January 4, 2021 through February 19, 2021, with pay and with medical benefits, subject to the use and continued availability of 29 sick days; and

BE IT FURTHER RESOLVED that the Employee shall be granted a leave of absence from February 22, 2021 to May 21, 2021, under the FMLA and New Jersey Family Leave Act, without pay, but with medical benefits, subject to the Employee’s payment of their contribution for same; and

BE IT FURTHER RESOLVED that the Employee shall be granted a leave of absence for childrearing purposes under the Collective Negotiations Agreement between the Board and the Haworth Teachers’ Association, Article VIII, Section 7, from May 24, 2021 through June 23, 2021, which leave shall be without pay or benefits; 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 or change the terms of the Employee’s leave of absence shall be made to the Board, which request shall be subject to Board approval, the availability of sick days, Federal and State statutes and regulations, and the Collective Negotiations Agreement between the Board and the Haworth Education Association; 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.

- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the STRONGE Teacher Evaluation System for the 2020-21 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).
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the registration costs for the Superintendent, Business Administrator, and Board of Education members, to attend the 2020 New Jersey School Boards Association Virtual Conference from October 20, 2020 through October 22, 2020, not to exceed \$1,000.00.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Thomas Quinn as a substitute custodian for the 2020-21 school year, not benefit eligible.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Melissa Quackenbush of Engage Momentum, LLC as a Digital Learning Consultant, at a per diem rate of \$479.17, not to exceed 60 total days. Not benefit eligible.

- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following psychiatrists and rates for psychiatric evaluations, on an as needed basis, for the 2020-21 school year.

#	NAME	RATE
1.	Dr. Leslie Nagy	\$700.00
2.	Dr. Tulika Srivastava	\$600.00

R. Rose Moved, D. Egan Seconded
Roll Call: 7/0

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mrs. Borek	✓			
Mrs. Davis	✓			
Dr. Egan	✓			
Mr. Rodino	✓			
Mr. Rose	✓			
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, 2020 to August 31st, 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	8/15/2020	\$52,823.51
Board Share - FICA	8/15/2020	\$2,156.81

State Share - FICA	8/15/2020	\$1,707.99
	TOTAL:	\$56,688.31

<i>Bills Description</i>	<i>Dated</i>	<i>Amount</i>
Payroll - Operating	8/31/2020	\$54,562.42
Board Share - FICA	8/31/2020	\$2,543.83
State Share - FICA	8/31/2020	\$1,453.97
	TOTAL:	\$58,560.22

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of September, 2020.
- c. Upon the recommendation of the Superintendent, th Haworth Board of Education approves the district Operation and Maintenance Procedure Manual.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2020-2021 Valley Program tuition contract for student ID number 264166, commencing September 1, 2020 and terminating June 30, 2021, for a cost of \$70,954.00.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Occupational & Physical Therapist Shared Services Agreement with Valley Regional Programs to be in effect from July 1, 2020 through June 30, 2021, at an annual cost of \$104,141.76.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following daily rates for Substitutes in the 2020-2021 school year:

Substitute Nurse	\$200
Substitute Teacher	\$90
Substitute Aide	\$70
Substitute Office Staff	\$70

Substitute Custodian	\$15 per hour \$17 per hour with Black Seal License
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- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the new transportation bids and renewals awarded by the Northern Valley Regional High School Board of Education for Region III transportation routes and accepts participation in this program for the 2020-21 school year.
- h. 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 2020-21 school year, cost not to exceed \$2,000.00 (includes state compliance reporting).

A.. Davis Moved, S. Wunsch Seconded
Roll Call: 7/0

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mrs. Borek	✓			
Mrs. Davis	✓			
Dr. Egan	✓			
Mr. Rodino	✓			
Mr. Rose	✓			
Mrs. Wunsch	✓			

I. Borek asked what the transportation costs were for?

P. Wolford answered that they are transportation costs for the out of district students.

XIV. NEGOTIATIONS

NO RESOLUTIONS

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
P 1648	Restart and Recovery Plan	New	Mandated	August 18, 2020	September 15, 2020
P 1648.02	Remote Learning Options for Families	New	Mandated	August 18, 2020	September 15, 2020
P 9200	Cooperation between Parents and School	Revised	Recommended	August 18, 2020	September 15, 2020

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the first reading of the following new/revised district policies and regulations:

Policy or Regulation	Policy Title	New/Revised	Designation	1st Reading	2nd Reading
P 1648.03	Full Time Remote Instruction	New	Mandated	September 15, 2020	

I. Borek Moved, D. Egan Seconded
Roll Call: 7/0

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mrs. Borek	✓			
Mrs. Davis	✓			
Dr. Egan	✓			
Mr. Rodino	✓			
Mr. Rose	✓			
Mrs. Wunsch	✓			

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. 2020-21 Statement of Assurance Regarding the Use of Paraprofessional Staff
 2. 2020-21 Nursing Services Plan
 3. Statement of Assurance for Reopening Schools

S. Wunsch Moved, C. Crowley Seconded
Roll Call: 7/0

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mrs. Borek	✓			
Mrs. Davis	✓			
Dr. Egan	✓			
Mr. Rodino	✓			
Mr. Rose	✓			
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 – 8:07 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. Klain, 350 Whitman Street: Asked about the status of the Google Meets? Explained that she is concerned about the equity amongst all of the middle school students having Google Meets.

Dr. Hughes explained that the students who are 100% virtual watch 2 days and do assignments on the other 2 days. ELA is universally simulcasted in middle school. Simulcasting uses a lot of bandwidth. The HHSA will be providing us with additional HUB's. Moving towards mini lessons in each classroom filled in by assignments.

J. Heit, 369 Wheeler Place: Said that the middle school parents would like to have a road map of what is to come. This understanding will relieve some of the stress on the students.

J. Samples, 560 Sylvan Place: Asked what happened to the half day during the week of Teacher Convention.

Dr. Hughes explained that the 2 half days originally slated for teacher conferences have been removed. The school will now close for Election Day, which just became mandated by the state, but the teachers will work and perform a full day of parent conferences to make up for those two half days.

J. Rozenblit, 96 Whitman Street: Noted that the ELA simulcasting has been going well and she she's her kids acclimating to it. She thanked the administration and teachers for the smooth roll out.

D. Siciliano announced that there will be a Flu Shot Clinic on October 3rd at the Ambulance Corp. building for all interested residents.

Close the Public portion: 8:23 p.m.

XIX. OLD BUSINESS

XX. NEW BUSINESS

XXI. MOTION TO ADJOURN.

S. Wunsch Moved, R. Rose Seconded

All in favor.

ADJOURNMENT 8:24 p.m.

Michael Rodino, President
Haworth Board of Education

Kristi Giambona
Board Secretary