

HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
Minutes
March 22, 2022

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 March 10, 2022 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 - **ABSENT**
Mr. Charles Crowley - **ABSENT**
Mrs. Alanna Davis
Dr. Danielle Insalaco-Egan
Mr. Michael Rodino, President
Mr. Robert Rose
Mrs. Stacey Wunsch, Vice President - **ABSENT**
Mr. Paul Wolford, Business Administrator
Dr. Peter Hughes, Superintendent
Mr. Robert Lorfink, Esq., Fogarty & Hara
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, address and group affiliation (if any) before you begin.

VII. CLOSE THE PUBLIC PORTION - 7:31 p.m.

VIII. SUPERINTENDENT’S/BOARD PRESIDENT’S REPORTS

- a. “Kids with Character Award Presentation – the theme for the month of March is “Honesty”. For March the following students have been awarded:

Kindergarten: Irene Hong, Taylor Stott, Nico Urrego
Grade 1: Scarlett Graffeo, Levi Hennig, Brooke Schneider
Grade 2: Aliyah Koci, Talia Kornblatt, Alexis Stegall
Grade 3: Aiden Kennedy, Hal Molluzzo, Olivia Yoon
Grade 4: Hudson Algor, Zoe Graffeo, Johann Neher
Grade 5: Blake Barba, Elle Mulder
Grade 6: Arman Ambartsoumian, Darienne Buckner
Grade 7: Brooke Marchisio, Caden Miskovitz
Grade 8: Briana Ludwig, Sanjay Mitra

Dr. Hughes thanked the BOE for all of their hard work on getting the referendum passed.

Congratulations to the BrainBusters team for winning 1st place within the Northern Valley districts.

IX. CONSENT AGENDA

The following resolutions are considered to be routine and non-controversial and will be voted on by one vote. Any Board of Education member wishing to remove any items from the consent agenda and request an individual vote may do so.

- a. **Enrollment Report to Date - 434**
b. **Emergency & Crisis Situations Drill Record: February**
 Fire Drill: February 16, 2022
 Security Drill: February 4, 2022
 Administrator in charge: Mr. Paul Wolford

MINUTES:

- c. Approval of meeting minutes from the February 9, 2022 Work Session meeting.
d. Approval of meeting minutes from the February 9, 2022 Closed Executive Session.
e. Approval of meeting minutes from the February 16, 2022 Regular Business meeting.

SUBMISSIONS AND CERTIFICATIONS:

- f. School Ethics Commission - February collection
g. 2021-22 Testing for Lead in School Drinking Water Statement of Assurance
h. 2022-23 County, District, School Information System
i. **HIB Report for February 2022:**
 Reported Cases: 2
 Number of Cases Open: 2
 Number of Cases Closed: 1

R. Rose Moved, A. Davis Seconded
Roll Call: 4/0

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

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

X. CURRICULUM

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the revised 2022-23 12-month employee calendar.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following volunteer parent chaperones to attend the Grade 7 field trip to Frost Valley YMCA in Claryville, NY on May 25, May 26 & May 27, 2022:
 - Mike Griffin
 - Nick Flattery
 - George Papadopolous
 - Maritza Dearing
 - Larissa Albert
 - Albert Maniscalco
- c. 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 STUDENT	STAFF IN CHARGE
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**HAWORTH BOARD OF EDUCATION
MINUTES - 3-22-22**

1.	4/1/22	BrainBusters	Norwood School, Norwood, NJ	0	A. Kosakowski
2.	6/17/22	8th grade	Haworth Swim Club	0	A. Kosakowski

- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Summer Enrichment dates of July 11 - July 29, 2022 (Monday - Thursday from 9:00 a.m. to 12:00 p.m.)
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Tim Rohrer Speaker Series on inclusion for the middle school, not to exceed \$800.00.

D. Egan Moved, A. Davis Seconded
Roll Call: 4/0

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

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

XI. PERSONNEL

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the stipend for the following employee for the 2021-2022 school year.

1.	Michael DeFelice	Baseball Coach	\$2,200.00
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- b. 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	LOCATIO N	COST (not to exceed)
1.	Nancy Polifroni	3/19/22	NJ School Nurses: A Force for the Future	Virtual	\$125.00
2.	Meghan Ferraro	self-paced	Phonics First Level 1	Virtual	\$1,135.00
3.	Kelsey Ardizzone	self-paced	Phonics First Level 1	Virtual	\$1,135.00
4.	Janet Cohen	self-paced	Phonics First Refresher Course	Virtual	\$159.00
5.	Nicole Chamberlain	self-paced	Phonics First Refresher Course	Virtual	\$159.00
6.	Laura LaPorta	5/26/22	New Jersey Civics Mandated Training	Mahwah, NJ	Free

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

2.	Employee #55812242	March 8, 2022	1 day
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- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2021 graduate level courses for the following staff members; reimbursement to be paid (if applicable) at the 2021-22 New Jersey state college or university graduate level course rate, pursuant to Article VII of the Haworth Teachers Association Collective Bargaining Agreement.

#	NAME	COURSE	COLLEGE/UNIVERSITY
1.	Michele Robson	RES 5153 Research Methods	American College of Education

- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Dr. Peter Hughes to use his own personal vehicle to attend the Frost Valley overnight field trip, and permits its use in the event of an emergency to transport staff, students or parents in need of medical assistance.

f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following staff member to work for the Before and/or After School Care Program for the 2021-22 school year, at rate of \$25.75 per hour:

- Jacqueline Rogan

g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Ella Giambona as summer clerical help at a rate of \$15.00 per hour, not to exceed 26 hours per week, not benefit eligible.

h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Suzanne Lang, School Counselor, to work during the summer months at her hourly rate, for counseling support meetings, as needed, not to exceed 15 hours.

A. Davis Moved, D. Egan Seconded

Roll Call: 4/0

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

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

Dr. Hughes explained that we are proactively approving a Baseball Coach in the hopes we have enough students who would like to participate on a team.

XII. FINANCE & FACILITIES

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of February 1, 2022 to February 28, 2022 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>
Payroll - Operating	2/15/22	\$307,372.12
Board Share - FICA	2/15/22	\$6,250.20
State Share - FICA	2/15/22	\$17,147.69
	TOTAL:	\$330,770.01

<u>Bills Description</u>	<u>Dated</u>	<u>Amount</u>
Payroll - Operating	2/28/22	\$279,549.37
Board Share - FICA	2/28/22	\$3,949.42
State Share - FICA	2/28/22	\$17,320.06
	TOTAL:	\$300,818.85

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of March, 2022.
- c. 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 January, 2022.

- d. 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 2022-2023 school year.

NOW, THEREFORE BE IT RESOLVED, that the Haworth Board of Education hereby establishes the school district travel maximum for the 2022-2023 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.

- e. Approval of Preliminary 2022-2023 Budget

BE IT RESOLVED, that the Board approve the following Preliminary Budget for the 2022-2023 School Year and authorizes the School Business Administrator to submit the 2022-2023 preliminary budget to the Executive County Superintendent for approval in accordance with statutory submission dates:

	BUDGET	TOTAL TAX LEVY
General Fund (Fund 10)	\$10,328,497	\$9,615,714
Special Revenue Fund (Fund 20)	445,757	
Debt Service Fund (Fund 40)		
Total Tentative Budget	\$10,774,354	

- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2021-22 SLICE Program tuition contract and services for student ID #364010, commencing March 1, 2022 and terminating June 30, 2022; for a total cost of \$4,429.28.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts the donation of a ping pong table with supplies from the Saxon family of Haworth, with no cost to the district.

A.. Davis Moved, R. Rose Seconded

Roll Call: 4/0

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

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

XIII. NEGOTIATIONS

NO RESOLUTIONS

XIV. 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/Abolished	Designation	1st Reading	2nd Reading
P 5541	Anti-Hazing	New	Mandated	February 16, 2022	March 15, 2022

D. Egan Moved, A. Davis Seconded
Roll Call: 4/0

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

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

Motion to Table section XV. EDUCATION, Items a. & b. and move it to after the closed session.

A. Davis Moved, R. Rose Seconded
Roll Call: 4/0

BE IT RESOLVED, that the Haworth Board of Education moves XV. EDUCATION, Items a. & b. to after the Closed Session.

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

Mr. Rose	✓			
Mrs. Wunsch				✓

XVI. COMMITTEE REPORTS

- Finance & Facilities
- Curriculum & Instruction
- Negotiations
- Public Relations
- BCSBA/NJSBA
- Haworth Home & School Association
- Northern Valley Regional High School & NV Educational Foundation
- Legislative Chairperson
- Senior Citizens Liaison
- Town Council Liaison
- Ad-Hoc Committee Reports

XVII. OLD BUSINESS

XVIII. NEW BUSINESS -

Mr. Rodino explained that Mr. Wolford checked all of the references on the company that won the bid for the outdoor classroom. All references came back positive.

Motion to add the following resolution to the Agenda.

R. Rose Moved, D. Egan Seconded

Roll Call: 4/0

BE IT RESOLVED, that the Haworth Board of Education approves the addition of the following resolution to be added to XVIII. NEW BUSINESS, Item a.

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mrs. Borek				✓
Mr. Crowley				✓
Mrs. Davis	✓			

Dr. Egan	✓			
Mr. Rodino	✓			
Mr. Rose	✓			
Mrs. Wunsch				✓

- a. BE IT RESOLVED BY THE HAWORTH BOARD OF EDUCATION that the Board, upon recommendation of the School Business Administrator, approves the following resolution:

WHEREAS, the Haworth Board of Education (“Board”) advertised for bids for the Outdoor Classroom Project at the Haworth School (“Project”); and

WHEREAS, on February 18, 2022, the Board opened bids for the Project; and

WHEREAS, Puntasecca Contractors, Inc., submitted the lowest bid, for a total contract sum of \$237,500.00.

WHEREAS, the bid submitted by Puntasecca Contractors is responsive in all material respects, and it is the Board’s desire to award the Project to Puntasecca Contractors.

NOW, THEREFORE, BE IT RESOLVED that the contract for the Project is hereby awarded to Puntasecca Contractors for a total contract sum of \$237,500.00,

BE IT FURTHER RESOLVED that each award is expressly conditioned upon the successful vendor furnishing executed contract documents as included in the bid specifications, together with the requisite insurance certificate and bonds in accordance with the terms of the specifications.

BE IT FURTHER RESOLVED that the Board President and the School Business Administrator are hereby authorized to execute any and all documents necessary to effectuate this Resolution.

<u>CONTRACTOR</u>	<u>BID</u>
Puntasecca Contractors, Inc.	\$237,500.00
Trico Electric Co.	\$280,800.00
Whirl Construction	\$343,940.00
Premier Group	\$429,000.00

H&S Construction	\$485,000.00
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A. Davis Moved, R. Rose Seconded
Roll Call: 4/0

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

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

XIX. Open to the Public on any item – 7:46 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, address and group affiliation (if any) before you begin.

D. Muniz 110 Schraalenburgh Rd. - asked when referendum construction will begin?

M. Rodino - responded that it would be approximately a year from today.

Close the Public portion: 7:47 p.m.

XX. CLOSED SESSION

D. Egan Moved, R. Rose 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, March 22, 2022 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 1 hour for the purpose of discussing personnel & HIB. Action will be taken in public after the executive session.

MOTION TO RECONVENE INTO PUBLIC SESSION - 8:45 p.m.

R. Rose Moved, D. Egan Seconded
All in favor.

XV. EDUCATION

- a. **BE IT RESOLVED** that the Haworth Board of Education (hereinafter referred to as the “Board”) hereby rejects the Superintendent’s decision in a HIB matter Case # 2021-22 10 and directs the Board Secretary to transmit a copy of the Board’s decision to the affected students’ parents forthwith.

D. Egan Moved, A. Davis Seconded
Roll Call: 4/0

BE IT RESOLVED, that the Haworth Board of Education rejects Item XV. a.

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mrs. Borek				✓

Mr. Crowley				✓
Mrs. Davis		✓		
Dr. Egan		✓		
Mr. Rodino		✓		
Mr. Rose		✓		
Mrs. Wunsch				✓

- b. BE IT RESOLVED that the Haworth Board of Education (hereinafter referred to as the “Board”) hereby affirms the Superintendent’s decision in a HIB matter Case # 2021-22 11 and directs the Board Secretary to transmit a copy of the Board’s decision to the affected students’ parents forthwith.

D. Egan Moved, A. Davis Seconded
Roll Call: 4/0

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

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

XXI. MOTION TO ADJOURN

A. Davis Moved, R. Rose Seconded
All in favor.

ADJOURNMENT: 8:52 p.m.

Michael Rodino, President
Haworth Board of Education

Kristi Giambona
Board Secretary