

HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
Minutes
July 20, 2021

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 June 9, 2021 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 - **ABSENT**
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 - 7:34 p.m. NO PUBLIC COMMENT

VIII. SUPERINTENDENT’S/BOARD PRESIDENT’S REPORTS

Dr. Hughes explained that the Road Forward was issued that gives guidance for a safe reopening of school on the fall. So far there is no state guidance on the use of masks in the classroom.

Dr. Hughes thanked Mr. Wolford for his work and creative insight on the outdoor classroom that he spearheaded with Hans Landscaping.

Mr. Wolford clarified the reason the school is currently undergoing a land survey and inspection. He explained that this process will help map out the needs for building maintenance. The final report will be completed in two weeks and will be reviewed at the August BOE meeting.

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 - N/A**
- b. **Emergency & Crisis Situations Drill Record: June**
 - Fire Drill: per class model held on various days per COVID guidelines
 - Security Drill: per class model held on various days per COVID guidelines
 - Administrator in charge: Mr. Paul Wolford

MINUTES:

- c. Approval of meeting minutes from the June 16, 2021 Work Session meeting.
- d. Approval of the meeting minutes from the June 16, 2021 Closed Session meeting.
- e. Approval of meeting minutes from the June 22, 2021 Regular Business meeting.
- f. Approval of the meeting minutes from the June 22, 2021 Closed Session meeting.

SUBMISSIONS AND CERTIFICATIONS:

- g. 2020-21 School Register Summary
- h. IDEA Fiscal Year 2022
- i. **HIB Report for June 2021:**
 - Reported Cases: 2
 - Number of Cases Open: 0
 - Number of Cases Closed: 2

S. Wunsch Moved, R. Rose Seconded
Roll Call: 6/0

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

NO RESOLUTIONS

XI. PERSONNEL

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following staff members for the Jump Start Math program from August 23, 2021 to August 27, 2021, 3 hours per day at a rate of \$75.95 per hour, per the HTA Collective Bargaining Agreement:

- Michael DeFelice
- Melissa Mohr
- Nancy Polifroni - Nurse

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following staff members for the Jump Start ELA program from August 16, 2021 to August 20, 2021, 3 hours per day at a rate of \$75.95 per hour, per the HTA Collective Bargaining Agreement:

- Rebekah Chung
- Lori Scheps
- Nancy Polifroni - Nurse

- 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.

| # | STAFF MEMBER | COURSE APPROVAL DATE | SCHOOL | CREDITS | PAYMENT |
|----|--------------|----------------------|----------------------------|---------|---|
| 1. | Derick Talty | June 22, 2021 | New Jersey City University | 3 | \$2,190.00 (from 2020-21 school year budget) |

- 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 | ED 5193 Foundations of Education | American College of Education |

- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following additional Summer Enrichment Staff for the 2021 sessions:

| | |
|--------------------|----------|
| Debra Klein - Aide | \$873.00 |
|--------------------|----------|

- f. 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 & J. Horne | 8/10/21 | Getting Ready to "Open Up" in September | Morristown, NJ | \$39.00 each |

- g. Upon the recommendation of the Superintendent, the Haworth Board of Education appoints Paul Wolford, to serve as Treasurer of School Monies in conjunction with Nisivoccia Accounting firm serving as monthly oversight consultants. Nisivoccia services will be billed at an hourly rate not to exceed \$5,000.00 for the 2021-2022 school year.

- h. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts, with regret, the resignation of Adriana Bonasorte, World Language Teacher, effective immediately.

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

S. Wunsch: Exclaimed that she is sad to see Ms. Bonasorte go, but wishes her all the best.

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 | ✓ | | | |

XII. FINANCE & FACILITIES

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of June 1, 2021 to June 30, 2021 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 | 6/15/21 | \$274,343.58 |
| Board Share - FICA | 6/15/21 | \$5,110.68 |
| State Share - FICA | 6/15/21 | \$14,846.76 |

| | | |
|--|---------------|---------------------|
| | TOTAL: | \$294,301.02 |
|--|---------------|---------------------|

| <u><i>Bills Description</i></u> | <u><i>Dated</i></u> | <u><i>Amount</i></u> |
|---------------------------------|---------------------|----------------------|
| Payroll - Operating | 6/22/21 | \$318,715.32 |
| Board Share - FICA | 6/22/21 | \$8,505.10 |
| State Share - FICA | 6/22/21 | \$14,836.99 |
| | TOTAL: | \$342,057.41 |

| <u><i>Bills Description</i></u> | <u><i>Dated</i></u> | <u><i>Amount</i></u> |
|---------------------------------|---------------------|----------------------|
| Exception Payroll - Operating | 6/25/21 | \$11,025.45 |
| Board Share - FICA | 6/25/21 | \$843.45 |
| State Share - FICA | 6/25/21 | \$0.00 |
| | TOTAL: | \$11,868.90 |

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of July, 2021.
- 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 months of July, August, September, October, November and December, 2020.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2021 Closter Board of Education Extended School Year tuition contract for student ID number 350401 commencing July 1, 2021 and terminating July 30, 2021, for a cost of \$1,853.00.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2021 SLICE Summer Program tuition contract for student ID numbers 1897930562 & 9550623737, commencing July 1, 2021 and terminating July 30, 2021, for a cost of \$2,134.00.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2021-22 TIP Program tuition contract and services for student ID numbers 4290092424, 5392979738, 8400967682 & 1679727110, commencing July 1, 2021 and terminating June 30, 2022, for a cost of \$243,000.00.
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2021-22 SLICE Program tuition contract for student ID numbers 1897930562 &

6179185435, commencing September 1, 2021 and terminating June 30, 2022, for a cost of \$21,330.00.

- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2021-22 Valley Program tuition contract for student ID numbers 6446349802, 2461379700 & 3561306137, commencing July 1, 2021 and terminating June 30, 2022, for a cost of \$238,830.00.
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2021-22 Valley Program tuition contract for student ID number 9550623737, commencing September 1, 2021 and terminating June 30, 2022, for a cost of \$72,373.00.
- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves ParentSquare to provide parent and staff communication services for the 2021-22 school year, at an annual cost of \$2,710.50, plus services fees as applicable.
- k. Upon the recommendation of the Superintendent, the Haworth Board of Education approves In-Line Heating & Air Conditioning Company to provide planned services and maintenance for the 2021-22 school year, at an annual cost of \$17,868.00, plus services fees as applicable.
- l. Upon the recommendation of the Superintendent, the Haworth Board of Education approves LinkIt! to provide student testing services for the 2021-22 school year, at an annual cost of \$10,270.00, plus services fees as applicable.
- m. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Polaris Galaxy Group to provide a student accident insurance policy through NESBIG for the 2021-22 school year, at an annual cost of \$4,570.06, plus services fees as applicable.
- n. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2021-22 Closter Board of Education Pre-School Disabled Program tuition contract for student ID number 350401 commencing July 1, 2021 and terminating July 30, 2022, for a cost of \$31,952.00.

C. Crowley Moved, I. Borek Seconded
Roll Call: 6/0

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

| 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 9700 | Special Interest Groups | Revised | Recommended | June 22, 2021 | July 20, 2021 |
| P 0131 | Bylaws, Policies, and Regulations | Revised | Recommended | June 22, 2021 | July 20, 2021 |
| P 1521 | Educational Improvement Plans | Abolished | Mandated | June 22, 2021 | July 20, 2021 |
| P 1649 | Federal Families First Coronavirus (COVID-19) Response Act | Abolished | Mandated | June 22, 2021 | July 20, 2021 |
| P 2421 | Career and Technical Education | Revised | Recommended | June 22, 2021 | July 20, 2021 |
| P 3134 | Assignment of Extra Duties | Revised | Recommended | June 22, 2021 | July 20, 2021 |
| P & R 3142 | Nonrenewal of Nontenured Teaching Staff Member | Revised | Recommended | June 22, 2021 | July 20, 2021 |

**HAWORTH BOARD OF EDUCATION
MINUTES - 7-20-21**

| | | | | | |
|------------|---|---------|-------------|---------------|---------------|
| P & R 3221 | Evaluation of Teachers | Revised | Mandated | June 22, 2021 | July 20, 2021 |
| P & R 3222 | Evaluation of Teaching Staff Members, Excluding Teachers and Administrators | Revised | Mandated | June 22, 2021 | July 20, 2021 |
| P & R 3223 | Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals | Revised | Mandated | June 22, 2021 | July 20, 2021 |
| P & R 3224 | Evaluation of Principals, Vice Principals, and Assistant Principals | Revised | Mandated | June 22, 2021 | July 20, 2021 |
| P & R 4146 | Nonrenewal of Nontenured Support Staff Member | Revised | Recommended | June 22, 2021 | July 20, 2021 |
| P & R 6471 | School District Travel | Revised | Mandated | June 22, 2021 | July 20, 2021 |
| P 8561 | Procurement Procedures for School Nutrition Programs | Revised | Mandated | June 22, 2021 | July 20, 2021 |

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 /Abolished | Designation | 1st Reading | 2nd Reading |
|-----------------------------|-------------------------|-------------------------------|--------------------|--------------------|--------------------|
| R 9700 | Special Interest Groups | Revised | Recommended | July 20, 2021 | |

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

Dr. Hughes - Explained that Regulation 9700 addresses the goal of going towards paperless parent communications.

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

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|-----------------------|------------|-----------|----------------|---------------|
| ROLL CALL VOTE | YES | NO | ABSTAIN | ABSENT |
|-----------------------|------------|-----------|----------------|---------------|

| | | | | |
|-------------|---|--|--|---|
| Mrs. Borek | ✓ | | | |
| Mr. Crowley | ✓ | | | |
| Mrs. Davis | ✓ | | | |
| Dr. Egan | | | | ✓ |
| Mr. Rodino | ✓ | | | |
| Mr. Rose | ✓ | | | |
| Mrs. Wunsch | ✓ | | | |

XV. COMMITTEE REPORTS

Finance & Facilities

Curriculum

Policy

Negotiations

Public Relations

BCSBA/NJSBA

Joint Boards

Haworth Home & School Association - *The administration and the HHSA are evaluating No Fuss Lunch and the possibility of either streamlining or changing this process. The administration is considering proposing using local establishments to provide lunch on assigned days. Lunch used to be run this way, but the HHSA had trouble finding parent volunteers. The administration is currently working on a drop off system to minimize the need for volunteers to present to the HHSA. The lunch program would still be used as an HHSA fundraiser.*

Northern Valley Regional High School

NV Educational Foundation

Legislative Chairperson

Senior Citizens Liaison

Town Council Liaison

XVI. OLD BUSINESS

XVII. NEW BUSINESS

Mr. Wolford made a proposal for an additional outdoor classroom on the side near the grades 4 & 5 playground. It would be a 3 tier space with steps on the hill. He would use our excess extraordinary

aide funds to finance the space. It would be ready before September. This would not interfere with any additional building growth.

Motion to add a resolution to the Agenda:

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

ADDITIONAL RESOLUTION:

- a. Upon the recommendation of the ASuperintendent, the Haworth Board of Education approves an additional outdoor classroom space, not to exceed a total cost of \$35,000.00.

I. Borek Moved, A. Davis Seconded
Roll Call: 6/0

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

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

XIII. Open to the Public on any item – 7:53 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. Munoz: 110 Schraalenburgh Rd. - Inquired if the outdoor space is handicapped accessible?

P. Wolford - Responded that there there will be steps, as well as ground level access.

Close the Public portion: 7:55 p.m.

XIX. CLOSED SESSION

C. Crowley 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, July 20, 2021 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 HIB and personnel. Action will be taken in public after the executive session.

VOTE TO BE TAKEN AFTER CLOSED SESSION:

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 which was the subject of an appeal hearing before the Board on July 20, 2021, and directs the Board Secretary to transmit a copy of the Board's decision to the affected students' parents forthwith.

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

| | | | | |
|-------------|---|--|--|--|
| Mr. Rose | ✓ | | | |
| Mrs. Wunsch | ✓ | | | |

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 which record is on file with the Superintendent for the reasons set forth in the Superintendent’s decision, and directs the Board Secretary to transmit a copy of the Board’s decision to the affected students’ parents forthwith.

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

C. Crowley Moved, I. Borek Seconded
Roll Call: 6/0

XX. MOTION TO ADJOURN

M. Rodino Moved, C. Crowley Seconded
All in favor.

ADJOURNMENT: 9:15 p.m.

Michael Rodino, President
Haworth Board of Education

Kristi Giambona
Board Secretary