

HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
Minutes
June 14, 2023

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 5, 2023 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:

Mr. Tae Chang
Mr. Charles Crowley
Dr. Danielle Insalaco-Egan
Mrs. Deborah Munoz-Maniscalco
Mr. Michael Rodino, President
Mr. Robert Rose - **ABSENT**
Mrs. Stacey Wunsch, Vice President - **ABSENT**
Mr. Paul Wolford, Acting Superintendent/Business Administrator
Mrs. Stacey Cherry, Esq., Fogarty & Hara, Esqs.
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, address and group affiliation (if any) before you begin.

VII. CLOSE THE PUBLIC PORTION - 7:32 P.M. NO PUBLIC COMMENT

VIII. SUPERINTENDENT’S/BOARD PRESIDENT’S REPORTS

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

Kindergarten: Austin Alex, Gabriel Dy, Yuzu Hirota, Noa Kadec, Suno Kim, Natalie Mui, Claire Mun

Grade 1: Fiona Brennan, Adelaide Bursae, Eleni Bush, Einar Faxvaag, Julia Figlio, Adeline Jordan Filetto, Emilia Hakobyan, Leah Portnoy, Marianthy Rivera, Nathan Wang

Grade 2: Nolan Dean, Alexandra Fermano, Marcus Finetto, Lily Kennedy, Christian Lee, Hunter Lee, Sandrine Ng, Ben Park, Omer Rosenberg, Ian Shin, Fletcher Volpi, Reeve Yoon

Grade 3: Ariana Do, Isabel Garcia, Hannah Giannotti, Michael Gordon, Aarian Rao, Ilya Serada, Ivan Serada, Yejin Sung

Grade 4: Rose Bartlett, Ariel Ben Zaken, Jace Guevarra, Alisa Zhou

Grade 5: Nina Chang, Dahlia Feinberg, Zoe Graffeo, Max Krasny, Madeline Lewis, Alex Sabbagh, Abby Spiegel, Gemma Taumoefolau

Grade 6: Jacob Alan, Max Garcia, John Higgason, Sadie Poirot, Milo Riding

Grade 7: Ava Bevilacqua, Darienne Buckner, Yaman Caglar, Max Davis, Emily Goldstein, Chloe Guevarra, Jillian Montello, Maeve Natale, Andrew Sabbagh, Lauren Szukics, Madison Yoon, Morgan Yoon

Grade 8: Victoria Albert, Hazelle Bartlett, Brody Calvert, Carter Heit, Jeremy Kent, Dana Kim, Brooke Marchisio, Caden Miskovitz, Charlotte Neher, Gavin Paneque, Idalia Sawicki, Samantha Wertz, Sheridan Wertz

Staff Shout Out: Shari Peykar, Sandra Van Horn

Mr. Wolford gave a “shout out” to all of the staff and reviewed all of the accomplishments of the district with the unwavering support and commitment of the staff during a time when the district was down two Administrator’s. The district did not miss a beat! Thank you to all staff members from Mr. Wolford and the Board of Education.

- b. Discussion of the Evaluation and Scoring Report of Technical and Price Proposal Submissions

The committee made the recommendation of making a preliminary approval to one company. We cannot contract for more than what the amount of the referendum was. Will see what can be done with the plans within the negotiations. The bids were way off of the price per square foot than the architects used as their standard price to figure total cost.

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 - 442**
- b. **Emergency & Crisis Situations Drill Record: May**
 - Fire Drill: May 12, 2023
 - Security Drill: May 30, 2023
 - Administrator in charge: Mr. Paul Wolford

MINUTES:

- c. Approval of meeting minutes from the May 17, 2023 Work Session meeting.
- d. Approval of meeting minutes from the May 24, 2023 Regular Business meeting.

SUBMISSIONS AND CERTIFICATIONS:

- e. 2022-23 School Security Drill Statement of Assurance
- f. 2022-23 Non-Public Route for Transportation Certification
- g. **HIB Report for May, 2023:**
 - Reported Cases: 0
 - Number of Cases Open: 0
 - Number of Cases Closed: 0

D. Egan Moved, T. Chang Seconded
Roll Call: 5/0

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mr. Chang	✓			
Mr. Crowley	✓			
Dr. Egan	✓			
Mrs. Maniscalco	✓			
Mr. Rodino	✓			
Mr. Rose				✓

Mrs. Wunsch				✓
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X. CURRICULUM

- a. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the 2022-2023 list of Discarded Library Books.
- b. Upon the recommendation of the Acting 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
1.	1/30/24	Gr. 5 & 6 G&T	Englewood Cliffs, NJ	0	J. Eisberg & V. Vaglio

C. Crowley Moved, D. Egan Seconded
Roll Call: 5/0

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

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

XI. PERSONNEL

- a. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the 2024 graduate level courses for the following staff members; reimbursement to be paid at the 2023-24 state college or university graduate level course rate, pursuant to Article VII of the Haworth Teachers Association Collective Bargaining Agreement.

<u>#</u>	<u>NAME</u>	<u>COURSE</u>	<u>COLLEGE/UNIVERSITY</u>
1.	Nicole Chamberlain	EL 5023 Instructional Leadership EL 5623 Developing Teachers EL 5053 Community Engagement Outreach & Collaboration LIT 5243 Leading Literacy Improvement	American College of Education
2.	Jo Winik	TECH 6303 Digital Teaching and Learning	American College of Education

- b. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves Layne Van Haeghe as a substitute teacher for the remainder of the 2022-23 and the 2023-24 school year, not benefit eligible.
- c. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves stipends for the following employees for the 2023-2024 school year.

Gregg Cobb	Soccer Coach	\$2,200.00
Gregg Cobb	Overnight Field Trip Advisor - Philadelphia	\$290.00

- d. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the following member of the Child Study Team to work during the summer months at their hourly rate, to attend IEP meetings and conduct evaluations, as needed, not to exceed 15 hours.
- Jennifer White, Speech Therapist
- e. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education accepts, with regret, the resignation of Jacqueline Rogan, Grade 3 Teacher, effective June 30, 2023.
- f. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves unpaid leave for personal reasons to the following staff member:

1.	Employee #61494613	June 7 & 14, 2023	1 day
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- g. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves Joshua Choi as summer custodial help at a rate of \$15.00 per hour, not benefit eligible.
- h. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the following staff member to work for the Before and/or After School Care Program for the 2023-24 school year, at rate of \$25.75 per hour (Lead Person at \$27.75 per hour):
- Michele Breakfield
 - Gregg Cobb
 - Lori DiVite
 - Kristi Giambona
 - Jeanne Gregg
 - Rebecca Hall
 - Dawn Hoyng
 - Debra Klein
 - Terry Leeshock
 - Dina Mattessich
 - Nancy Panzella
 - Suzanne Paulillo
 - Michael Rucereto
 - Sandra Van Horn
- i. Upon the recommendation of the Acting 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	REGISTRATION COST
1.	Adrienne Huettenmoser & Kevin Lane	July 6, 12 & 20, 2023	Stronge Evaluation New Administrator Training	Monroe Twp., NJ	\$225.00 each per day

- j. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves Abigail Ronberg, Middle School ELA Teacher for the 2023-24 school year at an annual salary of \$69,450.00 (MA, Step 7) pending transcript review, benefit eligible.
- k. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the following staff members for the Jump Start Math & ELA Programs at a rate of \$75.95 per hour:
- **Math** - Melissa Mohr - August 28 through September 1, 2023

D. Egan Moved, C. Crowley Seconded

Roll Call: 5/0

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

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

Mrs. Maniscalco asked if there was an update on a new ELA teacher.

Mr. Wolford said her resume was sent out this afternoon to the BOE with an updated agenda because the final demo lessons took place on Monday and the committee made a decision and an offer was made to the best candidate and she accepted the position this morning.

Mr. Rodino commented that her resume was impressive and that the BOE welcomes her aboard!

XII. FINANCE & FACILITIES

- a. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the bills for the period of May 1, 2023 to May 31, 2023 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	5/15/2023	\$298,311.11
Board Share - FICA	5/15/2023	\$5,935.77

State Share - FICA	5/15/2023	\$15,773.89
	TOTAL:	\$320,020.77

<u><i>Bills Description</i></u>	<u><i>Dated</i></u>	<u><i>Amount</i></u>
Payroll - Operating	5/30/2023	\$280,301.84
Board Share - FICA	5/30/2023	\$4,588.81
State Share - FICA	5/30/2023	\$15,743.14
	TOTAL:	\$300,633.79

- b. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of June, 2023.
- c. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the contract with Delta T Group to provide a speech therapist during the summer months at a rate of \$110.00 per hour.
- d. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves Educational Data Services, Inc. for licensing and maintenance for consumable school supplies for the 2023-24 school year, at an annual cost of \$3,170.00.
- e. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves Seesaw Learning, Inc. to provide 250 student licenses for the 2023-24 school year, at an annual cost of \$1,031.25.
- f. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the TIP Program tuition contract (5/22/23 - 6/30/23) for student ID number 2011989020, for a total cost of \$5,663.90.

- g. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the Eastern DataComm, Inc. – to provide ShoreTel/Mitel telephone system services, support and EDC maintenance for the 2023-24 school year, at an annual cost of \$7,258.00, plus services fees as applicable.
- h. **BE IT RESOLVED**, upon the approval notification from the Executive Bergen County Superintendent certifying attainment by Mr. Paul Wolford of his merit goal for 2022-23 and authorization for payment of the pre-approved amount, to be paid a total of \$4,769.00.
- i. **WHEREAS**, it is in the best interests of the Haworth School District (the “District”) to appoint Mr. Paul Wolford (“Wolford”) to the position of Acting Superintendent of Schools, effective on July 1, 2023 and expiring in accordance with the terms of the Employment Agreement between the Board and Wolford on or about September 30, 2023, subject to approval of the appointment by the Acting Commissioner of Education in accordance with N.J.A.C. 6A-9B-13.1 and approval of the Employment Agreement by the Interim Executive County Superintendent.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby appoints Wolford as the Acting Superintendent of Schools from July 1, 2023 through September 30, 2023, pending the approval of the Acting Commissioner of Education and the Interim Executive County Superintendent.

BE IT FURTHER RESOLVED that the request to appoint Wolford shall be submitted to the Acting Commissioner for approval in accordance with N.J.A.C. 6A-9B-13.1.

BE IT FURTHER RESOLVED that the Employment Agreement shall be submitted to the Interim Executive County Superintendent for review and approval, according to standards adopted by the Acting Commissioner of Education, pursuant to N.J.S.A. 18A:7-8(j).

BE IT FURTHER RESOLVED that the Board approves the Employment Agreement with Wolford for the position of Acting Superintendent of Schools for the foregoing period of appointment, conditional upon the approval of the Employment Agreements between the Board and Wolford by the Interim Executive County Superintendent, pursuant to N.J.S.A. 18A:7-8(j).

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and the Board Secretary to execute, on behalf of the Board, the Employment Agreement by and between the Board and Wolford following receipt of the approval by the Acting Commissioner of Education and the Interim Executive County Superintendent.

- j. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves LinkIt! to provide student testing services for the 2023-24 school year, at an annual cost of \$12,920.00, plus service fees as applicable.
- k. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the shared services agreement with the Northern Valley Regional High School District to provide

non-NSLP meals at a to be determined set cost per meal paid for by the students for the 2023-24 school year.

- l. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the contribution to the Capital Reserve Account of funds in excess, not to exceed \$850,000.00.

- m. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the Haworth Public School's participation in the Northern Valley Regional High School District Consortium, BEN 17007414, for the procurement of eligible Category One services and related equipment and authorize the Northern Valley Regional High School District Consortium and its agents, designees, employees, or representatives to submit FCC Forms 470, FCC Forms 471, and other E-rate forms to the Schools and Libraries Division of the Universal Service Administrative Company on behalf of the Haworth Public School District, and to order eligible services/equipment on the District's behalf.

- n. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the approved private school tuition contract (7/5/23 - 6/30/23) for student ID number 9550623737, for a total cost of \$71,980.00.

Motion to add Item VII. o.

D. Egan Moved, C. Crowley Seconded

Roll Call: 5/0

BE IT RESOLVED, that the Haworth Board of Education approves the addition of Item XII. o.

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

- o. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education accepts and approves the committee’s recommendation to award the design-build contract to Catcord Construction, Inc. on a preliminary basis.

D. Egan Moved, T. Chang Seconded
Roll Call: 5/0

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

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

XIII. NEGOTIATIONS

NO RESOLUTIONS

XIV. POLICY

- a. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the second reading and adoption of the following new/revised district policies and/or regulations:

Policy or Regulation	Policy Title	New/Revised/Abolished	Designation	1st Reading	2nd Reading
P 0144	Board Member Orientation & Training	Revised	Recommended	May 24, 2023	June 14, 2023

**HAWORTH BOARD OF EDUCATION
MINUTES - 6-14-23**

P 2520	Instructional Supplies	Revised	Mandated	May 24, 2023	June 14, 2023
R 2520	Instructional Supplies	Revised	Mandated	May 24, 2023	June 14, 2023
P 3217	Use of Corporal Punishment	Revised	Recommended	May 24, 2023	June 14, 2023
P 4217	Use of Corporal Punishment	New	Recommended	May 24, 2023	June 14, 2023
P 5305	Health Services Personnel	Revised	Mandated	May 24, 2023	June 14, 2023
P 5308	Student Health Records	Revised	Mandated	May 24, 2023	June 14, 2023
R 5308	Student Health Records	Revised	Mandated	May 24, 2023	June 14, 2023
P 5310	Health Services	Revised	Mandated	May 24, 2023	June 14, 2023
R 5310	Health Services	Revised	Mandated	May 24, 2023	June 14, 2023
P 6112	Reimbursement of Federal and Other Grant Expenditures	Revised	Mandated	May 24, 2023	June 14, 2023
R 6115.01	Federal Awards/Funds Internal Controls - Allowability of Costs	New	Mandated	May 24, 2023	June 14, 2023
P 6115.04	Federal Funds - Duplication of Benefits	New	Mandated	May 24, 2023	June 14, 2023
P 6311	Contracts for Goods or Services Funded by Federal Grants	Revised	Mandated	May 24, 2023	June 14, 2023
P 7440	School District Security	Revised	Mandated	May 24, 2023	June 14, 2023
P 9100	Public Relations	Abolished	Recommended	May 24, 2023	June 14, 2023
P 9140	Citizens Advisory Committee	Revised	Mandated	May 24, 2023	June 14, 2023
R 9140	Citizens Advisory Committee	Abolished	Mandated	May 24, 2023	June 14, 2023

C. Crowley Moved, D. Egan Seconded
Roll Call: 5/0

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

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

XV. EDUCATION

NO RESOLUTIONS

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

XIX. Open to the Public on any item – 7:50 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.

J. Samples: 560 Sylvan Place - asked if the 3rd grade teacher replacement would be someone internal?

P. Wolford - explained that specific personnel cannot be discussed but that the administration is in the process of reviewing options.

Close the Public portion: 7:51 p.m.

XX. MOTION TO ADJOURN 7:52 p.m.

D. Egan Moved, T. Chang Seconded
All in favor.

ADJOURNMENT:

Michael Rodino, President
Haworth Board of Education

Kristi Giambona
Board Secretary