

HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
Minutes
March 15, 2023

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 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 - **LATE 7:34 p.m.**
Mr. Charles Crowley - **LATE 7:32 p.m.**
Dr. Danielle Insalaco-Egan
Mrs. Deborah Munoz-Maniscalco
Mr. Michael Rodino, President
Mr. Robert Rose
Mrs. Stacey Wunsch, Vice President
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 - 7:31 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.

D. Maniscalco - asked if Item c. in the Curriculum section is the Jump Start Program?

P. Wolford - answered no, that is the Summer Enrichment program which is for students that are in need of extra help. Students can be referred by the teachers or choose to attend by request.

VII. CLOSE THE PUBLIC PORTION - 7:32 p.m.

VIII. SUPERINTENDENT'S/BOARD PRESIDENT'S REPORTS

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

Kindergarten: Griffin Beardsley, Maddie Hirshhorn, Charlie Lamberta

Grade 1: Callie Barba, Taiyo Hallowell, Irene Hong, Lillie Horning

Grade 2: James Beardsley, Bradley Gordon, Ellie Lebel, Jayden Lee, Brandon Thatcher

Grade 3: Aliyah Koci, Elizabeth Polifroni, Erin Rhee-Spalding, Alexis Stegall

Grade 4: Lili Biasi, Ryder Erfurt, Livia Grossman

Grade 5: Emma Kottke, Max Krasny, Vicky Martin, Nico Saporito, Sarah Song

Grade 6: Jacob Alan, Tristyn Buckner, Sophia Paul, Sadie Poirot

Grade 7: Ava Bevilacqua, Darienne Buckner, Maeve Natale, Lauren Szukics, Madison Yoon, Morgan Yoon

Grade 8: Cecilia Flattery, Demetramaria Frangiskou, Emma Graffeo, Samantha Wertz

- b. Update on Request for Qualification (RFQ) - P. Wolford
All RFQ's were due yesterday and the district received packages from four very good candidates.

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 - 441**
b. **Emergency & Crisis Situations Drill Record: February**
Fire Drill: February 10, 2023
Security Drill: February 14, 2023
Administrator in charge: Mr. Paul Wolford

MINUTES:

- c. Approval of meeting minutes from the February 8, 2023 Work Session meeting.
d. Approval of meeting minutes from the February 8, 2023 Closed Executive Session.
e. Approval of meeting minutes from the February 15, 2023 Regular Business meeting.

SUBMISSIONS AND CERTIFICATIONS:

- f. 2023-24 E-Rate Reimbursement

g. HIB Report for February, 2023:

Reported Cases: 0
Number of Cases Open: 0
Number of Cases Closed: 1

D. Egan Moved, S. Wunsch Seconded
Roll Call: 6/0

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

X. CURRICULUM

- a. 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.	May 9, 2023	5th, 6th, 7th & 8th grades	The Rutgers Science Bus in the Haworth School parking lot	0	P. Viole
2.	May 24, 2023	4th and 5th grades	American Museum of Natural History in New York, NY	\$10	R. Hall & K. Lane

3.	May 25, 2023	1st grade	Closter Nature Center in Closter, NJ	\$10	A. Talamo
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- b. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the 2023-24 12-month staff calendar.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Summer Enrichment program dates of July 10 - July 27, 2023 (Monday - Thursday from 9:00 a.m. to 12:00 p.m.)

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

BE IT RESOLVED, that the Haworth Board of Education approves Item X. a. through c.

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 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/	LOCATION	REGISTRATION
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			WORKSHOP		COST
1.	K. Porcelli & E. Carr	March 16, 2023	The PSW Method for Identification of SLD	Washington Twp., NJ	\$149 each
2.	M. Corsentino & J. Honovich	March 20, 2023	Suicide Warnings: Question, Persuade, Refer	Oradell, NJ	0

- b. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the 2023 graduate level courses for the following staff members; reimbursement to be paid at the 2022-23 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.	Angelica Talamo	SPED 5043 Building Collaborative Relationships SPED 5053 Developmental Characteristics of Exceptional Learners	American College of Education

- c. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves Claudia Purcell, student from The College of New Jersey to obtain her observation hours with Jennifer White, Speech and Language Therapist on 3/16 & 3/17/23, at no cost to the district.
- d. **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 April 1, 2023 and expiring in accordance with the terms of the Employment Agreement between the Board and Wolford on or about June 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 April 1, 2023 through June 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.

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

1.	Employee #44746881	March 13 - March 17, 2023	5 days
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C. Crowley Moved, D. Egan Seconded
Roll Call: 7/0

BE IT RESOLVED, that the Haworth Board of Education approves Item XI. a. through e.

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

M. Rodino explained to the public that Item d. is the request for renewal of Mr. Wolford as Acting Superintendent with the NJDOE. The state allows for 3 month terms and each term has to be renewed if needed.

XII. FINANCE & FACILITIES

- a. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the bills for the period of February 1, 2023 to February 28, 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	2/15/2023	\$316,290.08
Board Share - FICA	2/15/2023	\$6,629.02
State Share - FICA	2/15/2023	\$16,393.77
	TOTAL:	\$339,312.87

<u>Bills Description</u>	<u>Dated</u>	<u>Amount</u>
Payroll - Operating	2/28/2023	\$277,509.16
Board Share - FICA	2/28/2023	\$3,953.04
State Share - FICA	2/28/2023	\$16,196.19
	TOTAL:	\$297,658.39

- b. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of March, 2023.
- c. Upon the recommendation of the Acting 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, 2023.
- d. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the contract for student evaluations with the Department of Audiology at the Hackensack University Medical Center at their current rates of:

- Audiologic Evaluation: \$672.00
- (Central) Auditory Processing Evaluation: \$992.00
- Classroom Observation/Inservice: \$384.00

e. Approval of Preliminary 2023-2024 Budget

BE IT RESOLVED, that the Board approve the following Preliminary Budget for the 2023-2024 School Year and authorizes the School Business Administrator to submit the 2023-2024 preliminary budget to the Executive County Superintendent for approval in accordance with statutory submission dates:

	BUDGET	TOTAL TAX LEVY
General Fund (Fund 10)	\$11,022,486.00	\$9,807,932.00
Special Revenue Fund (Fund 20)	\$205,857.00	
Debt Service Fund (Fund 40)	\$487,760.00	\$453,174.00
Total Tentative Budget	\$11,716,103.00	

f. 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 2023-2024 school year.

NOW, THEREFORE BE IT RESOLVED, that the Haworth Board of Education hereby establishes the school district travel maximum for the 2023-2024 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.

g. 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.

h. Capital Reserve Withdrawal - Other Capital Projects

BE IT RESOLVED that included in the general fund appropriations, budget line 620 is a withdrawal from Capital Reserve - Other Capital Projects in the amount of \$141,000.00 for other capital project costs of \$260,922.00. The purpose of the Capital Reserve Withdrawal is to make necessary additions and upgrades to the building and grounds (Serving and Kitchen) to be able to provide “in-house” food services in response an identified need for such services during the COVID 19 pandemic. The total cost of this project is \$260,922.00 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

S. Wunsch Moved, D. Egan Seconded

Roll Call: 7/0

BE IT RESOLVED, that the Haworth Board of Education approves Item XII. a. through h.

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

P. Wolford - Item e. are the preliminary budget numbers. We had a 2% tax levy but we did not have to use the banked cap where we were eligible to further tax residents due to health care and energy increases.

XIII. NEGOTIATIONS

NO RESOLUTIONS

XIV. POLICY

NO RESOLUTIONS

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

P. Wolford: shared that the district received 46 applicants for Principal and will start interviewing next week. Will be choosing 10-12 candidates for the 1st round and then 5-6 for the 2nd round and then narrow it down to a final 3. There will be an interview committee to finalize the chosen hire. Hoping to hire someone on the April agenda with a July 1st start date.

P. Wolford: gave an update on the status of his Superintendent certificate. In the process of applying for it. Passed the test, but there is a requirement that there be 5 years experience with the title of Principal or Vice Principal. Will appeal this using work equivalency, but to expedite the process and ensure certification, will register to do the internship to fulfill requirement to alleviate the 4 month appeal wait.

XVII. OLD BUSINESS

XVIII. NEW BUSINESS

XIX. Open to the Public on any item – 7:44 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.

S. Yoskovitz, 211 Owatonna Street - was there a discussion for Vice Principal of the Middle School? Something for building up programs for the Middle School?

J. Winik, 64 Whitman Street - in all my time in this community as a parent and also as a staff member, I want to acknowledge how happy I am to see Mr. Wolford as hopefully Haworth School's next Superintendent.

P. Wolford - responded that even right now with the absence of two administrators, I understand that there is a need for specific leadership in the Middle School, so right now we have a lead teacher in charge to finish out this year. We do have a plan to have a face of the Middle School for the future.

M. Rodino - added that the driving force behind the referendum was to try to have more separated space for the Middle School.

Close the Public portion: 7:48 p.m.

XX. MOTION TO ADJOURN

D. Egan Moved, S. Wunsch Seconded
All in favor

ADJOURNMENT: 7:49 p.m.

Michael Rodino, President
Haworth Board of Education

Kristi Giambona
Board Secretary