

**HAWORTH BOARD OF EDUCATION**  
**HAWORTH, NEW JERSEY 07641**  
**Agenda**  
**March 13, 2024**

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**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 8, 2024 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, President  
Dr. Danielle Insalaco-Egan, Vice President  
Mr. Drew Krasny  
Mrs. Deborah Munoz-Maniscalco  
Mrs. Courtney Russell  
Mrs. Stacey Wunsch  
Mr. Paul Wolford, Superintendent  
Mr. Kevin Lane, Business Administrator/MS Supervisor  
Mrs. Stacey Cherry, Esq., Fogarty & Hara, Esqs.  
Mrs. Kristi Giambona, Board Secretary

**VI. OPEN TO THE PUBLIC ON AGENDA ITEMS ONLY -**

*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 -**

**VIII. SUPERINTENDENT’S/BOARD PRESIDENT’S REPORTS**

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

**Kindergarten:** Tino Karalian, Stella Occhiuzzi, Albert Wang

**Grade 1:** Sofia Alex, Griffin Beardsley, Yuzu Hirota, Emaan Qaiser, Harper Shuldman

**Grade 2:** Callie Barba, James Hall, Taiyo Hallowell, Katharine McGuirk

**Grade 3:** Nolan Dean, Alexandra Fermano, Max Handman, Dawson Hwang, Sandrine Ng, Zeke Spiegel, Fletcher Volpi

**Grade 4:** Marco Novosad

**Grade 5:** Sky Auh, Nicholas Egan, Julian Hall

**Grade 6:** Patrick Dean, Sasha DeCosta, Dahlia Feinberg, Josh Herstik, Victoria Martin, Claire Natale, Joshua Park, Tommy Pavlos, Carrigh Rutledge, Von Schermer

**Grade 7:** Juhan Choi, Theodore Gilbert, Ben Porcaro, Yeseul Sung

**Grade 8:** Ava Bevilacqua, Max Davis, Grace Noh, Addison Scott, Sooa Tani, Claire Topor

**Staff Shout Out’s:** Custodial Staff, Substitute Teaching Staff, Jill Burgy, Ali Gjana and Don Turner

- b. School Safety Data System Presentation (9/1/23-12/31/23) - Mr. Paul Wolford

**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** - 464  
b. **Emergency & Crisis Situations Drill Record: January**  
Fire Drill: January 22, 2024  
Security Drill: January 17, 2024  
Administrator in charge: Mr. Paul Wolford

**MINUTES:**

- c. Approval of meeting minutes from the February 7, 2024 Regular Business meeting.  
d. Approval of meeting minutes from the February 7, 2024 Closed Executive session.

**SUBMISSIONS AND CERTIFICATIONS:**

- e. 2023 Right to Know Survey  
f. ESSER Performance Report  
g. **HIB Report for February, 2024:**  
Reported Cases: 0  
Number of Cases Open: 0  
Number of Cases Closed: 1

\_\_\_\_\_ Moved, \_\_\_\_\_ Seconded  
Roll Call:

**X. CURRICULUM**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 12-month Staff Calendar.
- b. 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
1.	May 29, 2024	Gr. 8	Pomona, NY	\$20.00	A. Kosakowski
2.	June 14, 2024	Gr. 8	Haworth, NJ	\$0	A. Kosakowski
3.	April 11, 2024	Gr. 3	Newark, NJ	\$18.00	K. Ardizzone
4.	May 1, 2024 Alt. date: 5/2/24	Gr. 1	Closter, NJ	\$7.50	V. Binetti

- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following events through the Bergen County Prosecutor’s Office regarding cyberbullying and online safety, at no cost to the district:
  - March 13, 2024 - HPS Middle School Assembly
  - March 20, 2024 - Parent Information Session for Haworth, Closter and Demarest parents

\_\_\_\_\_ Moved, \_\_\_\_\_ Seconded  
Roll Call:

**XI. PERSONNEL**

- a. 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	REGISTRATION COST
1.	Adrienne Huettenmoser	March 12, 2024	I&RS to MTSS: Implementing MTSS to meet I&RS	virtual	\$100.00
2.	Adrienne Huettenmoser	March 8, 2024	Running Effective I&RS Meetings	virtual	\$95.00
3.	Adrienne Huettenmoser	March 15, 2024	Implementing Gifted Multi- Tiered System of Support	New Providence, NJ	\$95.00
4.	Donald Turner	April 26, 2024	Strategies for Maximizing Supply & Labor Savings for Facilities	Kenilworth, NJ	\$0
5.	Jennifer Eisberg	March 15, 2024	School Library Consortium Workshop	Paramus, NJ	\$0
6.	Kerry-Ann Ross, Meghan Ferraro, Rebekah Chung, Abigail Ronberg, Kelsey Ardizzone	April 29, 2024	Inclusion Do's, Don'ts & Do Betters	New Providence, NJ	\$115.00 each

- b. Upon the recommendation of the 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.

#	NAME	COURSE	COLLEGE/UNIVERSITY
1.	Michele Robson	LIT 5353 Linguistics & Literature LIT 5343 Implementing Literacy in Context	American College of Education
2.	Michele Robson	EDUC 42376 Using SEL & International Read-Alouds to Promote DEI (PreK-2) EDUC 40129 Character Education for the 21st Century	San Diego State University
3.	Katelyn Arbadji	CI 5353 Standards Driven Learning DL 5023 Empowering Digital Learners	American College of Education

- c. 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 Board of Education members. Travel & accommodation expenditures reimbursed pursuant to N.J.S.A. 18A:11-12.

#	NAME	DATE(S)	CONFERENCE/ WORKSHOP	LOCATION	REGISTRATION COST
1.	Danielle Insalaco-Egan	April 19, 2024	Women’s Leadership Conference - Connection, Balance & Inspiration	Princeton Jct., NJ	\$99.00

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

1.	Employee # 83372530	April 12, 2024	1 day
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- e. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts, with regret the retirement of Lori DiVite, Classroom Aide, effective June 30, 2024.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following staff members to chaperone the Grade 6 field trip to Philadelphia, PA on May 2 & 3, 2024, at a rate of \$116.00 per overnight, per chaperone (1 night each):

- Abigail Ronberg - Trip Coordinator
- Jill Burgy
- Rebekah Chung
- Isabelle Epstein
- Taylor Hall
- Dawn Hoyng
- Maggie Atkens (TIP)
- Janet Smithson (TIP)
- Kevin Lane - Administrator
- Priority Nursing Services - Nurse

\_\_\_\_\_ Moved, \_\_\_\_\_ Seconded  
Roll Call:

**XII. FINANCE & FACILITIES**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of February 1, 2024 to February 29, 2024 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><i>Bills Description</i></u>	<u><i>Dated</i></u>	<u><i>Amount</i></u>
Payroll - Operating	2/15/2024	\$341,272.75
Board Share - FICA	2/15/2024	\$7,135.12
State Share - FICA	2/15/2024	\$17,642.04
	<b>TOTAL:</b>	<b>\$366,049.91</b>

<u><i>Bills Description</i></u>	<u><i>Dated</i></u>	<u><i>Amount</i></u>
Payroll - Operating	2/29/2024	\$302,617.37
Board Share - FICA	2/29/2024	\$4,433.75
State Share - FICA	2/29/2024	\$17,386.29
	<b>TOTAL:</b>	<b>\$324,437.41</b>

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of March, 2024.

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, 2024.

d. Approval of Preliminary 2024-2025 Budget

BE IT RESOLVED, that the Board approve the following Preliminary Budget for the 2024-2025 School Year and authorizes the School Business Administrator to submit the 2024-2025 preliminary budget to the Executive County Superintendent for approval in accordance with statutory submission dates:

	<b>BUDGET</b>	<b>TOTAL TAX LEVY</b>
General Fund (Fund 10)	\$11,577,416.00	\$10,396,326.00
Special Revenue Fund (Fund 20)	\$305,737.00	
Debt Service Fund (Fund 40)	\$488,050.00	\$440,442.00
<b>Total Tentative Budget</b>	<b>\$12,371,203.00</b>	

e. BE IT RESOLVED that the 2024-2025 school year budget includes an automatic enrollment adjustment, in the amount of \$392,235.00 (\$384,544.00 pre-budget year adjustment increased by 2%).

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 2024-2025 school year.

NOW, THEREFORE BE IT RESOLVED, that the Haworth Board of Education hereby establishes the school district travel maximum for the 2024-2025 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 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. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 3 year contract with Curiosity Corner/Success for All Foundations, Inc. to provide a pre-school curriculum, professional development and coaching, at a total cost of \$26,844.50.
- Year 1: \$14,844.50
  - Year 2: \$6,000.00
  - Year 3: \$6,000.00
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Realtime Student Information System to provide comprehensive student and staff management services for the 2024-25 school year, at an annual cost of \$11,744.83, plus services fees as applicable.
- j. Upon the recommendation of the 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
- k. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Educational Data Services, Inc. to the provide supply procurement system license & maintenance services for the 2024-25 school year, at an annual cost of \$3,230.00, plus service fees as applicable.

\_\_\_\_\_ Moved, \_\_\_\_\_ Seconded  
Roll Call:

### **XIII. NEGOTIATIONS**

NO RESOLUTIONS



**XIV. POLICY**

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

<b>Policy or Regulation</b>	<b>Policy Title</b>	<b>New/Revised/Abolished</b>	<b>Designation</b>	<b>1st Reading</b>	<b>2nd Reading</b>
P 1140	Educational Equity Policies/Affirmative Action	Revised	Mandated	March 13, 2024	
P 1523	Comprehensive Equity Plan	Revised	Mandated	March 13, 2024	
P 1530	Equal Employment Opportunities	Revised	Mandated	March 13, 2024	
R 1530	Equal Employment Opportunity Complaint Procedure	Revised	Mandated	March 13, 2024	
P 1550	Equal Employment/Anti-Discrimination Practices	Revised	Mandated	March 13, 2024	
R 2200	Curriculum Content	Revised	Mandated	March 13, 2024	
P 2260	Equity in School and Classroom Practices	Revised	Mandated	March 13, 2024	
R 2260	Equity in School and Classroom Practices Complaint Procedure	Revised	Mandated	March 13, 2024	

**HAWORTH BOARD OF EDUCATION  
AGENDA - 3-13-24**

P 2411	Guidance Counseling	Revised	Mandated	March 13, 2024	
P 3211	Code of Ethics	Revised	Recommended	March 13, 2024	
P 5570	Sportsmanship	Revised	Recommended	March 13, 2024	
P 5750	Equitable Educational Opportunity	Revised	Mandated	March 13, 2024	
P 5755	Equity in Educational Programs and Services	Abolished	Mandated	March 13, 2024	
P 5841	Secret Societies	Revised	Recommended	March 13, 2024	
P 5842	Equal Access of Student Organizations	Revised	Recommended	March 13, 2024	
P 9323	Notification of Juvenile Offender Case Disposition	Revised	Recommended	March 13, 2024	
P 2423	Bilingual Education	Revised	Mandated	March 13, 2024	
R 2423	Bilingual Education	Revised	Mandated	March 13, 2024	
P 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries	Revised	Mandated	March 13, 2024	

R 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries	Revised	Mandated	March 13, 2024	
P 5420	Reporting Student Progress	Revised	Mandated	March 13, 2024	

\_\_\_\_\_ Moved, \_\_\_\_\_ Seconded  
Roll Call:

**XV. EDUCATION**

- a. BE IT RESOLVED that the Haworth Board of Education (hereinafter referred to as the “Board”) hereby [*affirms, rejects, modifies*] the Superintendent’s decision in a HIB matter Case #257121 and directs the Board Secretary to transmit a copy of the Board’s decision to the affected students’ parents forthwith.

\_\_\_\_\_ Moved, \_\_\_\_\_ Seconded  
Roll Call:

**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 –**

*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.*

**Close the Public portion:**

**XX. CLOSED SESSION**

\_\_\_\_\_ Moved, \_\_\_\_\_ Seconded  
Roll Call:

**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 Wednesday, March 13, 2024 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 \_\_\_\_\_ for the purpose of discussing personnel, litigation, negotiations or HIB. Action will/will not be taken in public after the executive session.

\_\_\_\_\_ Moved, \_\_\_\_\_ Seconded  
Roll Call:

**XXI. MOTION TO ADJOURN**

\_\_\_\_\_ Moved, \_\_\_\_\_ Seconded  
Roll Call:

**ADJOURNMENT:**

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Charles Crowley, President  
Haworth Board of Education

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Kristi Giambona  
Board Secretary