

HAWTHORNE, NEW JERSEY

Tuesday, October 15, 2024
Regular Meeting – 7:00 P.M.
Hawthorne High School

This Meeting is Being Recorded

MEMBERS OF THE BOARD

Abigail Goff, President
Alex Clavijo, Vice President

Joseph Carr
Michael Doyle
Jennifer Ehrentraut
Erica Mulkey-Koltzan
Anthony Puluse
Jay Shortway
Marco Totaro

Richard A. Spirito, Superintendent of Schools
Jenine Murray, Business Administrator/Board Secretary



Next Meeting
Regular Meeting
November 12, 2024 at 7:00 P.M.



MEETING CALLED TO ORDER:

Time: _____

PUBLIC PORTION OF MEETING BEGINS:

The New Jersey Open Public Meeting Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon.

In accordance with the provisions of this act, the Business Administrator/Board Secretary has caused notice of this meeting to be published by having the date, time, and place thereof posted on the bulletin board of the municipal building, communicated to The Herald News, The Record, and filed with the Clerk of the Borough of Hawthorne.

(Ask for Roll Call)

ROLL CALL:	PRESENT	ABSENT	Time of arrival after meeting has been called to order.
Joseph Carr			
Alex Clavijo			
Michael Doyle			
Jennifer Ehrentraut			
Erica Mulkey-Koltzan			
Anthony Puluse			
Jay Shortway			
Marco Totaro			
Abigail Goff			

Also Present: Richard A. Spirito, Superintendent of Schools
 Jenine Murray, Business Administrator/Board Secretary
 And approximately _____ members of the public.

FLAG SALUTE:**MEETING REGULATIONS:**

During each regular meeting, two opportunities are provided for citizens to ask questions and to make comments. During the first opportunity, early on the agenda, the meeting is open to the public for the purpose of addressing items listed for approval on this agenda only. The second opportunity occurs just prior to adjournment, when citizens may address any subject matter that is pertinent to and/or directly related to the operation of the school district.

Persons wishing to speak must upon being recognized, rise, state their name, address and subject matter. Comments and questions shall be addressed to the Board President or the presiding officer and shall be limited to five minutes per person. The Board may (or may not) respond to issues raised by members of the public at the time they are raised, but will provide a response if and when appropriate.

The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Please note that the Board will not respond to comments regarding students or board employees in light of the privacy rights held by those individuals. Moreover, the Board discourages comments about such individuals, and will not be responsible for such comments. Members of the public who choose to speak during this public session should carefully consider their comments, since they could be held personally liable for any statements they make.

Finally, please note that in accordance with District Policy the Board will not officially comment or respond to any matter mentioned unless it can confirm that the matter has first been brought to the attention of the appropriate school personnel in an attempt to resolve the issue.

PUBLIC BE HEARD - AGENDA ITEMS ONLY:**APPROVAL OF MINUTES:**

September 23, 2024 –Regular Meeting - Public & Private

Board of Education Roll Call Vote

	Mr. <u>Carr</u>	Mr. <u>Clavijo</u>	Mr. <u>Doyle</u>	Ms. <u>Ehrentraut</u>	Ms. <u>Mulkey-Koltzan</u>	Mr. <u>Puluse</u>	Mr. <u>Shortway</u>	Mr. <u>Totaro</u>	Mrs. <u>Goff</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

CORRESPONDENCE:**REPORTS:**

- A. Student Council Representative's Report – William Goff
 B. Superintendent's Report – Dr. Richard A. Spirito
 • HIB Grades Report
 C. District Testing Report – Dr. Kristen Trabona

CURRICULUM AND INSTRUCTION:**Jennifer Ehrentraut, Chairperson****ACTION ITEMS:**

Pursuant to the recommendation of the Superintendent of Schools, the Committee on Curriculum and Instruction recommends the following resolutions:

CI-1. Approval of Field Trips

Be it resolved, that the Hawthorne Board of Education approve the following in accordance with Policy 2340:

School	Group	Destination	Transportation	Cost Per Student	Outside Funding
WS	5 th Grade Students	Goffle Brook Park	HPS	\$0.00	\$0.00
HHS	Performing Arts Club/Dance	Care One Wayne	HPS	\$0.00	\$0.00
HHS	Performing Arts Club/Dance	Fair Lawn Senior Center	HPS	\$0.00	\$0.00
RS	3 rd Grade Students	Sterling Hill Mine	HPS	\$0.00	PTO
LMS	Enrichment – Network Gr 6	Haledon Public Schools	HPS	\$0.00	\$0.00
LMS	Enrichment - Network	Memorial Middle School Woodland Pk	HPS	\$0.00	\$0.00
LMS	Enrichment – Network Gr 6	Lenox School Pompton Lakes	HPS	\$0.00	\$0.00
LMS	Enrichment – Network Gr 7	Haledon Public Schools	HPS	\$0.00	\$0.00
LMS	Enrichment – Network Gr 6	Haskell Public Schools	HPS	\$0.00	\$0.00
HHS	Junior Athletes	NJIC Sportsmanship Summit	HPS	\$0.00	\$0.00
HHS	AP Environmental Science 10-12	Eco Cruise: Meadowlands Discovery	HPS	\$0.00	PTO
HHS	AP Biology Class. Grade 11 & 12	Liberty Science Center, Jersey City, NJ.	HPS	\$45.00	\$0.00
HHS	TEEMS (Spanish Club/Latin American Studies)	Rutgers University	HPS	\$0.00	\$0.00
LMS	Enrichment – Network Gr 7	Haledon Public Schools	HPS	\$0.00	\$0.00
Elem	Enrichment – Gr 5	School #1 Little Falls	HPS	\$0.00	\$0.00
*LMS	ARCH 6-8	Dollar Tree	HPS	\$0.00	CBI
*LMS	ARCH 6-8	Center for Food Action	HPS	\$0.00	\$0.00
*LMS	Enrichment – Path – Gr 5	Mayo Performing Arts Theater	HPS	\$15.00	\$0.00

- CI-2. Approval an agreement with 247 Healthcare Solutions, LLC dba Interim Healthcare for a one-to-one Personal Care Assistant for one resident student (file# 100124) for the 2024 – 2025 school year at a rate of \$54.00 per hour.
- CI-3. Approval of an agreement with Bergen County Special Services School District for an Annual Contract for One to One Assistant for one resident student (file# 100224) at a yearly rate of \$51,984.00 for the 2024 – 2025 school year.

- BE IT RESOLVED, that the Hawthorne Board of Education approve the following student out of district placements based upon NJ Department of Education Maximum:

- a. Student (file #100724) – Instruction starting date: 9/26/24
Home Instructor(s) – Educere
- b. Student (file #100824) – Instruction starting date: 10/1/24
Home Instructor(s) – Educere
- c. Student (file #100924) – Instruction starting date: 10/7/24
Home Instructor(s) – Educere
- d. Student (file #101024) – Instruction starting date: 10/2/24
Home Instructor(s) – Educere

[illegible]

PERSONNEL:**Jennifer Ehrentraut, Chairperson**

The following resolutions are pursuant to the recommendation of the Superintendent of Schools.

ACTION ITEMS:**Appointments, Retirements, Terminations, Resignations, Rescissions:**

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Notice Date or Ending Date	Reason/ Account
P-1.	Jalal Abaza	Resign	Computer Technician	n/a	n/a	District	10/21/24	Last Day on Payroll 10/18/24	Resignation
P-2.	Jacob Rodas	Adjust	Computer Technician	n/a	Pro-rated on the basis of an annual salary of \$35,000	District	10/21/24	6/30/25	To Fill a Position Created by the Resignation of Jalal Abaza
P-3.	Rebecca Grunfeld	Leave	Teacher of Dance	n/a	n/a	HHS	10/7/24	Estimated sometime in February or early March	Adjustment in Dates from Item #P-10. On the September 23, 2024 Board Agenda
P-4.	Cassandra Parkin	Leave	Teacher of Students with Disabilities	n/a	n/a	JS/WS	1/2/25	6/30/25	Approval of Maternity Leave and Federal/State Family Leave of Absence in accordance with the Federal/State Family Leave Act followed by Child Rearing Leave
P-5.	Julia Waldron	Leave	Elementary School Teacher	n/a	n/a	WS	1/2/25	5/31/25	Approval of Maternity Leave and Federal/State Family Leave of Absence in accordance with the Federal/State Family Leave Act followed by Child Rearing Leave
P-6.	Gina Venticinque	Adjust	Teacher of Students with Disabilities	M+15/8	Pro-rated on the basis of an annual salary of \$65,560 Subject to adjustment at the end of negotiations	RS	10/16/24	6/30/25	To Fill a Vacancy Created by the Resignation of Tracy Tobiassen
P-7.	Denise DeMarco	Adjust	Long Term Substitute	n/a	\$285 per diem No Benefits	RS	10/16/24	12/20/24	To Fill a Vacancy Created by the Leave of Mary Vargas
P-8.	John Hargrove	Adjust	Long Term Substitute	n/a	\$282 per diem No Benefits	RS	11/1/2024	Until the return of the regular teacher	To Fill a Vacancy Created by the Leave of Rebecca Grunfeld

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Notice Date or Ending Date	Reason/ Account
P-9.	Elizabeth Graber	Extra Duty	Assistant Play Director 1st Production	n/a	Stipend of \$1,216	HHS	2024-2025 SY	n/a	To Fill a Vacancy
P-10.	Edward Iannacone	Resign	Assistant Girls' Basketball Coach	n/a	n/a	HHS	2024-2025 SY	n/a	Resignation from Coaching Position. Mr. Iannacone will remain as Head Softball Coach
P-11.	Rachel Shea	Volunteer	Winter Cheer	n/a	n/a	HHS	2024-2025 Season	End of Season	Volunteer Coach
P-12.	Lindsey Cooper	Hire	Substitute School Nurse	n/a	\$180 per day \$90 per half day	District	Pending Receipt of Certification And Pending Completion of Criminal History Review	6/30/25	Substitute School Nurse
P-13.	Alexis Bonagura; Rita Klein-Poma; Jenna Longo; Christina Siciliano	Extra Duty	NJSLA After School Math Support Program Teachers	n/a	\$35.94 per hour	LMS	11/2024	5/2025	NJSLA After School Math Support Program
P-14.	Beslira Bajrami; Alyson LaSpisa; Raquel Pisacreta Silvanna Prell	Extra Duty	NJSLA Morning Math Support Program Teachers	n/a	\$35.94 per hour	WS	11/2024	5/2025	NJSLA Before School Math Support Program
P-15.	Nikolas Douvries; Jasminna Leon; Chung Yi Lin; Kevin Mantel; Jennfier Trentacosta	Extra Duty	Lunch Duty	n/a	\$27.73 per period	HHS	9/3/24	6/18/25	Lunch Duty
P-16.	Matthew Trejos	Extra Duty	Chaperone	n/a	\$33.66 per hour	HHS	10/17/24	n/a	Chaperone for Student (file# 101124) for Homecoming Dance
P-17.	Faiza Jatkar	Extra Duty	Chaperone	n/a	\$33.66 per hour	HHS	10/17/24	n/a	Chaperone for Student (file# 101224) for Homecoming Dance
P-18.	Item Removed								
P-19.	Kimberly Bednar	Extra Duty	Chaperone	n/a	\$33.66 per hour	LMS	10/17/24	6/18/25	Chaperone for Student (file# 101424) for Chess Club
P-20.	Wendy Fowler	Extra Duty	Chaperone	n/a	\$33.66 per hour	HHS	10/17/24	6/18/25	Chaperone for Student (file# 101424) for Tech Club

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Notice Date or Ending Date	Reason/ Account
P-21.	Tania Mercado	Hire	Part Time Para	n/a	Pro-rated on the basis of an annual salary of \$21,275 plus a stipend of \$1,800 for ABA if applicable	District	10/16/24 Pending Completion of Criminal History Review	6/18/25	To Fill a Vacancy
P-22.	Patricia Ortiz	Hire	Part Time Para	n/a	Pro-rated on the basis of an annual salary of \$21,275 plus a stipend of \$1,800 for ABA if applicable	District	10/16/24 Pending Completion of Criminal History Review	6/18/25	To Fill a Vacancy
P-23.	Rosa Maria Iacovo	Hire	Non-Instructional Aide	n/a	\$15.25 per hour No Benefits for 3 hours per day	RS	10/16/24 Pending Completion of Criminal History Review	6/18/25	To Fill a Vacancy
P-24.	Debra Ponticelli	Adjust	Non-Instructional Aide	n/a	\$15.25 per hour No Benefits	LMS	9/30/24	Return of the Regular Non-Instructional Aide	From 3 Hours per Day to 5 Hours per Day
P-25.	Rachel Louis	Extra Duty	Substitute Bus Aide	n/a	\$15.25 per hour	District	9/26/24	6/30/25	Substitute Bus Aide
P-26.	Allie Johnson	Extra Duty	Substitute Bus Aide	n/a	\$15.25 per hour	District	10/11/24	6/30/25	Substitute Bus Aide
P-27.	Suzanne Hesse; Jill Verrone	Hire	Substitute SACC Staff	n/a	\$26.00 per hour No Benefits	District	9/3/24	6/18/25	Substitutes in SACC Program

** All appointments are subject to the satisfactory completion of the criminal history records check required by law and subject to verification of job qualifications and prior experience if necessary. In the event the criminal history checks are not completed, these applications are subject to the approval of the County Superintendent for emergent hiring procedures.*

- P-28. Acceptance of the following student(s) to complete his/her/their student field experience(s) in education in the Hawthorne Public School District during the 2024-2025 school year. This/these placement(s) is/are subject to the satisfactory completion of the criminal history records check required by law. In the event the criminal history checks(s) is/are not completed this/these placement(s) is/are subject to the approval of the County Superintendent for emergent hiring procedures. Per this resolution this/these student(s) is/are also approved as (a) substitute teacher(s) in the Hawthorne Public School District contingent upon obtaining a county substitute certificate.

Student	College	Type	Subject Area	Coop. Teacher/Admin.	Loc
Rachel Louis	Ramapo	Observation	Special Education	Kaylee Seiders	WS

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Notice Date or Ending Date	Reason/ Account
*P-29.	Samantha Biss	Extra Duty	Indoor Track Assistant	n/a	Stipend of \$5,100	HHS	2024-2025 Season	End of Season	To Fill a Vacancy
*P-30.	Karen Skae	Retire	Administrative Assistant/ Accounts Payable	n/a	n/a	CO	2/1/25	Last Day on Payroll 1/17/25	Retirement
*P-31.	Katherine Miller	Extra Duty	Chaperone	n/a	\$33.66 per hour	HHS	10/17/24	n/a	Chaperone for Student (file# 101324) for Homecoming Dance
*P-32.	Monica Moss	Extra Duty	Chaperone	n/a	\$33.66 per hour	HHS	10/17/24	n/a	Chaperone for Student (file# 101524) for Homecoming Dance
*P-33.	Monica Romero	Hire	Part Time Para	n/a	Pro-rated on the basis of an annual salary of \$21,275 plus a stipend of \$1,800 for ABA if applicable	District	10/16/24 Pending Completion of Criminal History Review and Sub Certification	6/18/25	To Fill a Vacancy

Board of Education Roll Call Vote

	Mr. <u>Doyle</u>	Ms. <u>Ehrentraut</u>	Ms. <u>Mulkey-Koltzan</u>	Mr. <u>Puluse</u>	Mr. <u>Shortway</u>	Mr. <u>Totaro</u>	Mr. <u>Carr</u>	Mr. <u>Clavijo</u>	Mrs. <u>Goff</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

FINANCE AND ADMINISTRATION:

Alex Clavijo, Chairperson

DONATIONS:

- A. Acceptance of a donation of toys for the Jefferson Preschool program valued at \$268.99 from the Kintzing Family.

ACTION ITEMS:

Pursuant to the recommendation of the Superintendent of Schools, the Committee on Finance and Administration recommends the following resolutions:

- F-1. Approval of travel to events for Board members and employees in compliance with the travel policy. A list of these events has been submitted under separate cover and shall be made an integral part of this resolution.

- A-1. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2024-2025: HHS 268719 and authorizes the Superintendent to notify the parents of the Board's decision.

Board of Education Roll Call Vote

	Ms. <u>Ehrentraut</u>	Ms. <u>Mulkey-Koltzan</u>	Mr. <u>Puluse</u>	Mr. <u>Shortway</u>	Mr. <u>Totaro</u>	Mr. <u>Carr</u>	Mr. <u>Clavijo</u>	Mr. <u>Doyle</u>	Mrs. <u>Goff</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

CLAIMS:

Jennifer Ehrentraut

In accordance with N.J.A.C. 6A:23-2:11(b), (c) 3, and (c) 4;

- CL-1. Approval of the October 2024 Bill List.

It is recommended that the Board approve the bill list for the month of October 2024.

Board of Education Roll Call Vote

	Ms. <u>Mulkey-Koltzan</u>	Mr. <u>Puluse</u>	Mr. <u>Shortway</u>	Mr. <u>Totaro</u>	Mr. <u>Carr</u>	Mr. <u>Clavijo</u>	Mr. <u>Doyle</u>	Ms. <u>Ehrentraut</u>	Mrs. <u>Goff</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

BUILDINGS AND GROUNDS:

Marco Totaro, Chairperson

ACTION ITEMS:

Pursuant to the recommendation of the Superintendent of Schools, the Committee on Buildings and Grounds recommends the following resolutions:

- BG-1. Approval of applications for use of school property, subject to non-interference with school activities and the execution of the appropriate releases, including receipt of a Certificate of Insurance.

HAWTHORNE HIGH SCHOOL:

Facilities	Date and Times	Applicant
Roller Rink	10/31/24 – 4/20/25 M-F 5:30 p.m. to 9:30 p.m. Sat & Sun 11:00 a.m. to 9:30 p.m. As outlined below page 9 and 10:	<u>Hawthorne Roller Hockey</u> Roller Hockey Practices and Games

***Board of Education Policy 7510 - Use of School Facilities**

Facility use shall be in compliance with all rules and regulations of board policy and adhere to all requirements listed in said policy, including, but not limited, to the following:

- Dates must not interfere with school events, including athletic events. Any hockey practices or games that conflict with the school schedule will be canceled and rescheduled.
- All use of the rink must be properly supervised by at least one adult coach who has completed the Rutgers Safety course.
- The roller hockey rink will remain locked when not in use and must be locked immediately after each practice or game by the permit holder or their representative.
- Use of the roller hockey rink is only permitted during the times listed on the permit application.
- Vehicles are not permitted to be driven or parked anywhere within the high school athletic complex. Exceptions may be made for handicapped access ONLY.
- The Board reserves the right to deny an application and to withdraw permission to use school facilities after approval has been granted and after the use has commenced. Permission may specifically be withdrawn from any organization whose representative has willfully made misrepresentation on the application or whose members violate the rules established for the use of school facilities. Such withdrawal of permission may constitute grounds for denying a future application made by the organization.

HAWTHORNE HIGH SCHOOL:

Facilities	Date and Times	Applicant
Main Cafeteria and Room 123	Friday, November 22, 2024 6:00 p.m. to 9:00 p.m.	<u>Hawthorne Cubs Cheerleading</u> Cheer Awards

BG-2. WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting required maintenance activities for each of its public-school facilities, and

WHEREAS, the required maintenance activities as listed in the document for the various school facilities of the Hawthorne School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE BE IT RESOLVED, that the Hawthorne School District hereby authorizes the school business administrator to submit the Comprehensive Maintenance Plan and the Annual Maintenance Budget Worksheet (Form M-1) for the fiscal year 2025-2026 for the Hawthorne School District in compliance with Department of Education requirements.

BG-3. Approval of the Health and Safety Evaluation of School Buildings Checklist Statement of Assurance for the 2024-2025 school year.

BG-4. Award of a transportation contract to the Northern Region Educational Services Commission, 82 Totowa Road, Wayne, NJ, for transportation of Hawthorne students to and from the school indicated in the amount and date listed on the contract:

ROUTE #	School	Contractor	# of Students	Cost + Surcharge	Dates
Q3646	Lincoln MS – Hawthorne	Omar Transportation	1	\$11,020.00 + \$661.20	9/3/24 – 11/29/24
Q3655	Lincoln Elem – PL	Move Me Trans	1	\$10,020.00 + \$601.44	9/3/24 – 11/29/24
Q3656	Lincoln MS – Hawthorne	Tasneem Trans	2	\$5,488.00 + \$329.28	9/3/24 – 11/29/24

*BG-5. WHEREAS, the Hawthorne Board of Education (“the Board”) advertised for bids for the Roof Replacement and Masonry Repointing Roosevelt Elementary School Project (“Project”) which is eligible for a ROD Grant under DOE Project #2100-080-23-R501 and SDA Project No. 2100-080-23-G51G, Grant #G5-6618; and

WHEREAS, on October 8, 2024, the Board received bids for the Project;

WHEREAS, the lowest bid for this Project was submitted by VMG Group with a total base bid in the amount of \$880,000 (including an Allowance of \$20,000); and

WHEREAS, the bid submitted by VMG Group is responsive in all material respects and it is the Board’s desire to award the contract for the Project to VMG Group;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board hereby awards the contract for the Roof Replacement and Masonry Repointing Roosevelt Elementary School Project to VMG Group in a total contract amount of \$880,000.
2. This award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project specifications, together with an AA201-Project Manning Report, an executed A-101-Standard Form of Agreement Between Owner and Contractor, A-201-General Conditions of the Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

Board of Education Roll Call Vote

	Mr.	Mr.	Mr.	Mr.	Mr.	Mr.	Ms.	Ms.	Mrs.
	<u>Puluse</u>	<u>Shortway</u>	<u>Totaro</u>	<u>Carr</u>	<u>Clavijo</u>	<u>Doyle</u>	<u>Ehrentraut</u>	<u>Mulkey-Koltzan</u>	<u>Goff</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

COMMITTEE AND LIAISON REPORTS:

COMMITTEE

CHAIRPERSON

Board of Education Roll Call Vote

MOTION TO ADJOURN:

[illegible]