

HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
Minutes
November 20, 2024

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 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 - **ABSENT**
Mr. Drew Krasny
Mrs. Deborah Munoz-Maniscalco
Mrs. Courtney Russell - **ABSENT**
Mrs. Stacey Wunsch - **ABSENT**
Mr. Paul Wolford, Superintendent
Mr. Kevin Lane, Business Administrator/MS Director - **ABSENT**
Mrs. Stacey Cherry, Esq., Fogarty & Hara, Esqs.
Mrs. Kristi Giambona, Board Secretary

VI. OPEN TO THE PUBLIC ON AGENDA ITEMS ONLY - 7:33 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 - 7:33 p.m. - NO PUBLIC COMMENT

VIII. SUPERINTENDENT'S/BOARD PRESIDENT'S REPORTS

a. October Student Shout Outs:

Kindergarten: Jasper Harris, Ryan Sandor

Grade 1: Emily Francisco, Asha Gibson, Tyler Green, Saya Rao, Benji Spence

Grade 2: Sofia Alex, Connor Dean, Sahana Kancheria, Zach Ng

Grade 3: Leela Berkelbach, James Hall, Taiyo Hallowell, Evan Lee, Ryuji Tani

Grade 4: Arin Chung, Yuma Ebihara, Charlotte Griffin, Noah Silverstein, Zeke Spiegel

Grade 5: Bebo Chadid, Luca Fermano, Dylan Gladstein, Lexi Newsom, Lev Skalii, Lilly Yoskovitz

b. October Staff Shout Outs: Lisa Ferrara

c. Strategic Plan Timeline - Mr. Paul Wolford
Timeline on file for review in the Board Office.

d. Substitute Crisis - Mr. Paul Wolford
The district is in dyer need of more substitute teachers. Mr. Wolford proposed increasing the sub pay from \$125.00 per day to \$140.00 per day. We have been using the teachers extra prep periods to cover classes. This takes away from the teachers performing duties that are more beneficial to the students. Will add this to the next BOE Agenda for a vote.

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 - 507**

b. **Emergency & Crisis Situations Drill Record: October**

Fire Drill: October 28, 2024

Security Drill: October 18, 2024

Administrator in charge: Mr. Paul Wolford

MINUTES:

c. Approval of meeting minutes from the October 30, 2024 Regular Business meeting.

d. Approval of meeting minutes from the October 30, 2024 Closed Executive session.

SUBMISSIONS AND CERTIFICATIONS:

e. 2023-2024 Median Student Growth Percentiles

f. School Safety and Security Plan Annual Review Statement of Assurance

g. HIB Report for October, 2024:

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

T. Chang Moved, D. Krasny Seconded
Roll Call: 4/0

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 | | | | ✓ |
| Mr. Krasny | ✓ | | | |
| Mrs. Maniscalco | ✓ | | | |
| Mrs. Russell | | | | ✓ |
| Mrs. Wunsch | | | | ✓ |

X. CURRICULUM

- a. 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. | April 24 & 25, 2025 | 6th grade | Philadelphia, PA | \$576.00 | A. Ronberg |

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the contract for Underwood & Associates to provide a SEPAG community education webinar scheduled for January 29, 2025, at a total cost of \$450.00.

T. Chang Moved, D. Maniscalco Seconded

Roll Call: 4/0

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 | | | | ✓ |
| Mr. Krasny | ✓ | | | |
| Mrs. Maniscalco | ✓ | | | |
| Mrs. Russell | | | | ✓ |
| Mrs. Wunsch | | | | ✓ |

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. | Angelica Talamo | February 10, 2025 | Running Effective I&RS/NJTSS Meetings | New Providence, NJ | \$115.00 |

- 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 2024-25 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. | Janet Cohen | CI 5033 Creating Safe & Supportive Classrooms | American College of Education |
| 2. | Josefina Winik | RES 5153 Research Methods DL 5013 Engaging Diverse Learners in Digital Environments | American College of Education |

- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Katharine Vittorio as a substitute teacher and/or aide for the 2024-25 school year, pending certification and criminal history review. Not benefit eligible.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Nicole Goddin as a teacher for the remainder of the 2024-25 school year, at a prorated salary of \$58,787.00 (MA, Step 1), benefit eligible after 60 days. Approximate start date December 2, 2024, pending criminal history review.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Lori DiVite as a substitute teacher for the 2024-25 school year.
- f. **BE IT RESOLVED** that Employee #41098385 (the “Employee”) be granted a leave of absence utilizing seventy-eight sick days, one personal day, and two additional sick days pursuant to the Collective Negotiations Agreement (“CNA”) between the Haworth Board of Education (the “Board”) and Haworth Teachers Association (“HTA”) from September 26, 2024 to February 7, 2025; and

BE IT FURTHER RESOLVED that the Employee be granted a leave of absence under the Federal Family and Medical Leave Act (“FMLA”) pursuant to a Side Bar to the CNA between the Board and the HTA from February 10, 2025 through May 16, 2025, which shall be without pay, but with medical benefits, subject to the Employee’s payment of their contribution for same; and

BE IT FURTHER RESOLVED that the Employee be granted a leave of absence pursuant to *N.J.S.A.* 18A:30-6 from May 19, 2025 through the end of the 2024-2025 school year, which shall be at the Employee’s per diem rate, less the cost of a substitute, with medical benefits, subject to the Employee’s payment of their contribution; and

BE IT FURTHER RESOLVED that the Employee shall return to work on the first day of the 2025-2026 school year or an earlier return date, subject to advance notice to the Haworth School District Administration (hereinafter referred to as the “District”), whereupon the above leave dates may be administratively adjusted as appropriate;

BE IT FURTHER RESOLVED that any requests to extend or change the terms of the Employee’s leave of absence shall be made to the Board, which request shall be subject to Board approval, the availability of sick days, Federal and State statutes and regulations, and the Collective Negotiations Agreement between the Board and the Haworth Teachers’ Association; and

BE IT FURTHER RESOLVED that the dates of said leave may be adjusted based on certification from the Employee’s physician or changes to the District’s calendar.

- g. **BE IT RESOLVED** that Employee #67296046 (hereinafter referred to as the “Employee”) be granted a leave of absence utilizing ten sick days from March 24, 2025 to April 4, 2025; and

BE IT FURTHER RESOLVED that the Employee be granted a leave of absence under the Federal Family and Medical Leave Act (“FMLA”) from April 7, 2025 through the last day of the 2024-2025 school year, which shall be without pay, but with medical benefits, subject to the Employee’s payment of their contribution for same; and

BE IT FURTHER RESOLVED that the Employee be granted a leave of absence under the New Jersey Family Leave Act (“NJ FLA”) from April 23, 2025 through the last day of the 2024-2025 school year, which shall be without pay, but with medical benefits, subject to the Employee’s payment of their contribution; and

BE IT FURTHER RESOLVED that, subject to their renewal for the 2025-2026 school year, the Employee shall return to work on the first day of the school year, or on an earlier return date subject to advance notice to the Haworth School District (hereinafter referred to as the “District”) administration, whereupon the above leave dates may be administratively adjusted as appropriate; and

BE IT FURTHER RESOLVED that any requests to extend or change the terms of the Employee’s leave of absence shall be made to the Board, which request shall be subject to Board approval, the availability of sick days, Federal and State statutes and regulations, and the Collective Negotiations Agreement between the Board and the Haworth Teachers’ Association; and

BE IT FURTHER RESOLVED that the dates of said leave may be adjusted based on certification from the Employee’s physician or changes to the District’s calendar.

- h. **BE IT RESOLVED** that Employee #97903637 (hereinafter referred to as the “Employee”) be granted a leave of absence utilizing sick days from February 24, 2025 through March 19, 2025; and

BE IT FURTHER RESOLVED that the Employee be granted a leave of absence under the Federal Family and Medical Leave Act (“FMLA”) from March 12, 2025 through June 10, 2025, which shall be with pay until March 19, 2025 and without pay, but with medical benefits, subject to the Employee’s payment of their contribution for same from March 20, 2025 until June 10, 2025; and

BE IT FURTHER RESOLVED that the Employee be granted a leave of absence under the New Jersey Family Leave Act (“NJ FLA”) from March 20, 2025 until June 18, 2025, which shall be without pay, but with medical benefits, subject to the Employee’s payment of their contribution; and

BE IT FURTHER RESOLVED that the Employee shall return to work on June 20, 2025, or on an earlier return date, subject to advance notice to the Haworth School District Administration (hereinafter referred to as the “District”), whereupon the above leave dates may be administratively adjusted as appropriate;

BE IT FURTHER RESOLVED that any requests to extend or change the terms of the Employee’s leave of absence shall be made to the Board, which request shall be subject to Board approval, the availability of sick days, Federal and State statutes and regulations, and the Collective Negotiations Agreement between the Board and the Haworth Teachers’ Association; and

BE IT FURTHER RESOLVED that the dates of said leave may be adjusted based on certification

from the Employee’s physician or changes to the District’s calendar.

- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Cassidy Mazzone as a Speech/Language Therapist for the remainder of the 2024-25 school year, at a prorated annual salary of \$62,809.00 (MA, Step 4), benefit eligible after 60 days. Approximate start date December 9, 2024, pending criminal history review.
- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Scott Wyoselow as a volunteer Boy’s Basketball assistant coach, pending criminal history review.

D. Krasny Moved, D. Maniscalco Seconded
Roll Call: 4/0

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

| ROLL CALL VOTE | YES | NO | ABSTAIN | ABSENT |
|-----------------------|------------|-----------|----------------|---------------|
| Mr. Chang | ✓ | | | |
| Mr. Crowley | ✓ | | | |
| Dr. Egan | | | | ✓ |
| Mr. Krasny | ✓ | | | |
| Mrs. Maniscalco | ✓ | | | |
| Mrs. Russell | | | | ✓ |
| Mrs. Wunsch | | | | ✓ |

D. Maniscalco asked if replacements have been found yet for any of the leaves that were approved.

P. Wolford responded that two have already been filled and one is almost filled, we are waiting on references.

XII. FINANCE & FACILITIES

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of October 1, 2024 to October 30, 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 | 10/15/2024 | \$348,781.82 |
| Board Share - FICA | 10/15/2024 | \$6,248.39 |
| State Share - FICA | 10/15/2024 | \$18,966.70 |
| | TOTAL: | \$373,996.91 |

| <u><i>Bills Description</i></u> | <u><i>Dated</i></u> | <u><i>Amount</i></u> |
|---------------------------------|---------------------|----------------------|
| Payroll - Operating | 10/30/2024 | \$323,588.51 |
| Board Share - FICA | 10/30/2024 | \$4,255.60 |
| State Share - FICA | 10/30/2024 | \$19,036.85 |
| | TOTAL: | \$346,880.96 |

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of November, 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 September, 2024.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following shared service agreements:
 - 1. Bergen County Region III Council for Special Education
 - 2. Northern Valley Curriculum Consortium

3. Joint Purchasing Agreement - LDTC/Psych/Speech Independent Consultants
4. Joint Purchasing Agreement - Transportation

T. Chang Moved, D. Maniscalco Seconded
Roll Call: 4/0

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

| ROLL CALL VOTE | YES | NO | ABSTAIN | ABSENT |
|-----------------------|------------|-----------|----------------|---------------|
| Mr. Chang | ✓ | | | |
| Mr. Crowley | ✓ | | | |
| Dr. Egan | | | | ✓ |
| Mr. Krasny | ✓ | | | |
| Mrs. Maniscalco | ✓ | | | |
| Mrs. Russell | | | | ✓ |
| Mrs. Wunsch | | | | ✓ |

XIII. NEGOTIATIONS

NO RESOLUTIONS

XIV. POLICY

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the the following staff members to a task force for the creation of the Acceptable Use of Generative Artificial Intelligence (AI) Plan:

- Ali Gjana
- Kevin Lane
- Derick Talty
- Paul Wolford

D. Maniscalco Moved, T. Chang Seconded
Roll Call: 4/0

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 | | | | ✓ |
| Mr. Krasny | ✓ | | | |
| Mrs. Maniscalco | ✓ | | | |
| Mrs. Russell | | | | ✓ |
| Mrs. Wunsch | | | | ✓ |

P. Wolford explained that there will be training on AI for staff and students, as well as informative parent nights on this topic.

XV. EDUCATION

- a. 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 Case #269098 and directs the Board Secretary to transmit a copy of the Board’s decision to the affected students’ parents forthwith.

D. Krasny Moved to Affirm the decision of the Superintendent, T. Chang Seconded
Roll Call: 3/0/1

BE IT RESOLVED, that the Haworth Board of Education affirms Item XV. a.

| ROLL CALL VOTE | YES | NO | ABSTAIN | ABSENT |
|-----------------------|------------|-----------|----------------|---------------|
| Mr. Chang | ✓ | | | |
| Mr. Crowley | ✓ | | | |
| Dr. Egan | | | | ✓ |

| | | | | |
|-----------------|---|--|---|---|
| Mr. Krasny | ✓ | | | |
| Mrs. Maniscalco | | | ✓ | |
| Mrs. Russell | | | | ✓ |
| Mrs. Wunsch | | | | ✓ |

XVI. COMMITTEE REPORTS

Finance & Facilities - *Mr. Wolford reported that the referendum work is on track. The HHSA will help to furnish the Maker Space and Media Center. Everything is going according to plan. The project is set to be complete at the end of February.*

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 – 7:51 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.

Jennifer Samples: 560 Sylvan Place- can you clarify the amount of instructional periods for teachers?

Mr. Wolford explained that over the period of a month the amount of teacher prep periods combined can be approximately 180 periods.

Close the Public portion: 7:52 p.m.

XX. MOTION TO ADJOURN

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

ADJOURNMENT: 7:53 p.m.

Charles Crowley, President
Haworth Board of Education

Kristi Giambona
Board Secretary