

**HAWORTH BOARD OF EDUCATION**  
**HAWORTH, NEW JERSEY 07641**  
**Minutes**  
**February 5, 2025**

---

**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 7, 2025 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  
Mr. Drew Krasny  
Mrs. Deborah Munoz-Maniscalco  
Mrs. Courtney Russell  
Mrs. Jennifer Samples  
Mr. Paul Wolford, Superintendent  
Mr. Kevin Lane, Business Administrator/MS Director  
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. December/January Student Shout Outs:

**Kindergarten:** Mila Bianco, Koki Ebihara, Sophie Eshgh, Brooks Kottke, Josie Noh

**Grade 1:** Jake Han, Olivia Perez, Jordan Traina, Albert Wang, Theo Youssis, Ariana Zobnina

**Grade 2:** Jonathan Akdemir, Mackenzie Dodd, Gabriel Dy, Opie Hernandez, Matthias Lee, Gianna Mateo, Zach Ng, Emaan Qaiser, Eva Samples, Rafael Srugo

**Grade 3:** Levi Alley, Logan Bacci, Lizzie Baldino, Noam Ben-Yehuda, Eleni Bush, Grey Edwards, Gavin Fleischer, Emilia Hakobyan, Irene Hong, Evan Lee, Alona Martin, Audrey Park, Leah Portnoy, Dorothy Sippo-Shih, Taylor Stott, Nico Urrego, Alvin Wang, Andrew Whelan

**Grade 4:** Maddie Caulfield, Aring Chung, Kensleigh Eufurt, Marcus Grinman, Ryder Kim, Catherine Knaggs, Mia Lamberta, Ellie Lebel, Christian Lee, Hunter Lee, Tatum Levine, Olivia Long, Ian Shin, Alyssa Yung

**Grade 5:** Luca Fermano, Isabel Garcia, Cooper Lax, Maria Milagre, Lexi Newsom

December/January Staff Shout Outs: Mrs. Cohen, Ms. Gentles, Mrs. Zukofsky

- b. School Safety Data System Presentation (9/1/24-12/31/24) - Dr. Kylie Porcelli  
*PowerPoint presentation on file for review in the Board Office.*

c. **2025 BOARD OF EDUCATION COMMITTEES:**

It is hereby moved that the Haworth Board of Education accepts the 2025 Committees and updated committee structure as appointed by the BOE President, per Policy 0155:

**Curriculum & Instruction:** Deborah Munoz-Maniscalco (chair), Drew Krasny, Charles Crowley

**Finance & Facilities:** Tae Chang (chair), Courtney Russell, Charles Crowley

**Negotiations:** Jennifer Samples (chair), Danielle Insalaco-Egan, Charles Crowley

**Public Relations:** Danielle Insalaco-Egan (chair), Courtney Russell, Charles Crowley

**Policy & Procedures:** Ad Hoc Committee

**Referendum & Expansion:** Ad Hoc Committee

**BCSBA/NJSBA Liaison:** Charles Crowley

**HHSA Liaison:** Drew Krasny

**NVRHS/NVEF Liaison:** Deborah Munoz-Maniscalco

**Legislative Chairperson:** Tae Chang

**Senior Citizens Liaison:** Jennifer Samples

**Town Council Liaison:** Charles Crowley

T. Chang Moved, D. Krasny Seconded

Roll Call: 6/0

**BE IT RESOLVED, that the Haworth Board of Education approves Items VIII. c.**

<b>ROLL CALL VOTE</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Chang	✓			
Mr. Crowley	✓			
Dr. Egan				✓
Mr. Krasny	✓			
Mrs. Maniscalco	✓			
Mrs. Russell	✓			
Mrs. Samples	✓			

**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: January**
  - Fire Drill: January 24, 2025
  - Security Drill: January 8, 2025
  - Administrator in charge: Mr. Paul Wolford

**MINUTES:**

- c. Approval of meeting minutes from the January 6, 2025 Reorganization meeting.
- d. Approval of meeting minutes from the January 6, 2025 Regular Business meeting.

**SUBMISSIONS AND CERTIFICATIONS:**

- e. 2024 Survey of Occupational Injuries & Illnesses
- f. 2023-2024 Civil Rights Data Collection
- g. **HIB Report for January, 2025:**
  - Reported Cases: 0
  - Number of Cases Open: 0
  - Number of Cases Closed: 0

C. Russell Moved, T. Chang Seconded  
Roll Call: 6/0

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

<b>ROLL CALL VOTE</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Chang	✓			
Mr. Crowley	✓			
Dr. Egan				✓
Mr. Krasny	✓			
Mrs. Maniscalco	✓			
Mrs. Russell	✓			
Mrs. Samples	✓			

## **X. CURRICULUM**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2025-2026 District Calendar.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following field trips. Transportation costs will apply where applicable.

<b>#</b>	<b>DATE</b>	<b>GRADE/ CLUB</b>	<b>LOCATION</b>	<b>COST PER STUDENT</b>	<b>STAFF IN CHARGE</b>
1.	March 11, 2025	Gr. 5 G&T	Harrington Park, NJ	\$0	M. Rucereto
2.	May 28, 29 & 30, 2025	7th grade	Claryville, NY	\$480.00 approx.	M. Rucereto

D. Maniscalco Moved, D. Krasny Seconded  
Roll Call: 6/0

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

<b>ROLL CALL VOTE</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Chang	✓			
Mr. Crowley	✓			
Dr. Egan				✓
Mr. Krasny	✓			
Mrs. Maniscalco	✓			
Mrs. Russell	✓			
Mrs. Samples	✓			

## **XI. PERSONNEL**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 2025 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.

<b>#</b>	<b><u>NAME</u></b>	<b><u>COURSE</u></b>	<b><u>COLLEGE/UNIVERSITY</u></b>
1.	Michele Robson	EDUC 41478 Developing Phonemic Awareness in Emergent Readers (PreK-2) EDUC 41475 Focus on Phonics (K-3)	University of San Diego
2.	Jaclyn Honovich	EDUC 42318 Supporting Students Using MTSS Framework	University of San Diego
3.	Elizabeth Rocchio	LEAD 5053 Designing & Leading Professional Learning LEAD 5063 Achievement & Accountability	American College of Education
4.	Josefina Winik	ED 5123 Diverse Learners	American College of Education

**HAWORTH BOARD OF EDUCATION  
MINUTES - 2-5-25**

**Haworth, NJ  
Page 6**

- b. 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 1, 2025	NJIDA WIFFT Virtual Conference	virtual	\$90.00
2.	Michelle Foote	February 21, 2025	Handwriting Without Tears Print (K-2)	virtual	\$129.00
3.	Donald Turner	March 24, 25 & 26, 2025	2025 NJSBGA Expo & Conference	Atlantic City, NJ	\$350.00
4.	Kristi Giambona	self paced	SHRM Recertification classes (60 credits)	virtual	\$290.00
5.	Gianna Russo	February 10, 2025	Running Effective I&RS/NJTSS Meetings	New Providence, NJ	\$115.00
6.	Cassidy Mazzone	April 7, 8 & 9, 2025	Introduction to PROMPT Technique	New Providence, NJ	\$850.00
7.	Cassidy Mazzone	self paced	School SLP 101	virtual	\$150.00
8.	Michelle Foote	self paced	Phonics First Level 1	virtual	\$1,235.00
9.	John Romano	self paced	Phonics First Level 1	virtual	\$1,235.00

- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Linda Bernstein, substitute teacher, as leave replacement from approximately 4/7/25 through the end of the 2024-2025 school year at a prorated salary of \$58,787.00 (MA, Step 1). Not benefit eligible due to retiree status.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Olena Bondur as a Teacher Leave Replacement from March 3, 2025 through the end of the 2024-2025 school year, at a prorated salary of \$65,316.00 (MA, Step 5), benefit eligible after 60 days. Pending criminal history review.
- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Shweta Malhotra as a substitute teacher for the remainder of the 2024-2025 school year, not benefit eligible.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Isabelle Epstein as a substitute teacher for the remainder of the 2024-2025 school year, not benefit eligible.

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

Employee #22731913	May 29 (½) & May 30, 2025	1.5 days
--------------------	---------------------------	----------

- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Society of Human Resources Management annual membership fee of \$264.00 for Kristi Giambona.
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following stipend position for the 2024-2025 school year:

Lori DiVite	Track Coach (1 of 2)	\$1,899.00
-------------	----------------------	------------

- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Flor Rubi as a full-time 1:1 Aide for the remainder of the 2024-2025 school year, at a prorated annual salary of \$22,500.00, benefit eligible.
- k. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Samantha Rahman, student from Dominican College to obtain her fieldwork observation hours with Thomas Palmieri, district Region III OT/PT, dates TBD, at no cost to the district.

T. Chang Moved, D. Maniscalco Seconded  
Roll Call: 6/0

**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				✓
Mr. Krasny	✓			
Mrs. Maniscalco	✓			
Mrs. Russell	✓			
Mrs. Samples	✓			

**XII. FINANCE & FACILITIES**

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of January 1, 2025 to January 31, 2025 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:

<b><u>Bills Description</u></b>	<b><u>Dated</u></b>	<b><u>Amount</u></b>
Payroll - Operating	1/15/2025	\$358,771.67
Board Share - FICA	1/15/2025	\$6,940.11
State Share - FICA	1/15/2025	\$18,836.64
	<b>TOTAL:</b>	<b>\$384,548.42</b>

<b><u>Bills Description</u></b>	<b><u>Dated</u></b>	<b><u>Amount</u></b>
Payroll - Operating	1/30/2025	\$331,836.87
Board Share - FICA	1/30/2025	\$4,846.36
State Share - FICA	1/30/2025	\$18,862.23
	<b>TOTAL:</b>	<b>\$355,545.46</b>

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of February, 2025.



- 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 December, 2024.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the purchase of furniture for the new Media Center and Maker Space from W.B. Mason, at a total cost of \$17,745.15
- e. Be it resolved that the Board, upon recommendation of the School Business Administrator approves the following resolution:

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2025-26 school year, and

Whereas, the Haworth Board of Education desires to apply for this waiver due to the fact that participation in SEMI would not provide a cost benefit to the district based on the projection of the district's available SEMI reimbursement for the 2025-26 budget year.

Now therefore, be it resolved, that the Haworth Board of Education hereby authorizes the Business Administrator to submit to the Executive County Superintendent of Schools in the County of Bergen an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2025-26 school year.

- f. **WHEREAS**, a number of Boards of Education in Bergen County have joined together to form a Joint Insurance Group as permitted by N.J. Title 18A-18B and;

**WHEREAS**, said Group was approved effective July 1, 1985 by the New Jersey Commissioner of Insurance and has been in operation since that date and;

**WHEREAS**, the Bylaws and regulations governing the creation and operation of this Insurance Group contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Group, and;

**WHEREAS**, the Board of Education of Haworth has determined that membership in the Northeast Bergen County School Board Insurance Group is in the best interest of the District;

**NOW THEREFORE**, be it resolved that the Board of Education of Haworth does hereby agree to renew membership in the Northeast Bergen County School Board Insurance Group and hereby accept the Bylaws as approved and adopted. The renewal term is from **July 1, 2025 to June 30, 2028**.

**BE IT FURTHER RESOLVED** that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

**BE IT FURTHER RESOLVED** that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Group as are required by the Group's Bylaws and to deliver the same to the Executive Director.

- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Budget Development Schedule/Calendar for the 2025-2026 school year.

T. Chang Moved, C. Russell Seconded

Roll Call: 6/0

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

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

*D. Maniscalco - asked for an explanation on Item e.*

*P. Wolford - explained that it has to do with Medicaid and that it is mandated to fill out this report if you have to have 60 or more students who qualify for Medicaid. Our district falls below the minimum threshold, so we have to waive it.*

*C. Crowley - inquired about Item d. and when the furniture will be in and the space be ready for use?*

*K. Lane - shared that the project is almost done. We are waiting on the new security doors to finish the work in the hallways. There are also some odds and ends that are still getting done but we are in the home stretch.*

*P. Wolford - thanked the HHSA for providing the furniture for the Media Center. It was a very generous gift from them to the school and is greatly appreciated.*

**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>Title</b>	<b>New/Revised /Abolished</b>	<b>Designation</b>	<b>1st Reading</b>	<b>2nd Reading</b>
P 5512	Harassment, Intimidation, or Bullying	Revised	Mandated	February 5, 2025	
P 5533	Student Smoking	Revised	Mandated	February 5, 2025	
R 5533	Student Smoking	Revised	Recommended	February 5, 2025	
P 9320	Cooperation with Law Enforcement Agencies	Revised	Mandated	February 5, 2025	
R 9320	Cooperation with Law Enforcement Agencies	Revised	Mandated	February 5, 2025	
P 2365	Acceptable Use of Generative Artificial Intelligence (AI)	New	Recommended	February 5, 2025	
P 5111	Eligibility of Resident/Nonresident Students	Revised	Mandated	February 5, 2025	
P 5516	Use of Electronic Communication Devices	Revised	Recommended	February 5, 2025	
R 5516	Use of Electronic Communication Devices	New	Recommended	February 5, 2025	
P 5701	Academic Integrity	Revised	Recommended	February 5, 2025	
P 5710	Student Grievance	Revised	Recommended	February 5, 2025	
P 8500	Food Services	Revised	Mandated	February 5, 2025	
P 9163	Spectator Code of Conduct for	New	Mandated	February 5, 2025	

	Interscholastic Events				
--	------------------------	--	--	--	--

T. Chang Moved, D. Maniscalco Seconded

Roll Call: 6/0

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

<b>ROLL CALL VOTE</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Chang	✓			
Mr. Crowley	✓			
Dr. Egan				✓
Mr. Krasny	✓			
Mrs. Maniscalco	✓			
Mrs. Russell	✓			
Mrs. Samples	✓			

*P. Wolford - shared that the district will adopt the AI Plan in the spring now that the policy is complete.*

## **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**

*D. Maniscalco - asked if the LinkIt testing for the students is complete yet and if the BOE will we see an annual score comparison to see if it is working?*

*K. Lane - answered that the window for testing closes next week.*

*P. Wolford - said the administration evaluates the scores, and determines LinkIt's effectiveness. Once that is done he will share the findings.*

**XIX. Open to the Public on any item – 8:00 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.*

**Close the Public portion: 8:00 p.m. NO PUBLIC COMMENT**

**XX. CLOSED SESSION**

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

**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, February 5, 2025 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 10 minutes for the purpose of discussing personnel. Action will not be taken in public after the executive session.

**XXI. MOTION TO ADJOURN**

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

**ADJOURNMENT: 8:20 p.m.**

---

Charles Crowley, President  
Haworth Board of Education

---

Kristi Giambona  
Board Secretary