

HAWTHORNE BOARD OF EDUCATION
HAWTHORNE, NEW JERSEY
Tuesday, March 18, 2025
Regular Meeting – 7:00 P.M.
Washington Elementary School

MEETING CALLED TO ORDER:

Time: 7:00 p.m.

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	X		
Alex Clavijo	X		
Michael Doyle	X		
Jennifer Ehrentraut	X		
Abigail Goff	X		
Erica Mulkey-Koltzan	X		
Anthony Puluse	X		
Gisselle Vega	X		
Marco Totaro	X		

Also Present: Richard A. Spirito, Superintendent of Schools
Patricia Ratcliffe-Lee, Interim Business Administrator/Board Secretary
William Goff, Student Representative
And approximately 30 members of the public and 8 via YouTube.

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: None**APPROVAL OF MINUTES:**

February 18, 2025 – Regular Meeting - Public and Private

*February 26, 2025 – Superintendent Search – Private

Minutes – Moved by Mrs. Goff, seconded by Mr. Clavijo

**Ayes - Mr. Carr, Mr. Clavijo, Mr. Doyle, Ms. Ehrentraut, Mrs. Goff,
Ms. Mulkey-Koltzan, Mr. Puluse, Mrs. Vega, Mr. Totaro**
Nays - None
Abstain - Mr. Carr and Mr. Totaro – Superintendent Search
Absent - None

CORRESPONDENCE:**REPORTS:****A. Student Council Representative Report– William Goff**

- Spring Sports have begun
- March 7th was multicultural night
- March 20th is the college fair
- March 21 -23 is the high school musical, Anastasia
- June 5th is prom
- June 6th is the senior breakfast
- June 18th is graduation

B. Superintendent's Report – Dr. Richard A. Spirito

- Congratulations to Marc Hooper, Passaic County Unsung Hero
- Congratulations to all the athletes honored at the Winter Sports Awards
- Thank you to Broadcasting cast for budget highlights.
- Passaic County Poster Contest – three students were recognized, one from each elementary school.
- March 28th is Washington Schools Wax Museum- four 5th graders were at the meeting.

The Board took a short recess at 7:28 pm. Reconvened at 7:32 p.m.

CURRICULUM AND INSTRUCTION:**Abigail Goff, 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
RS	Second Grade Classes	The Hermitage	HPS	\$0.00	PTO
HHS	Grade 11 & 12 Latin American Studies	Newark Museum of Art and Lunch	HPS	\$20.00	\$0.00
HHS	Italian Club	Little Italy, NYC	NRESC	\$40.00	\$0.00
HHS	Performing Arts Club	Lincoln Middle School	Walking	\$0.00	\$0.00
LMS	Students who sign up for Write on Sports summer camp	Montclair State University	HPS	\$0.00	\$0.00
WS	2 nd Grade	HealthBarn USA	HPS	\$14.00 after PTO	\$6.00 PTO
WS	4 th Grade	Van Saun County Park	HPS	\$9.00 after PTO	\$6.00 PTO
LMS	Enrichment-Path Grade 5	Van Saun Zoo, Fast Food Lunch	HPS	\$20.00	\$0.00
3 ELEM	5 th Graders	Lincoln Middle School - 5 th Grade Orientation	HPS	\$0.00	\$0.00
LMS 3 ELEM	5 th Graders	Hawthorne High School - LMS Play Production	HPS	\$0.00	\$0.00
WS	1 st Grade	Sea Life Aquarium	HPS	\$8.00 after PTO	\$6.00 PTO
HHS	ARCH Program -12 th Grade	Washington School	HPS	\$0.00	\$0.00
*HHS	Peer Leaders	William Paterson University	HPS	\$0.00	\$0.00

- CI-2. Approval of home instruction for Hawthorne resident pupil(s) as follows:
- Student (file #030125) – Instruction starting date: 3/6/25
Home Instructor(s) – Educere
 - Student (file #030225) – Instruction starting date: 3/3/25
Home Instructor(s) – Kristen Segreto
 - Student (file #030325) – Instruction starting date: 3/18/25
Home Instructor(s) – Kristen Segreto
- CI-3. Approval of an agreement with Bergen County Special Services School District for a Psychological Evaluation and an Educational Evaluation for one resident student (file #030425) during the 2024 – 2025 school year, at a cost not to exceed \$790.00, per evaluation.
- CI-4. Approval of an agreement with Bergen County Special Services School District for Psychological Evaluation for one resident student (file #030525) during the 2024 – 2025 school year, at a cost not to exceed \$790.00.
- CI-5. Approval of an agreement with Bergen County Special Services School District for a Teacher of the Deaf and Hard of Hearing for one resident student (file #030625) during the 2024 – 2025 school year, at a cost not to exceed \$5,270.00.
- CI-6. Approval of an agreement with Bergen County Special Services School District for Educational Supports with CST Coverage with a Psychologist to be provided for a maximum of twenty hours weekly from April 2, 2025 through June 30, 2025, at a cost not to exceed \$25,909.00.

- CI-7. Approval of a tuition contract for student (file #030725) for placement from Pequannock Board of Education to Hawthorne Board of Education in the Middle School, General Education, Grade 6 from January 9, 2025 - June 18, 2025 at a total tuition of one-tenth of \$15,785.00.
- CI-8. Approval of a tuition contract for student (file #030825) for placement from Pequannock Board of Education to Hawthorne Board of Education in Washington Elementary School, General Education, Grade 1 from January 9, 2025 - June 18, 2025 at a total tuition of one-tenth of \$16,203.00.
- CI-9. Approval of a tuition contract for student (file #030925) for placement from Pequannock Board of Education to Hawthorne Board of Education in the High School, General Education, Grade 9 from January 9, 2025 - June 18, 2025 at a total tuition of one-tenth of \$16,725.00.

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

	School	SY Tuition	Additional Services	ESY Tuition	Student #	Dates of Term	Discussion
CI-10.	Bergen County Special Services Board of Education – Venture Program	\$94,914.00 + \$7,254.00 nonresident fee	n/a	n/a	Student (file #031025)	3/7/2025 – 6/30/2025	24–25 SY

- CI-11. Approval of a tuition contract for student (file #031125) placement from Paterson Board of Education to Hawthorne Board of Education in the Middle School, General Education, Grade 6 from March 14, 2025 - June 18, 2025 at a prorated total tuition of \$5,404.77.
- CI-12. Approval of a tuition contract for student (file #031225) placement from Paterson Board of Education to Hawthorne Board of Education in the High School, General Education, Grade 11 from March 14, 2025 - June 18, 2025 at a prorated total tuition of \$5,726.70.
- CI-13. Approval of a tuition contract for student (file #031325) placement from Paterson Board of Education to Hawthorne Board of Education in the High School, General Education, Grade 12 from March 14, 2025 - June 18, 2025 at a prorated total tuition of \$5,726.70.

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

	School	SY Tuition	Additional Services	ESY Tuition	Student #	Dates of Term	Discussion
*CI-14	Chancellor Academy	\$459.15 per diem for 61 days \$28,008.15	n/a	n/a	Student (file #031525)	3/17/25 – 6/2025	24 – 25 SY

- *CI-15. Approval of an agreement with Bergen County Special Services School District for Psychological Evaluation for one resident student (file #031625) during the 2024–2025 school year, at a cost not to exceed \$790.00.

CI-1-15 - Moved by Mrs. Goff, seconded by Ms. Ehrentraut

Ayes - Mr. Clavijo, Mr. Doyle, Ms. Ehrentraut, Mrs. Goff, Ms. Mulkey-Koltzan, Mr. Puluse, Mrs. Vega, Mr. Carr, Mr. Totaro

Nays - None

Abstain - None

Absent - None

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.	Mark Gonzalez	Hire	Computer Technician	n/a	Pro-rated on the basis of an annual salary of \$35,000	District	3/19/25	6/30/25	To Fill a Vacancy Created by the Resignation of Jaimie De Dios
P-2.	James Kayal	Hire	Computer/ Business Teacher	BA/5-6	Pro-rated on the basis of an annual salary of \$60,870 pending receipt of State Certification	LMS	3/19/25	6/30/25	To Fill a Vacancy Created by the Resignation of Damani Hamlet
P-3.	Diane Heffernan	Retire	Teacher of the Handicapped	n/a	n/a	WS	6/30/25	Last Day on Payroll 6/30/25	Retirement
P-4.	Debbie Kinney-Chen	Adjust	School Social Worker	M+30/17	Pro-rated on the basis of an annual salary of \$97,840	HHS/ LMS	Increase in Longevity Payable 3/15/25 Retroactive as of 1/8/25	6/30/25	Adjustment to the Effective Date of Agenda Item P-12. on the 2/18/25 Agenda
P-5.	Laura Tousignant	Adjust	Paraprofessional	Para/1	Pro-rated on the basis of an annual salary of \$36,107 Plus \$1,800 Longevity Stipend as Applicable	RS	Increase in Longevity Effective 1/20/25 Payable 3/15/25 Retroactive as of 1/20/25	6/30/25	Adjustment in salary based on the adjusted longevity payment as per the 2024-2029 negotiated contract

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Notice Date or Ending Date	Reason/ Account
P-6.	Jennifer Reimels	Adjust	Teacher of Students with Disabilities	M+15/16	Pro-rated on the basis of an annual salary of \$92,040	JS	Increase in Longevity Effective 3/1/25, Payable 4/15/25 Retroactive as of 3/1/25	6/30/25	Adjustment in salary based on the adjusted longevity payment as per the 2024-2029 negotiated contract
P-7.	Katherine Lonergan	Leave	School Nurse	n/a	n/a	JS	5/1/25	6/30/25	Approval of Medical Leave followed by FMLA in accordance with the Federal Family Leave Act
P-8.	Tara Sullivan	Adjust	World Language Teacher	n/a	n/a	JS/RS/WS	11/6/24	6/30/25	Extension of FMLA/Child Rearing Leave
P-9.	Elizabeth Graber	Adjust	Assistant Play Director 2 nd Production	n/a	Stipend of \$2,432	HHS	2024-2025 Spring Production	n/a	Adjustment to the Stipend Listed in Agenda Item P-17. on the 2/18/25 Agenda
P-10.	Marchelle Roniet	Adjust	Play Director 1 st Production (Fall)	n/a	Stipend of \$4,135	HHS	2024-2025 Fall Production	n/a	Adjustment in stipend as per the 2024-2029 negotiated contract
P-11.	Elizabeth Graber	Adjust	Assistant Play Director 1st Production	n/a	Stipend of \$2,432	HHS	2024-2025 Fall Production	n/a	Adjustment in stipend as per the 2024-2029 negotiated contract
P-12.	Marchelle Roniet	Adjust	Play Director 2nd Production (Spring)	n/a	Stipend of \$4,135	HHS	2024-2025 Spring Production	n/a	Adjustment in stipend as per the 2024-2029 negotiated contract
P-13.	Denise DeMarco	Adjust	Long Term Substitute Teacher	BA/3	\$293 per diem	RS	3/19/25	6/18/25	Adjustment in Long Term Substitute Rate
P-14.	Grace Mariani	Adjust	Long Term Substitute Teacher	BA/1	\$292 per diem	JS/WS	3/19/25	6/18/25	Adjustment in Long Term Substitute Rate
P-15.	Anjela Aguero	Adjust	Long Term Substitute Teacher	BA/1	\$292 per diem	WS	3/19/25	6/18/25	Adjustment from PT Para to Long Term Substitute Teacher
P-16.	Anthony Bertollo	Extra Duty	Chaperone	n/a	\$20.00 per hour	HHS	3/21/25	3/23/25	Chaperone for the Spring Musical
P-17.	Patrick Cao; Scott Crimmel; Melanie DeDios; James Hurley; Faiza Jatker; Thomas McKinley; Matthew Trejos;	Extra Duty	Chaperones	n/a	\$33.66 per hour	HHS	3/21/25	3/23/25	Chaperones for the Spring Musical
P-18.	Faiza Jatkar	Extra Duty	Chaperone	n/a	\$33.66 per hour	HHS	3/14/25	6/18/25	Chaperone for Student

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Notice Date or Ending Date	Reason/ Account
									(file# 031425) for Duration of Art Club
P-19.	Pedro Guarin Camargo	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	3/24/25	6/18/25	To Fill a Vacancy
P-20.	Carlos Castillo	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	3/19/25 Pending Completion of Criminal History Review	6/18/25	To Fill a Vacancy
P-21.	Marissa Sabia	Leave	Part Time Para	n/a	n/a	RS	12/10/24	3/10/25	Approval of Leave followed by FMLA in accordance with the Federal Family Leave Act
P-22.	Ashlee Quilliam	Extra Duty	Substitute SACC Staff	n/a	\$26.00 per hour No Benefits	District	3/19/25	6/18/25	Substitute in SACC Program
P-23.	Jeff Struble	Hire	Substitute School Security	n/a	\$28.50 per hour No Benefits	District	3/19/25 Pending Completion of Criminal History Review	6/30/25	Substitute School Security
P-24.	Michael Deitrich	Volunteer	Volunteer Assistant Baseball Coach	n/a	n/a	HHS	2024-2025 Season	End of Season	Volunteer Coach

** 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-25. Approval of the following person(s) to serve as (a) substitute teacher(s) in the Hawthorne Public School District for the 2024-2025 school year, subject to satisfactory completion of the criminal history records check required by law and subject to verification of job qualifications and prior experience if necessary, with the provision that he/she/they remain on call to serve as (a) daily substitute teacher(s) as the need may arise for which he/she/they will be compensated \$105.00 per full day, no benefits. Substitutes working a

half day schedule shall receive \$52.50, no benefits. In the event the criminal history check(s) is/are not completed, this/these application(s) is/are subject to the approval of the County Superintendent for emergent hiring procedures. The employment of this/these individual(s) is/are subject to the determination of the administration as to when he/she/they is/are needed.

James Baratta		Tricia Collova		Nicholas Manzi
Ariton Mimini		Angela Natale		

- P-26. Approval of the following person(s) to serve as (a) substitute administrative assistants(s) in the Hawthorne Public School District for the 2024-2025 school year, subject to satisfactory completion of the criminal history records check required by law and subject to verification of job qualifications and prior experience if necessary, with the provision that he/she/they remain on call to serve as (a) daily substitute administrative assistant(s) as the need may arise for which he/she/they will be compensated \$105.00 per full day, no benefits. Substitutes working a half day schedule shall receive \$52.50, no benefits. In the event the criminal history check(s) is/are not completed, this/these application(s) is/are subject to the approval of the County Superintendent for emergent hiring procedures. The employment of this/these individual(s) is/are subject to the determination of the administration as to when he/she/they is/are needed.

Kerri Colon		Sheila Gatti		
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- *P-27. 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 and the 2025-2026 school years. 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
Matthew Rivera	PCCC	Observation	Elementary	Amanda Bushoven	RS
Kristin Kabous	Monmouth	Student Intern	Guidance	Michael Galluccio	HHS

P-1-27 – Moved by Ms. Ehrentraut, seconded by Mr. Carr

**Ayes - Mr. Doyle, Ms. Ehrentraut, Ms. Goff, Ms. Mulkey-Koltzan,
Mr. Puluse, Mrs. Vega, Mr. Carr, Mr. Clavijo, Mr. Totaro**

Nays - None

Abstain - None

Absent - None

FINANCE AND ADMINISTRATION:

Alex Clavijo, Chairperson

ACTION ITEMS:

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

- F-1. Acceptance of the Secretary's and Treasurer's Report for January 2025 and the Board Secretary certifies that no budgetary line item account has been over expended and that sufficient funds are available to meet the District's financial obligation.

- F-2. Approval to make the necessary transfers for the period January 1 through January 31, 2025, for the budget year 2024 - 2025 in compliance with N.J.A.C. 6A:232.11. A list of these transfers is submitted under separate cover and shall be made an integral part of this resolution.
- F-3. 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.
- F-4. Resolved, that upon the recommendation of the Superintendent of Schools, the Hawthorne Board of Education approves VMG Group. Payment Application #1, in the amount of \$66,836.00 for Roosevelt Elementary School roof replacement and masonry work.
- F-5. Approval of an agreement with Computer Solutions, Inc. for software support for the 2025 – 2026 school year at a cost of \$13,008.00 for Software Support and \$3,000.00 for data backup, for a total cost of \$16,008.00.
- F-6. Approval to accept the proposal from Edvocate School Support Solutions to provide comprehensive food services contract and compliance monitoring services for March 2025 through June 2025 and for the 2025 – 2026 fiscal year. Total fees for the services will be \$5,400.00 for the 2024 – 2025 school year and \$16,200.00 for the 2025 – 2026 school year. The fees will be charged to account 61-910-310-500. The Interim Business Administrator is authorized to sign the contract in accordance with the proposal.
- F-7. WHEREAS, the Hawthorne Board of Education (hereinafter referred to as the “Board”) and the Borough of Hawthorne (hereinafter referred to as the “Borough”) wish to enter into an agreement with one another for the shared use and maintenance of the Board’s Roller Hockey Rink, an athletic facility situated on one of the athletic fields at Hawthorne High School.

NOW THEREFORE, BE IT RESOLVED that the Board hereby approves the attached Shared Services Agreement with the Borough.

BE IT FURTHER RESOLVED that the Board President and the Interim Business Administrator/Board Secretary are authorized to sign the Shared Services Agreement and such other documents as are necessary to effectuate the terms of this resolution.

BE IT FURTHER RESOLVED that the Shared Services Agreement shall be filed and open for public inspection at the administrative offices of the Board.

- F-8. WHEREAS, N.J.S.A. 40A:11-11 (5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Monmouth-Ocean Educational Services Commission (MOESC), hereinafter referred to as the “Lead Agency ” has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on March 18, 2025 the governing body of the Hawthorne Board of Education, County of Passaic, State of New Jersey, pursuant to N.J.A.C 5:34-7.6 (a), duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE, This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Monmouth-Ocean Educational Services Commission (MOESC),

AUTHORITY, Pursuant to the provisions of N.J.S.A. 40A:11-11(5) and N.J.A.C 5:34-7.6 (a), the Hawthorne Board of Education is hereby authorized to enter into a Cooperative Pricing Agreement with Monmouth-Ocean Educational Services Commission (MOESC), the Lead Agency.

CONTRACTING UNIT, The Lead Agency shall comply with the Public-School Contracts Law (N.J.S.A. 18A:18A-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE This resolution shall take effect immediately upon passage

F-9. Employer State Health Benefits Premium Delay Option

WHEREAS the State of New Jersey allows employers to elect to delay paying their State health benefits premiums for two (2) months without penalty or interest, and

WHEREAS the effect of the delay will allow the Hawthorne Board of Education to increase its cash balance by approximately \$1,300,000 resulting in an increase in interest income,

THEREFORE, Be It Resolved

The Hawthorne Board of Education, (SHEBP Employer Location Numbers 011400 and 011401) hereby resolves to exercise its two-month employer premium delay option under the SHBP/SEHBP commencing with the June 2025 premium.

We understand that, should our group elect to terminate SHBP/SEHBP participation sometime in the future or the Programs cease to exist, any delayed premiums will become due and payable immediately. We understand that this premium delay shall take effect 60 days following receipt of this resolution by the State Health Benefits Commission or School Employees' Health Benefits Commission. Since employee premium contributions are tax deferred, the submission of those contributions cannot be delayed or used for any other purpose other than the payment of healthcare premiums. Therefore, employee premium contributions must be remitted timely.

We understand that, in accordance with N.J.S.A. 17:9-5.3(b), full payment of health benefit charges must be received on or before the due date printed on the bill and that interest shall be applied to the total transmittal of health benefit charges from the day following the due date until the day payment is received. Coverage for employees and retirees may be terminated for amounts 90 or more days past due.

F-10. Menstrual Product Reimbursement Program Participation

The Hawthorne Board of Education authorizes the submission of the Menstrual Product Reimbursement Request Pursuant to P.L. 2023, c.147 for fiscal year 2025 and accepts the reimbursement of these funds upon the subsequent approval of the request. The amount of the request is dependent on actual expenditures for these products through April 30, 2025 and will be at least \$3,002.81. The reimbursement will be processed and disbursed after the end of the fiscal year.

F-11. Approval of an agreement with Educere, LLC to provide virtual education to students for the 2025-2026 school year and retroactively for the 2024-2025 school year. The estimated cost of these services is \$42,000 per year.

- F-12. Approval of a renewal agreement with Lightpath to provide internet service beginning July 1, 2025 for 36 months at a total monthly payment of \$3,450.50.
- *F-13. APPROVAL OF PRELIMINARY PROPOSED BUDGET FOR THE 2025-2026 SCHOOL YEAR

The Board of Education of Hawthorne hereby adopts the following preliminary proposed budget for the 2025-2026 school year:

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

Expenditures

Total General Fund Expenses	\$53,447,572
Special Revenue Fund	\$ 2,009,952
Repayment of Debt	<u>\$ 1,949,922</u>

Total Expenditures \$57,407,446

Revenue

Budgeted Fund Balance – operating	\$ 2,149,034
Budgeted Fund Balance – debt service	\$ 69,766
Local Tax Levy	
Current	\$45,074,339
Debt Service	\$ 1,381,683
Tuition	\$ 121,494
Misc. Revenue	\$ 156,250
Medicaid Reimbursement	\$ 16,430
State Aid	
Current (includes extraordinary aid)	\$ 4,400,025
Debt Service	\$ 498,473
Special Revenue Fund	\$ 2,009,952
Withdrawal from Capital Reserve	\$ 630,000
Withdrawal from Maintenance Reserve	<u>\$ 900,000</u>

Total Revenue \$57,407,446

Be it further resolved, that the District's general tax requirements to support the proposed 2025-2026 budget, as stipulated by the Hawthorne Board of Education Finance Committee and Hawthorne Borough Municipal Officials, as follows:

General Fund:	\$45,074,339
Debt Service:	<u>\$ 1,381,684</u>
Total:	\$46,456,023

The 2025-2026 preliminary budget reflects that the District has an automatic adjustment for an increase in health care costs but did not use any other automatic adjustments.

Banked Cap

N.J.S.A. 18A:7F-39(e) permits districts to bank the difference between the maximum

allowable amount to be raised by taxation for the current school budget year and the actual amount raised by taxation for the current school budget year. This banked cap amount may be used to increase the district tax levy cap in any of the next two budget years. \$19,223 of Banked Cap is needed for the 2025-2026 Budget to support the increase in health care and salary costs. Said need must be completed by the end of the budget year and cannot be deferred or incrementally completed over a longer period of time. Total Banked Cap available for future budget years is \$0.

Note: The 2025-2026 School District Preliminary Proposed Budget is tentative pending approval by the Executive County Superintendent.

The Board authorizes the Interim School Business Administrator/Board Secretary to make any adjustments to the budget submission to bring it in conformity with state regulations. Adjustments will be approved by the Board at its Public Budget Hearing.

***F-14. APPROVAL OF STATEMENT OF PURPOSE**

Be It Further Resolved, that included in budget line 620, Budgeted Withdrawal from Capital Reserve Excess Costs & Other Capital Projects is \$630,000 for capital projects costs of \$170,000 for building and grounds improvements at the Roosevelt Elementary School including paving, fencing, stairs and gymnasium flooring, costs of \$160,000 for grounds improvements at the Jefferson Elementary School including paving, costs of \$250,000 for masonry repairs at Hawthorne High School, Roosevelt Elementary School and Washington Elementary School, and costs of \$50,000 for vape detector installation at Hawthorne High School and Lincoln Middle School which represent expenditures for construction elements in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

Be It Further Resolved, included in budget line 630 Budgeted withdrawal from Maintenance Reserve is \$900,000 for required maintenance costs of the district.

***F-15. APPROVAL OF WITHDRAWAL FROM CAPITAL RESERVE**

Be it Resolved, that the Hawthorne Board of Education approves the withdrawal of \$630,000 from Capital Reserve to fund district acquisition costs for District infrastructure upgrades.

***F-16. APPROVAL OF WITHDRAWAL FROM MAINTENANCE RESERVE**

Be it Resolved, that the Hawthorne Board of Education approves the withdrawal of \$900,000 from Maintenance Reserve for required maintenance costs of the district.

***F-17. WHEREAS, the Hawthorne Board of Education policy #6471 and N.J.S.A. 18A:11-12 (p) provide 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 2025-2026 school year.**

WHEREAS, the Hawthorne Board of Education appropriated \$78,732 for travel during the 2024-2025 school year and has spent \$34,534.

NOW, THEREFORE BE IT RESOLVED that the Hawthorne Board of Education hereby establishes the school district travel maximum for the 2025-2026 school year and establishes a revised school district travel maximum for the 2024-2025 school year at the

sum of \$90,000 and

BE IT RESOLVED that the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

- *F-18. WHEREAS, the Hawthorne Board of Education policy #0177 and N.J.A.C. 6A:23A-5.2(a)1, provide that in each pre-budget year, the Hawthorne Board of Education is required to establish a maximum for professional services, to include Public Relations, Architect, Attorney, Auditing and other professional services fees for the budget year which may not be exceeded;

AND WHEREAS, the Board of Education has determined that the maximum expenditure for professional services includes all that is supported by State and local funds;

WHEREAS, the Board of Education has not elected to exclude professional service expenditure supported by federal funds from the maximum professional service expenditures amount;

AND RESOLVED, that the Hawthorne Board of Education hereby establishes the maximum, professional service expenditures amount for the 2025-2026 school year as \$600,000.

- *F-19. WHEREAS, on or about May 10, 2011 the Hawthorne Board of Education (hereinafter referred to as the “Board”) abolished the position of Treasurer of School Moneys (hereinafter referred to as the “Treasurer”); and

WHEREAS, the Board has determined it is in the best interest of the District to reinstate the position of Treasurer; and

WHEREAS, the Board may appoint a suitable person who is not a current employee or member of the Board to the position of Treasurer, pursuant to N.J.S.A. 18A:17-31; and

WHEREAS, the Board is desirous of appointing Trude Engle (hereinafter referred to as “Engle”) to the position of Treasurer for the 2024-2025 school year at an annual rate of compensation of Six Thousand Dollars (\$6,000), to be pro-rated from March 19, 2025 and concluding on the date of the next reorganization meeting of the Board on January 6, 2026; and

WHEREAS, Engle is not a current employee or a member of the Board and possesses the necessary qualifications to serve in the position of Treasurer.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby appoints Engle to the position of Treasurer of School Moneys for the 2024-2025 school year in accordance with the terms and conditions set forth in the Employment Agreement annexed hereto and made a part hereof; and

BE IT FURTHER RESOLVED that the Board President and Interim School Business Administrator/Board Secretary are hereby authorized to execute the Employment Agreement and any and all other documents necessary to effectuate the terms of this Resolution.

- A-1. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2024-2025: LMS 285899 and authorizes the Superintendent to notify the parents of the Board's decision.
- A-2. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2024-2025: HHS 285697 and authorizes the Superintendent to notify the parents of the

Board's decision.

F-1-19; A-1-2 – Moved by Mr. Clavijo, seconded by Mr. Puluse

Ayes - Ms. Ehrentraut, Mrs. Goff, Ms. Mulkey-Koltzan, Mr. Puluse, Mrs. Vega, Mr. Carr, Mr. Clavijo, Mr. Doyle, Mr. Totaro

Nays - None

Abstain - None

Absent - None

CLAIMS:

Gisselle Vega

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

CL-1. Approval of the March 2025 Bill List.

It is recommended that the Board approve the bill list for the month of March 2025.

CL-1 – Moved by Mrs. Vega, seconded by Mr. Carr

Ayes - Mrs. Goff, Ms. Mulkey-Koltzan, Mr. Puluse, Mrs. Vega, Mr. Carr, Mr. Clavijo, Mr. Doyle, Ms. Ehrentraut, Mr. Totaro

Nays - None

Abstain - Ms. Ehrentraut – regarding PCTI

Absent - None

BUILDINGS AND GROUNDS:

Michael Doyle, 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
Auditorium and Cafeteria	Friday, November 21, 2025 6:00 p.m. to 9:00 p.m.	<u>Hawthorne Cubs Cheerleading</u> Cheer Awards
Football Field	Sunday, July 13, 2025 Sunday, July 20, 2025 9:00 a.m. to 4:00 p.m. Friday, August 1, 2025 7:00 p.m. to 10:00 p.m.	<u>Hawthorne Caballeros Drum & Bugle Corps</u> Drill & Music Rehearsal

LINCOLN MIDDLE SCHOOL:

Facilities	Date and Times	Applicant
Gym	Tuesdays, 4/1/25 – 5/27/25* 6:30 p.m. to 8:30 p.m. *Note: Not available 4/1/25 or 5/13/25	<u>Boys and Girls Club of Hawthorne</u> Youth Volleyball Program
Cafeteria	Tuesdays 6/10/25 & 11/4/25 5:00 a.m. to 9:00 p.m.	<u>Borough of Hawthorne</u> 2025 Elections

ROOSEVELT SCHOOL:

Facilities	Date and Times	Applicant
Gym/Cafeteria	Tuesdays and Wednesdays Sept./Oct./Nov. 2025 6:00 p.m. to 8:00 p.m.	<u>Hawthorne Cubs Cheerleading</u> Cheer Practice

WASHINGTON SCHOOL:

Facilities	Date and Times	Applicant
Gym	Tuesdays 6/10/25 & 11/4/25 5:00 a.m. to 9:00 p.m.	<u>Borough of Hawthorne</u> 2025 Elections

- BG-2. WHEREAS, the Hawthorne Board of Education approved Resolution BG-3 on February 18, 2025 to enter into a contract with Electronic Systems Solutions, Inc. (ESS) for a total cost of \$178,753.68; AND

WHEREAS, \$11,753.80 must be paid directly to Motorola Solutions, Inc. (Motorola) under N.J. State Contract 83909 for licenses, installation, programming, program management and engineering to allow the Hawthorne Police Department access to the radio transmissions, AND

WHERE AS, the cost of the contract with ESS will be reduced by the amount to be paid directly to Motorola,

NOW, THEREFORE BE IT RESOLVED, that the Board approves the revised ESS contract cost of \$166,999.88 and approves entering into a contract with Motorola for \$11,753.80 for licenses, etc. as described above.

- BG-3. Approval of an Agreement for the 2025-2026 school year with Sussex County Regional Transportation Cooperative for the coordination of transportation of students.

- *BG-4. WHEREAS, the Hawthorne Board of Education (“Board”) has appointed Solutions Architecture Corp. as the Board’s Architect of Record,

Be it resolved that the Board of Education of the Hawthorne School District in the county of Passaic, hereby approves the submission of a major amendment to the Long-Range Facilities Plan to the Department of Education for review and approval. It is further understood that the District is not seeking funding at the current time.

- BG-5. Approval of a contract for Participation in Cooperative Transportation with Gloucester County Special Services School District for the 2025-2026 school year.

- *BG-6. WHEREAS, the Hawthorne Board of Education, pursuant to P.L.2011.c.139; N.J.S.A 18A:18A-et.seq. and N.J.A.C. 5:34-7.29(c) and per Local Finance Notice No. LFN 2012-10, may by resolution and without advertising for bids, purchase any goods under the ESCNJ Cooperative entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; AND

WHEREAS, the Hawthorne Board of Education may enter into contracts with the referenced ESCNJ purchasing cooperative through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current ESCNJ purchasing cooperative; AND

WHEREAS, the Hawthorne Board of Education intends to enter into a contract with Eastern Datacom. (# ESCNJ 18/19-16) through this resolution and properly execute contract(s), AND

WEREAS, the Hawthorne Board of Education desires to replace its current Emergency Notification System/Paging System with a new upgraded system. AND

BE IT RESOLVED, that the Hawthorne Board of Education authorizes the Purchasing Agent to purchase this replacement emergency notification/paging system from Eastern Datacom; AND

NOW, THEREFORE BE IT RESOLVED, that the Board approves that the Hawthorne Board of Education enter into a contract with Eastern Datacom. under the ESCNJ purchasing cooperative for the purchase of emergency notification/paging system including installation thereof, the necessary licenses, and employee training for a total cost of \$757,408.93.

*BG-7. WHEREAS, the Hawthorne Board of Education, pursuant to P.L.2011.c.139; N.J.S.A 18A:18A-et.seq. and N.J.A.C. 5:34-7.29(c) and per Local Finance Notice No. LFN 2012-10, may by resolution and without advertising for bids, purchase any goods under the HCESC Cooperative entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; AND

WHEREAS, the Hawthorne Board of Education may enter into contracts with the referenced HCESC purchasing cooperative through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current HCESC purchasing cooperative; AND

WHEREAS, the Hawthorne Board of Education intends to enter into a contract with Technotime Business Solutions, LLC (# HCESC-CAT-22-09) through this resolution and properly execute contract(s), AND

WEREAS, the Hawthorne Board of Education desires to install environmental sensors; AND

BE IT RESOLVED, that the Hawthorne Board of Education authorizes the Purchasing Agent to purchase these new environmental sensors from Technotime Business Solutions, LLC; AND

NOW, THEREFORE BE IT RESOLVED, that the Board approves that the Hawthorne Board of Education enter into a contract with Technotime Business Solutions under the HCESC purchasing cooperative for the purchase of environmental centers including installation thereof, the necessary licenses, and employee training for a total cost of \$47,407.00.

BG-1-7 – Moved by Mr. Doyle, seconded by Ms. Ehrentraut

**Ayes - Ms. Mulkey-Koltzan, Mr. Puluse, Mrs. Vega, Mr. Carr, Mr. Clavijo,
Mr. Doyle, Ms. Ehrentraut, Mrs. Goff, Mr. Totaro**

Nays - None

Abstain - None

Absent - None

POLICY:

Michael Doyle, Chairperson

ACTION ITEMS:

Pursuant to the recommendation of the Superintendent of Schools, the Committee on Policy recommends the following resolutions:

PO-1. Second Reading and Adoption of the following Policies and Regulations:

Policy/Reg	Title
P 5512	- Harassment, Intimidation, or Bullying (M) (Revised)
P 5533	- Student Smoking (M) (Revised)
R 5533	- Student Smoking (Revised)
P & R 7441	- Electronic Surveillance in School Buildings and On School Grounds (M) (Revised)

Policy/Reg		Title
P & R 9320	-	Cooperation with Law Enforcement Agencies (M) (Revised)
P 5111	-	Eligibility of Resident/Nonresident Students (M) (Revised)
P 5460	-	High School Graduation (M) (Revised)
P 5516	-	Use of Electronic Communication Devices (Revised)
R 5516	-	Use of Electronic Communication Devices (New)
P 5701	-	Academic Integrity (Revised)
P 5710	-	Student Grievance (Revised)
P 8500	-	Food Services (M) (Revised)
P 9163	-	Spectator Code of Conduct for Interscholastic Events (M) (New)

PO-1 – Moved by Mr. Doyle, seconded by Mr. Clavijo

**Ayes - Mr. Puluse, Mrs. Vega, Mr. Carr, Mr. Clavijo, Mr. Doyle,
Ms. Ehrentraut, Mrs. Goff, Ms. Mulkey-Koltzan, Mr. Totaro**

Nays - None

Abstain - None

Absent - None

COMMITTEE AND LIAISON REPORTS:**COMMITTEE****CHAIRPERSON**

Legislative Joseph Carr
Gave report

Finance & Administration Alex Clavijo
Gave report

Buildings & Grounds Michael Doyle
No report

Policy Michael Doyle
No report.

Council Liaison Jennifer Ehrentraut
Congratulations to the Police Department for _____

Personnel Jennifer Ehrentraut
No report.

Curriculum & Instruction Abigail Goff
No report

Superintendent Search Committee Abigail Goff
45 applications, 15 were current Superintendents. Thank you to those who completed a survey and attended community sessions. Interviews this week.

NJSBA Erica Mulkey-Koltzan
This Friday is the Women's Leadership Convention

PCSBA Erica Mulkey-Koltzan

HEF/SEPAC/PTOs..... Anthony Puluse
Roosevelt PTO having a chocolate fundraiser
May 4 SEPAC Color Run
HHS PTO and Project Graduation are having a \$20 raffle Pocketbook Bingo event \$30 entry fee
Washington School is having a popcorn fundraiser for 5th grade class

PUBLIC BE HEARD:

At this time, members of the public may ask questions or make comments on educational issues or school matters.

Mr. Sheridan stated that he is a music teacher and he thinks it's wonderful that The Caballeros can rehearse at the high school.

GENERAL COMMENTS AND QUESTIONS FROM THE BOARD RELATED TO SCHOOL DISTRICT:**NEW BUSINESS:**

Mr. Puluse thanked everyone who worked on the Shared Service Agreement.

Ms. Ehrentraut stated that Multicultural Night was awesome! She commented on Read Across America and thanked the care team.

Mrs. Goff said Multicultural Night was wonderful. Project Graduation costs \$30,000 plus lots of time. She thanked all the volunteers who work on Project Graduation. Cardio exam to come.

Mr. Clavijo congratulated Marc Hooper, the wax museum students, winter sports athletes and Read Across America students.

Mr. Doyle thanked Dr. Spirito and everyone who helped craft the budget. He asked the architects about a survey. He explained his no vote on F7. He wants to make sure we are using our facilities for their highest and best use. He suggested that the hockey rink should be located somewhere else in town.

Mrs. Vega said Multicultural Night was fantastic. Congratulations to Marc Hooper and the elementary students who were recognized tonight. Thanks for the hard work on the budget. Welcome to all the new hires.

Ms. Mulkey – Koltzan said it was wonderful to have elementary student participation. She also said she agrees with Mr. Doyle that we need more facilities.

Mr. Totaro thanked the wax museum participants. He said black team won the LMS Volleyball Tournament. Multicultural Night was a success. Mr. Totaro also stated that there are so many things to be proud of in the district right now.

OLD BUSINESS:

MOTION TO ADJOURN:

At 8:45 p.m. Mr. Carr moved the board adjourn, seconded by Ms. Mulkey-Koltzan

**Ayes - Mr. Clavijo, Mr. Doyle, Ms. Ehrentraut, Mrs. Goff,
Ms. Mulkey-Koltzan, Mr. Puluse, Mrs. Vega, Mr. Carr, Mr. Totaro**

Nays - None

Abstain - None

Absent - None

Respectfully submitted,



Patricia Ratcliffe-Lee
Interim Board Secretary