

HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
Minutes
August 23, 2023

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 5, 2023 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 - **ABSENT**
Dr. Danielle Insalaco-Egan
Mrs. Deborah Munoz-Maniscalco
Mr. Michael Rodino, President
Mr. Robert Rose
Mrs. Stacey Wunsch, Vice President
Mr. Paul Wolford, Acting Superintendent/Business

Administrator

Mr. Kevin Lane, Asst. Business Administrator/MS Supervisor
Mrs. Stacey Cherry, Esq., Fogarty & Hara, Esqs.
Mrs. Kristi Giambona, Board Secretary

VI. OPEN TO THE PUBLIC ON AGENDA ITEMS ONLY - 7:32 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 - 7:34 NO PUBLIC COMMENT

VIII. SUPERINTENDENT'S/BOARD PRESIDENT'S REPORTS

a. 2023-24 New Board Goals Discussion

P. Wolford - stated that he wants the goals to focus on student achievement and focus on PLC's for teachers to meet to analyze test data and benchmarks to drive math & ELA individualized instruction for the students. He would like to push a reading initiative and have a goal around reading engagement.

M. Rodino - concurred that student achievement will be a goal but the measurement will be made by the Administration. Math and reading should always be a focus. But to keep in mind that construction will be going on, so the Board should be mindful of that while creating the goals to not overwhelm the Administration.

S. Wunsch - shared her thoughts that math scores and achievement should be #1. #2 should be how to support the co-teaching model. Communication being a key part in that. Blue Ribbon School recognition is also something to strive for.

P. Wolford - explained that the district consistently meets the qualifications of a Blue Ribbon School, but is not chosen for it for a wide variety of reasons. Haworth will continue to try to get recognition, but only a certain number of schools are chosen and it is based on specific criteria that the district does not meet.

D. Egan - noted to possibly make the goal to continue to maintain the status that keeps the district's eligibility that allows for the district to be in the running for Blue Ribbon School status.

S. Wunsch - suggested having mind, body, health be incorporated somewhere. Possibly run a morning exercise program. She also inquired about the Project Child Find initiative from the NJDOE.

S. Cherry - explained that the Child Find Project develops and distributes information to the public about early intervention services and special education programs throughout New Jersey.

M. Rodino - said that the Board would like to learn more about Child Find from Dr. Porcelli.

R. Rose - shared that he feels that the honor roll needs to come back and to make it be more about high achievement and provide stricter guidelines.

P. Wolford - explained that the honor roll criteria is based on bronze, silver & gold. So you shoot for a goal, and many kids can achieve one of these levels.

M. Rodino - feels that honor roll can be rolled into the achievement. Child Find is also something that can possibly be folded into one of the goals. Building Construction needs to be a goal.

P. Wolford - explained that the Administration will have a lot of ability to analyze data this year due to how the schedule is structured, given the amount of time for PLCs and co-planning time.

M. Rodino - suggested that the launch of a Pre-K program should be #4 and the construction project should be #3.

T. Chang - noted that the goals are always focused on academics, but a goal on exercise and fitness and overall health is good for every child as well. Will help them to create good habits for life.

M. Rodino - concluded that at the September Work Session meeting, the Board will finalize the wording on the goals and then approve them at the September business meeting.

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 - N/A**
- b. **Emergency & Crisis Situations Drill Record: July**
 - Fire Drill: N/A
 - Security Drill: N/A
 - Administrator in charge: Mr. Paul Wolford

MINUTES:

- c. Approval of meeting minutes from the July 19, 2023 Regular Business meeting.

SUBMISSIONS AND CERTIFICATIONS:

- d. 2023-24 Emergency Virtual & Remote Instruction Plan
- e. 2023-24 School District Professional Development Plan
- f. 2023-24 School District Mentoring Plan
- g. 2022-23 Evaluation Information System
- h. **HIB Report for July, 2023:**
 - Reported Cases: N/A
 - Number of Cases Open: N/A
 - Number of Cases Closed: N/A

S. Wunsch Moved, R. Rose Seconded
Roll Call: 6/0

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mr. Chang	✓			

Mr. Crowley				✓
Dr. Egan	✓			
Mrs. Maniscalco	✓			
Mr. Rodino	✓			
Mr. Rose	✓			
Mrs. Wunsch	✓			

X. CURRICULUM

- a. **Be it resolved** that the Board of Education approves the completion of the 2022-23 Board Goals.

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

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mr. Chang	✓			
Mr. Crowley				✓
Dr. Egan	✓			
Mrs. Maniscalco	✓			
Mr. Rodino	✓			
Mr. Rose	✓			
Mrs. Wunsch	✓			

XI. PERSONNEL

- a. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves Samantha Gentles as a substitute teacher for the 2023-24 school year, not benefit eligible.
- b. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves Sydney Ben-Yishay as a substitute teacher for the 2023-24 school year, not benefit eligible.
- c. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves Kayla Olsen as a substitute teacher for the 2023-24 school year, not benefit eligible.
- d. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves Lisa Hogan as a substitute teacher for the 2023-24 school year, not benefit eligible.
- e. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves Silvia Allen as a substitute classroom aide for the 2023-24 school year, not benefit eligible.
- f. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the 2024 graduate level courses for the following staff members; reimbursement to be paid at the 2023-24 state college or university graduate level course rate, pursuant to Article VII of the Haworth Teachers Association Collective Bargaining Agreement.

#	NAME	COURSE	COLLEGE/UNIVERSITY
1.	Rebekah Chung	EDUC 636 Teachers as Writers	Drew University

- g. Upon the recommendation of the Acting 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.	Vanessa Vaglio	September 27, 2023	Let's Create with Microbits!	Bloomfield, NJ	\$0

- h. WHEREAS, the Haworth Board of Education (hereinafter referred to as the "Board") and Paul Wolford (hereinafter referred to as "Wolford"), entered into an Employment Agreement for the term

WHEREAS, the Board and Wolford desire to rescind the Present Employment Agreement prior to its conclusion and enter into a new Employment Agreement for a term commencing September 1, 2023 and expiring June 30, 2028 (hereinafter referred to as the "Succeeding Employment Agreement"); and

commencing July 1, 2023 and expiring September 30, 2023 (hereinafter referred to as the “Present Employment Agreement”);

WHEREAS, this Employment Agreement has been submitted to and approved by the Executive County Superintendent according to standards adopted by the Commissioner of Education pursuant to N.J.S.A. 18A:7-8(j).

NOW, THEREFORE, BE IT RESOLVED that the Board hereby rescinds the Present Employment Agreement of Wolford;

BE IT FURTHER RESOLVED that the Board hereby appoints Wolford as the Superintendent of Schools for the Haworth School District for the period beginning on September 1, 2023 and expiring on June 30, 2028, in accordance with the terms of the Succeeding Employment Agreement annexed hereto and incorporated herein by reference;

BE IT FURTHER RESOLVED that the Board approves the attached Succeeding Employment Agreement with Wolford for the position of Superintendent of Schools for the foregoing period of appointment; and

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Board President and Board Secretary to execute the Succeeding Employment Agreement on behalf of the Board.

- i. BE IT RESOLVED that the Haworth Board of Education (hereinafter referred to as the "Board") appoints Paul Wolford as the Superintendent of Schools for the Haworth School District for the period beginning on September 1, 2023 and ending on June 30, 2028.

BE IT FURTHER RESOLVED that this Employment Agreement has been submitted and approved by the Executive County Superintendent, according to standards adopted by the Commissioner of Education, pursuant to N.J.S.A. 18A:7-8(j).

BE IT FURTHER RESOLVED that the Board approves the Employment Agreement with Paul Wolford, for the position of Superintendent of Schools for the foregoing period of appointment, which Employment Agreement is attached to this Resolution and made a part hereof.

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and the Board Secretary to execute, on behalf of the Board, the Employment Agreement by and between the Board and Paul Wolford.

- j. WHEREAS, the Haworth Board of Education (hereinafter referred to as the “Board”) and Kevin Lane (hereinafter referred to as “Lane”), entered into an Employment Agreement for the term commencing July 1, 2023 and expiring June 30, 2024 (hereinafter referred to as the “Present Employment Agreement”);

WHEREAS, the Board and Lane desire to rescind the Present Employment Agreement prior to its conclusion and enter into a new Employment Agreement for a term commencing September 1, 2023 and expiring June 30, 2024 (hereinafter referred to as the “Succeeding Employment Agreement”); and

WHEREAS, this Employment Agreement has been submitted to and approved by the Executive County Superintendent according to standards adopted by the Commissioner of Education pursuant to N.J.S.A. 18A:7-8(j).

NOW, THEREFORE, BE IT RESOLVED that the Board hereby rescinds the Present Employment Agreement of Lane;

BE IT FURTHER RESOLVED that the Board hereby appoints Lane as the School Business Administrator/Supervisor Secondary Education for the Haworth School District for the period beginning on September 1, 2023 and expiring on June 30, 2024, in accordance with the terms of the Succeeding Employment Agreement annexed hereto and incorporated herein by reference;

BE IT FURTHER RESOLVED that the Board approves the attached Succeeding Employment Agreement with Lane for the position of School Business Administrator/Supervisor Secondary Education for the foregoing period of appointment; and

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Board President and Board Secretary to execute the Succeeding Employment Agreement on behalf of the Board.

- k. BE IT RESOLVED that the Haworth Board of Education (hereinafter referred to as the "Board") appoints Kevin Lane as the Business Administrator/Supervisor of Secondary Education for the Haworth School District for the period beginning on September 1, 2023 and ending on June 30, 2024.

BE IT FURTHER RESOLVED that this Employment Agreement has been submitted and approved by the Executive County Superintendent, according to standards adopted by the Commissioner of Education, pursuant to N.J.S.A. 18A:7-8(j).

BE IT FURTHER RESOLVED that the Board approves the Employment Agreement with Kevin Lane, for the position of Business Administrator/Supervisor of Secondary Education for the foregoing period of appointment, which Employment Agreement is attached to this Resolution and made a part hereof.

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and the Board Secretary to execute, on behalf of the Board, the Employment Agreement by and between the Board and Kevin Lane.

- l. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves Elizabeth Rocchio, Teacher for the 2023-24 school year at an annual salary of \$54,259.00 (BA, Step 1) pending transcript review, benefit eligible.

D. Egan Moved, S. Wunsch Seconded
Roll Call: 6/0

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
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Mr. Chang	✓			
Mr. Crowley				✓
Dr. Egan	✓			
Mrs. Maniscalco	✓			
Mr. Rodino	✓			
Mr. Rose	✓			
Mrs. Wunsch	✓			

M. Rodino - Congratulated to Mr. Wolford & Mr. Lane on their new positions on behalf of the entire Board.

P. Wolford - stated that once all grades K-5 have 3 sections, this will reduce the need for teacher movement year to year, ultimately helping teacher mastery of grade-level standards and grade level stability.

Mr. Lane - noted that this will help sustain cohesiveness with the team teaching model by allowing teacher teams to remain together each year.

XII. FINANCE & FACILITIES

- a. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the bills for the period of July 1, 2023 to July 31, 2023 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>Bills Description</u>	<u>Dated</u>	<u>Amount</u>
Payroll - Operating	7/15/2023	\$54,684.74
Board Share - FICA	7/15/2023	\$2,834.05
State Share - FICA	7/15/2023	\$1,135.71

	TOTAL:	\$58,654.50
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<u><i>Bills Description</i></u>	<u><i>Dated</i></u>	<u><i>Amount</i></u>
Payroll - Operating	7/30/2023	\$58,777.94
Board Share - FICA	7/30/2023	\$3,147.19
State Share - FICA	7/30/2023	\$1,135.71
	TOTAL:	\$63,057.84

- b. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of August, 2023.
- c. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves list of Service Providers for outside student evaluations or instruction per the provided list, for the 2023-24 school year at their individual contracted rates.
- d. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the 3-year license with SHI International Corporation for computer hardware at a total rate of \$8,794.50, plus additional service fees where applicable.
- e. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves CreADDive Solutions to provide a SEPAG meeting parent presentation on March 18, 2024, at a rate of \$500.00.
- f. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the TIP Program tuition (7/1/23 - 6/30/24) for student ID number's 5392979738 and 2011989020 for a total cost of \$118,426.00.
- g. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the VALLEY Program tuition (7/1/23 - 6/30/24) for student ID number's 6446349802, 9288066229, 8247384878 and 5813167589 (9/1/23 - 6/30/24 for 2/3 day) for a total cost of \$322,533.15.

- h. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the SLICE Program tuition (9/1/23 - 6/30/24) for student ID number 9417980716 for a total cost of \$11,198.00.
- i. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the SLICE Summer Program tuition (7/1/23 - 7/31/23) for student ID number's 6364626587, 9417980716, 3633273838 and 5970990952 for a total cost of \$5,600.00.
- j. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the PIE 2.0 Program tuition (7/1/23 - 6/30/24) for student ID number 4878502312 for a total cost of \$59,213.00.
- k. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves New Bridge Medical Center in Paramus, NJ through Bergen County Special Services to provide Hospital Instruction for the 2023-24 school year for students who are confined during school hours for medical and/or rehabilitative care, at a rate of \$65.00 per hour.
- l. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the new transportation bids and renewals awarded by the Northern Valley High School Board of Education for Region III transportation routes and accepts participation in this program for the 2023-24 school year.
- m. WHEREAS, the Board solicited bids for a design-build project in February 2023 for the Construction of Additions and Renovations to the Haworth Public School ("Referendum Project"); and

WHEREAS, on May 17, 2023, a committee of the Board opened and scored three bids submitted for the Referendum Project; and

WHEREAS, the Technical Review Committee issued a report dated June 5, 2023, explaining the evaluation process, scoring the submissions, and recommending that the Board award the contract to Catcord Construction, Inc. *on a preliminary basis*, allowing further negotiation with Catcord, in accordance with N.J.A.C. 5:34-10.9(n)1 and (n)2; and

WHEREAS, on June 14, 2023, the Board approved the Technical Review Committee's recommendation to award the design-build project for the Referendum Project to Catcord Construction, Inc. on a preliminary basis; and

WHEREAS, following said preliminary award, members of the Technical Review Committee met with Catcord Construction, Inc. to negotiate a price for the Referendum Project that fell within the referendum amount; and

WHEREAS, Catcord Construction, Inc. submitted a final price of \$8,227,000 to construct the Referendum Project, with modifications listed in its revised proposal dated August 11, 2023; and

WHEREAS, the Board desires to award the contract to Catcord Construction, Inc. in the amount specified based upon the revised proposal;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards the contract for the Project to Catcord Construction, Inc. in the amount set forth above; and

BE IT FURTHER RESOLVED that this award is expressly conditioned upon Catcord Construction, Inc. 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 AIA Document A141–2014, Standard Form of Agreement Between Owner and Design-Builder, as prepared by the Board Attorney and/or Architect, within ten days of the date hereof; and

BE IT FURTHER RESOLVED that the Board hereby directs the Board Attorney and/or Architect to prepare the contract with Catcord Construction, Inc., and authorizes the Board President and/or Board Secretary to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

- n. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the part-time Occupational Therapist shared services agreement with Northern Valley Regional High School District (Region III) for the 2023-24 school year, at an annual rate of \$79,056.25.

S. Wunsch Moved, D. Egan Seconded
Roll Call: 6/0

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mr. Chang	✓			
Mr. Crowley				✓
Dr. Egan	✓			
Mrs. Maniscalco	✓			
Mr. Rodino	✓			
Mr. Rose	✓			
Mrs. Wunsch	✓			

M. Rodino: clarified that Item m. is to formally approve a construction company for the referendum construction project.

XIII. NEGOTIATIONS

NO RESOLUTIONS

XIV. POLICY

- a. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education moves to suspend Bylaw 0131 and adopt new Policy 1642.01 and new Regulation 1642.01 and revised Policy 2419 and new Regulation 2419 with one reading based on recently approved sick leave legislation that is effective immediately and recent New Jersey Department of Education guidance provided to school districts that is effective September 1, 2023.

S. Wunsch Moved, R. Rose Seconded

Roll Call: 6/0

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mr. Chang	✓			
Mr. Crowley				✓
Dr. Egan	✓			
Mrs. Maniscalco	✓			
Mr. Rodino	✓			
Mr. Rose	✓			
Mrs. Wunsch	✓			

- b. Upon the recommendation of the Acting Superintendent, the Haworth Board of Education approves the first and final reading and adoption of the following new/revised district policies and/or regulations:

Policy or Regulation	Policy Title	New/Revised/Abolished	Designation	1st Reading	2nd Reading
P 2419	School Threat Assessment Teams	Revised	Mandated	August 23, 2023	
R 2419	School Threat Assessment Teams	New	Mandated	August 23, 2023	
P 1642.01	Sick Leave	New	Recommended	August 23, 2023	
R 1642.01	Sick Leave	New	Recommended	August 23, 2023	

D. Egan Moved, S. Wunsch Seconded
Roll Call: 6/0

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mr. Chang	✓			
Mr. Crowley				✓
Dr. Egan	✓			
Mrs. Maniscalco	✓			
Mr. Rodino	✓			
Mr. Rose	✓			
Mrs. Wunsch	✓			

XV. EDUCATION

- a. BE IT RESOLVED by the Haworth Board of Education (hereinafter referred to as the “Board”) that the terms, stipulations and conditions as established in the Settlement Agreement and Release (hereinafter referred to as “Agreement”) between the Board and the Parents of student ID #4008664741, and which Agreement is located in the student’s file, are hereby adopted and approved by the Board. The Board President and Board Secretary are hereby authorized and

directed to execute the Settlement Agreement and Release, and any other documents necessary to effectuate the settlement.

D. Egan Moved, S. Wunsch Seconded
Roll Call: 5/0/1

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

ROLL CALL VOTE	YES	NO	ABSTAIN	ABSENT
Mr. Chang	✓			
Mr. Crowley				✓
Dr. Egan	✓			
Mrs. Maniscalco			✓	
Mr. Rodino	✓			
Mr. Rose	✓			
Mrs. Wunsch	✓			

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

S. Wunsch: shared that the NJSBA Convention is October 23-25, 2023 so the Board members should start to think about if they would like to attend.

XIX. Open to the Public on any item – 8:16 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.

Jenn Samples, 560 Sylvan Place- inquired about Item m. in Finance & Facilities if there are going to be any changes to the original construction plan?

M. Rodino - replied yes, the original project had to be scaled down due to the bids not meeting the budget. Therefore the Board has decided to eliminate the expansion of the gym. A full summary of the construction update will be sent out to the school community via ParentSquare.

Close the Public portion: 8:19 p.m.

XX. MOTION TO ADJOURN

R. Rose Moved, D. Egan Seconded
All in favor.

ADJOURNMENT: 8:19 p.m.

Michael Rodino, President
Haworth Board of Education

Kristi Giambona
Board Secretary