

HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
Minutes
March 13, 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
Mr. Drew Krasny
Mrs. Deborah Munoz-Maniscalco
Mrs. Courtney Russell
Mrs. Stacey Wunsch
Mr. Paul Wolford, Superintendent
Mr. Kevin Lane, Business Administrator/MS Supervisor
Mr. Vic LaPira, 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 - 7:33 p.m. NO PUBLIC COMMENT

VIII. SUPERINTENDENT’S/BOARD PRESIDENT’S REPORTS

- a. **Kids with Character Award Presentation** – the theme for the month of February is “Cooperation”. For February the following students have been awarded:

Kindergarten: Tino Karalian, Stella Occhiuzzi, Albert Wang

Grade 1: Sofia Alex, Griffin Beardsley, Yuzu Hirota, Emaan Qaiser, Harper Shuldman

Grade 2: Callie Barba, James Hall, Taiyo Hallowell, Katharine McGuirk

Grade 3: Nolan Dean, Alexandra Fermano, Max Handman, Dawson Hwang, Sandrine Ng, Zeke Spiegel, Fletcher Volpi

Grade 4: Marco Novosad

Grade 5: Sky Auh, Nicholas Egan, Julian Hall

Grade 6: Patrick Dean, Sasha DeCosta, Dahlia Feinberg, Josh Herstik, Victoria Martin, Claire Natale, Joshua Park, Tommy Pavlos, Carrigh Rutledge, Von Schermer

Grade 7: Juhan Choi, Theodore Gilbert, Ben Porcaro, Yeseul Sung

Grade 8: Ava Bevilacqua, Max Davis, Grace Noh, Addison Scott, Sooa Tani, Claire Topor

Staff Shout Out’s: Custodial Staff, Substitute Teaching Staff, Jill Burgy, Ali Gjana and Don Turner

- b. School Safety Data System Presentation (9/1/23-12/31/23) - Mr. Paul Wolford
Presentation on file in the Board Office for review.

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** - 464
b. **Emergency & Crisis Situations Drill Record: January**
Fire Drill: January 22, 2024
Security Drill: January 17, 2024
Administrator in charge: Mr. Paul Wolford

MINUTES:

- c. Approval of meeting minutes from the February 7, 2024 Regular Business meeting.
d. Approval of meeting minutes from the February 7, 2024 Closed Executive session.

SUBMISSIONS AND CERTIFICATIONS:

- e. 2023 Right to Know Survey
f. ESSER Performance Report
g. **HIB Report for February, 2024:**
Reported Cases: 0
Number of Cases Open: 0
Number of Cases Closed: 1

D. Egan Moved, T. Chang Seconded
Roll Call: 7/0

BE IT RESOLVED, that the Haworth Board of Education approves Item 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 12-month Staff Calendar.
- b. 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.	May 29, 2024	Gr. 8	Pomona, NY	\$20.00	A. Kosakowski
2.	June 14, 2024	Gr. 8	Haworth, NJ	\$0	A. Kosakowski
3.	April 11, 2024	Gr. 3	Newark, NJ	\$18.00	K. Ardizzone
4.	May 1, 2024 Alt. date: 5/2/24	Gr. 1	Closter, NJ	\$7.50	V. Binetti

c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following events through the Bergen County Prosecutor’s Office regarding cyberbullying and online safety, at no cost to the district:

- March 13, 2024 - HPS Middle School Assembly
- March 20, 2024 - Parent Information Session for Haworth, Closter and Demarest parents

S. Wunsch Moved, D. Egan Seconded

Roll Call: 7/0

BE IT RESOLVED, that the Haworth Board of Education approves Item X. a. through c.

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.	Adrienne Huettenmoser	March 12, 2024	I&RS to MTSS: Implementing MTSS to	virtual	\$100.00

			meet I&RS		
2.	Adrienne Huettenmoser	March 8, 2024	Running Effective I&RS Meetings	virtual	\$95.00
3.	Adrienne Huettenmoser	March 15, 2024	Implementing Gifted Multi-Tiered System of Support	New Providence, NJ	\$95.00
4.	Donald Turner	April 26, 2024	Strategies for Maximizing Supply & Labor Savings for Facilities	Kenilworth, NJ	\$0
5.	Jennifer Eisberg	March 15, 2024	School Library Consortium Workshop	Paramus, NJ	\$0
6.	Kerry-Ann Ross, Meghan Ferraro, Rebekah Chung, Abigail Ronberg, Kelsey Ardizzone	April 29, 2024	Inclusion Do's, Don'ts & Do Betters	New Providence, NJ	\$115.00 each

- 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 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.	Michele Robson	LIT 5353 Linguistics & Literature LIT 5343 Implementing Literacy in Context	American College of Education
2.	Michele Robson	EDUC 42376 Using SEL & International Read-Alouds to Promote DEI (PreK-2) EDUC 40129 Character Education for the 21st Century	San Diego State University
3.	Katelyn Arbadji	CI 5353 Standards Driven Learning DL 5023 Empowering Digital Learners	American College of Education

- c. 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 Board of Education members. Travel & accommodation expenditures reimbursed pursuant to N.J.S.A. 18A:11-12.

#	NAME	DATE(S)	CONFERENCE/ WORKSHOP	LOCATION	REGISTRATION COST
1.	Danielle Insalaco-Egan	April 19, 2024	Women’s Leadership Conference - Connection, Balance & Inspiration	Princeton Jct., NJ	\$99.00

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

1.	Employee # 83372530	April 12, 2024	1 day
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e. Upon the recommendation of the Superintendent, the Haworth Board of Education accepts, with regret the retirement of Lori DiVite, Classroom Aide, effective June 30, 2024.

f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following staff members to chaperone the Grade 6 field trip to Philadelphia, PA on May 2 & 3, 2024, at a rate of \$116.00 per overnight, per chaperone (1 night each):

- Abigail Ronberg - Trip Coordinator
- Jill Burgy
- Rebekah Chung
- Isabelle Epstein
- Taylor Hall
- Dawn Hoyng
- Maggie Atkens (TIP)
- Janet Smithson (TIP)
- Kevin Lane - Administrator
- Priority Nursing Services - Nurse

D. Egan Moved, T. Chang Seconded
Roll Call: 7/0

BE IT RESOLVED, that the Haworth Board of Education approves Item XI. a. through f.

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

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

XII. FINANCE & FACILITIES

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of February 1, 2024 to February 29, 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	2/15/2024	\$341,272.75
Board Share - FICA	2/15/2024	\$7,135.12
State Share - FICA	2/15/2024	\$17,642.04
	TOTAL:	\$366,049.91

<u><i>Bills Description</i></u>	<u><i>Dated</i></u>	<u><i>Amount</i></u>
Payroll - Operating	2/29/2024	\$302,617.37
Board Share - FICA	2/29/2024	\$4,433.75

State Share - FICA	2/29/2024	\$17,386.29
	TOTAL:	\$324,437.41

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of March, 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 January, 2024.
- d. Approval of Preliminary 2024-2025 Budget

BE IT RESOLVED, that the Board approve the following Preliminary Budget for the 2024-2025 School Year and authorizes the School Business Administrator to submit the 2024-2025 preliminary budget to the Executive County Superintendent for approval in accordance with statutory submission dates:

	BUDGET	TOTAL TAX LEVY
General Fund (Fund 10)	\$11,577,416	\$10,396,326
Special Revenue Fund (Fund 20)	\$305,737	
Debt Service Fund (Fund 40)	\$488,050	\$440,442
Total Tentative Budget	\$12,371,203	

- e. BE IT RESOLVED that the 2024-2025 school year budget includes an automatic enrollment adjustment, in the amount of \$392,235.00 (\$384,544.00 pre-budget year adjustment increased by 2%).
- f. BE IT RESOLVED by the Haworth Board of Education, that the Board, upon recommendation of the Business Administrator, approves the following resolution regarding Employee Travel and Related Expenses:

WHEREAS, school district policies 4131/4131.1, 4133, 4231/4231.1 and bylaw 9250 regarding travel reimbursement and related expenses and N.J.A.C. 6A:23B-1.2(b) provides 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 2024-2025 school year.

NOW, THEREFORE BE IT RESOLVED, that the Haworth Board of Education hereby establishes the school district travel maximum for the 2024-2025 Tentative Budget in the sum of \$15,000; and

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

- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Haworth Public School's participation in the Northern Valley Regional High School District Consortium, BEN 17007414, for the procurement of eligible Category One services and related equipment and authorize the Northern Valley Regional High School District Consortium and its agents, designees, employees, or representatives to submit FCC Forms 470, FCC Forms 471, and other E-rate forms to the Schools and Libraries Division of the Universal Service Administrative Company on behalf of the Haworth Public School District, and to order eligible services/equipment on the District's behalf.
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the 3-year contract with Curiosity Corner/Success for All Foundations, Inc. to provide a pre-school curriculum, professional development and coaching, at a total cost of \$26,844.50.
Year 1: \$14,844.50
Year 2: \$6,000.00
Year 3: \$6,000.00
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Realtime Student Information System to provide comprehensive student and staff management services for the 2024-25 school year, at an annual cost of \$11,744.83, plus services fees as applicable.
- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the contract for student evaluations with the Department of Audiology at the Hackensack University Medical Center at their current rates of:
- Audiologic Evaluation: \$672.00
 - (Central) Auditory Processing Evaluation: \$992.00
 - Classroom Observation/Inservice: \$384.00
- k. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Educational Data Services, Inc. to the provide supply procurement system license & maintenance services for the 2024-25 school year, at an annual cost of \$3,230.00, plus service fees as applicable.

S. Wunsch Moved, D. Krasny Seconded

Roll Call: 7/0

BE IT RESOLVED, that the Haworth Board of Education approves Item XII. a. through k.

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

P. Wolford - shared the preliminary budget numbers for review. He explained that the student population has grown by 17% which has affected class size. Will work on expanding the larger sections for next school year. The State projects the consumer increase to be 5.8%. Next year will have to increase the tax cap of 2% due to hiring new teachers. Three years in a row we have been under the cap, but now with the enrollment increase we will have look at an increase.

S. Wunsch - out of district transportation costs is an ongoing issue and something that needs to be addressed by our borough council members to the state.

P. Wolford - agreed that transportation costs are quite an issue for a small district like ours.

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:

	Policy or Regulation	Policy Title	New/Revised/Abolished	Designation	1st Reading	2nd Reading
1.	P 1140	Educational Equity Policies/Affirmative Action	Revised	Mandated	March 13, 2024	
2.	P 1523	Comprehensive Equity Plan	Revised	Mandated	March 13, 2024	
3.	P 1530	Equal Employment Opportunities	Revised	Mandated	March 13, 2024	
4.	R 1530	Equal Employment Opportunity Complaint Procedure	Revised	Mandated	March 13, 2024	
5.	P 1550	Equal Employment/Anti-Discrimination Practices	Revised	Mandated	March 13, 2024	
6.	R 2200	Curriculum Content	Revised	Mandated	March 13, 2024	
7.	P 2260	Equity in School and Classroom Practices	Revised	Mandated	March 13, 2024	
8.	R 2260	Equity in School and Classroom Practices Complaint Procedure	Revised	Mandated	March 13, 2024	
9.	P 2411	Guidance Counseling	Revised	Mandated	March 13, 2024	
10.	P 3211	Code of Ethics	Revised	Recommended	March 13, 2024	

**HAWORTH BOARD OF EDUCATION
MINUTES - 3-13-24**

11.	P 5570	Sportsmanship	Revised	Recommended	March 13, 2024	
12.	P 5750	Equitable Educational Opportunity	Revised	Mandated	March 13, 2024	
13.	P 5755	Equity in Educational Programs and Services	Abolished	Mandated	March 13, 2024	
14.	P 5841	Secret Societies	Revised	Recommended	March 13, 2024	
15.	P 5842	Equal Access of Student Organizations	Revised	Recommended	March 13, 2024	
16.	P 9323	Notification of Juvenile Offender Case Disposition	Revised	Recommended	March 13, 2024	
17.	P 2423	Bilingual Education	Revised	Mandated	March 13, 2024	
18.	R 2423	Bilingual Education	Revised	Mandated	March 13, 2024	
19.	P 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries	Revised	Mandated	March 13, 2024	
20.	R 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries	Revised	Mandated	March 13, 2024	
21.	P 5420	Reporting Student Progress	Revised	Mandated	March 13, 2024	

D. Egan Moved, T. Chang Seconded
Roll Call: 7/0

BE IT RESOLVED, that the Haworth Board of Education approves Item XIV. a. (1. - 21.)

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

C. Crowley - the update to Policy 5420 is to allow for an option of a letter grade with a percentage equivalent that will be in addition to the Standard Based Report Card numbers for the middle school students. This will help when students are applying to private or schools that require admission.

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 #257121 and directs the Board Secretary to transmit a copy of the Board’s decision to the affected students’ parents forthwith.

S. Wunsch Moved, D. Egan Seconded
Roll Call: 6/0/1

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
- 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 – 7:47 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.

Ian Davidson, 348 Hennessy Street - shared that he is looking for additional details on the school renovations.

K. Lane - explained that during Phase 1 there will be 4 classrooms to an upper elementary wing. Phase 2 will be the lower-level area which will house two new Pre-K classrooms. Phase 3 is an addition to the Middle School wing (Hawk Hall) adding a STEM Lab, Media Center and a central office area which is currently occupying 2 classrooms right now.

Ian Davidson - inquired about the timing of the projects and how will the students mitigate being exposed to any toxins from construction?

P. Wolford - replied that all of the structures will be built separately and then connected to the building. Asbestos is inspected every year and any area that has any will be renovated in the summer while there are no students on the property. EPA requirements are all up to code. Safety is our top priority.

Richard Daidone, 207 Valley Court - stated that he sent email regarding parking and traffic during drop off and pick up on Valley Court and driveways of the residents being blocked. This is the first time in all his years in town that this is an issue on this street. Not sure what has changed in the procedures. There are also staff parking on the street for the entire school day.

C. Crowley - replied that nothing formal has changed. We haven't lost any parking spaces from the construction. From the BOE's perspective, the street is a public space.

P. Wolford - noted that the district will send out something about blocking driveways to the parents. Once the weather is better many parents will walk or have their kids ride their bikes to and from school. Parents work out their pick-up procedures with their children on their own and the district does not have the authority to tell parents what to do. We will send out a notice but we can't promise they will adhere to our request as there is limited space to pick up their kids. We understand both sides.

S. Wunsch - shared that she understands the frustration as she lives on Haworth Avenue which is also where many parents park to drop off and pick up their children and that her driveway is often blocked. She shared that it was suggested to her to get cones from the HPD to put in your driveway.

C. Crowley - reiterated that the district will remind families to be mindful of where they park and to definitely not block any driveways.

Marcella Giampiccolo, 252 Valley Road - offered some suggestions to maybe contact the First Congregation Church and ask if they would offer some of their parking lot to the district for a fee or to use Terrace Street and walk to the school. Also, to consider a 15-minute staggered pick up and drop off by grades. She also requested that in May to not have Senior Service students on their street and instruct them to park elsewhere. She also noted that she has noticed more of an issue with the number of staff cars parked on the street than the drop off and pick up.

P. Wolford - explained that the staff that may be parking on the street are most likely visiting staff members that come for student special services, as well as daily substitutes.

C. Crowley - thanked Ms. Giampiccolo for the good suggestions.

Glenn Poosikian, 236 Valley Court - thanked the district for the response to garbage on the field. He also advised that they are not looking for these staff members to park on other town streets in response to their complaints. He suggested that before hiring new staff members to look at the consequences of the parking issue and think of ways for these new employees to park on the footprint of the school grounds without stepping on the neighbors' quiet enjoyment of their property. He stated that the residents can ask the town for an ordinance of one hour parking on the streets neighboring the school, but noted that it would also affect the homeowners that want to park on the streets outside of

their homes. He reminded the Board that vehicles cannot park all day on Haworth Avenue or Terrace Street per ordinance. He reiterated that Ms. Giampiccolo offered good suggestions for the district to pursue.

P. Wolford - reminded the public that the district cannot control weekend garbage on the field. We only staff custodians during the week and will clean up on Monday.

Jen Samples, 550 Sylvan Avenue - suggested inquiring about extra staff parking in the front of the building and perhaps making a few designated spots.

Close the Public portion: 8:15 p.m.

XX. MOTION TO ADJOURN

D. Egan Moved, S. Wunsch Seconded
All in favor.

ADJOURNMENT: 8:15 p.m.

Charles Crowley, President
Haworth Board of Education

Kristi Giambona
Board Secretary