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HAWTHORNE PUBLIC SCHOOLS  
HAWTHORNE, NEW JERSEY



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Tuesday, February 13, 2018 – 7:00 P.M.  
At Roosevelt School

MEMBERS OF THE BOARD


Mike Sciarra, President  
Michael Doyle, Vice President

Alex Clavijo  
Abigail Goff  
Anthony Puluse  
Bruce Reicher  
Tania Sanford  
Victor Terraglia  
Louis B. Turco

Richard A. Spirito, Superintendent of Schools  
Trude Engle, Business Administrator/Board Secretary



Next Meeting  
March 13, 2018 at 7:00 P.M.  
At Washington School





**CORRESPONDENCE:**

**REPORTS:**

- A. Student Council Representative's Report – Laith Matari
- B. Superintendent’s Report - Richard A. Spirito
  - Elementary Guidance Update - Character Education and Wellness

**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	Date	Group	Destination	Transportation	Cost Per Student	Outside Funding
HHS	3/15/18	Italian 4H & AP Classes	Montclair State University	First Student	\$30.00	
JJS	3/15/18	Criminal Justice Classes	Passaic County Jail	HPS	\$0.00	
HHS	3/29/18 4/5/18	HHS Spain Students	Newark Airport to and from	HPS	\$22.50	
HHS	4/10/18	Enrichment	Liberty Science Center	First Student	\$30.00	
JS	5/7/18	First Grades	Mayo Performing Arts Center	HPS	\$10.00	

- CI-2. Adoption of the school calendar for the 2018-2019 school year, consistent with the schedule of dates contained in a report submitted under separate cover, a copy of which shall be incorporated as an integral part of this resolution and reported in the official minutes of this meeting.
- CI-3. Approval of contract with St. Clare’s Hospital to provide bedside instruction for Hawthorne resident student (file #020118) at a rate of \$55.00 per hour for 10 hours of instruction per week commencing January 22, 2018.
- CI-4. Approval of contract with St. Clare’s Hospital to provide bedside instruction for Hawthorne resident student (file #020218) at a rate of \$55.00 per hour for 10 hours of instruction per week commencing February 1, 2018.
- CI-5. Approval of contract with Four Winds Hospital to provide bedside instruction for Hawthorne resident student (file #020318) at a rate of \$57.00 per hour for 10 hours of instruction per week commencing January 12, 2018 through January 25, 2018.

**Board of Education Roll Call Vote**

	<u>Mr. Clavijo</u>	<u>Mr. Doyle</u>	<u>Mrs. Goff</u>	<u>Mr. Puluse</u>	<u>Mr. Reicher</u>	<u>Mrs. Sanford</u>	<u>Mr. Terraglia</u>	<u>Mr. Turco</u>	<u>Mr. Sciarra</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

**PERSONNEL:**

**Abigail Goff**

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 Term. Date	Reason/ Account
P-6.	Katherine Lyness	Leave	Teacher of Social Studies	n/a	n/a	HHS	9/1/18	6/30/19	One Year Extension for Child Rearing Leave for the 2018-2019 School Year
P-7.	Cinzia Bernardo	Adjust	Teacher of World Language	BA/2	Prorated on the basis of 0.8 F.T.E. of an annual salary of \$52,365 based on start date for additional F.T.E.	HHS/ JS/RS/ WS	2/21/18	6/30/18	Adjustment in F.T.E. and assignment from 0.4 F.T.E. to 0.8 F.T.E. to include instruction at HHS/JS/RS/ WS
P-8.	Christine Bock	Leave	Grade 3	n/a	n/a	WS	2/26/18	4/30/18	Extension of Medical Leave
P-9.	Jaclyn Peene Caitlyn Dean	Extra Duty	Assistant Softball Coaches	n/a	\$5,367 stipend per coach	HHS	2017-2018 Season	End of Season	Appointment of Assistant Softball Coaches
P-10.	Monica Vargas Mosquera	Hire	Part Time Para Not to Exceed 5.75 Hours Per Day	n/a	\$16.52 per hour not to exceed 5.75 hours per day No Benefits	District	2/21/18	6/20/18	Part Time Para Appointment
P-11.	German Herrera	Resign	Part Time Para	n/a	n/a	JS	n/a	n/a	Resignation from Position of Part Time Para. Mr. Herrera will Remain on the Substitute List
P-12.	Maria Chubinsky	Resign	Part Time Para	n/a	n/a	JS	2/15/18	Last Day 2/15/18	Resignation

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Notice Date or Term. Date	Reason/ Account
P-13.	Anthony Mainiero; Megan Parks; Tyler Ten Kate	Extra Duty	Chaperones	n/a	\$32.92 per hour	LMS	n/a	n/a	Chaperones for LMS Events
P-14.	Diane Maher	Extra Duty	ABA Home Therapy	n/a	\$44.34 per hour – 3 hours per week	District	1/19/18	6/20/18	Home Therapy for student (file #020418)
P-15.	Megan Parks	Extra Duty	ABA Home Coordinator	n/a	\$88.67 per hour – 1.5 hours every other week	District	1/19/18	6/20/18	Home Coordination for student (file #020418)
P-16.	Julie Schmidberger	Extra Duty	Chaperone	n/a	\$32.92/hr.	LMS	2/8/18	6/8/18	Chaperone for student (file #020518) for Drama Club
P-17.	Donna Morgan	Extra Duty	Substitute Chaperone	n/a	\$32.92/hr.	HHS	2/8/18		Substitute Chaperone for student (file #020618) for Art Club
P-18.	Megan Parks	Extra Duty	Chaperone	n/a	\$32.92/hr.	LMS	2/9/18	2/9/18	Chaperone for student (file #020718) for Valentine's Day Dance
P-19.	Tyler TenKate	Extra Duty	Chaperone	n/a	\$32.92/hr.	LMS	2/9/18	2/9/18	Chaperone for student (file #020518) for Valentine's Day Dance

*\* 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-20. Approval of Caitlyn Dean to serve as a substitute teacher in the Hawthorne Public School District 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 she remains on call to serve as a daily substitute teacher as the need may arise for which she will be compensated \$95.00 per full day, no benefits. Substitutes working a half day schedule shall receive \$47.50, no benefits. In the event the criminal history check is not completed, this application is subject to the approval of the County Superintendent for emergent hiring procedures. The employment of this individual is subject to the determination of the administration as to when she is needed.
- P-21. Approval of William Paterson student Jennifer Chayka to conduct a one day observation of Ms. Segreto as part of her School Nurse Certification program.

**Board of Education Roll Call Vote**

	Mr. <u>Clavijo</u>	Mr. <u>Doyle</u>	Mrs. <u>Goff</u>	Mr. <u>Puluse</u>	Mr. <u>Reicher</u>	Mrs. <u>Sanford</u>	Mr. <u>Terraglia</u>	Mr. <u>Turco</u>	Mr. <u>Sciarra</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

**FINANCE AND ADMINISTRATION:**

**Alex Clavijo, Chairperson**

**ACCEPTANCE OF DONATIONS:**

- A. Acceptance of a donation of \$1,272.00 from Lincoln School PTO for the purchase of a Chromebook cart and \$6,872.32 from Lincoln Middle School PTO for the purchase of Chromebooks.

**ACTION ITEMS:**

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

- F-22. Acceptance of the Secretary’s and Treasurer’s Report for January 2018.
- F-23. Approval to make the necessary transfers for the period January 1, 2018 through January 31, 2018 for the budget year 2017-2018 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-24. Approval of travel to events for Board members and employees subject to conformance 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.
- A-25. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2017-2018: LMS-11, and authorizes the Superintendent to notify the parents of the Board’s decision.
- A-26. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2017-2018: LMS-12, and authorizes the Superintendent to notify the parents of the Board’s decision.
- A-27. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2017-2018: LMS-13, and authorizes the Superintendent to notify the parents of the Board’s decision.
- A-28. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2017-2018: RS-4, and authorizes the Superintendent to notify the parents of the Board’s decision.
- A-29. WHEREAS, on August 30, 2017, the Hawthorne Board of Education (hereinafter referred to as “Board of Education”) continued the suspension of a student (file #020818) whose name is on file in the Superintendent’s office; and



**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-31. 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.

**REA AVENUE FIELD:**

Facilities	Date and Times	Applicant
Outfield*  *DO NOT USE INFIELD	Sunday, May 6, 2018 7:00 am – 12:00 pm Rain date: Sunday, May 20, 2018	<b><u>Hawthorne NJ SEPAC, Inc.</u></b> 3 <sup>rd</sup> Annual SEPAC 5K Color Run/Walk

- BG- 32. Award of a transportation contract to the Northern Region Educational Services Commission, 45 Reinhardt Road, Wayne, NJ, for transportation of Hawthorne students to and from the school indicated in the amount and date listed on the contract:

ROUTE #	School	Contractor	# of Students	Cost + Surcharge	Dates
1301F	Allegro School	American Star Trans	1	\$24,289.00 + \$728.67	1/2/18-June, 2018
1307F	Chancellor Academy	D&M Tours	1	\$17,647.35 + \$529.42	1/2/18 – June, 2018
1319F	Emerson Jr/Sr HS	Tasneem Trans	1	\$24,090.00 + \$722.70	1/2/18-June, 2018
1322F	Norman Bleshman	Tasneem Trans	1	\$21,670.00 + \$650.10	1/2/18-June, 2018
1339F	Sage Day School	American First Choice	1	\$23,433.00 + \$702.99	1/2/18-June, 2018
134F	School #6 – Paterson	American First Choice	1	\$32,816.00 + \$984.48	1/2/18-June, 2018

- BG-33. Award of a transportation contract to the Northern Region Educational Services Commission, 45 Reinhardt Road, Wayne, NJ, for transportation of Hawthorne students to and from the school indicated in the amount and date listed on the contract:

ROUTE #	School	Contractor	# of Students	Cost + Surcharge	Dates
LAKEHW	Lakeview Lrng Ctr	Jets Trans	1	\$18,821.00 + \$564.63	1/17/18-4/20/18

- BG -34. Approval of 2017-2018 contract for Participation in Cooperative Transportation with Gloucester County Special Services School District for the 2017-2018 school year.



**Board of Education Roll Call Vote**

	<u>Mr. Clavijo</u>	<u>Mr. Doyle</u>	<u>Mrs. Goff</u>	<u>Mr. Puluse</u>	<u>Mr. Reicher</u>	<u>Mrs. Sanford</u>	<u>Mr. Terraglia</u>	<u>Mr. Turco</u>	<u>Mr. Sciarra</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

**POLICY:**

**Abigail Goff, Chairperson**

**ACTION ITEMS:**

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

PO-35. Second Reading and Adoption of the following policies and regulations:

Policy 3437	Military Leave
Policy 4437	Military Leave
Regulation 5460.1	High School Transcripts
Policy 5516.01	Student Tracking Devices
Regulation 7101	Educational Adequacy of Capital Projects
Policy 7425	Lead Testing of Water in Schools
Policy & Regulation 7440	School District Security
Policy & Regulation 7441	Electronic Surveillance in School Buildings and on School Grounds
Policy 8630	Bus Driver/Bus Aide Responsibility
Regulation 8630	Emergency School Bus Procedures
Policy 9242	Use of Electronic Signatures

**COMMITTEE AND LIAISON REPORTS:**

**COMMITTEE**

**CHAIRPERSON**

Buildings & Grounds.....	Michael Doyle
Board of Recreation Liaison.....	Michael Doyle
Finance & Administration .....	Alex Clavijo
Council Liaison .....	Victor Terraglia
Curriculum & Instruction .....	Abigail Goff
Policy.....	Abigail Goff
HEF/SEPAC/PTOs.....	Anthony Puluse
Legislative .....	Tania Sanford
PCSBA .....	Louis B. Turco

**OLD BUSINESS:**

**NEW BUSINESS:**

**PUBLIC BE HEARD:**





**ADDENDUM**

**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-36. **Approval of Field Trips**

Be it resolved, that the Hawthorne Board of Education approve the following in accordance with Policy 2340:

School	Date	Group	Destination	Transportation	Cost Per Student	Outside Funding
RS	5/15/18	Grade 3	Meadowlands Environmental Center	D&M	\$28.00	PTO

CI-37. Approval of home instruction for Hawthorne resident pupil as follows:

- a. Student (file #020918) – Instruction starting date: 2/6/18  
Home Instruction – Educere
- b. Student (file #021018) – Instruction began 2/14/18  
Home Instruction - Educere

**FINANCE AND ADMINISTRATION:**

**Alex Clavijo, Chairperson**

**ACCEPTANCE OF DONATIONS:**

- B. Acceptance of a donation of 3,000 Maxwell CD-R 700 MB 80 minute computer disks valued at \$600.00 from Signature Marketing & Mfg., Inc. of Hawthorne, New Jersey.

**PERSONNEL:**

**Abigail Goff**

The following resolutions are pursuant to the recommendation of the Superintendent of Schools.

- P-38. Acceptance of the following student to complete his student field experience in education in the Hawthorne Public School District during the 2017-2018 school year. This placement is subject to the satisfactory completion of the criminal history records check required by law. In the event the criminal history check is not completed this placement is subject to the approval of the County Superintendent for emergent hiring procedures. Per this resolution this student is also approved as a substitute teacher in the Hawthorne Public School District contingent upon obtaining county substitute certificate.

Student	College	Type	Subject Area	Coop. Teacher	Loc
Vanderwale, Alex	PCC	Intern	Technology	Mr. Brislin	District

**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:

- A-39. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2017-2018:LMS-10, and HIB #2017-2018:LMS-13 and authorizes the Superintendent to notify the parents of the Board's decision.