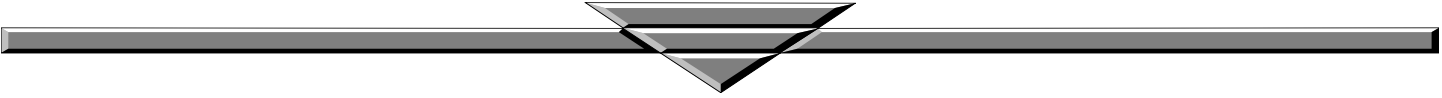


HAWTHORNE, NEW JERSEY



Tuesday, March 14, 2023
Regular Meeting – 7:00 P.M.
Board of Education Meeting Room

This Meeting is Being Recorded

MEMBERS OF THE BOARD

Abigail Goff, President
Alex Clavijo, Vice President

Joseph Carr
Michael Doyle
Jennifer Ehrentraut
Alma Morel
Anthony Puluse
Jay Shortway
Marco Totaro

Richard A. Spirito, Superintendent of Schools
Cheryl Ambrose, Business Administrator/Board Secretary



Next Meeting
Regular Meeting
April 18, 2023 at 7:00 P.M.



MEETING CALLED TO ORDER:

Time: _____

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			
Alex Clavijo			
Michael Doyle			
Jennifer Ehrentraut			
Alma Morel			
Anthony Puluse			
Jay Shortway			
Marco Totaro			
Abigail Goff			

Also Present: Richard A. Spirito, Superintendent of Schools
 Cheryl Ambrose, Business Administrator/Board Secretary
 And approximately _____ members of the public.

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:

APPROVAL OF MINUTES:

February 21, 2023 – Regular Meeting - Public & Private

Board of Education Roll Call Vote

	<u>Mr. Carr</u>	<u>Mr. Clavijo</u>	<u>Mr. Doyle</u>	<u>Ms. Ehrentraut</u>	<u>Dr. Morel</u>	<u>Mr. Puluse</u>	<u>Mr. Shortway</u>	<u>Mr. Totaro</u>	<u>Mrs. Goff</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

PRESENTATION:

2021-2022 Audit: Mr. Swisher of Suplee, Clooney & Company

CORRESPONDENCE:

REPORTS:

- A. Student Council Representative's Report – Paul Duerr
- B. Superintendent’s Report – Dr. Richard A. Spirito

CURRICULUM AND INSTRUCTION:

Alma Morel, 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
HHS	Senior Class	Dorney Park	NYNJ Bus Charter Services	Included in Class Dues	\$0.00
HHS	High School Seniors	Passaic County Community College	HPS	\$0.00	\$0.00
HHS	Spanish Club	1000 5 th Avenue, NYC	HPS	\$0.00	Spanish Club Fundraising
LMS	5th Graders JS/RS/WS	Lincoln Middle School	HPS	\$0.00	\$0.00
HHS	Heroes & Cool Kids	Lincoln Middle School	HPS	\$0.00	\$0.00
WS	Enrichment Plus Grade 3	Van Saun Park/Zoo	HPS	\$6.00	\$0.00
WS	Kindergarten Classes	Turtle Back Zoo	HPS	\$7.50	\$6.00
*ELEM	Enrichment-Path Grade 5	Hawthorne High School	HPS	\$0.00	\$0.00

CI-2. Request to establish special education programs/services as listed below in accordance with New Jersey Administrative Code N.J.A.C. 6A:14, Special Education and N.J.A.C. 6A-26. Educational Facilities.

Jefferson Elementary School Pull-out Resource

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.	Melody Jill Hackett	Retire	Teacher of English	n/a	n/a	HHS	7/1/23	6/30/23 Last Day on Payroll	Retirement
P-2.	Miriam Levin	Retire	School Social Worker	n/a	n/a	WS	7/1/23	6/30/23 Last Day on Payroll	Retirement
P-3.	Breanna Broesler	Adjust	From ESSER Position to Tenure Track Position – Elementary Teacher K-6	MA/3	Pro-rated on the Basis of an Annual Salary of \$59,115	JS	4/1/23	6/30/23	To Fill a Vacancy Created by the Retirement of Dawn Moore
P-4.	Richard Prezioso	Extra Duty	Assistance with LMS Drama Production	n/a	\$33.66 per hour not to exceed 15 hours	LMS	2022-2023 SY	2022-2023 SY	Assistance with the LMS Drama Production
P-5.	Adam Nuzzi	Extra Duty	Assistance with LMS Drama Production	n/a	\$33.66 per hour not to exceed 5 hours	LMS	2022-2023 SY	2022-2023 SY	Assistance with the LMS Drama Production
P-6.	Alexander Davis	Extra Duty	Chaperone	n/a	\$20.00 per hour	HHS	3/3/23	n/a	For student (file #030523) for the Spring Dance
P-7.	Teresa Magna Davenport	Extra Duty	Chaperone	n/a	\$33.66 per hour	HHS	3/3/23	n/a	For student (file #030623) for the Spring Dance
P-8.	Philip Schneider	Extra Duty	Chaperone	n/a	\$33.66 per hour	HHS	3/3/23	n/a	For student (file #030723) for the Spring Dance
P-9.	Ryan McMann; Miriam Nassery; Rachel Ambrogio; Scott Crimmel; Cynthia Dockray; Cristina Redmerski; Hana Selimovic; Philip Dacchile; Matthew Trejos	Extra Duty	Chaperones	n/a	\$33.66 per hour	HHS	3/3/23	n/a	For Student Council Spring Semi-Formal
P-10.	Jose Corrales	Volunteer	Volunteer Lacrosse Coach	n/a	n/a	HHS	2022-2023 Season	End of Season	Volunteer Coach

Item #	Name	Action	Position	Degree /Step	Salary	School	Effective Date	Notice Date or Ending Date	Reason/ Account
P-11.	Sara Conklin	Resign	Part Time Para	n/a	n/a	WS	3/2/23	3/1/23 Last Day on Payroll	Resignation
P-12.	James Garrison	Hire	Security Guard	n/a	\$27.50 per hour	District	3/15/23	6/21/23	To Fill a Vacancy
P-13.	German Herrera	Extra Duty	Bus Escort	n/a	\$18.26 per hour – not to exceed 15 minutes per day for 4 days per week	RS	2/2023	6/21/23	Chaperone to transition student(s) from dismissal to the bus room to the actual bus as needed
P-14.	Melissa Cruz	Extra Duty	Bus Aide	n/a	\$14.45 per hour	District	3/1/23	6/21/23	Bus Aide
P-15.	Eileen Sawey-Walsh	Hire	Bus Aide	n/a	\$14.45 per hour No Benefits	District	Pending Criminal History Review	6/21/23	Bus Aide
P-16.	Oswaldo Duran	Extra Duty	Flag Football – Head	n/a	Stipend of \$3,500	HHS	2022-2023 Season	End of Season	Flag Football 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-17. Appointment of the following person to serve in the listed position below, for the 2022-2023 School Year effective April 1, 2023. This annual appointment is for the 2022-2023 school year only based on vacancies created due to Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act, and the American Rescue Plan (ARP) Elementary and Secondary School Emergency Relief (ARP ESSER) Fund and shall not be renewed for the 2023-2024 school year.

Name	Position	Degree/ Step	Salary	School	Effective Date	Reason	Account
Cassandra Parkin	Elementary	BA/1	Pro-rated on the basis of an annual salary of \$55,765	JS	4/17/23	Replacement of Breanna Broesler who was in this position through 3/31/23 for Ginelle Grunfelder (ESSER)	General Fund

P-18. Approval of the following person(s) to serve as (a) substitute teacher(s) in the Hawthorne Public School District for the 2022-2023 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

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. APPROVAL TO ACCEPT ANNUAL COMPREHENSIVE FINANCIAL REPORT

Be it resolved, upon the recommendation of the Superintendent in consultation with the Business Administrator, the Hawthorne Board of Education accepts the Auditor's Management Report (AMR) of the district's 2021-2022 records, as prepared by the firm of Suplee, Clooney & Company, in accordance with N.J.S.A. 18A23-1 through 11.

Be it further resolved, that the Hawthorne Board of Education accepts the Annual Comprehensive Financial Report (ACFR) prepared by the firm of Suplee, Clooney and Company for the fiscal year ending June 30, 2022 with the following recommendations:

1. Administrative Practices and Procedures – NONE
2. Financial Planning, Accounting and Reporting – NONE
3. School Purchasing Program – NONE
4. School Food Service – NONE
5. Student Body Activities – NONE
6. Application for State School Aid – NONE
7. Pupil Transportation – NONE
8. Capital Assets and Facilities – NONE
9. Miscellaneous – NONE
10. Status of Prior Year's Findings/Recommendations – NONE

F-2. APPROVAL OF PRELIMINARY PROPOSED BUDGET FOR THE 2023-2024 SCHOOL YEAR

The Board of Education of Hawthorne hereby adopts the following preliminary proposed budget for the 2023-2024 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	\$49,912,950
Special Revenue Fund	\$ 1,557,460
Repayment of Debt	<u>\$ 1,971,994</u>

Total Expenditures \$53,442,404

Revenue

Budgeted Fund Balance – operating	\$ 531,348
Budgeted Fund Balance – debt service	\$ 75,000
Local Tax Levy	
Current	\$42,727,653
Debt Service	\$ 1,385,602
Tuition	\$ 45,000
Misc. Revenue	\$ 157,700
Medicaid Reimbursement	\$ 117,342
State Aid	
Current (includes extraordinary aid)	\$ 5,051,117
Debt Service	\$ 511,392
Special Revenue Fund	\$ 1,557,460
Withdrawal from Capital Reserve	<u>\$ 1,282,790</u>

Total Revenue \$53,442,404

Included in the budget is the use of \$736,655 Health Care Cost Adjustment. The Adjustment for Health Care Costs is to help offset the 15.1% increase in School Employees’ Health Benefit Program expenses.

Be it further resolved, that the district’s general tax requirements to support the proposed 2023-2024 budget, as stipulated by the Hawthorne Board of Education Finance Committee and Hawthorne Borough Municipal Officials, as follows:

General Fund:	\$42,727,653
Debt Service:	<u>\$ 1,385,602</u>
Total:	\$44,113,255

Note: The 2023-2024 School District Preliminary Proposed Budget is tentative pending approval by the Executive County Superintendent.

The Board authorizes the 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-3. 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 \$1,282,790 for other capital project costs including \$980,790 for the ROD grant roof replacement project; \$167,000 for the COPS grant mass communication system replacement project; and the \$135,000 for the Hawthorne High School field and bus yard fencing project. The total cost of these projects is \$1,282,790 which represents 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.

F-4. APPROVAL OF WITHDRAWAL FROM CAPITAL RESERVE

Be it Resolved, that the Hawthorne Board of Education approves the withdrawal of \$1,282,790 from Capital Reserve to fund the local share of the ROD grant roof replacement project; COPS grant communication replacement project, and Hawthorne High School field and bus yard fencing project.

F-5. WHEREAS, the Hawthorne Board of Education policy #6471 and N.J.S.A. 18A:11-12 (p) 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 2023-2024 school year.

WHEREAS, the Hawthorne Board of Education appropriated \$45,050 for travel during the 2022-2023 school year and has spent \$12,175.

NOW, THEREFORE BE IT RESOLVED that the Hawthorne Board of Education hereby establishes the school district travel maximum for the 2023-2024 school year at the sum of \$60,000 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-6. Approval of an agreement to purchase \$120,396.05 of Meraki switches and licensing from CDWG, pursuant to the e-rate bid evaluation process.

F-7. Rescind February 21, 2023 Board resolution F-10 to open a new general bank account.

F-8. Retroactive approval of the Columbia Bank Positive Pay Service Agreement and enrollment form for bank account ending xx6822.

F-9. 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-10. WHEREAS, N.J.S.A. 18A:18A-11, et seq. authorizes two or more contracting units to establish a Cooperative Pricing System for the provision and performance of goods and services, and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, NJEdge.Net, Inc. (“NJEdge”), hereinafter referred to as the “Lead Agency” has offered voluntary participation in a Cooperative Pricing System known as the “EdgeMarket Cooperative” for the purchase of goods and services; and

WHEREAS, on March 14, 2023, the governing body of the Hawthorne Board of Education, situated in the County of Passaic, State of New Jersey, duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services; and

WHEREAS, the Hawthorne Board of Education within the County of Passaic, State of New Jersey, desires to participate in the EdgeMarket Cooperative; and

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Hawthorne Board of Education

AUTHORITY

Pursuant to the provisions of N.J.S.A. 18A:18A-11, et seq., the School Business Administrator of the Hawthorne Board of Education, on behalf of the Hawthorne Board of Education, is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

This Lead Agency shall be responsible for complying with the provisions of 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 DATES

March 15, 2023 – June 30, 2025

- A-1. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2022-2023: LMS 241455 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 #2022-2023: HHS 241254 and authorizes the Superintendent to notify the parents of the Board's decision.
- A-3. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2022-2023: HHS 241413 and authorizes the Superintendent to notify the parents of the Board's decision.
- A-4. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2022-2023: HHS 241412 and authorizes the Superintendent to notify the parents of the Board's decision.
- A-5. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2022-2023: LMS 241132 and authorizes the Superintendent to notify the parents of the Board's decision.
- A-6. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2022-2023: LMS 241406 and authorizes the Superintendent to notify the parents of the Board's decision.

- A-7. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2022-2023: LMS 241461 and authorizes the Superintendent to notify the parents of the Board’s decision.
- A-8. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2022-2023: LMS 241290 and authorizes the Superintendent to notify the parents of the Board’s decision.
- A-9. Be it resolved that the Board of Education affirms the Superintendent's decision on HIB #2022-2023: HHS 242430 and authorizes the Superintendent to notify the parents of the Board’s decision.

Board of Education Roll Call Vote

	<u>Ms. Ehrentraut</u>	<u>Dr. Morel</u>	<u>Mr. Puluse</u>	<u>Mr. Shortway</u>	<u>Mr. Totaro</u>	<u>Mr. Carr</u>	<u>Mr. Clavijo</u>	<u>Mr. Doyle</u>	<u>Mrs. Goff</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

CLAIMS:

Jay Shortway

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

- CL-1. Approval of the March 2023 Bill List.

It is recommended that the Board approve the bill list for the month of March 2023.

Board of Education Roll Call Vote

	<u>Dr. Morel</u>	<u>Mr. Puluse</u>	<u>Mr. Shortway</u>	<u>Mr. Totaro</u>	<u>Mr. Carr</u>	<u>Mr. Clavijo</u>	<u>Mr. Doyle</u>	<u>Ms. Ehrentraut</u>	<u>Mrs. Goff</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

BUILDINGS AND GROUNDS:

Marco Totaro, 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
Outdoor Track	Saturdays, 4/1/23 – 6/2/23 1:00 p.m. to 3:00 p.m.	<u>Boys & Girls Club of Hawthorne</u> Outdoor Track Grades 1-5

POLICY:

Alma Morel, Chairperson

ACTION ITEMS:

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

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

Policy/Reg.	Title
P0152	- Board Officers
P2425	- Emergency Virtual or Remote Instruction Program
R2425	- Emergency Virtual or Remote Instruction Program

Board of Education Roll Call Vote

	Mr. Shortway	Mr. Totaro	Mr. Carr	Mr. Clavijo	Mr. Doyle	Ms. Ehrentraut	Dr. Morel	Mr. Puluse	Mrs. Goff
Motion									
Aye									
Nay									
Abstain									
Absent									

COMMITTEE AND LIAISON REPORTS:

COMMITTEE

CHAIRPERSON

Legislative	Joseph Carr
Finance & Administration	Alex Clavijo
PCSBA	Alex Clavijo
Council Liaison	Jen Ehrentraut
NJSBA.....	Abigail Goff
Policy.....	Alma Morel
HEF/SEPAC/PTOs.....	Anthony Puluse
Curriculum & Instruction	Alma Morel
Buildings & Grounds.....	Marco Totaro

PUBLIC BE HEARD:

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

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

NEW BUSINESS:

OLD BUSINESS:

PRIVATE SESSION:

Be it resolved that the Hawthorne Board of Education convenes an Executive Session to discuss exempt matters pertaining to:

1. A matter rendered confidential by federal or state law
2. A matter in which release of information would impair the right to receive government funds
3. Material the disclosure of which constitutes an unwarranted invasion of individual privacy

