

A Special Public Meeting of the Board of Education of the Township of Teaneck, County of Bergen, New Jersey, was held in the 3rd Floor Cheryl Miller-Porter Student Center at the High School, 100 Elizabeth Avenue, Teaneck, New Jersey, on Wednesday, June 22, 2011, at 8:02 p.m. Dr. Ardie Walser, President of the Board, presided.

FLAG SALUTE

PRESIDING OFFICER'S MEETING NOTICE STATEMENT

"I hereby call to order the Special Public Meeting of the Teaneck Board of Education, held on Wednesday, June 22, 2011, in the 3rd Floor Cheryl Miller-Porter Student Center at the High School, 100 Elizabeth Street, Teaneck, New Jersey. Adequate notice of this meeting has been sent to The Record, The Suburbanite, filed with the Municipal Clerk of the Township of Teaneck and posted inside the Teaneck Board of Education, One Merrison Street, on Friday, June 17, 2011."

ROLL CALL

Board Members Present: Mr. Herbert Burack
Dr. David Diuguid
Mrs. Margot Embree Fisher arrived @ 8:05 pm
Dr. Henry Pruitt
Mr. Sebastian Rodriguez
Mr. Howard Rose
Mrs. Clara Williams
Mrs. Gervonn Rice
Dr. Ardie Walser arrived @ 8:15 pm

Absent:

Others Present: Ms. Barbara Pinsak, Interim Superintendent of Schools
Mr. Robert Finger, Business Administrator/Board Secretary

Please Note: It may be necessary, from time to time, to remove or make changes in a motion(s) between the time this agenda is prepared and when the Board takes action. This will be accomplished by an actual removal or change in the motion and noted on the Errata and Change Sheet, or will be announced by the Board President at the start of the meeting.

**Superintendent's Report
June 22, 2011**



Dr. Maureen Edwards has been selected to participate as a panel member at the 2011 NJDOE Summer Leadership Conference to be held at New Jersey City University for two days (July 11, 12, 2011). The focus of her panel will be "Promoting Best Practices in Performance, Evaluation and Accountability of Students with Exceptionalities." Congratulations to Dr. Edwards. Congratulations to Coach Damien Betances and the Teaneck Boy's Track Team, who returned victorious from the New Balance Scholastic Outdoor Championships in Greensboro, NC. Please check the other side of this report for the highlights and accomplishments of the 2010-2011 team.

This is graduation week for Teaneck. Ceremonies remaining are the Whittier School Moving Up at BFMS tomorrow at 8:45 AM, Hawthorne School at TJMS tomorrow at 9:30 AM. Capping our series of journeys to the next level is the Teaneck High School graduation tomorrow night at 6:30 PM. Congratulations to our graduates and to their proud families. Commendations to all of the schools for beautiful ceremonies that certainly make memories for everyone involved. The district is seeking volunteers (teachers, parents, community members and students) for a task force on school climate and positive behavior in the Teaneck Public Schools. Among other responsibilities, participants will review documents that communicate the new Harassment Intimidation Bullying policy and district procedures for implementing it. If you are interested in membership, please contact the Superintendent's office by Friday, June 24th. If you haven't had an opportunity to view the new Teaneck Public Schools website, I invite you to do just that. If you have suggestions or comments for improvement, there is a link called webfeedback available for those ideas. We have received some good suggestions and some positive feedback about the new site.

It wouldn't be fitting to close out this school year without thanking the Board of Education for their tireless work on behalf of our students. They are extraordinary people and cannot be recognized for their contributions often enough. I am fortunate to be sitting with an excellent view of the Board in operation and it is an inspiring one.

PUBLIC HEARING ON MEETING AGENDA

The public hearing on matters appearing on this meeting's business agenda commenced at 8:05 p.m. The following persons were recognized and addressed the Board on the indicated agenda matter.

Alan Sohn, Resident – Commented on the Resolution for Margaret Angeli and all the hard work she has given the Board of Education and Township of Teaneck for all those years.

Thanked the Board for working towards implementing the Prevention and Treatment of Sports-Related Concussions and Head Injuries Policy.

Charles Powers, resident – Are the Superintendent's Duties changed from the original policy of 1998 he couldn't tell.

Resolution to enter into Executive Session

Motion made by Dr. Diuguid seconded by Dr. Pruitt;

BE IT RESOLVED by the Teaneck Board of Education that:

1. It does hereby determine that it is necessary to meet in Executive Session on Wednesday, June 22, 2011, to discuss matters of personnel, involving specific individuals and/or anticipated litigation.
2. These matters will be made public when the need for confidentiality no longer exists.
3. The time that the Board anticipates to be in Executive Session is 30 minutes.

Roll call approved 8-0

Moved into Exec Session 8:15 P.M.

Reconvened at 9:02 P.M.

FORMAL BUSINESS AGENDA

The Board of Education took the following actions on the business agenda items for this meeting.

Motion made by Dr. Diuguid seconded by Mr. Rodriguez;

6. the Board approved **SECOND READING** of the following Board Policies:

[1230]	Superintendent's Duties	REVISED
[1522]	School-level Planning & Evaluation	REVISED
[2431]	Athletic Competition	REVISED
[2414]	Programs and Services for Pupils in High Poverty	REVISED
[2436]	Activity Participation Fee	NEW
[6150]	Tuition Income	NEW
[6220]	Finances-Budget Preparation	REVISED
[6311]	Contracts for Goods or Services	NEW
[6820]	Financial Reports	REVISED
[8600]	Transportation	REVISED

7. the Board approved **FIRST READING** of the following Board Policies:

[2431.4]	Prevention and Treatment of Sports-Related Concussions and Head Injuries	NEW
[5512]	Harassment, Intimidation, And Bullying	REVISED

Roll call on Board Policy Motions #6-7; Motions approved 9-0.

Motion made by Dr. Diuguid seconded by Mr. Rose to table Motion #38;

Motion made by Dr. Diuguid seconded by Mr. Rodriguez;

37. the Board approved and adopted the following meeting date of August 24, 2011.

The Board resolves, herewith, to meet in executive (Non-Public) session on the dates and for the purposes indicated in the schedule. The Minutes of such discussion shall be available promptly when the need for confidentiality no longer exists.

The Board reserves the right to call executive sessions not included in the schedule. An appropriate resolution calling an executive session shall be made in a prior public meeting in accordance with C.231, L. '75.

<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>	<u>Type</u>	<u>Agenda</u>
Sun.	08/07/11	9:00 A.M.	E.F.S.D.R.	Special Workshop	Board Retreat
Wed.	08/24/11	8:00 P.M.	E.F.S.D.R.	S.P.M.	Year Beginning Meeting

Roll call on Board Operations Motion #37; Motion approved 9-0.

Motion made by Dr. Diuguid seconded by Mr. Rodriguez;

- 74. the Board approved an extension of remuneration to Katherine Roberts, Ph.D. for a maximum of six months from May 31, 2011 through November 30, 2011 at no additional cost. She is the independent evaluator of the grant entitled: Teaneck Public Schools: Bergen Mental Health and Schools Initiative from the US Department of Education. Dr. Roberts advises, monitors, and evaluates all programs and services that are funded through the grant. The amount would not exceed \$4,062, the balance budgeted in the grant. This extension was approved by the US Department of Education on May 27, 2011. Account #20-425-213-300-74-50-G-H - \$4,062
- 75. the Board authorized submission of a grant proposal to The City College of New York, Grove School of Engineering, entitled Engaging Future Engineers by a Mission Oriented Design Project for Thomas Jefferson Middle School for the period January 1, 2012 through May 31, 2012. The grant award of \$1,250,000 would be shared among several school districts.
- 76. the Board approved compensation to the following non-public school faculty who provided services to Torah Academy: Account #20-270-200-320-92-50-I-T

<u>NAME</u>	<u>PROGRAM</u>	<u>MAXIMUM REMUNERATION</u>
Judah Chanales	Specialized Computer Science Training	\$ 1,000
Garry Katz	Intensive College Guidance	\$ 1,000
Irene Stein	Mathematics Coordination	\$ 1,500

- 77. the Board authorized submission of the following carryover budget for the use of funds from the 2009-2010 Individuals With Disabilities and Education Act, Part B (IDEA-B) . entitlement, in the amount of \$7,833, to be implemented during the period beginning September 1, 2010 through August 31, 2011.

<u>Account #</u>	<u>Amount</u>
20-253-100-566-49-61-C-C; IDEA C/O SMR/OOD TUITION	\$2,142
20-253-100-600-92-31-C-C; IDEA C/O SMR/INST SUPPLIES	<u>\$5,691</u>
TOTAL	\$7,833

- 78. the Board approved acceptance of a \$1,500 donation to the FORUM from a Teaneck resident who wishes to remain anonymous. Account #20-010-100-600-73-40-G-H
- 79. the Board approved compensation to Lavish Spa Essentials, LLC, to present a Self-Care workshop to students enrolled in the Teaneck High School FORUM Studio 2B Summer Girls Empowerment Camp, in an amount not to exceed \$500. Account #20-010-100-300-73-50-G-H FORUM/Township Grant.

80. the Board approved funding to West Bergen Mental Healthcare to provide services, including staff training, program development and social skills group therapy and consultation, in two sessions to be conducted during the period June 27, 2011 through November 18, 2011 in an amount not to exceed \$19,760. Funded by the Bergen County Mental Health and Schools Initiative Grant.
Account #20-425-213-300-74-50-G-H

81. the Board approved remuneration to Youth Consultation Services to conduct *Zippy's Friends* training for public and non-public school teachers, participating in the Bergen County Mental Health and Schools Initiative Grant during the last week of June, 2011, in an amount not to exceed \$9,000. Funded by the Bergen Mental Health and Schools Initiative Grant. Account #20-425-213-590-74-50-G-H

82. the Board approved remuneration to **CarePlus NJ** to provide training on Motivational Interviewing, an intervention strategy, for four (4) full-day sessions for public and non-public school teachers participating in the Bergen County Mental Health and Schools Initiative Grant, during the period July 25, 2011 through November 15, 2011, conducted by Stephanie Sarabia, LCSW, LCADC, in an amount not to exceed \$8,000. Funded by the Bergen Mental Health and Schools Initiative Grant.
Account #20-425-213-300-74-50-G-H

83. the Board approved a social-emotional development study being conducted by Jason Rodker, Pace University Psychology Intern, who is planning his dissertation research toward fulfillment of his doctoral degree at Pace University. This study would investigate the social-emotional growth of children during kindergarten and the effect of social skills curricula (*Zippy's Friend's* curriculum), by measuring changes in kindergarten students' pro-social behaviors. The study would span over an eight (8) month period beginning in the 2011-2012 school year at Bryant School.

Roll call on School Operations and Curriculum Motion #74-83; Motions approved 9-0.

Motion made by Dr. Diuguid seconded by Mr. Rodriguez to table Motion #259;

Motion made by Dr. Diuguid seconded by Mr. Rodriguez;

244. the Board approved payment of the following 2010-11 bills and payroll, as detailed in lists attached to the Minutes of this meeting, including adjustments to previously approved bill payments, and that the Business Administrator/Board Secretary be hereby authorized to release the warrants in payments of these bills:

MAY 1, 2011 through MAY 31, 2011

Fund 10	\$7,203,649.52
Fund 20	184,052.81
Fund 30	1,850.00
Fund 60	55,635.06
Fund 61	164,697.35
 Total of Approved Payments	 \$7,609,884.74

245. the Board approved 2010-2011 budget appropriation transfers, previously approved by a member of the Finance Committee, which are attached and a part of the official record.

246. the Board approved the following resolution:

WHEREAS, the Board of Education has received the Report of the Board Secretary and the Report of the Treasurer of School Monies for the month of May 2011 and

WHEREAS, in compliance with N.J.A.C. 6A:23-2.11 (c)3 the secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education except as noted.

NOW, THEREFORE, BE IT RESOLVED, that in compliance with N.J.A.C.6A:23-2.11 (c)4, the Board of Education certifies that, after review of the secretary’s monthly financial reports (appropriate section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been overexpended in violation of N.J.A.C.6A:23-2.11(c)4, and that sufficient funds are available to meet the district’s financial obligations for the remainder of the year (which would become a part of the Minutes of this meeting).

BE IT FURTHER RESOLVED, that pursuant to P.L. 2004 Ch. 73(S-1701), the Board certifies that after a review of the Secretary’s Monthly Financial Report and upon consultation with the appropriate district officials, that there are no budgetary transfers that cumulatively exceed 10% that would require the approval of the Commissioner of Education.

- 247. the Board approved the attached list of Travel and Conferences for the staff indicated for professional improvement or development, as approved by and recommended by the Superintendent.
- 248. the Board approved the attached list of Student Field Trips, as approved by and recommended by the Superintendent.
- 249. the Board authorized payment for the 2010-2011 school year for the following regular education and special education students, as set forth below. All tuitions indicated are annual amounts and pro-rated based upon the effective dates of attendance. The total amount of current invoices for this motion is \$7,532.63.

Student ID#	Receiving District	Tuition Fee
94256	Homeless West Milford	\$2,402.73 – Grade 8
97461	Homeless West Milford	\$5,129.90 – SLD

- 250. the Board authorized a renewal of its general insurance coverage from August 1, 2011 through July 31, 2012 through the Northeast Bergen County School Boards Insurance Group (NESBIG) as follows:

Package Policy	\$ 350,408
Workers Compensation	491,278
Student Accident	<u>46,262</u>
TOTAL	\$ 887,948

- 251. the Board approved an agreement with the Bergen County Special Services School District to provide 192/193 services to non-public schools for the 2011-2012 school year.
- 252. the Board approved compensation to those clinicians and agencies on the attached list who would provide related services and / or independent evaluations during the 2010-2011 school year. The total amount for this motion is \$11,000.
- 253. the Board approved payment of tuition for out-of-district students who would require an extended year program during the summer of 2011, as indicated in their respective IEPs, as per the attached list. The total amount of current invoices for this motion is \$36,273.60. Account #20-452-200-100-72-11-C-C
- 254. the Board authorized tuition payment for 2011-2012 out-of-district special education programs, as per the attached list. All tuitions indicated are annual amounts and would be pro-rated based upon the effective dates of attendance. The total amount of current invoices for this motion is \$737,461.13.
- 255. the Board authorized tuition payment for 2010-2011 out-of-district special education programs, as per the attached list. These tuitions would be pro-rated based on effective dates of attendance. The total amount of current invoices for this motion is \$11,627.10.

256. the Board approved a lease with 101 Cedar Lane Associates for Teaneck Women Train and Work Employment for Women from July 1, 2011 through June 30, 2012, for office space at 101 Cedar Lane, Teaneck, in the amount of \$13,860 funded by the TW2 grant. Account #'s 20-043-200-400-56-50-P-W; 20-044-200-440-56-50-P-W
257. the Board authorized the Business Administrator/Board Secretary to enter into and sign the necessary agreements for the following monthly health benefit programs at the rates outlined for employees eligible to receive such coverage:
- a) Delta Dental Plan of New Jersey, Inc., effective July 1, 2011 through June 30, 2013 Teachers, Administrators, Paraprofessionals, Secretaries, Off-Guide Personnel and O&M Personnel
- Single Premium = \$ 40.15
Family Premium = \$127.85
- Represents a 2% decrease for a two year renewal, 2011-2012 and 2012-13.
- b) Prescription Drug: Caremark/CVS, Inc., effective July 1, 2011 through June 30, 2012
- The district is self-insured for actual drug costs, plus a Third Party Administrator Fee of \$1.50 for pharmacy claims and \$1.50 for prescriptions paid directly to subscriber.
- COBRA rate for Prescription Coverage for the above period is \$257.30 per employee, per month.
258. that the Board acknowledge receipt of a donation in the amount of \$215.24 from the Endowment Foundation UJA Federation of Northern New Jersey. Account #20-031-222-610-75-40-T-H
260. the Board approved the annual request to the Bergen County Executive County Superintendent of Schools for approval of a Kindergarten Toilet Waiver for the 2011-2012 school year.
261. the Board approved a renewal of the contract with Bowles Corporate Services for security at Teaneck High School for the 2011-2012 school year. In addition, the contract will reduce the number of security staff at Teaneck High School from the current six to three, in accordance with the approved budget. The hours will be reduced from 240 hours per week to 120 hours per week, the regular rate and overtime rate in effect for the 2010-2011 school year will remain in effect as well as all other terms and conditions of the contract, except that the contract amount will be reduced in proportion to the reduction of staff.

- 262. the Board approved the renewal of Bid #2009-15, Computer Hardware/Software and Peripherals to SR Systems, Boise Idaho, for the school year 2011-2012.
- 263. the Board approved the renewal of Bid #07-08, Districtwide Printing to BP Services, Concept Printing, O’Shea Printing, Courier Printing, Premier Agendas, Hummel Printing and Logomanic, dba Composition Printing, for the school years 2011-2012 & 2012-2013 at a 1.23% increase for the 2011-2012 school year.
- 264. the Board awarded a contract for Bid #2011-02, Boiler/Burner Services, to the lowest responsible bidder, C. Dougherty & Co. Inc., Paterson, NJ, in the amount of \$68.00/hr. for the period July 1, 2011 through June 30, 2013. This contract was awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et. seq.

Bid Summary

Bids were opened on Wednesday, June 1, 2011 at 10:45 a.m.

<u>Contractor</u>	<u>‘Hourly Labor Rate’ (Bid Amount)</u>
C. Dougherty & Co. Inc.	\$68.00
Express Heating Co.,	70.00
Envirocon, LLC	78.00
Manhattan Welding Co.	78.50
Mechanical Preservation Associates	90.00

- 265. the Board awarded a contract for Bid #2011-03, Burglar Alarm Maintenance & Repair, to the lowest responsible bidder, Haig’s Service Corp., Green Brook, NJ, in the amount of \$8,390.00 for the period July 1, 2011 through June 30, 2013. This contract was awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et. seq.

Bid Summary

Bids were opened on Wednesday, June 1, 2011 at 11:00 a.m.

<u>Contractor</u>	<u>‘Annual Service Fee’</u>
Haig’s Service Corp.	\$ 8,390.00
Fire And Security Technologies, Inc.	12,900.00

Bid packets were requested by three other companies.

266. the Board rejected the bids received for Bid #2011-04, Fire Alarm Services. Furthermore, that the Board authorizes the School Business Administrator to award a contract to Haig’s Service Corp. through the Educational Data Services Cooperative bid for the 2011-2012 school year.

Bid Summary

Bids were opened on Wednesday, June 1, 2011 at 11:30 a.m.

<u>Contractor</u>	<u>‘Annual Service Fee’</u>
Sal Electric Co., Inc.	\$ 6,500.00
Fire And Security Technologies, Inc.	12,575.00
Haig’s Service, Corp.	18,480.00

Bid packets were requested by four other companies.

267. the Board rejected the bids received for Bid #2011-05, Concentrated Cleaning Chemicals. Furthermore, that the Board authorizes the School Business Administrator to enter into a Cooperative Bid for Concentrated Cleaning Chemicals with the Middlesex Regional Educational Services Commission (MRESC) for the **2011-2012** school year.

Bid Summary

Bids were opened on Wednesday, June 1, 2011 at 11:15 a.m.

<u>Contractor</u>	<u>‘Estimated Contractor’s Bid’</u>
ATRA Janitorial Supply	\$21,343.00
John A. Earl, Inc.	24,215.00

Bid packets were requested by eight other companies.

268. the Board rejected the bids received for Bid #2011-06, Floor Finishes. Furthermore, that the Board authorizes the School Business Administrator to enter into a Cooperative Bid for Floor Finishes with the Middlesex Regional Educational Services Commission (MRESC) for the 2011-2012 school year.

Bid Summary

Bids were opened on Wednesday, June 1, 2011 at 11:45 a.m.

<u>Contractor</u>	<u>‘Estimated Contractor’s Bid’</u>
ATRA Janitorial Supply	\$31,570.00
John A. Earl, Inc.	25,299.40 (*)

(*) John A. Earl, Inc. was disqualified due to a non-responsive bid packet. Substitutes submitted were deemed by the Director of Facilities not to be equivalent or better than the items specified in the bid.

Bid packets were requested by five other companies.

269. the Board awarded a contract for Bid #2011-07, Supply of Paper Towels, to the lowest responsible bidder, ATRA Janitorial Supply, Pompton Plains, NJ, in the estimated amount of \$16,900.00, for the period July 1, 2011 through June 30, 2013. This contract was awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et. seq.

Bid Summary

Bids were opened on Wednesday, June 1, 2011 at 10:30 a.m.

<u>Contractor</u>	<u>'Estimated Contractor's Bid'</u>
ATRA Janitorial Supply	\$16,900.00
John A. Earl, Inc.	33,075.00

Bid packets were requested by six other companies.

270. the Board awarded a contract for Bid #2011-08, Repair of Custodial Equipment, to the lowest responsible bidder, ATRA Janitorial Supply, Pompton Plains, NJ, in the estimated amount of \$13,000.00, for the period July 1, 2011 through June 30, 2013. This contract was awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et. seq.

Bid Summary

Bids were opened on Thursday, June 2, 2011 at 11:30 a.m.

<u>Contractor</u>	<u>'Estimated Contractor's Bid'</u>
ATRA Janitorial Supply	\$13,000.00

Bid packets were requested by no other companies.

271. the Board awarded a contract for Bid #2011-09, Supply of Toilet Tissue and Liquid Soap, to the lowest responsible bidders, American Paper Towel, Carlstadt, NJ, in the estimated amount of \$10,055.50 for Package "A" – Toilet Tissue and John A. Earl Inc. in the estimated amount of \$4,921.60 for Package "B" – Liquid Soap, for the period July 1, 2011 through June 30, 2013. This contract was awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et. seq.

Bid Summary

Bids were opened on Thursday, June 2, 2011 at 11:00 a.m.

<u>Contractor</u>	<u>Package 'A' - Toilet Tissue</u>	<u>Package 'B' - Liquid Soap</u>
American Paper Towel	\$10,055.50	\$5,886.40
John A. Earl, Inc.	No Bid	4, 921.60
ATRA Janitorial Supply	7,165.50 (*)	7,952.00 (*)

(*) ATRA Janitorial Supply was disqualified due to a non-responsive bid packet. Substitutes submitted were deemed by the Director of Facilities not to be equivalent or better than the items specified in the bid.

Bid packets were requested by four other companies.

272. the Board awarded a contract for Bid #2011-10, Tree Work, to the lowest responsible bidder, Downes Tree Service, Hawthorne, NJ, in the estimated amount of \$1,460.00, for the period July 1, 2011 through June 30, 2013. This contract was awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et. seq.

Bid Summary

Bids were opened on Thursday, June 2, 2011 at 11:15 a.m.

<u>Contractor</u>	<u>'Estimated Contractor's Bid'</u>
Downes Tree Service	\$1,460.00
Beucler Tree Experts LLC	1,520.00
Dujets Tree Experts, Inc.	1,552.00
Tree-Tech, Inc.	1,810.00
Andy Matt Inc.	1,852.00
Ace Tree Surgeons	1,880.00

Bid packets were requested by three other companies.

273. the Board awarded a contract for Bid #2011-11, Refuse & Trash Removal, to the lowest responsible bidder, Veolia ES Solid Waste of NJ, Inc., Paterson, NJ, in the amount of \$38,900.00/yearly for the period July 1, 2011 through June 30, 2013. This contract was awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et. seq.

Bid Summary

Bids were opened on Thursday, June 2, 2011 at 10:45 a.m.

<u>Contractor</u>	<u>Bid Amount Yearly</u>
Veolia ES Solid Waste of NJ, Inc.,	\$38,900.00
Pinto Service Inc.	54,793.26
Miele Sanitation Company	57,600.00
Interstate Waste Services	59,126.00
Waste Management	87,264.00

Bid packets were requested by five other companies.

274. the Board awarded a contract for Bid #2011-12, Emergency Vehicle Repair, to the lowest responsible bidder, Hackensack Chevrolet, Hackensack, NJ, in the estimated amount of \$18,000.00, for the period July 1, 2011 through June 30, 2013. This contract was awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et. seq.

Bid Summary

Bids were opened on Thursday, June 2, 2011 at 11:45 a.m.

<u>Contractor</u>	<u>'Estimated Contractor's Bid'</u>
Hackensack Chevrolet	\$18,000.00

Bid packets were requested by four other companies.

275. the Board authorized participation by the Teaneck Public Schools in the National School Lunch and Breakfast Programs for the 2011-2012 school year under the terms and conditions of the "Agreement for Child Nutrition Programs," and further, that the Board authorize an agreement with Aramark Educational Services as the Food Service Management Company responsible for the operation of the school food service program for the 2011-2012 school year, with a management fee of \$.1778/meal and meals projected at 700,405 and a minimum guaranteed profit to the district of \$945 for Fiscal Year 2012.

	<u>2011-2012</u>
Breakfast - Elementary School (paid)	1.25
Breakfast - Middle & High School (paid)	1.50
Breakfast (reduced)	.30
Lunch - Elementary (includes Bryant)	2.25
Lunch - Middle School	2.50
Lunch - Secondary	3.00
Lunch - Reduced Price (All Schools)	.40
Lunch - Adult (Elementary School)	3.50/adult size
Lunch - Adult (Middle School)	3.65/adult size
Lunch - Adult (Secondary School)	4.00/adult size
Milk	.50

276. the Board approved participation in the Middlesex Regional Educational Services Commission cooperative bid for the 2011-2012 school year.

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 Middlesex Regional Educational Services Commission, 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 June 22, 2011 the governing body of the Teaneck Board of Education, County of Bergen, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

1. This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Teaneck Board of Education
2. Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the School Business Administrator is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.
3. The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.
4. This resolution shall take effect immediately upon passage.

277. the Board amended Finance & Budget Motion #30 of the August 25, 2010 Minutes to adjust the rate for services provided by the New Jersey Commission for the Blind and Visually Impaired during 2010-2011 from \$1,600 to \$1,700 per student; and approve remuneration for three additional students 93867, 93731 and 93508 in an amount not to exceed \$8,500.

278. the Board acknowledged that Whittier’s Elementary School conducted it’s second emergency school bus exit drill, as per State regulations according to NJAC 6A:27-11.2, at 8:00 a.m. at the location of Essex Street on June 8, 2011. Suzanna Kaplan, Principal, administrator in charge and Linda Harrison, Physical Education Teacher, were in attendance. The following bus routes were included in the drill:

Route # 4 Buses: A, B, C, D, E, F, G, H, & I Route # 4 Vans: A, B, & C

279. the Board acknowledged that Hawthorne Elementary School conducted it’s second emergency school bus exit drill, as per State regulations according to NJAC 6A:27-11.2, at 8:30 a.m. at the location of Lucy Avenue on June 14, 2011. Mr. Vincent McHale, Principal, administrator in charge and Linda Disken & Suzie O’Toole, teachers, were the staff members in charge. The following bus routes were included in the drill:

Route # 5 Buses: A, B, C, & D Route # 5 Vans: A, B & C

280. the Board acknowledged that Bryant Elementary School conducted it’s second emergency school bus exit drill, as per State regulations according to NJAC 6A:27-11.2, at 8:15 a.m. and 11:50 am at the location of Tryon Avenue on June 7, 8 & 14, 2011. Dr. Elise Bourne-Busby, Principal, was the administrator in charge. The following bus routes were included in the drill:

Route # 5 Buses: A, B, C, D, E, F & G Route # 5 Vans: A, B, C, D, E, & F
 Midday bus BMB1, Midday bus BMB2, Midday Van MV6A & V6F

281. the Board acknowledged that Lowell Elementary School conducted it’s second emergency school bus exit drill, as per State regulations according to NJAC 6A:27-11.2, at 8:40 a.m. at the location of Lincoln Place on June 8, 2011. Ray DiPippo and Bob Cangelosi, Physical Education teachers, were the staff members in charge. The following bus routes were included in the drill:

Route # 7 Buses: A, B, C, D, E, F, & G Route # 7 Vans: 1, 2 & 3

282. the Board acknowledged that Thomas Jefferson Middle School conducted a second emergency school bus exit drill, as per State regulations according to NJAC 6A:27-11.2, at 3:25 a.m. at the location of Fycke Lane on June 15, 2011. Dr. Wiedenman, Acting Principal, was the administrator in charge. The following bus routes participated in the drill:

Route # 11 Buses: TJ1

283. the Board awarded a contract for the Teaneck High School Roof Repairs to the lowest responsible bidder, Arch Concept Construction, North Haledon, NJ in the amount of \$932,000. Bids were opened on Thursday, June 16, 2011. This contract was awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et. seq.

Arch Concept Construction	\$ 932,000
ER Barrett, Inc.	\$1,109,635
USA General Contractors	\$1,397,000
JP Patti	\$1,636,300
DA Nolt, Inc.	\$1,654,335

Bid packets were requested by three other companies.

Roll call on Finance & Budget Motions #244-283; Motions approved 9-0.

Motion made by Dr. Diuguid seconded by Mr. Rodriguez;

207. the Board accepted the following resignations for the reasons and as of the effective dates listed:

<u>NAME</u>	<u>ASSIGNMENT/ LOCATION</u>	<u>REASON EFFECTIVE DATE</u>
Natalie Hooper	Special Education THS	Relocation 6/30/11
Susan Marie Griffin	Grade 2 Lowell	Retirement 6/30/11

208. the Board accepted the following leave of absence request for the reason and effective date listed:

<u>NAME</u>	<u>ASSIGNMENT/ LOCATION</u>	<u>REASON EFFECTIVE DATE</u>
Tanya Caesar-Waller	Guidance TJ	Family Medical Leave 6/22/11 – 6/30/11

209. the Board approved the following individuals be employed in the capacity and at the annual salary listed, pending receipt of appropriate credentials on/before September 1, 2011:

<u>NAME</u>	<u>ASSIGNMENT LOCATION</u>	<u>ANNUAL SALARY</u>
Danielle Lawlor 9/1/11 – 6/30/12	Health & Physical Education TJ	Replacement TE 1 - 1 \$48,860*
Daniel Olender 9/1/11 – 6/30/12	Social Studies THS	New Position TE 2 - 1 \$54,360*
Alyce Quinlan 9/1/11 – 6/30/12	Special Education THS	Replacement TE 1 - 3 \$49,860*
Elizabeth Rose 9/1/11 – 6/30/12	Special Education Hawthorne	Replacement TE 1 - 1 \$48,860*
Margot Todman-Mack 9/1/11 – 6/30/12	Social Studies THS	New Position TE 3 - 3 \$63,664*
Lauren Gallo 9/1/11 – 6/30/12	LDT/C District	Replacement TE 2 - 8 \$67,490*
Susan Haase 9/1/11 – 6/30/12	Special Education BF	Replacement TE 2 - 8 \$67,490*

PERSONNEL

JUNE 22, 2011

#209 (cont'd)

Chiara Levy 9/1/11 – 6/30/12	Guidance THS	Replacement TE 2 - 1 \$55,360*
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**2010-2011 salary guide rate pending completion of negotiations for a successor agreement.*

210. the Board approved compensation to the following teachers, at the contractual overnight trip stipend of \$498 each, for participating in the high school Peer Leadership Summer Retreat during August, 2011, in a total amount not to exceed \$996:

Account #20-281-100-101-73-10-I-0; Account #20-283-100-101-73-10-I-0 Title IV

Victoria Galligan

Eileen Hillman

211. the Board approved the reemployment of administrative personnel for the period July 1, 2011 through June 30, 2012, at the negotiated salary rates:

*Non-Tenured

ELEMENTARY PRINCIPALS

ANNUAL SALARY

Abrew, Leslie	\$ 140,497
Bourne-Busby, Elise	140,497
Kaplan, Suzanna	140,497
McHale, Vincent	127,878

MIDDLE SCHOOL PRINCIPALS / ASSISTANT PRINCIPALS

TBA

* Fleming, William	114,181
Morel, Alma	114,181
Small, Lennox	144,862
* Kiem, Raymond	111,396
King, Warner	127,727

HIGH SCHOOL PRINCIPAL / ASSISTANT PRINCIPALS

Davis, Angela	157,419
Conway, Marianne	135,353
Heck, Dennis	139,093

SUPERVISORS OF INSTRUCTIONAL PROGRAMS

* Kim, Hung	113,939
King, Marisa	128,512
* Sinclair, Todd	113,939
Spollen-LaRaia, Deirdre	123,796
Wilkes, Sandra	133,413

DIRECTORS

Edwards, Maureen	145,283
Wiedenman, Thomas	146,009

PERSONNEL**JUNE 22, 2011**

#211 (cont'd.)

INTERIM – OFFICE OF CURRICULUM & INSTRUCTION

Green, Antoine 144,862

COMMUNITY / SERVICE LEARNING COORDINATOR – 10 ½ -month Position

Schachter, Denise 77,191

COORDINATOR OF INFORMATION SYSTEMS

Muro, Sandy 87,912

EXPLANATION: This represents the annual rehire motion of TAAS members, with annual salaries based on the negotiated agreement.

212. the Board approved the reemployment of secretarial personnel and the athletic trainer for the period July 1, 2011 or September 1, 2011 for 10-month personnel (indicated by *), through June 30, 2012, at their 2010 - 2011 salary guide rates, except where indicated, pending completion of negotiations for a successor agreement:

Business Office (PC 83)

Bruno, Kathy	Guzman, Kathleen	Huber, Paula
Koteen-Coleman, Melanie	Shabrack, Karen	

Human Resource Management (PC 84)

Soderman, Erika

Curriculum & Instruction (PC 85)

Flanagan, Christine	Hollis, Charles
Thompson, Debbie, effective 7/1/11	C -5

Special Services (PC 46/72)

Baig, Aneesa	Basch, Julie	Leslie, Louise	South, Cynthia
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Elementary Schools (PC 71)

Ahearn, Susan*	Dorsey, Genita*	Santamaria, Dawn
Henry, Claudia	Jenner, Barbara*	Koch, Diane
Russ, Carole	Watt-St.Clair, Venessa	

Benjamin Franklin Middle School (PC 71/73)

Hollis, Catherine	Ball, Betty*	Bryant, Margaret	Laval, Dale
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Thomas Jefferson Middle School (PC 71/73)

Appel, Joanne	Harbater, Judith	McMillon, Kelly*	Reis, Susan
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Teaneck High School (PC 71/74/75)

Allshouse, Randi	Brown, Candice	De Lisio, Susan
Fischer, Donna	Friedel, Carol*	Henry, Jennifer

Teaneck High School (PC 71/74/75)

McClain, Leeann*	Murphy, Grace	Tavarez, Milagros
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THS – Guidance (PC 73)

Bailey, Gwendolyn Dockery, Kim

Operations & Maintenance (PC 89)

Soofoo, Marion

Athletic Trainer

Cieslak, Kenneth

213. the Board approved the reemployment of Custodial and Maintenance personnel for the period July 1, 2011 through June 30, 2012 pursuant to the terms of the negotiated agreement: 10% differential (Foreman)

<u>LOCATION & NAME</u>	<u>GUIDE/STEP</u>	<u>SALARY</u>	<u>DIFFERENTIAL</u>
<u>Whittier</u>			
Findlay, Boswell	OM 1 - 11	\$ 60,961	
Lawrence, Lancewell	1 - 9	57,105	
Pfeufer, Paul	1 - 12	62,611	
<u>Hawthorne</u>			
Fass, Nicholas	1 - 9	57,105	
Shepherd, Murtland	1 - 11	60,961	
Stamilla, Joseph	1 - 12	62,611	
<u>Bryant</u>			
Cain, Edward	1 - 12	62,611	
Gatto, Cosmo	1 - 9	57,105	
Miele, Peter	1 - 12	62,611	
<u>Lowell</u>			
Henry, Arthur	1 - 3	45,215	
McCalla, Jervis	1 - 11	60,961	
Walker, Robert	1 - 12	62,611	
<u>Eugene Field</u>			
Bridgemohan, Dontage	1 - 8	54,980	
Sternberg, Gary	1 - 9	57,105	
<u>Benjamin Franklin</u>			
Clarke, Steve	1 - 12	62,611	
Emile, Egebert	1 - 10	59,314	
Gilligan, Michael	1 - 5	48,865	
Scazafave, Joseph	1 - 9	57,105	
Shepherd, Derrick	1 - 12	62,611	

Thomas Jefferson

Lassiter, Carlton .49	1 - 10	29,063
Michels, Kenneth	1 - 12	62,611
Mitchell, Vermateen	1 - 9	57,105
Morrison, Edith	1 - 12	62,611
Shepherd, Lloyd	1 - 12	62,611
Williams, James	1 - 12	62,611

Teaneck High School

Blackhall, Selbourne	1 - 12	62,611
Dobson, Milton	1 - 12	62,611
Emery, Todd	1 - 8	54,980
Guzman, Adolfo	1 - 5	48,865
Hunter, Matthew	1 - 6	50,845
Hunter, Tyreek	1 - 5	48,865
Jacobs, Michael	1 - 12	62,611
Shepherd, Carlos	1 - 5	48,865
Shepherd, Clifford	1 - 2	43,540
Williams, Owen	1 - 12	62,611
Spratley, Larry – 10 month/hourly	1 - 5	23.49/hr.

Grounds Crew

Carlone, Robert (Foreman)	1 - 12	62,611	\$ 6,261
Corcoran, John	1 - 12	62,611	
Edwards, Dennis	1 - 3	45,215	
Jefferson, Melvin	1 - 8	54,980	
Pecoraro, Larry	1 - 3	45,215	
Post, Douglas	1 - 2	43,540	
Reichert, Geoffrey	1 - 8	54,980	

Mechanics

Burke, Colin	2 - 11	63,988
Clavelo, Carlos	2 - 1	45,242
Ince, Henson	2 - 3	48,795
Lee, Chong	2 - 12	66,193
Morrow, Michael	2 - 12	66,193
Thoren, Eric	2 - 12	66,193

214. the Board approved the reemployment of technology personnel, for the period July 1, 2011 through June 30, 2012, at their 2010 – 2011 salary guide rates pending completion of negotiations for a new agreement:

Dragotti, Dennis	Falleti, Jason	Holt, Ronald
Pinetti, Alicia	Williams, Barrington	

215. the Board approved the recommendation of the Superintendent to reestablish the position of Manager of Information Systems, effective July 1, 2011, and approve the essential qualifications and responsibilities as per the appended position description.
216. the Board approved the reemployment of Non-Guide, Community Education and FORUM personnel effective July 1, 2011 through June 30, 2012, or as indicated, at the salaries listed:

Anthony D'Angelo	Director of Facilities & Grounds	120,545
Clifford Jacobs	Director of Information Systems	116,405
Robert Laski	Manager of Information Systems	104,555
John Robinson	Manager of Operations & Maintenance	109,709
Linda Kuhran	Executive Assistant to the Superintendent	81,740
Marybeth Orapello	Coordinator, HRM	81,154
Al Schulz	Attendance Officer/Security* (11 month)	73,287
Karla Starks	Assistant to Business Admin/ Assistant Board Secretary	83,908

Grants and Resources

Claire Scarano	Coordinator (.33)	24,000
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Community Education

Ismail Lubna	Financial Coordinator	48,330
Lee Pratt	Registrar/Assistant to Financial Coord. (24hrs./wk)	20,934
Karen Yucht	Director	71,047

The FORUM

#20-440-200-100-73-12-O-H		
Nicholas Campestre	Coordinator	65,564
#20-440-200-100-73-11-O-H		
Javalda Powell	Counselor/Asst. Coordinator	61,436
Suzanne Dandie	Student Support Counselor	39,244
Renee Forte-Clarke	Academic Support Counselor	43,953
Yris Acevedo	Student Support Counselor	39,244
Yvonne Witter	Employment Counselor (19 hrs. 11 mos.)	25,247
#20-440-200-100-73-13-O-H		
Ophelia Ellis	Receptionist	33,204

- 217. the Board approved reimbursement to Benjamin Franklin Middle School Assistant Principal Raymond Kiem for the cost of his first year’s participation (2010 - 2011) in the New Jersey Leader to Leader Residency program for principal certification, in the amount of \$800.

- 218. the Board approved remuneration to the ten-month personnel listed below, at their per diem rate, for services to be rendered during the summer of 2010, for the number of days indicated:

<u>School</u>	<u>Name</u>	<u>#Days</u>
Lowell	Susan Ahearn	5
Whittier	Genita Dorsey	5
Hawthorne	Barbara Jenner	5
BFMS	Betty Ball	5
TJMS	Kelly McMillon	5
THS	Carol Friedel	5

- 219. the Board approved the following transfers effect September 1, 2011:

<u>NAME</u>	<u>From</u>	<u>To</u>
Lillian Garcia	Guidance/THS	Guidance/TJ
Florence Morgenstein	Physical Ed./TJ	Physical Ed./Elementary

- 220. the Board approved the following substitutes be employed on a per diem basis, as needed, during the period July 1 through August 31, 2010:

<u>Secretaries</u>	<u>Technician</u>	<u>Custodians</u>
Ruthanne Ahearn	Ray Ulmer	Evelio Guzman
Genita Dorsey		Charles Reid
Leeann McClain		Robert Richardson
Kelly McMillon		
Mitzi Yuzek		

- 221. the Board approved an extension of remuneration to Julie Basch for secretarial support from May 31, 2011 through November 30, 2011 at no additional cost to the Teaneck Public Schools: Bergen Mental Health and Schools Initiative. The amount would not exceed the \$7,388 balance budgeted in the grant. This extension was approved by the US Department of Education on May 27, 2011. This work would be funded through the Teaneck Public Schools: Bergen Mental Health and Schools Initiative Grant from the US Department of Education.
Account #20-425-213-100-74-50-G-H - \$7,388

222. the Board approved extension of remuneration to Mary Davey as Director from May 31, 2011 through November 30, 2011 at no additional cost to the Teaneck Public Schools: Bergen Mental Health and Schools Initiative. The amount would not exceed the \$8,630 balance budgeted in the grant. This extension was approved by the US Department of Education on May 27, 2011. This work would be funded through the Teaneck Public Schools: Bergen Mental Health and Schools Initiative Grant from the US Department of Education. Account #20-425-213-100-74-50-G-H - \$8,630
223. the Board approved remuneration to K-12 teachers at the rate of \$58/hr. (working w/o students) for participating in the following summer staff development workshops. District Fund 11, Title I and ARRA, Title IIA, and Title III, fund these workshops:

<u>WORKSHOP</u>	<u>STAFF</u>	<u>HOURS</u>	<u>STIPEND</u>	<u>COST</u>
<u>Account #11-000-223-104-19-15-I-D</u>				
Teaneck Academically Gifted				
TAG Selection Committee	3	20	\$ 1,160	\$ 3,480
Aretha Blake Arroyo	Linda Disken		Jessie Gorant	
<u>Account #11-000-223-104-19-15-I-D</u>				
Teaneck Academically Gifted				
TAG Curriculum Development	3	40	\$ 2,320	\$ 6,960
Aretha Blake Arroyo	Linda Disken		Jessie Gorant	
<u>Account #11-000-223-104-19-15-I-D</u>				
Junior Great Books Training	2	10	\$ 580	\$ 1,160
2 TBD				
<u>Account #11-000-223-104-19-15-I-D</u>				
Culinary Arts				
Curriculum Writing	2	25	\$ 1,450	\$ 2,900
Jennifer Joyce				
Luigi Venezia				
<u>Account #11-000-223-104-19-15-I-D</u>				
Digital Publishing Design	2	20	\$ 1,160	\$ 2,320
Andrew Bellin				
Kevin Hannon				
<u>Account #11-000-223-104-19-15-I-D</u>				
Grade 7 Computer Apps				
Curriculum Writing	1	30	\$ 1,740	\$ 1,740
Sue Luckman Jacobs				
<u>Account #11-000-223-104-19-15-I-D</u>				
Social Studies Summer				
Assignments Development	5	5	\$ 290	\$ 1,450
John Dean	Arthur Mazzacca		Damien Betances	
Olivia Betances	Daisy Diaz Granados			

PERSONNEL

JUNE 22, 2011

#223 (cont'd.)

Account # 20-464-200-100-22-15-I-4

Account # 20-464-200-100-22-15-I-5

Account # 20-464-200-100-22-15-I-7

Grade 2 Social Studies

Curriculum Development	5	30	\$ 1,740	\$ 8,700
Ann Delaney		Chris Hernandez		Holly Koehler
Sandy Lizaire Duff		Kim Sullivan		

Account #11-000-223-104-19-15-I-D

Account # 20-464-200-100-22-15-I-4

Account # 20-464-200-100-22-15-I-5

Account # 20-464-200-100-22-15-I-7

Grade 4 Social Studies

Curriculum Writing	6	30	\$ 1,740	\$10,440
Gerald Henry		Matt McMillan		Ashley Mizell-Edey
Allison Norris		Lea Ann Richards		Sandra Warren Givens

Account #11-000-223-104-19-15-I-D

Grade 7 Social Studies

Curriculum Writing	3	15	\$ 870	\$ 2,610
Danielle Cata		Frank Piccininni		Angela Taylor

Account #11-000-221-104-18-15-Z-D

Account #20-464-200-100-22-15-I-4

Account #20-464-200-100-22-15-I-5

Account #20-464-200-100-22-15-I-6

Account #20-464-200-100-22-15-I-7

Account #20-464-200-100-22-15-I-J

Account #11-421-200-100-22-15-I-F

Grades K-8 Mathematics

Curriculum Dev. & Alignment	17	40	\$ 2,320	\$39,440
	2	20	\$1,160	\$ 2,320
Jessica Brown		Suada Charaf		Zainabu Conteh
Roger Davis		Trina Gillet		Gina Higgins
Glen Mezzatesta		Ashley Mizell-Edey		Frederica Ogletree
Diana Spain		Natasha Thomas		Sandra Warren Givens
Jen Weisbecker				
6 TBD				

Account #11-000-221-104-18-15-Z-D

Account #11-000-223-104-19-15-I-D

Algebra I & Geometry

Curriculum Dev. & Alignment	4	40	\$ 2,320	\$ 9,280
Shiby Daniel		Ronald DeBlasio		Eileen Hillman
Susan Soss				

Account #11-000-223-104-19-15-R-S

Literature & Cinema

Curriculum Development	3	20	\$ 1,160	\$ 3,480
Derek Gardner		Elizabeth Johnson		Jeanne McVerry

Account #11-000-223-104-19-15-I-D

Freshman Orientation

Curriculum Development	4	30	\$ 1,770	\$ 6,960
10 TBD	6	6	\$ 348	\$ 2,088

PERSONNEL

JUNE 22, 2011

#223 (cont'd.)

Account #11-000-223-104-19-15-R-S

Humanities through Literacy

Curriculum Review	3	15	\$ 870	\$ 2,610
Richard Rodda		Maurice Rosales		Paul Sheppard

Account #11-000-223-104-19-15-R-S

Grades K-8 Language Arts Lit.

Curriculum Review Revision	27	15	\$ 870	\$23,490
Lucille Amorosi-Maas		Valerie Beavers		Theresa Benedetti
Debra Benitez		Jessica Brown		Janet Bus
Katherine Crimmins		AnnMarie Daly		Susan Daniels
Ann Delaney		Jay Friedman		Chris Hernandez
Dennis Hiel		Sandy Joseph		Monica Lawson
Amy Moran		Allison Norris		Frederica Ogletree
Kristen Panagiotou		Lea Ann Richards		Rena SanGeorge
Kim Sullivan		Anitha Thomas		Assunta Trischka
3 TBD				

TOTAL \$ 131,428

224. the Board approved remuneration to guidance counselors for services that would be rendered during summer 2011, for the number of days indicated below, pursuant to the terms of Schedule C of the negotiated contract and elementary outreach workers and family support counselor to be paid at the rate of \$58/hr. (working without students) for grant-related work:

<u>Teaneck High School</u>		<u>Maximum</u>
<u>Account #11-000-218-104-73-15-G-H</u>	<u># of Days Schedule C</u>	<u>Remuneration</u>
Andrisani Frank	5	\$ 2,382.25
Coston, Dannette	5	2,382.25
Friedman, Laurel	5	2,382.25
Peleg, Toni	5	2,382.25
Taylor, Jennifer	5	2,382.25
TBA	5	2,382.25
Gundy, Marsha	26	<u>12,387.70</u>
		\$ 26,681.20

<u>Benjamin Franklin Middle School</u>		<u>Maximum</u>
<u>Account #11-000-218-104-73-15-G-F</u>	<u># of Days Schedule C</u>	<u>Remuneration</u>
Clyburn, Brian	2.5	\$ 1,191.13
Sherman, Denise	2.5	1,191.13
Klein, Eve	2.5	<u>1,191.13</u>
		\$ 3,573.39

<u>Thomas Jefferson Middle School</u> <u>Account #11-000-218-104-73-15-G-J</u>	<u># of Days Schedule C</u>	<u>Maximum Remuneration</u>
Baskin, Joel	2.5	\$ 1,191.13
Caesar-Waller, Tanya	2.5	1,191.13
Garcia, Lillian	2.5	<u>1,191.13</u>
		\$ 3,573.39

<u>Elementary Outreach/Family Support Counselors</u> <u>Account #20-472-218-104-73-11-G-G</u>	<u># of Days @58/hr.</u>	<u>Maximum Remuneration</u>
Brantley, Colette	1	\$ 464.00
Cruz, Renier	1	464.00
Mighty, Monique	1	464.00
TBA	1	464.00
TBA	1	<u>464.00</u>
		\$ 2,320.00

225. the Board amended Personnel Motion #197 of the June 8, 2011 Minutes to add Tawana Smith to the list of staff members who would provide IEP driven Home Programming Services / Parent Training, during July and August 2011, at the rate of \$50/hr. for 16 hours, in an amount not to exceed \$800.
226. the Board amended Personnel Motion #199 of the June 8, 2011 Minutes to add Nicole Laube to the list of paraprofessionals who would work in the district's Summer 2011 Basic Skills Reinforcement Program for Grades 5 – 7, June 27 through July 22, 2011 for a total of 80 hours at the rate of \$15/hr., in an amount not to exceed \$1,200.
227. the Board amended Personnel Motion #201 of the June 8, 2011 Minutes to add an additional paraprofessional, at the rate of \$15/hr., and adjust the number of hours for the speech language specialists, at the rate of \$62/hr. (working with students), to 120 hrs. each, working in the district's Extended School Year Program from June 27 through August 5, 2011, not to exceed the amounts listed. This increases the total cost of the ESY Program to \$266,680.

1 Paraprofessional @ 120 hrs. \$1,800
Valerie Wacha Paraprofessional

2 Speech Language Specialists @ 120 hrs. \$7,440 each
Leana Barbosa Jennifer Irish

EXPLANATION: Ms. Wacha would serve as a paraprofessional in the Extended School Year Program. Due to the number of students registered, it is necessary to increase the hours for speech services. Account #11-204-100-101-53-71-C-C; Account #11-204-100-106-53-71-H-C; Account #11-000-213-100-53-71-H-C

228. the Board included the name of teacher Eva Benevento to the list of Home Instructors to be employed on an as-needed basis, at the rate of \$45/hr., for the period commencing July 1, 2011 through June 30, 2012:

229. Board reimbursed the following employees who are retiring / resigning on June 30, 2011, for unused accumulated personal days and/or vacation days with the maximum number of days indicated:

Aster, Terry
159 illness/personal days @ \$100.00 per diem = \$15,900.00

Cummings, Kathleen
110 illness/personal days @ \$55.00 per diem = \$ 6,050.00
40 vacation days @ \$232.35 per diem = \$ 9,294.00

Davey, Mary
7.5 vacation days @ \$250.00 per diem = \$ 1,875.00

DiPippo, Raymond
165 illness/personal days @ \$100.00 per diem = \$16,500.00

Giancola, Charles
271.5 illness/personal days @ \$81.00 per diem = \$20,000.00 (maximum)

Griffin, Susan-Marie
202.5 illness/personal days @\$81.00 per diem = \$16,402.50

Maggiulli, Robert
141.5 illness / personal days @ \$75.00 per diem = \$10,612.50

McGarry, Cheryl
96 illness/personal days @ \$100.00 per diem = \$ 9,600.00

Prescod, Elise
171.5 illness/personal days @ \$22.00 per diem = \$ 3,773.00

Rivera, Grace
164.5 illness/personal days @ \$100.00 per diem = \$16,450.00

Shannon, Zaneta
74.5 illness/personal days @ \$59.00 per diem = \$ 4,395.50

TOTAL **\$130,852.50**

PERSONNEL

JUNE 22, 2011

230. the Board approved compensation to the following individuals for the period July 1, 2011 through August 31, 2011, for services provided to the Teaneck Women Train and Work program:

Name	Title	Account Number	Maximum Remuneration
Joanne Clemons (P)	Office Manager	20-044-200-100-56-13-P-W	\$ 3,456
Cheneisha Lewis (P)	Case Manager	20-044-200-100-56-11-P-W	4,320
Maria Mores	Case Manager	20-044-200-100-56-11-P-W	3,078

Name	Title	Account Number	Salary
Claire Scarano (P)	Director	20-044-200-100-56-12-P-W	\$ 7,588

231. the Board accepted the recommendation of the Superintendent to approve compensation to Grant Researcher/Writer Claire Scarano for 35 hrs. at the rate of \$38.20/hr., for preparation of the Full Service Community Grant application, in an amount not to exceed \$1,337.

232. the Board approved the following individual be remunerated for work in the Teaneck Community Education Center for the period of July 1, 2011- June 30, 2012, at the rate of \$17.17/hr. in an amount not to exceed that listed:

<u>Account #60-602-200-100-56-73-P-W-0</u>		Maximum Remuneration
Hadnot, Florence (P)	Office Assistant	\$ 12,700

233. the Board approved the following individuals be remunerated for work in the Teaneck Community Education Center, Summer Camp Kookooskoos and Musical Words program during the summer 2011 semester, in amounts not to exceed those listed:

<u>Account # 60-802-100-101-56-73-P-W-</u>		Maximum Remuneration
Azly, Tiara	Camp Kookooskoos	\$ 2,500
Gagliardi, Jared	Camp Kookooskoos	1,100
Gottschall, Kelly	Camp Kookooskoos	1,400
Limone, Dan	Camp Kookooskoos	2,500
Ince. Aleaka	Camp Kookooskoos	2,400
Ijaduola, Arielle	Camp Kookooskoos	1,200
Rosenblau, Emily	Musical Words	2,000
Smith, Jessica	Musical Words	<u>2,000</u>
		\$ 15,100

<u>Account # 60-602-100-300-56-72-P-W-0</u>		
AAA (A/P)	Two Point Reduction	9,000
Bland, Martin (A/P)	Yoga Classes	<u>9,000</u>
		\$ 18,000

<u>Account #60-602-100-101-56-72-P-W-0</u>		
Porch, Lottie (P)	Pilates/Aerobics/strength	\$ 3,000

234. the board approved the appointment of Vincent McHale as Assistant Superintendent of Schools for Curriculum and Instruction, effective August 1, 2011 at an annual salary in the amount of \$150,000 in accordance with N.J.A.C. 6A:23A-3.1 et seq. Appointment is subject to final review and approval of the contract terms, salary and merit goals by the Bergen County Executive County Superintendent of Schools.

Roll call on Personnel Motions #207-234; Motions approved 9-0.

PUBLIC HEARING ON OTHER THAN MEETING AGENDA

The public hearing on matters other than those appearing on this meeting's business agenda commenced at 9:20 p.m. No one wished to address the Board, and the hearing was declared closed.

LEGAL COUNSEL REPORT

None

REPORTS FROM BOARD COMMITTEES AND APPOINTED REPRESENTATIVES

Dr. Walser spoke about the HEAL event at the High School.

Mr. Rose attended a moving up ceremony at Bryant School it was a wonderful experience.

Mrs. Rice attended Benjamin Franklin M.S. moving up ceremony.

ADJOURNMENT

On a motion made by Dr. Diuguid and seconded by Mr. Rose, the meeting adjourned at 9:28 p.m.

Respectfully submitted,

Mr. Robert S. Finger, CFE, CGFM
Business Administrator/Board Secretary

1230 SUPERINTENDENT'S DUTIES

Function

The Superintendent shall serve as chief executive and administrative officer of the district by implementing policies established by the Board of Education and by discharging the duties imposed on his or her office by law.

Authority

The Superintendent shall have a seat on the Board and the right to speak on all educational matters at the Board meetings but shall have no vote. The Superintendent shall be the chief school administrator of the school district and principal advisor to the Board. He or she may delegate to an appropriate school official any duty not reserved to the Superintendent by law, but may not delegate the responsibility for duties mandated by law.

On any matter not covered by Board policy in which action is required, the Superintendent will use his/her discretion, consulting with the Board President when appropriate. He will report such action to the Board as soon as is practical. The Board will then determine whether a similar situation is apt to occur again, and may adopt policy to guide future administrative action. The Board delegates to the Superintendent the function of specifying required actions and designing the detailed arrangements under which the schools will be operated. These regulations and detailed arrangements will constitute the regulations governing the schools. They must be in every respect consistent with the policies adopted by the Board.

When the Superintendent develops regulations, he will provide the Board with copies for informational reason. The Board itself will formulate and adopt regulations only when required by law or when the Superintendent recommends Board adoption in light of strong community attitudes or probable staff reaction.

Work Relationships

The Superintendent shall report directly to the Board and shall directly or indirectly supervise all persons employed by the Board.

Duties and Responsibilities

- A. The duties of the Superintendent are as defined in the job description and include, but are not limited to, the following:
 1. Ensuring all aspects of district operation comply with Board policy, State law and district contracts;
 2. Reporting to the Board on the needs of the district;
 3. Advising the Board of any changes or additions that should be made to its policies;
 4. Providing the Board with such information as may be needed to ensure the making of informed decisions; and
 5. Performing such other duties as may be assigned by the Board.
- B. In the discharge of his/her responsibility for the implementation of the operational action plan of the district, the Superintendent shall:
 1. Prepare, promulgate, and maintain a manual of administrative regulations;

2. Evaluate the future needs of the district and recommend a district action plan including goals, objectives, and priorities to the Board;
 3. Maintain written objectives to implement the district action plan adopted by the Board;
 4. Evaluate progress toward the attainment of the district action plan and report thereon to the Board; and
 5. Report to the Commissioner and the County Superintendent on or before August 1 of each year matters relating to the schools in the manner and form prescribed by the Commissioner.
- C. In the discharge of his/her responsibility as the administrator of the instructional program, the Superintendent shall:
1. Establish and maintain a written instructional plan for the schools of the district consistent with the educational goals adopted by the Board;
 2. Coordinate the proper implementation of the instructional plan as it applies to each school in the district;
 3. Evaluate at least annually the effectiveness of the program of studies and recommend such changes and additions as may be required to improve its effectiveness;
 4. Evaluate the performance of pupils in relation to other public school districts, as well as in relation to State and national standards;
 5. Report periodically to the Board, as directed by the Board, on the condition of the educational program and facilities in the district; and
 6. Keep informed regarding current research in the field of education and inform the Board as appropriate.
- D. In the discharge of his/her responsibility for the direction and welfare of pupils, the Superintendent shall:
1. Strive to motivate pupils to achieve their individual best;
 2. Create a climate of respect for authority and discipline in each of the schools of the district;
 3. Report to the Board at its next meeting the suspension of a pupil; and
 4. Recommend any changes in the program of pupil management and support as necessary to respond to district needs.
- E. In the discharge of his/her responsibility for the supervision of district employees, the Superintendent shall:
1. Recommend to the Board all properly certified candidates for employment, assignment, or transfer;
 2. Assign staff so as to achieve maximum effectiveness in the attainment of educational goals;
 3. Train staff as necessary to implement approved changes in the curriculum or instructional methods of the district;
 4. Evaluate the effectiveness of staff members in the performance of their assigned tasks;

5. Recommend changes in staffing patterns based on the evaluation of staff and program effectiveness; and
 6. Discipline staff as required and report to the Board forthwith any suspension of a teaching staff member.
- F. In the discharge of his/her responsibility for the maintenance of the physical plant, the Superintendent shall:
1. Strive to make efficient use of district resources in the daily operations of the schools;
 2. Assign support staff so as to achieve maximum effectiveness from the facilities of the district;
 3. Train support staff as necessary to maintain the facilities and to avoid safety and environmental hazards; and
 4. Evaluate the effectiveness of the district facilities in housing the instructional program and recommend to the Board such changes and improvements as may be required.
- G. In the discharge of his/her responsibility for the management of the district business affairs, the Superintendent shall:
1. Supervise the preparation of the annual budget and recommend its adoption to the Board;
 2. Implement the budget adopted by the Board;
 3. Establish sufficient fiscal controls to ensure that district funds are expended wisely and efficiently; and
 4. Report to the Board at its next meeting any expenditure in excess of a budgeted line item.
- H. In the discharge of his/her responsibility as liaison officer to the public, the Superintendent shall:
1. Strive to interpret the needs of the school to the public and the concerns of the public to the Board;
 2. As appropriate, involve members of the public in the review of district needs, community needs, and the operation of the school programs;
 3. Keep the public informed about the accomplishments and challenges of the school district;
 4. Arrange for appropriate interaction with the news media; and
 5. Work effectively with municipal government officials and public agencies concerned with the welfare of pupils.

N.J.S.A. 18A: 7A-11;18A:11-1; 18A:17-17; 18A:17-18;18A:17-21; 18A:37-4N.J.A.C. 6A: 8-3.1; 6A:32-4.1; 6A:32.12-2

Adopted: December, 1998
Revised: _____

1522 SCHOOL-LEVEL PLANNING

The Board of Education recognizes the school-level planning process involves parent(s) or legal guardian(s) and staff members in identifying school needs, establishing performance objectives, and monitoring progress toward those objectives.

School Report Card

The Board shall annually disseminate a report card for each school in the district which shall contain statistical information specified by the New Jersey Department of Education to all staff and parents. The school district shall also make the report card available to the media. The procedure the district will follow to disseminate the report card shall be in accordance with the requirements of the New Jersey Department of Education.

School-Level Plan

By September 30, each school in the district shall develop and implement a two-year plan based on school report card data. This plan shall include pupil performance objectives, a review of progress by teaching and administrative staff, and the involvement of parents.

At least once per semester, each school shall conduct meetings by grade level, department, team, or similarly appropriate group to review the school-level plan. The review shall include: school report card data; progress toward achieving pupil performance objectives; and progress toward achieving Core Curriculum Content Standards. The results of each such meeting shall be considered by the school planning team in the development of the succeeding school-level plan.

Pupil Performance Objectives

Each school in the district shall develop two or more objectives based on pupil performance or behavior standards as defined in N.J.A.C. 6A:8-4.4(a), 6A:32-13.1 and 13.2. The objectives shall cover a period of not more than two years.

If pupil performance is below minimum State standards, objectives to meet those standards shall be established. Benchmarks (interim performance levels) shall be set forth to measure the school's progress toward the achievement of minimum State standards.

If pupil performance is at or above minimum State standards, challenge objectives shall be established.

The Superintendent shall, no later than August 1 of each year, submit each school's objectives to the Executive County Superintendent for review and approval.

Each school shall achieve its pupil performance objectives by meeting established benchmarks for minimum State standards and/or achieving challenge objectives or demonstrating progress toward meeting such objectives.

Each school that does not meet established benchmarks for pupil performance objectives or demonstrate progress toward meeting challenge objectives for two or more successive years shall be assigned a technical assistance team by the Executive County Superintendent to facilitate accomplishment of these objectives.

N.J.A.C. 6A:32-12.2

Adopted: December, 1998

Revised: _____

2431 ATHLETIC COMPETITION

The Board of Education recognizes and supports the value of a program of athletic competition for both boys and girls as an integral part of the total high school experience. Game activities and practice sessions provide opportunities to learn the values of competition and good sportsmanship. Programs of interscholastic athletic competition offer high school students the opportunity to exercise and test their athletic abilities in a context greater and more varied than that offered by the class or school or school district alone and an opportunity for career and educational development.

For purposes of this policy, the program of athletic competition includes all activities relating to competitive sports contests, games, or events or sports exhibitions involving individual students or teams of students of this district when such events occur with any schools outside this district.

Pursuant to N.J.S.A. 18A:11-3, as a member of the NJSIAA, the Board has agreed that all District interscholastic athletic competition shall be subject to NJSIAA standards including those related to academic status and random drug testing for NJSIAA banned substances. The Board recognizes the NJSIAA standards as a "minimum" requirement for participants in interscholastic athletic competitions.

Therefore, the Board believes that it is in the best interests of District students to require a higher level of academic performance for all students to be eligible to participate in any District athletic competition activities.

With this perspective, the Board requires that in order to be eligible to participate in any athletic competition activity, each student shall maintain a minimum cumulative grade average of 2.0 ~~for the previous marking period.~~ The minimum grade average will be increased to a cumulative 2.3 beginning with the 2012-2013 school year and 2.5 beginning with the 2014-2015 school year.

Participation in athletic competition is a privilege not a right. The right to participate may be limited or terminated based upon behavior which is subject to discipline.

The Superintendent shall develop procedures to govern the implementation of this policy.

N.J.S.A. 2C:21-11

N.J.S.A. 18A:11-3 et seq.

N.J.A.C. 6:4-1.5

Adopted: February 14, 2001

Revised: March 12, 2003

Revised: May 10, 2006

Adopted: June 14, 2006

Revised: September 13, 2006

Adopted: October 11, 2006

Revised: _____

PROGRAMS AND SERVICES FOR PUPILS IN HIGH POVERTY AND IN HIGH NEED
SCHOOL DISTRICTS

High poverty school districts are required to provide programs and services that address class size and Kindergarten programs. High need school districts are required to provide programs and services that focus on improving instruction in literacy and mathematics.

A high poverty school district for the purposes of this policy means a school district in which forty percent or more of the pupils are "at risk" as defined in N.J.S.A. 18A:7F-45. Class size in high poverty school districts shall not exceed twenty-one pupils in grades Kindergarten through three, twenty-three pupils in grades four and five, and twenty-four pupils in grades six through twelve. However, if the district chooses to maintain lower class sizes in grades Kindergarten through three, class sizes in grades four and five may be equal but not exceed twenty-five pupils. Exceptions to these class size requirements are permitted for some physical education and performing arts classes, where appropriate. High poverty school districts shall maintain all existing full-day Kindergarten programs with a teacher's aide for each classroom. Class size for these Kindergarten classrooms shall not exceed twenty-one pupils.

High need school districts for the purpose of this policy are high poverty school districts that are below proficiency levels on State assessments as outlined in N.J.A.C. 6A:13-3.3(a). The New Jersey Department of Education shall identify the list of high need school districts based on State assessment results and shall promptly notify the districts that are classified as high need. In the first school year immediately following such identification as a high need school district, the district shall begin planning for implementation of, and shall implement where possible, the designated program(s). In the subsequent year following identification as a high need school district, the district shall fully implement the designated program(s). High need school districts, once identified, shall remain in that status and shall continue to implement the designated program(s) for a minimum of three years.

High need school districts where less than eighty-five percent of total pupils have achieved proficiency in language arts literacy on the New Jersey Assessment of Skills and Knowledge (NJ ASK) 3 shall provide an intensive early literacy program for preschool to grade three to ensure that all pupils achieve proficiency on State standards in accordance with the requirements of N.J.A.C. 6A:13-3.4(a).

High need school districts where less than eighty percent of total pupils have achieved proficiency in language arts literacy on the NJ ASK 8 shall implement an intensive literacy program for grades four through eight in accordance with the requirements of N.J.A.C. 6A:13-3.4(b).

High need school districts where less than eighty percent of total pupils have achieved proficiency in language arts literacy on the high school State assessment shall implement a language arts literacy program aligned with college preparatory English I, II, III, and IV for grades nine through twelve that incorporates the elements in N.J.A.C. 6A:13-3.4(b) with the exception of providing a double period of language arts literacy.

High need school districts in which less than eighty-five percent of total pupils have achieved proficiency in mathematics on the NJ ASK 4 shall implement a comprehensive program for mathematics education that prepares pupils in grades three through four for success in higher order mathematics including the components as outlined in N.J.A.C. 6A:13-3.5(b).

High need school districts where less than eighty percent of total pupils have not achieved proficiency in mathematics on the NJ ASK 8 shall implement a comprehensive program for mathematics education that prepares all pupils in grades five through eight for success in Algebra at the high school level and that incorporates the elements in N.J.A.C. 6A:13-3.5(b).

High need school districts where eighty percent or more of total pupils have not achieved proficiency in mathematics on the high school State assessment shall implement a comprehensive program for mathematics education for grades nine through twelve which incorporates the elements in N.J.A.C. 6A:13-3.5(b) and that is aligned to course expectations as required to meet graduation requirements.

N.J.A.C. 6A:13-3.1; 6A:13-3.2; 6A:13-3.3; 6A:13-3.4; 6A:13-3.5

Adopted:

2436 ACTIVITY PARTICIPATION FEE PROGRAM

The Teaneck Board of Education recognizes the value of athletic competition and co-curricular activities outside the regular instructional program. However, with reduced or limited revenues and increased expenses, the Board must consider alternative revenue options to support these school-sponsored activities. Therefore, the Teaneck Board of Education authorizes the establishment of an activity participation fee program as a supplemental revenue source to offset the cost of operating school-sponsored activities.

The Activity Participation Fee Program will require each pupil participating in a school-sponsored athletic or co-curricular activity to pay a one-time annual participation fee in the amount of \$50.00 regardless of the number of activities the pupil elects to participate in throughout the school year. This per pupil annual fee shall be paid when the pupil registers/signs-up for their first activity of the school year and prior to the pupil's participation in the activity.

The activity fee shall be waived based on financial hardship using the New Jersey eligibility standards established for free and reduced price meals.

No refunds shall be made unless the pupil does not participate in any activity during the school year.

Adopted: _____

6150 TUITION INCOME

The Board of Education will charge and assess tuition for pupils attending this school district that are not entitled to receive a free public education in this district or from a pupil's sending district as provided for by State statute.

A receiving public school district and a sending public school district will establish a written contractual agreement for the ensuing school year with a tentative tuition charge multiplied by the estimated average daily enrollment in accordance with N.J.A.C. 6A:23A-17.1(f). The sending district is required in the contractual agreement to pay ten percent of the tentative tuition charge no later than the first of each month from September through June of the contract year. Adjustments will be made in accordance with N.J.A.C. 6A:23A-17.1(f).

The school district will, with the consent of the Board upon such terms, admit nonresident pupils on a tuition basis pursuant to N.J.S.A. 18A:38-3.

The School Business Administrator/Board Secretary shall be responsible for the assessment and collection of tuition.

The Executive County Superintendent in the county in which the receiving district is located should be consulted to mediate disputes that arise from tuition matters as defined in N.J.A.C. 6A:23A-17.1(f)5.

N.J.S.A. 18A:38-3; 18A:38-19; 18A:46-21

N.J.A.C. 6A:23A-17.1

N.J.A.C. 6A:14-7.8

Adopted:

6220 ANNUAL BUDGET/BUDGETING SYSTEM

The Board of Education considers the preparation of the annual budget to be one of its most important functions as the budget is the financial reflection of the educational plan for the district. The budget will be designed to carry out that plan in a thorough and efficient manner and to maintain the facilities and honor district obligations. The budget will be prepared on forms prescribed by the Commissioner of Education.

Moreover, since the budget is the legal basis to establish the school tax rate, the annual school budget process is an important means of communication within the school organization and with the district residents.

The budget should evolve primarily from the district's current needs, but will also consider the data collected in long-range budget planning. In preparing budget requests, the responsible administrator will include the following costs by program area:

- Staff
- Textbooks, equipment, and supplies
- Cost and maintenance of facilities and equipment
- Other costs associated with the operation of each program.

The budget will be designed to reflect the Board's objectives for the education of the students of the district. Therefore, it must be carefully organized and planned to ensure adequate understanding of the financial needs associated with program development. This necessitates a long range, and a short range view of district financial requirements.

To meet the objective of this policy the Board directs the Superintendent to:

1. Include all ongoing studies of the educational program, an estimated annual cost of implementing said program;
2. Report to the Board any serious financial implications arising from the budget plan.

In order to ensure adequate time for the preparation and review of the proposed budget, the Board directs that the Superintendent present to the Board all available information associated with the budget in time to be submitted to the County Superintendent.

The annual school district budget and supporting documentation shall be prepared in accordance with the provisions of N.J.S.A. 18A:7F et seq. and N.J.A.C. 6A:23A-8.1 et seq. The Board will obtain approval of the local funding for a non-referendum capital project (school facility project or other capital project) in accordance with the provisions of N.J.A.C. 6A:23A-8.4.

The Board will submit its proposed budget and supporting documentation as prescribed by the Commissioner to the Executive County Superintendent for approval.

The Board shall include in the budget application to the Executive County Superintendent a complete reporting of revenues and appropriations and other requirements pursuant to N.J.S.A. 18A:22-8 and N.J.S.A. 18A:7F-5 through 63.

The Board, upon submission of its budget application to the Executive County Superintendent or by the statutory submission date, whichever is earlier, shall make available upon request for public inspection all budget and supporting documentation contained in the budget application and all other documents listed in N.J.A.C. 6A:23A-8.1 once the budget application has been submitted to the Executive County Superintendent for approval.

The budget as adopted for the school year pursuant to N.J.S.A. 18A:7F-5 shall be provided for public inspection on the district's Internet site, if one exists, and made available in print in a "user-friendly" plain language budget summary format in accordance with the provisions of N.J.A.C. 6A:23A-8.1(c).

The budget will be presented to the Board of Education to allow adequate time for review and adoption. The budget should evolve primarily from the educational needs of the students as expressed by the administration through the Superintendent.

All budgetary and accounting systems used in the school district must be in accordance with double entry bookkeeping and Generally Accepted Accounting Principles as required in N.J.A.C. **6A:23A-16.1 et seq.**

N.J.S.A. 18A:22-7 et seq.; 18A:22-14 et seq.; 18A:22-37 et seq.;

N.J.A.C. 6A: 23A-8.1 et seq.; 6A:23A-16.1 et seq.

Adopted: May, 1999

Revised: _____

6311 CONTRACTS FOR GOODS OR SERVICES FUNDED BY FEDERAL GRANTS

Any vendor providing goods or services to the board of education to be funded by a Federal grant "must be cleared" for contract in accordance with the provisions of the Federal Acquisition Regulations (FAR) Subpart 9.4 – Debarment, Suspension, and Ineligibility.

The School Business Administrator/Board Secretary shall be responsible to check the web-based Excluded Parties Lists System (EPLS) maintained by the General Services Administration (GSA). The purpose of the EPLS is to provide a single comprehensive list of individuals and firms excluded by Federal government agencies from receiving Federal contracts or federally approved contracts or federally approved subcontracts and from certain types of Federal financial and nonfinancial assistance and benefits.

The School Business Administrator/Board Secretary, upon opening of bids or upon receipt of proposals for goods or services to be funded by a Federal grant shall review the EPLS to determine if the vendor has been disbarred, suspended, or proposed for disbarment. The School Business Administrator/Board Secretary shall also review the EPLS list immediately prior to the award of a bid or contract to ensure that no award is made to a vendor on the list.

In the event a vendor under consideration to be awarded a bid or contract for goods or services to be funded by a Federal grant is on the EPLS list or proposed for disbarment, the School Business Administrator/Board Secretary shall comply with the contracting restrictions as outlined in FAR Subpart 9.405.

Continuation of current contracts and restrictions on subcontracting with vendors who are on the EPLS list or proposed for disbarment shall be in accordance with the limitations as outlined in FAR Subparts 9.405.1 and 9.405.2.

Any rejection of a bid or disqualification of a vendor who has been disbarred, suspended, or proposed for disbarment shall be consistent with the requirements as outlined in N.J.S.A. 18A:18A – Public School Contracts Law and all applicable State laws.

Federal Acquisition Regulations (FAR) Subpart 9.4

N.J.A.C. 6A:7-1.4; 6A:7-1.5; 6A:7-1.6

Adopted: _____

6820 FINANCIAL REPORTS

The Board of Education directs the School Business Administrator/Board Secretary and the Treasurer of School Moneys, or designee, to make such accurate and timely reports to county, State, and Federal offices as required by law and rules of the State Board of Education. In addition, the School Business Administrator/Board Secretary and Treasurer, or designee, shall report to the Board on the financial condition of the school district in accordance with law and in the manner and form required by the State Department of Education. There shall be a common terminology and classification system used consistently throughout the budget, the accounts, and the financial reports of each fund.

The district will establish and implement an adequate internal control structure and procedures for financial reporting which includes but is not limited to financial controls for the administration of the various activities operated for the benefit of the student body which are managed under the guidance of adults and are not part of the regular instructional program, but for which the Board is at least indirectly responsible. Such activities include any in which a Board employee materially participates. Material participation encompasses accounting for funds, goods or services in any format; or having the authority to administer to the accounting for such assets or incur liabilities for them.

Each activity covered by this policy must be recognized by the Board before moneys can be collected or disbursed in the name of said activity.

In order to comply with the legal requirement to audit annually any special funds of this district which constitute an activity carried on by this Board, an officer or an employee of the Board who is holding moneys for which the Board is directly or indirectly responsible, or an organization of public school pupils conducted under the auspices of this Board which is officially recognized as part of the school activity program and for which the Board is at least indirectly responsible, the Board requires that adequate financial and bookkeeping controls be established.

The School Business Administrator/Board Secretary shall prepare monthly financial statements, reports of financial condition, operating results and other pertinent information in accordance with directions issued by the Commissioner of Education, to facilitate management control of financial operations, legislative oversight and, where necessary or desired, for external reporting purposes.

In the event the Board has approved a budget with an expanded coding structure, the School Business Administrator/Board Secretary shall present the financial report in two forms. One form shall use the minimum level chart of accounts established by the State Department of

Education and the other shall use the expanded chart of accounts approved by this Board in accordance with Policy No. 6220.

If no line item account has encumbrances and expenditures that in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(a), the School Business Administrator/Board Secretary shall so certify to the Board each month. If a violation has occurred, corrective action as outlined in N.J.A.C. 6A:23A-16.10(c)(3)(i) shall be taken by the Board.

The Board, after review of the monthly financial reports and upon consultation with the appropriate district officials, shall certify in the minutes of the Board each month that no fund has been overexpended in violation of N.J.A.C. 6A:23A-16.10(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. If the Board is unable to make such a certification, the Superintendent of Schools shall initiate the steps outlined in N.J.A.C. 6A:23A-16.10(b) and shall reflect such directive in the minutes of the Board. If the Board makes such certification but one or more Board members vote no to the certification, the Board shall provide to the Executive County Superintendent the Board vote, names of the members that voted no, and the reason for the no vote.

If the reports of the School Business Administrator/Board Secretary and the Treasurer differ in cash receipts or expenditures, the School Business Administrator/Board Secretary shall resolve the difference prior to the next meeting of the Board. Any difference that cannot be rectified shall be referred immediately to the Auditor. In the event the School Business Administrator/Board Secretary is more than two months behind in submitting the financial report to the Board pursuant to N.J.S.A. 18A:17-9, the Superintendent of Schools shall report this non-compliance to the Executive County Superintendent.

The School Business Administrator/Board Secretary will promulgate appropriate regulations to implement this policy after consultation with the school district auditor. Further, he/she will monitor the implementation of this policy and the accompanying regulations, taking necessary steps to insure compliance with these and with applicable statute and code.

N.J.S.A. 18A:17-9; 18A:17-36, 18A:19-14; 18A:21-2 through 18A:21-5; 18A:23-2

N.J.S.A. 54:4-75

N.J.A.C. 6A:23A-16.2; 6A:23A-16.9; 6A:23A-16.10

Adopted: May, 1999

Revised: _____

8600 TRANSPORTATION

The Board recognizes that transportation for some district students to and from school is required for the promotion of education by convenient access, the safeguarding of children, and the partial equalization of inequities among students which may have been caused by the location of school facilities.

The Board of Education shall transport eligible pupils to and from school and school related activities in accordance with law and this policy. Transportation shall be provided only to eligible public and nonpublic school pupils, authorized school staff members, and adults serving as approved chaperones.

The Board will provide transportation to and from school for public school pupils in pre-kindergarten and kindergarten that live more than 0.9 miles from the school they attend.

The Board will transport educationally disabled pupils where such service is prescribed in a pupil's Individual Education Program. The Board will not be responsible for the transportation of nonresident pupils to or from school, except that transportation to and from school will be provided for homeless children when required by law.

The Board will also transport resident children enrolled in kindergarten through grade 12 who attend a nonpublic school in the State of New Jersey, in accordance with New Jersey statute and code, not more than twenty miles from their residence, but not a lesser distance from their residence than that required for the transportation of pupils enrolled in the schools of this district. When the schools of this district are closed for inclement weather or other conditions, no transportation will be provided for pupils enrolled in any public or nonpublic school.

When the Board provides transportation of pupils to and from: county vocational schools and/or pupils classified pursuant to Chapter 46 of N.J.S.A. 18A of the New Jersey Statutes and/or when the Board has in the prior year provided payments in lieu of transportation for any nonpublic schools pursuant to N.J.S.A. 18A:39-1 or the Board cannot provide transportation in the ensuing school year the Board will utilize one of the agencies identified and published by the Commissioner of Education as providing cooperative transportation services in accordance with N.J.S.A. 18A:39-11.1. The Board will attempt to use one of the agencies prior to determining to pay aid in lieu of transportation. The Board will provide to the agency any unique limitations or restrictions of the required transportation. When the costs to provide transportation by one of the agencies is less than the aid-in-lieu-of payments, the Board will contract with the agency to provide transportation. The Board will make the determination on the manner in which transportation services shall be provided in accordance with N.J.S.A.

18A:39-11.1 and shall notify the nonpublic school and the parent or transportation guardian of the Nonpublic school by August 1 prior to the beginning of the school year.

Transportation by one of these agencies will not be required when the local district can provide transportation at a lower cost than the agencies or the transportation provided by one of the agencies does not fall within the policies of the Board regarding length of ride and assignment of students to a route based on student age or classification.

Buses used to transport pupils must meet State standards. The operation and fiscal management of the district's transportation system shall be conducted in strict accordance with rules of the State Board of Education and the Department of Education Policy and Procedures Manual for Pupil Transportation.

The safety and welfare of pupils shall be the first consideration in all matters pertaining to transportation. The Board directs the Superintendent to provide regulations and forms for the immediate reporting of all incidents involving a contracted vehicle.

The Board recognizes that is the responsibility of the bus contractor to comply with all State and federal statutes and regulations including those pertaining to safety

N.J.S.A. 18A:39-1 et seq.

N.J.S.A. 27:15-16

N.J.S.A. 39:3B-1 et seq.

N.J.A.C. 6:3-8.9; 6:21-1.1 et seq.

Adopted: January, 1999

Revised: December, 2005

Adopted: January, 2006

Revised: June, 2011

Adopted: _____

R 8600 SCHOOL BUS SCHEDULING AND ROUTING

School Bus Stops

In order that school bus stops be convenient and equitable, the following guidelines for bus stops will be used for all students in both public and private schools, unless modified by the Superintendent, except for those special education students who require portal-to-portal transportation.

1. Unless modified by the Superintendent, bus stops for children in prekindergarten and kindergarten will be at the corner of the block in which the child lives, if possible, but in no case more than two blocks from the child's home. The designated stops will be the only ones used. No additional stops will be made by the buses. Assigned pick-up and drop-off stops for individual children will be the same every school day of the year.

Students in grades 1-4 (where eligible for transportation) will be expected to walk no more than three blocks to a bus stop, those in grades 5-12 (where eligible for transportation) no more than five blocks. An attempt will be made to have the stops placed closest to the homes of the youngest students in a given area.

2. No house pick-up or change in stops will be made unless, in the judgment of the School Business Administrator or his/her designee, there are justifiable reasons.

3. Students in grades K-4 (where eligible for transportation) will not be required to cross major thoroughfares to reach a bus stop.

4. A request for a change in pick-up and drop-off location to another existing stop on the same route shall be made by a written request to the building principal. The request will be submitted to the transportation coordinator for review and approval.

5. Parents and/or guardians of children in pre-kindergarten through grade 4 (where eligible for transportation) are required to accompany their children to and from their assigned bus stops.

6. Students in kindergarten through grade eight are eligible for transportation if they reside more than 2.0 miles from their assigned school. Students in grades nine through twelve are eligible for transportation if they reside more than 2.5 miles from the high school.

Adopted: January, 1999

Revised: June, 2011

Adopted: _____

2431.4 PREVENTION AND TREATMENT OF SPORTS-RELATED
CONCUSSIONS AND HEAD INJURIES

A concussion is a traumatic brain injury caused by a direct or indirect blow to the head or body. In order to ensure the safety of pupils that participate in interscholastic athletics, it is imperative that student-athletes, coaches, and parents are educated about the nature and treatment of sports-related concussions and other head injuries. Allowing a student-athlete to return to play before recovering from a concussion increases the chance of a more serious brain injury.

Every school district that participates in interscholastic athletics is required to adopt a policy concerning the prevention and treatment of sports-related concussions and other head injuries among student-athletes in accordance with the provisions of N.J.S.A. 18A:40-41.1 et seq. For the purpose of this Policy, "interscholastic athletics" shall be Kindergarten through twelfth grade school-sponsored athletic programs where teams or individuals compete against teams or individuals from other schools or school districts.

The school district will adopt an Interscholastic Athletic Head Injury Training Program to be completed by the team or school physician, licensed athletic trainer(s) involved in the interscholastic athletic program, all staff members that coach an interscholastic sport, designated school nurses, and other appropriate school district personnel as designated by the Superintendent. This Training Program shall be in accordance with guidance provided by the New Jersey Department of Education and the requirements of N.J.S.A. 18A:40-41.2.

The Principal or designee shall distribute the New Jersey Department of Education Concussion and Head Injury Fact Sheet and Parent/Guardian Acknowledgement Form to every student-athlete who participates in interscholastic sports. The Principal or designee shall obtain a signed acknowledgement of the receipt of the Fact Sheet by the student-athlete's parent and keep on file for future reference.

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Prevention and Treatment of Sports-Related
Concussions and Head Injuries

Prevention of a sports-related concussion and head injuries is an important component of the school district's program. The school district may require pre-season baseline testing of all student-athletes before the student-athlete begins participation in an interscholastic athletic program.

Any student-athlete who exhibits the signs or symptoms of a sports-related concussion or other head injury during practice or competition shall be immediately removed from play and may not return to play that day. Emergency medical assistance shall be contacted when symptoms get worse, loss of consciousness, direct neck pain associated with the injury, or any other sign the supervising school staff member determines emergency medical attention is needed. If available when the student-athlete is exhibiting signs or symptoms, the student-athlete will be evaluated by the school or team physician. The Principal or designee shall contact the student-athlete's parent and inform the parent of the suspected sports-related concussion or other head injury.

Possible signs of a concussion can be observed by any school staff member or the school or team physician. Any possible symptoms of a concussion can be reported by the student-athlete to: coaches; licensed athletic trainer; school or team physician; school nurse; and/or parent. The Principal or designee shall provide the student-athlete with Board of Education approved suggestions for management/medical checklist to provide to their parent and physician or other licensed healthcare professional trained in the evaluation and management of sports-related concussions and other head injuries.

A student-athlete who participates in interscholastic athletics and who sustains or is suspected of sustaining a concussion or other head injury shall be required to have a medical examination conducted by their physician or licensed health care provider. The student-athlete's physician or licensed health care provider shall be trained in the evaluation and management of concussion to determine the presence or absence of a sports-related concussion or head injury.

The student-athlete's physician or licensed health care provider must provide to the school district a written medical release/clearance for the student-athlete indicating when the student-athlete is able to return to the activity. The medical release/clearance must indicate the student-athlete is asymptomatic at rest and either may return to the interscholastic athletic activity because the injury was not

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a concussion or other head injury or may begin the district's graduated return to competition and practice protocol outlined in Regulation 2431.4. A medical release/clearance not in compliance with this Policy will not be accepted. The medical release/clearance must be reviewed and approved by the school or team physician.

The school district shall provide a copy of this Policy and Regulation 2431.4 to all youth sports team organizations that operate on school grounds. In accordance with the provisions of N.J.S.A. 18A:40-41.5, the school district shall not be liable for the injury or death of a person due to the action or inaction of persons employed by, or under contract with, a youth sports team organization that operates on school grounds, if the youth sports team organization provides the school district proof of an insurance policy in the amount of not less than \$50,000 per person, per occurrence insuring the youth sports team organization against liability for any bodily injury suffered by a person and a statement of compliance with the school district's Policy and Regulation 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries.

For the purposes of this Policy a "youth sports team organization" means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.

This Policy and Regulation shall be reviewed and approved by the school physician and shall be reviewed annually, and updated as necessary, to ensure it reflects the most current information available on the prevention, risk, and treatment of sports-related concussion and other head injuries.

N.J.S.A. 18A:40-41.1; 18A:40-41.2; 18A:40-41.3; 18A:40-41.4; 18A:40-41.5

Adopted: _____

R 2431.4 PREVENTION AND TREATMENT OF SPORTS-RELATED
CONCUSSIONS AND HEAD INJURIES

A concussion is a traumatic brain injury caused by a direct or indirect blow to the head or body. Allowing a student-athlete to return to play before recovering from a concussion increases the chance of a more serious brain injury that can result in severe disability and/or death. The following procedures shall be followed to implement N.J.S.A. 18A:40-41.1 et seq. and Policy 2431.4.

- A. Interscholastic Athletic Head Injury Training Program
 - 1. The school district will adopt an Interscholastic Athletic Head Injury Training Program to be completed by the school or team physician, licensed athletic trainer(s) involved in the interscholastic athletic program, all staff members that coach an interscholastic sport, designated school nurses, and other appropriate school district personnel as designated by the Superintendent.
 - 2. This Training Program shall be in accordance with the guidance provided by the New Jersey Department of Education and the requirements of N.J.S.A. 18A:40-41.1 et seq.

- B. Prevention
 - 1. The school district may require pre-season baseline testing of all student-athletes before the student-athlete begins participation in an interscholastic athletic program or activity. The baseline testing program shall be reviewed and approved by the school or team physician trained in the evaluation and management of sports-related concussions and other head injuries.
 - 2. The Principal or designee will review educational information for student-athletes on prevention of concussions.

3. All school staff members, student-athletes, and parents of student-athletes shall be informed through the distribution of the New Jersey Department of Education Concussion and Head Injury Fact Sheet and Parent/Guardian Acknowledgement Form and other communications from the Principal and coaches on the importance of early identification and treatment of concussions to improve recovery.
- C. Signs or Symptoms of Concussion or Other Head Injury
1. Possible signs of concussions can be observed by coaches, licensed athletic trainer, school or team physician, school nurse, or other school staff members. Possible signs of a concussion may be, but are not limited to, the student-athlete:
 - a. Appears dazed, stunned, or disoriented;
 - b. Forgets plays, or demonstrates short-term memory difficulty;
 - c. Exhibits difficulties with balance or coordination;
 - d. Answers questions slowly or inaccurately; and/or
 - e. Loses consciousness.
 2. Possible symptoms of concussion shall be reported by the student-athlete to coaches, licensed athletic trainer, school or team physician, school nurse, and/or parent. Possible symptoms of a concussion are, but not limited to:
 - a. Headache;
 - b. Nausea/vomiting;
 - c. Balance problems or dizziness;
 - d. Double vision or changes in vision;
 - e. Sensitivity to light or sound/noise;

- f. Feeling sluggish or foggy;
- g. Difficulty with concentration and short-term memory;
- h. Sleep disturbance; or
- i. Irritability.

D. Emergency Medical Attention for Concussion or Other Head Injury

1. Any student-athlete who is exhibiting the signs or symptoms of a sports-related concussion or other head injury during practice or competition shall immediately be removed from play and activities and may not return to the practice or competition that day.
2. The school staff member supervising the student-athlete when the student-athlete is exhibiting signs or symptoms of a sports-related concussion or other head injury shall immediately contact emergency medical assistance when symptoms get worse, loss of consciousness, direct neck pain associated with the injury, or any other sign the supervising school staff member determines emergency medical attention is needed.
 - a. In the event the school or team physician is available when the student-athlete is exhibiting signs or symptoms of a sports-related concussion or other head injury, the physician may make the determination to call emergency medical assistance.
3. The school staff member supervising the student-athlete when the student-athlete is exhibiting signs or symptoms of a sports-related concussion or other head injury during practice or competition shall report the occurrence to the Principal or designee. The Principal or designee shall contact the student-athlete's parent and inform the parent of the suspected sports-related concussion or other head injury.

E. Sustained Concussion or Other Head Injury

1. A student-athlete who participates in interscholastic athletics and who sustains or is suspected of sustaining a concussion or other head injury shall immediately be removed from practice or competition and shall be required to have a medical examination conducted by their physician or licensed health care provider. The student-athlete's physician or licensed health care provider shall be trained in the evaluation and management of concussion to determine the presence or absence of a sports-related concussion or head injury.
2. The student-athlete suspected of sustaining a concussion or other head injury shall be provided a copy of Board of Education Policy and Regulation 2431.4 and a copy of Board of Education approved suggestions for management/medical checklist to provide to their parent and their physician or licensed health care professional.
3. The student-athlete's physician must provide to the school district, upon the completion of a medical examination, a written medical release/clearance when the student-athlete is able return to the activity. The release/clearance must indicate:
 - a. The medical examination determined the injury was not a concussion or other head injury, the student-athlete is asymptomatic at rest, and the student-athlete may return to the interscholastic athletic activity; or
 - b. The medical examination determined the injury was a concussion or other head injury, the student-athlete is asymptomatic at rest, and can begin the graduated return to competition and practice protocol outlined in F. below.

A medical release/clearance not in compliance with this requirement will not be accepted. The student-athlete may not return to the activity or begin the graduated return to competition and practice protocol until he/she receives a medical evaluation and provides a medical clearance/release that has been reviewed and approved by the school or team physician.

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4. Complete physical, cognitive, emotional, and social rest is advised while the student-athlete is experiencing symptoms and signs of a sports-related concussion or other head injury. (Minimize mental exertion, limit over-stimulation and multi-tasking, etc.)
- F. Graduated Return to Competition and Practice Protocol
1. Upon the school physician's acceptance of the written medical release/clearance, the student-athlete may begin a graduated return to competition and practice protocol supervised by a licensed athletic trainer, school or team physician, or designated school nurse trained in the evaluation and management of concussions and other head injuries. The following steps shall be followed:

Step 1 - Completion of a full day of normal cognitive activities (attendance at school, studying for tests, watching practice, interacting with peers, etc.) without re-emergence of any signs or symptoms. If there is no return of signs or symptoms of a concussion, the student-athlete may advance to Step 2 below on the next day. If a re-emergence of any signs or symptoms of a concussion occur, the student-athlete shall be required to have a re-evaluation by the student-athlete's physician or licensed healthcare provider. The student-athlete shall not be permitted to begin the graduated return to competition and practice protocol until a medical clearance, as required in E.3. above, is provided and approved by the school or team physician.

Step 2 - Light aerobic exercise, which includes walking, swimming, or stationary cycling, keeping the intensity less than 70% maximum percentage heart rate. There shall be no resistance training. The objective of this Step is increased heart rate. If there is no return of any signs or symptoms of a concussion, the student-athlete may advance to Step 3 below on the next day. If a re-emergence of any signs or symptoms of a concussion occur, the student-athlete shall return to Step 1.

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Step 3 - Sport-specific exercise including skating and/or running. There shall be no head impact activities. The objective of this Step is to add movement and continue to increase the student-athlete's heart rate. If there is no return of any signs or symptoms of a concussion, the student-athlete may advance to Step 4 below on the next day. If a re-emergence of any signs or symptoms of a concussion occur, the student-athlete shall return to Step 2.

Step 4 - Non-contact training drills such as passing drills, agility drills, throwing, catching, etc. The student-athlete may initiate progressive resistance training. If there is no return of any signs or symptoms of a concussion, the student-athlete may advance to Step 5 below on the next day. If a re-emergence of any signs or symptoms of a concussion occur, the student-athlete shall return to Step 3.

Step 5 - The student/athlete's medical condition, upon completing Step 4 with no return of any signs or symptoms of a concussion, shall be evaluated for medical clearance based upon consultation between the school district's licensed athletic trainer, school or team physician, designated school nurse, and the student-athlete's physician. After this consultation and upon obtaining written medical release/clearance approved by the school or team physician, the student-athlete may participate in normal training activities. The objective of this Step is to restore the student-athlete's confidence and for the coaching staff to assess the student-athlete's functional skills. If there is no return of any signs or symptoms of a concussion, the student-athlete may advance to Step 6 below on the next day. If a re-emergence of any signs or symptoms of a concussion occur or if the student-athlete does not obtain medical release/clearance to proceed to Step 6, the school or team physician, in consultation with the student-athlete's physician, shall determine the student-athlete's return to competition and practice protocol.

Step 6 - Return to play involving normal exertion or game activity. If the student-athlete exhibits a re-emergence of any concussion signs or symptoms once he/she returns to physical activity, he/she will be removed from further activities and returned to Step 5.

G. Temporary Accommodations for Student-Athletes with Sports-Related Head Injuries

1. Rest is the best "medicine" for healing concussions or other head injuries. The concussed brain is affected in many functional aspects as a result of the injury. Memory, attention span, concentration, and speed of processing significantly impact learning. Further, exposing the concussed student-athlete to the stimulating school environment may delay the resolution of symptoms needed for recovery. Accordingly, consideration of the cognitive effects in returning to the classroom is also an important part of the treatment of sports-related concussions and head injuries.

2. Mental exertion increases the symptoms from concussions and affects recovery. To recover, cognitive rest is just as important as physical rest. Reading, studying, computer usage, testing, texting, and watching movies if a pupil is sensitive to light/sound, can slow a pupil's recovery. In accordance with the Centers for Disease Control's toolkit on managing concussions, the Board of Education may look to address the pupil's cognitive needs in the following ways. Pupils who return to school after a concussion may need to:
 - a. Take rest breaks as needed;
 - b. Spend fewer hours at school;
 - c. Be given more time to take tests or complete assignments (all courses should be considered);
 - d. Receive help with schoolwork;
 - e. Reduce time spent on the computer, reading, and writing; and/or
 - f. Be granted early dismissal from class to avoid crowded hallways.

Adopted: _____

5512. HARASSMENT, INTIMIDATION, AND BULLYING (M)

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- A. Policy Statement

The Board of Education prohibits acts of harassment, intimidation, or bullying of a pupil. A safe and civil environment in school is necessary for pupils to learn and achieve high academic standards. Harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a pupil's ability to learn and a school's ability to educate its pupils in a safe and disciplined environment. Since pupils learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation, or bullying.

For the purposes of this Policy, the term "parent," pursuant to N.J.A.C. 6A:16-1.3, means the natural parent(s) or adoptive parent(s), legal guardian(s), foster parent(s), or parent surrogate(s) of a pupil. Where parents are separated or divorced, "parent" means the person or agency which has legal custody of the pupil, as well as the natural or adoptive parent(s) of the pupil, provided such parental rights have not been terminated by a court of appropriate jurisdiction.

- B. Harassment, Intimidation, and Bullying Definition

“Harassment, intimidation, or bullying” means any gesture, any written, verbal or physical act, or any electronic communication, as defined in N.J.S.A. 18A:37-14, whether it be a single incident or a series of incidents that:

1. Is reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability; or
2. By any other distinguishing characteristic; and that

3. Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3, that substantially disrupts or interferes with the orderly operation of the school or the rights of other pupils; and that
4. A reasonable person should know, under the circumstances, that the act(s) will have the effect of physically or emotionally harming a pupil or damaging the pupil's property, or placing a pupil in reasonable fear of physical or emotional harm to his/her person or damage to his/her property; or
5. Has the effect of insulting or demeaning any pupil or group of pupils; or
6. Creates a hostile educational environment for the pupil by interfering with a pupil's education or by severely or pervasively causing physical or emotional harm to the pupil.

"Electronic communication" means a communication transmitted by means of an electronic device, including, but not limited to, a telephone, cellular phone, computer, or pager.

C. Pupil Expectations

The Board expects pupils to conduct themselves in keeping with their levels of development, maturity and demonstrated capabilities with proper regard for the rights and welfare of other pupils and school staff, the educational purpose underlying all school activities and the care of school facilities and equipment consistent with the Code of Pupil Conduct.

The Board believes that standards for pupil behavior must be set cooperatively through interaction among the pupils, parents, school employees, school administrators, school volunteers, and community representatives, producing an atmosphere that encourages pupils to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for school district and community property on the part of pupils, staff, and community members.

Pupils are expected to behave in a way that creates a supportive learning environment. The Board believes the best discipline is self-imposed, and it is the responsibility of staff to use instances of violations of the Code of Pupil Conduct as opportunities to help

pupils learn to assume and accept responsibility for their behavior and the consequences of their behavior. Staff members who interact with pupils shall apply best practices designed to prevent pupil conduct problems and foster pupils' abilities to grow in self-discipline.

The Board expects that pupils will act in accordance with the pupil behavioral expectations and standards regarding harassment, intimidation, and bullying, including:

1. Pupil responsibilities (e.g., requirements for pupils to conform to reasonable standards of socially accepted behavior; respect the person, property and rights of others; obey constituted authority; and respond to those who hold that authority);
2. Appropriate recognition for positive reinforcement for good conduct, self-discipline, and good citizenship;
3. Pupil rights; and
4. Sanctions and due process for violations of the Code of Pupil Conduct.

Pursuant to N.J.S.A. 18A:37-15(a) and N.J.A.C. 6A:16-7.1(a)1, the district has involved a broad-base of school and community members, including parents, pupils, instructional staff, pupil support services staff, school administrators, and school volunteers, as well as community organizations, such as faith-based, health and human service, business and law enforcement, in the development of this Policy. Based on locally determined and accepted core ethical values adopted by the Board, pursuant to N.J.A.C. 6A:16-7.1(a)2, the Board must develop guidelines for pupil conduct pursuant to N.J.A.C. 6A:16-7.1. These guidelines for pupil conduct will take into consideration the developmental ages of pupils, the severity of the offenses and pupils' histories of inappropriate behaviors, and the mission and physical facilities of the individual school(s) in the district. This Policy requires all pupils in the district to adhere to the rules established by the school district and to submit to the remedial and consequential measures that are appropriately assigned for infractions of these rules.

Pursuant to N.J.A.C. 6A:16-7.1, the Superintendent must annually provide to pupils and their parents or guardians the rules of the district regarding pupil conduct. Provisions shall be made for informing parents or guardians whose primary language is other than English.

The district prohibits active or passive support for acts of harassment, intimidation, or bullying. Pupils are encouraged to support other pupils who:

1. Walk away from acts of harassment, intimidation, and bullying when they see them;
2. Constructively attempt to stop acts of harassment, intimidation, or bullying;
3. Provide support to pupils who have been subjected to harassment, intimidation, or bullying; and
4. Report acts of harassment, intimidation, and bullying to the designated school staff member.

D. Consequences and Appropriate Remedial Actions

The Board of Education requires its school administrators to implement procedures that ensure both the appropriate consequences and remedial responses for pupils who commit one or more acts of harassment, intimidation, or bullying, consistent with the Code of Pupil Conduct, and the consequences and remedial responses for staff members who commit one or more acts of harassment, intimidation, or bullying. The following factors, at a minimum, shall be given full consideration by school administrators in the implementation of appropriate consequences and remedial measures for each act of harassment, intimidation, or bullying by pupils. Appropriate consequences and remedial actions are those that are graded according to the severity of the offense(s), consider the developmental ages of the pupil offenders and pupils' histories of inappropriate behaviors, per the Code of Pupil Conduct and N.J.A.C. 6A:16-7.

Factors for Determining Consequences

1. Age, developmental and maturity levels of the parties involved and their relationship to the school district;
2. Degrees of harm;
3. Surrounding circumstances;
4. Nature and severity of the behavior(s);
5. Incidences of past or continuing patterns of behavior;
6. Relationships between the parties involved; and

7. Context in which the alleged incidents occurred.

Factors for Determining Remedial Measures

Personal

1. Life skill deficiencies;
2. Social relationships;
3. Strengths;
4. Talents;
5. Traits;
6. Interests;
7. Hobbies;
8. Extra-curricular activities;
9. Classroom participation;
10. Academic performance; and
11. Relationship to pupils and the school district.

Environmental

1. School culture;
2. School climate;
3. Pupil-staff relationships and staff behavior toward the pupil;
4. General staff management of classrooms or other educational environments;
5. Staff ability to prevent and manage difficult or inflammatory situations;
6. Social-emotional and behavioral supports;
7. Social relationships;
8. Community activities;
9. Neighborhood situation; and
10. Family situation.

Consequences and appropriate remedial action for a pupil or staff member who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion of pupils, as set forth in the Board's approved Code of Pupil Conduct pursuant to N.J.A.C. 6A:16-7.1. Consequences for a pupil who commits an act of harassment, intimidation, or bullying shall be varied and graded according to the nature of the behavior, the developmental age of the pupil and the pupil's history of problem behaviors and

performance, and must be consistent with the Board's approved Code of Pupil Conduct and N.J.A.C. 6A:16-7, Student Conduct. Remedial measures shall be designed to correct the problem behavior, prevent another occurrence of the problem, protect and provide support for the victim of the act, and take corrective action for documented systemic problems related to harassment, intimidation, or bullying. The consequences and remedial measures may include, but are not limited to, the examples listed below:

Examples of Consequences

1. Admonishment;
2. Temporary removal from the classroom;
3. Deprivation of privileges;
4. Classroom or administrative detention;
5. Referral to disciplinarian;
6. In-school suspension during the school week or the weekend;
7. After-school programs;
8. Out-of-school suspension (short-term or long-term);
9. Reports to law enforcement or other legal action;
10. Expulsion; and
11. Bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds.

Examples of Remedial Measures - Personal

1. Restitution and restoration;
2. Peer support group;
3. Recommendations of a pupil behavior or ethics council;
4. Corrective instruction or other relevant learning or service experience;
5. Supportive pupil interventions, including participation of the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
6. Behavioral assessment or evaluation, including, but not limited to, a referral to the Child Study Team, as appropriate;
7. Behavioral management plan, with benchmarks that are closely monitored;
8. Assignment of leadership responsibilities (e.g., hallway or bus monitor);
9. Involvement of school disciplinarian;
10. Pupil counseling;
11. Parent conferences;
12. Alternative placements (e.g., alternative education programs);

13. Pupil treatment; or
14. Pupil therapy.

Examples of Remedial Measures – Environmental (Classroom, School Building or School District)

1. School and community surveys or other strategies for determining the conditions contributing to harassment, intimidation, or bullying;
2. School culture change;
3. School climate improvement;
4. Adoption of research-based, systemic bullying prevention programs;
5. School policy and procedures revisions;
6. Modifications of schedules;
7. Adjustments in hallway traffic;
8. Modifications in pupil routes or patterns traveling to and from school;
9. Supervision of pupil before and after school, including school transportation;
10. Targeted use of monitors (e.g., hallway, cafeteria, locker room, playground, school perimeter, bus);
11. Teacher aides;
12. Small or large group presentations for fully addressing the behaviors and the responses to the behaviors;
13. General professional development programs for certificated and non-certificated staff;
14. Professional development plans for involved staff;
15. Disciplinary action for school staff who contributed to the problem;
16. Supportive institutional interventions, including participation of the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
17. Parent conferences;
18. Family counseling;
19. Involvement of parent-teacher organizations;
20. Involvement of community-based organizations;
21. Development of a general bullying response plan;
22. Recommendations of a pupil behavior or ethics council;
23. Peer support groups;
24. Alternative placements (e.g., alternative education programs);
25. School transfers; and
26. Law enforcement (e.g., safe schools resource officer, juvenile officer) involvement or other legal action.

N.J.A.C. 6A:16-7.9(a)2.vi requires appropriate consequences and remedial actions for any staff member who commits an act of harassment, intimidation, or bullying of a pupil. The consequences may include, but not be limited to, verbal or written reprimand, increment withholding, legal action, disciplinary action, and/or termination. Remedial measures may include, but not be limited to, in or out-of-school counseling, professional development programs, and work environment modifications.

E. Harassment, Intimidation, and Bullying Off School Grounds

This Policy and the Code of Pupil Conduct shall apply to instances when a school employee is made aware of alleged harassment, intimidation, or bullying occurring off school grounds when:

1. The alleged harassment, intimidation, or bullying has substantially disrupted or interfered with the orderly operation of the school or the rights of other pupils; and either
2. A reasonable person should know, under the circumstances, that the alleged behavior will have the effect of physically or emotionally harming a pupil or damaging the pupil's property, or placing a pupil in reasonable fear of physical or emotional harm to his/her person or damage to his/her property; or
3. The alleged behavior has the effect of insulting or demeaning any pupil or group of pupils; or
4. The alleged behavior creates a hostile educational environment for the pupil by interfering with a pupil's education or by severely or pervasively causing physical or emotional harm to the pupil.

F. Harassment, Intimidation, and Bullying Reporting Procedure

The Board of Education requires the Principal at each school to be responsible for receiving complaints alleging violations of this Policy. All Board members, school employees, and volunteers and contracted service providers who have contact with pupils are required to verbally report alleged violations of this Policy to the Principal or the Principal's designee on the same day when the individual witnessed or received reliable information regarding any such incident. All Board members, school employees,

and volunteers and contracted service providers who have contact with pupils, also shall submit a report in writing to the Principal within two school days of the verbal report. The Principal will inform the parents of all pupils involved in alleged incidents, and, as appropriate, may discuss the availability of counseling and other intervention services. The Principal, upon receiving a verbal or written report, may take interim measures to ensure the safety, health, and welfare of all parties pending the findings of the investigation.

Pupils, parents, and visitors are encouraged to report alleged violations of this Policy to the Principal on the same day when the individual witnessed or received reliable information regarding any such incident. Pupils, parents, and visitors may report an act of harassment, intimidation, or bullying anonymously. Formal action for violations of the Code of Pupil Conduct may not be taken solely on the basis of an anonymous report.

A Board member or school employee who promptly reports an incident of harassment, intimidation, or bullying and who makes this report in compliance with the procedures set forth in this Policy, is immune from a cause of action for damages arising from any failure to remedy the reported incident.

In accordance with the provisions of N.J.S.A. 18A:37-18, the harassment, intimidation, and bullying law does not prevent a victim from seeking redress under any other available law, either civil or criminal, nor does it create or alter any tort liability.

The district may consider every mechanism available to simplify reporting, including standard reporting forms and/or web-based reporting mechanisms. For anonymous reporting, the district may consider locked boxes located in areas of a school where reports can be submitted without fear of being observed.

A school administrator who receives a report of harassment, intimidation, and bullying from a district employee, and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action.

- G. Anti-Bullying Coordinator, Anti-Bullying Specialist and School Safety Team(s)

Pupils
HARASSMENT, INTIMIDATION, AND BULLYING (M)

1. The Superintendent shall appoint a district Anti-Bullying Coordinator. The Superintendent shall make every effort to appoint an employee of the school district to this position.

The district Anti-Bullying Coordinator shall:

- a. Be responsible for coordinating and strengthening the school district's policies to prevent, identify, and address harassment, intimidation, or bullying of pupils;
 - b. Collaborate with school Anti-Bullying Specialists in the district, the Board of Education, and the Superintendent to prevent, identify, and respond to harassment, intimidation, or bullying of pupils in the district;
 - c. Provide data, in collaboration with the Superintendent, to the Department of Education regarding harassment, intimidation, or bullying of pupils;
 - d. Execute such other duties related to school harassment, intimidation, or bullying as requested by the Superintendent; and
 - e. Meet at least twice a school year with the school Anti-Bullying Specialist(s) to discuss and strengthen procedures and policies to prevent, identify, and address harassment, intimidation, and bullying in the district.
2. The Principal in each school shall appoint a school Anti-Bullying Specialist. When a school guidance counselor, school psychologist, or another individual similarly trained is currently employed in the school, the Principal shall appoint that individual to be the school Anti-Bullying Specialist. If no individual meeting this criteria is currently employed in the school, the Principal shall appoint a school Anti-Bullying Specialist from currently employed school personnel.

The school Anti-Bullying Specialist shall:

- a. Chair the School Safety Team as provided in N.J.S.A. 18A:37-21;

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- b. Lead the investigation of incidents of harassment, intimidation, or bullying in the school; and
 - c. Act as the primary school official responsible for preventing, identifying, and addressing incidents of harassment, intimidation, or bullying in the school.
3. A School Safety Team shall be formed in each school in the district to develop, foster, and maintain a positive school climate by focusing on the on-going, systemic process and practices in the school, and to address school climate issues such as harassment, intimidation, or bullying. Each School Safety Team shall meet at least two times per school year. The School Safety Team shall consist of the Principal or the Principal's designee who, if possible, shall be a senior administrator in the school and the following appointees of the Principal: a teacher in the school; a school Anti-Bullying Specialist; a parent of a pupil in the school; and other members to be determined by the Principal. The school Anti-Bullying Specialist shall serve as the chair of the School Safety Team.

The School Safety Team shall:

- a. Receive any complaints of harassment, intimidation, or bullying of pupils that have been reported to the Principal;
- b. Receive copies of any report prepared after an investigation of an incident of harassment, intimidation, or bullying;
- c. Identify and address patterns of harassment, intimidation, or bullying of pupils in the school;
- d. Review and strengthen school climate and the policies of the school in order to prevent and address harassment, intimidation, or bullying of pupils;
- e. Educate the community, including pupils, teachers, administrative staff, and parents, to prevent and address harassment, intimidation, or bullying of pupils;

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- f. Participate in the training required pursuant to the provisions of N.J.S.A. 18A:37-13 et seq. and other training which the Principal or the district Anti-Bullying Coordinator may request;
- g. Collaborate with the district Anti-Bullying Coordinator in the collection of district-wide data and in the development of district policies to prevent and address harassment, intimidation, or bullying of pupils; and
- h. Execute such other duties related to harassment, intimidation, or bullying as requested by the Principal or district Anti-Bullying Coordinator.

The members of a School Safety Team shall be provided professional development opportunities that address effective practices of successful school climate programs or approaches. Notwithstanding any provision of N.J.S.A. 18A:37-21 to the contrary, a parent who is a member of the School Safety Team shall not participate in the activities of the team set forth in 3. a., b., or c. above or any other activities of the team which may compromise the confidentiality of a pupil.

H. Harassment, Intimidation, and Bullying Investigation

The Board requires a thorough and complete investigation to be conducted for each report of an alleged incident of harassment, intimidation, or bullying. The investigation shall be initiated by the Principal or the Principal's designee within one school day of the verbal report of the incident. The investigation shall be conducted by the school Anti-Bullying Specialist. The Principal may appoint additional personnel who are not school Anti-Bullying Specialists to assist the school Anti-Bullying Specialist in the investigation.

The investigation shall be completed and the written findings submitted to the Principal as soon as possible, but not later than ten school days from the date of the written report of the alleged incident of harassment, intimidation, or bullying. Should information regarding the reported incident and the investigation be received after the end of the ten-day period, the school Anti-Bullying Specialist or the Principal shall amend the original report of the results of the investigation to ensure there is an accurate and current record of the facts and activities concerning the reported incident.

The Principal shall proceed in accordance with the Code of Pupil Conduct, as appropriate, based on the investigation findings. The Principal shall submit the report to

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the Superintendent within two school days of the completion of the investigation and in accordance with the Administrative Procedures Act (N.J.S.A. 52:14B-1 et seq.). As appropriate to the findings from the investigation, the Superintendent shall ensure the Code of Pupil Conduct has been implemented and provide intervention services, order counseling, establish training programs to reduce harassment, intimidation, or bullying and enhance school climate, or take or recommend other appropriate action, as necessary.

The Superintendent shall report the results of each investigation to the Board of Education no later than the date of the regularly scheduled Board of Education meeting following the completion of the investigation. The Superintendent's report also shall include information on any consequences imposed under the Code of Pupil Conduct, intervention services provided, counseling ordered, training established or other action taken or recommended by the Superintendent.

Parents of the pupils who are parties to the investigation shall be provided with information about the investigation, in accordance with Federal and State law and regulation. The information to be provided to parents or guardians shall include the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying, or whether consequences were imposed or services provided to address the incident of harassment, intimidation, or bullying. This information shall be provided in writing within five school days after the results of the investigation are reported to the Board of Education.

A parent or guardian may request a hearing before the Board of Education after receiving the information. When a request for a hearing is granted, the hearing shall be held within ten school days of the request. The Board of Education shall conduct the hearing in executive session, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.), to protect the confidentiality of the pupils. At the hearing, the Board may hear testimony from and consider information provided by the school Anti-Bullying Specialist and others, as appropriate, regarding the alleged incident, the findings from the investigation of the alleged incident, recommendations for consequences or services, and any programs instituted to reduce such incidents, prior to rendering a determination.

At the regularly scheduled Board of Education meeting following its receipt of the report or following a hearing in executive session, the Board shall issue a decision, in writing, to affirm, reject, or modify the Superintendent's decision. The Board's decision may be

appealed to the Commissioner of Education, in accordance with N.J.A.C. 6A:3, Controversies and Disputes, no later than ninety days after issuance of the Board of Education's decision.

A parent, pupil, legal guardian, or organization may file a complaint with the Division on Civil Rights within one hundred eighty days of the occurrence of any incident of harassment, intimidation, or bullying based on membership in a protected group as enumerated in the "Law Against Discrimination," P.L.1945, c.169 (C.10:5-1 et seq.).

I. Range of Responses to an Incident of Harassment, Intimidation, or Bullying

The Board authorizes the Principal of each school, in conjunction with the Anti-Bullying Specialist, to define the range of ways in which school staff will respond once an incident of harassment, intimidation, or bullying is confirmed, and the Superintendent shall respond to confirmed harassment, intimidation, and bullying, according to the parameters described in this Policy. The Board recognizes that some acts of harassment, intimidation, or bullying may be isolated incidents requiring the school officials respond appropriately to the individual(s) committing the acts. Other acts may be so serious or parts of a larger pattern of harassment, intimidation, or bullying that they require a response either at the classroom, school building or school district level or by law enforcement officials.

Consequences and appropriate remedial actions for a pupil who commits an act of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1, Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short-term Suspensions, N.J.A.C. 6A:16-7.3, Long-term Suspensions and N.J.A.C. 6A:16-7.5, Expulsions.

In considering whether a response beyond the individual level is appropriate, school officials shall consider the nature and circumstances of the act, the degree of harm, the nature and severity of the behavior, past incidences or past or continuing patterns of behavior, and the context in which the alleged incident(s) occurred. Institutional (i.e., classroom, school building, school district) responses can range from school and community surveys, to mailings, to focus groups, to adoption of research-based harassment, intimidation or bullying prevention program models, to training for certificated and non-certificated staff, to participation of parents and other community members and organizations, to small or large group presentations for fully addressing the actions and the school's response to the actions, in the context of the acceptable

pupil and staff member behavior and the consequences of such actions, and to the involvement of law enforcement officers, including safe schools resource officers.

For every incident of harassment, intimidation, or bullying, the school officials must respond appropriately to the individual who committed the act. The Board is encouraged to set the parameters for the range of responses to be established by the Principal and for the Superintendent to follow. The range of responses to confirmed harassment, intimidation, or bullying acts should include individual, classroom, school, or district responses, as appropriate to the findings from each incident. Examples of responses that apply to each of these categories are provided below:

1. Individual responses can include positive behavioral interventions (e.g., peer mentoring, short-term counseling, life skills groups) and punitive actions (e.g., detention, in-school or out-of-school suspension, expulsion, law enforcement report, or other legal action).
2. Classroom responses can include class discussions about an incident of harassment, intimidation or bullying, role plays, research projects, observing and discussing audio-visual materials on these subjects, and skill-building lessons in courtesy, tolerance, assertiveness, and conflict management.
3. School responses can include theme days, learning station programs, parent programs, and information disseminated to pupils and parents or guardians, such as fact sheets or newsletters explaining acceptable uses of electronic and wireless communication devices or strategies for fostering expected pupil behavior.
4. District-wide responses can include community involvement in policy review and development, professional development programs, adoption of curricula and school-wide programs, coordination with community-based organizations (e.g., mental health, health services, health facilities, law enforcement officials, faith-based organizations), and disseminating information on the core ethical values adopted by the district Board of Education's Code of Pupil Conduct, per N.J.A.C. 6A:16-7.1(a)2.

The district will identify a range of strategies and resources, which could include, but not be limited to, the following actions for individual victims: counseling; teacher aides;

hallway and playground monitors; schedule changes; before and after school supervision; school transportation supervision; school transfers; and therapy.

J. Reprisal or Retaliation Prohibited

The Board prohibits a Board member, school employee, contracted service provider who has contact with pupils, school volunteer, or pupil from engaging in reprisal, retaliation, or false accusation against a victim, witness, one with reliable information, or any other person who has reliable information about an act of harassment, intimidation, or bullying or who reports an act of harassment, intimidation, or bullying. The consequence and appropriate remedial action for a person who engages in reprisal or retaliation shall be determined by the administrator after consideration of the nature, severity and circumstances of the act, in accordance with case law, Federal and State statutes and regulations and district policies and procedures.

All suspected acts of reprisal or retaliation will be taken seriously and appropriate responses will be made in accordance with the totality of the circumstances. Examples of consequences and remedial measures are listed in the Consequences and Appropriate Remedial Actions section of this policy.

K. Consequences and Appropriate Remedial Action for False Accusation

The Board prohibits any person from falsely accusing another as a means of harassment, intimidation, or bullying.

1. Pupils - Consequences and appropriate remedial action for a pupil found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1 et seq., Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short-term Suspensions, N.J.A.C. 6A:16-7, Long-term Suspensions and N.J.A.C. 6A:16-7.5, Expulsions.
2. School Employees - Consequences and appropriate remedial action for a school employee or contracted service provider who has contact with pupils found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation could entail discipline in accordance with district

policies, procedures, and agreements which may include, but not be limited to, reprimand, suspension, increment withholding, or termination.

3. Visitors or Volunteers - Consequences and appropriate remedial action for a visitor or volunteer found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation could be determined by the school administrator after consideration of the nature, severity, and circumstances of the act, including law enforcement reports or other legal actions, removal of buildings or grounds privileges, or prohibiting contact with pupils or the provision of pupil services.

L. Harassment, Intimidation, and Bullying Policy Publication and Dissemination

This Policy will be disseminated annually by the Superintendent to all school employees, contracted service providers who have contact with pupils, school volunteers, pupils, and parents who have children enrolled in a school in the district, along with a statement explaining the Policy applies to all acts of harassment, intimidation, or bullying, pursuant to N.J.S.A. 18A:37-14 that occur on school property, at school-sponsored functions, or on a school bus and, as appropriate, acts that occur off school grounds.

The Superintendent shall ensure that notice of this Policy appears in the pupil handbook and all other publications of the school district that set forth the comprehensive rules, procedures, and standards for schools within the school district.

The Superintendent shall post a link to the district's Harassment, Intimidation, and Bullying Policy that is prominently displayed on the homepage of the school district's website. The district will notify pupils and parents this Harassment, Intimidation, and Bullying Policy is available on the school district's website.

The Superintendent shall post the name, school phone number, school address, and school email address of the district Anti-Bullying Coordinator on the home page of the school district's website. Each Principal shall post the name, school phone number, address, and school email address of both the Anti-Bullying Specialist and the district Anti-Bullying Coordinator on the home page of each school's website.

M. Harassment, Intimidation, and Bullying Training and Prevention Programs

The Superintendent and Principal(s) shall provide training on the school district's Harassment, Intimidation, and Bullying Policy to school employees, contracted service providers, and volunteers who have significant contact with pupils. The training shall include instruction on preventing bullying on the basis of the protected categories enumerated in N.J.S.A. 18A:37-14 and other distinguishing characteristics that may incite incidents of discrimination, harassment, intimidation, or bullying. The school district's employee training program shall include information regarding the school district's Policy against harassment, intimidation, or bullying, which shall be provided to full-time and part-time staff members, contracted service providers, and school volunteers who have significant contact with pupils.

Each public school teacher shall be required to complete at least two hours of instruction in harassment, intimidation, and bullying prevention in each professional development period as part of the professional development requirement pursuant to N.J.S.A. 18:37-22.d.

The required two hours of suicide prevention instruction for teaching staff members shall include information on the relationship between the risk of suicide and incidents of harassment, intimidation, or bullying in accordance with the provisions of N.J.S.A. 18A:6-112.

Board members shall be required to complete a training program on harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:12-33.

The school district shall annually observe a "Week of Respect" beginning with the first Monday in October. In order to recognize the importance of character education, the school district will observe the week by providing age-appropriate instruction focusing on the prevention of harassment, intimidation, and bullying as defined in N.J.S.A. 18A:37-14. Throughout the school year the district will provide ongoing age-appropriate instruction on preventing harassment, intimidation, or bullying, in accordance with the Core Curriculum Content Standards, pursuant to N.J.S.A. 18A:37-29.

The school district will annually establish, implement, document, and assess harassment, intimidation, and bullying prevention programs or approaches, and other initiatives in consultation with school staff, pupils, administrators, volunteers, parents or guardians, law enforcement, and community members in accordance with the provisions of N.J.S.A. 18A:37-17 et seq.

N. Harassment, Intimidation, and Bullying Policy Reevaluation, Reassessment and Review

The Superintendent shall develop and implement a process for annually discussing the school district's Harassment, Intimidation, and Bullying Policy with pupils.

The Superintendent and the Principal(s) shall annually conduct a reevaluation, reassessment, and review of the Harassment, Intimidation, and Bullying Policy, with input from the schools' Anti-Bullying Specialists, and recommend revisions and additions to the Policy as well as to harassment, intimidation, and bullying prevention programs and approaches based on the findings from the evaluation, reassessment and review.

O. Reports to Board of Education and New Jersey Department of Education

The Superintendent shall report two times each school year at a public hearing all acts of harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:17-46. The information shall also be reported to the New Jersey Department of Education in accordance with N.J.S.A. 18A:17-46. The information reported shall be used to grade each school and each district in accordance with the provisions of N.J.S.A. 18A:17-46. The grade received by a school and the district shall be posted on the homepage of the school's website and the district's website in accordance with the provisions of N.J.S.A. 18A:17-46. A link to the report that was submitted by the Superintendent to the Department of Education shall also be available on the school district's website. This information shall be posted on the websites within ten days of receipt of the grade for each school and the district.

P. Reports to Law Enforcement

Some acts of harassment, intimidation, and bullying may be bias-related acts and potentially bias crimes and school officials must report to law enforcement officials either serious acts or those which may be part of a larger pattern in accordance with the provisions of the Memorandum of Agreement Between Education and Law Enforcement Officials.

Q. Collective Bargaining Agreements and Individual Contracts

Nothing in N.J.S.A. 18A:37-13.1 et seq. may be construed as affecting the provisions of any collective bargaining agreement or individual contract of employment in effect on the Anti-Bullying Bill of Rights Act's effective date (January 5, 2011). N.J.S.A. 18A:37-30.

R. Pupils with Disabilities

Nothing contained in N.J.S.A. 18A:37-13.1 et seq. may alter or reduce the rights of a pupil with a disability with regard to disciplinary actions or to general or special education services and supports. N.J.S.A. 18A:37-32.

The school district shall submit all subsequent amended Harassment, Intimidation, and Bullying Policies to the appropriate Executive County Superintendent of Schools within thirty days of Board adoption.

N.J.S.A. 18A:37-13 through 18A:37-32

N.J.A.C. 6A:16-7.1 et seq.; 6A:16-7.9 et seq.

Model Policy and Guidance for Prohibiting Harassment, Intimidation, and Bullying on School Property, at School-Sponsored Functions and on School Buses – April 2011

Adopted:

R5512. - HAZING AND/OR HARASSMENT, INTIMIDATION OR BULLYING INVESTIGATION
PROCEDURE(M)

The Board of Education authorizes a prompt investigation of reports and violations and complaints of harassment, intimidation and bullying in accordance with the provisions of N.J.S.A. 18A:37-15(b)6.

The following investigation procedure shall be used for all allegations of harassment, intimidation, or bullying:

1. An investigation shall be initiated by the Principal or the Principal's designee within one school day of the report of the incident and shall be conducted by a school's Anti-Bullying Specialist.
 - a. The Principal may appoint additional personnel who are not school Anti-Bullying Specialists to assist in the investigation.
2. The investigation shall be completed as soon as possible, but not later than ten school days from the date of the written report of the incident of harassment, intimidation, or bullying.
 - a. In the event that there is information relative to the investigation that is anticipated but not yet received by the end of the ten-day period, the school Anti-Bullying Specialist may amend the original report of the results of the investigation to reflect the information.
3. The results of the investigation shall be reported to the Superintendent of Schools within two school days of the completion of the investigation, and in accordance with regulations promulgated by the State Board of Education pursuant to the "Administrative Procedure Act," P.L.1968, c.410 (C.52:14B-1 et seq.).
4. The Superintendent of Schools may decide to provide intervention services, establish training programs to reduce harassment, intimidation, or bullying and enhance school climate, impose discipline, order counseling as a result of the findings of the investigation, or take or recommend other appropriate action.

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PROCEDURE(M)

5. The results of each investigation shall be reported to the Board of Education no later than the date of the next Board of Education Meeting following the completion of the investigation, along with information on any services provided, training established, discipline imposed, or other action taken or recommended by the Superintendent.
6. Parents or legal guardians of the pupils who are parties to the investigation shall be entitled to receive information about the investigation, in accordance with Federal and State law and regulation, including the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying, or whether discipline was imposed or services provided to address the incident of harassment, intimidation, or bullying. This information shall be provided in writing within five school days after the results of the investigation are reported to the Board of Education.
7. A parent or legal guardian may request a hearing before the Board of Education after receiving the information.
 - a. This hearing shall be held within ten days of the request;
 - b. The Board shall meet in executive session for the hearing to protect the confidentiality of the pupils; and
 - c. At the hearing the Board may hear from the school Anti-Bullying Specialist about the incident, recommendations for discipline or services, and any programs instituted to reduce such incidents.
8. At the next Board of Education meeting following its receipt of the report, the Board of Education shall issue a decision, in writing, to affirm, reject, or modify the Superintendent's decision. The Board's decision may be appealed to the Commissioner of Education, in accordance with the procedures set forth in law and regulation, no later than ninety days after the issuance of the Board's decision.
9. A parent, pupil, legal guardian, or organization may file a complaint with the Division on Civil Rights within one hundred eighty days of the occurrence of any incident of harassment, intimidation, or bullying based on membership in a

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PROCEDURE(M)

protected group as enumerated in the "Law Against Discrimination," P.L.1945,
c.169 (C.10:5-1 et seq.).

Adopted: _____

	ACCOUNT	DESCRIPTION	AMOUNT TRANSFERRED	
			From	To
T169	11-000-222-600-75-40-4-4 11-190-100-610-02-40-4-4	BOOKS,A-V AIDS/MED CTR SUPPLIES/ART	(90.00) (119.00)	
	11-190-100-590-18-50-4-4	MISC PUR SVCS/INST REPAIRS	(209.00)	209.00
	EXPLANATION:TUNE AND SERVICE PIANOS			
T170	11-000-261-610-89-49-1-D 11-000-261-420-89-53-1-D	MAINTENANCE SUPPLIES CONTRACTS BLDG MAINT	(12,246.00)	12,246.00
	EXPLANATION:REPLACE & INSTALL THS ROOF TOP UNIT & TJ SCOREBOARD			
T171	11-000-262-100-89-10-0-0 11-000-262-100-89-10-0-4 11-000-262-100-89-10-0-5 11-000-262-100-89-10-0-6 11-000-262-100-89-10-0-7 11-000-262-100-89-10-0-F 11-000-262-100-89-10-0-H 11-000-262-100-89-10-0-J	CONTR SAL/GROUNDS/MESSEN CONTR SAL/CUST DST III#4 CONTR SAL/CUST DSTI/#5 CONTR SAL/CUST DST III #6 CONTR SAL/CUST DST III #7 CONTR SAL/DST III/BF CONTR SAL/CUST DST II HS CONTR SAL/CUST DIST I TJ	(1,878.00) (8,910.96) (9,393.84) (7,743.84) (11,272.80) (23,578.84) (52,964.64) (14,694.38)	
	11-000-262-390-89-56-1-D	PROFESSIONAL FEES	(130,437.30)	130,437.30
	EXPLANATION:ENEGRY SAVINGS IMPROVEMENT PROJECT			
T172	11-000-219-580-72-50-C-C 11-000-219-591-49-61-C-C 11-190-100-610-46-40-C-C 11-212-100-610-35-40-C-F 11-213-100-610-34-40-C-F 11-213-100-610-34-40-C-J 11-213-100-610-34-40-C-T 11-213-100-610-46-40-C-C 11-213-100-610-34-40-C-5 11-219-100-320-38-58-C-D 11-000-270-514-72-52-C-C 11-213-100-101-34-10-0-F 11-213-100-101-34-10-0-J	TRAVEL/CONF/STAFF DEV/CST RESIDENTIAL COSTS SUPPLIES/SPECIALIZED INSTR SUPPLIES/MD RESOURCE RM/SUPPLIES BF RESOURCE RM/SUPPLIES TJ RESOURCE RM/SUPPLIES THS RES CTR/CS INSTRUCT'L SUP. RESOURCE RM/SUPPLIES #5 HOME INSTR/OTHR PROF TRANSPORTATION/SP.ED EVAL CONTR SAL/TCHR SE/RR BF CPNTR SAL/TCHR SE/RR TJ	(9,000.00) (17,285.00) (16,228.00) (10,000.00) (3,000.00) (3,000.00) (3,000.00) (2,000.00) (2,500.00) (25,000.00) (1,000.00) (29,471.00) (8,516.00)	
	11-000-216-300-72-57-C-C	PRCH'D PROF'L SERV/OT	(130,000.00)	130,000.00
	EXPLANATION:OT SERVICES THRU END OF YEAR 2010-2011			
T173	11-000-230-340-82-50-P-D 11-000-230-530-86-51-2-D 11-000-230-585-81-50-0-0 11-000-230-590-82-50-P-0 11-000-230-630-81-49-0-0 11-000-230-890-81-49-0-D 11-000-230-890-84-50-H-0 11-000-230-895-81-49-0-0	PURCH SRV/COMM REL/NONIN UTILITIES/TELEPHONE,TELECOM BOE TRAVEL & CONFERENCES PUBLIC REL/PURCHASED SERVICES BOE TRAINING/MEETING SUPPLIES OTHER EXP/BOE OTHER EXP/MEMBERSHIP/DUES HRM BOE MEMBERSHIP DUES & FEES	(516.80) (600.00) (1,000.00) (1,000.00) (1,500.00) (1,000.00) (2,500.00) (3,062.30)	
	11-000-230-3332-83-56-0-D	AUDIT FEES	(11,179.10)	11,179.10
	EXPLANATION AUDIT FEES			
T174	11-000-270-518-49-52-0-C 11-000-270-514-46-52-0-C 11-000-270-514-49-52-0-C	SP EE CONTR SRV CTSA CONTR/TRAN/SP-ED IN DIST CONTR/TRAN/S-ED-OUT DIST	(20,000.00)	10,000.00 10,000.00 20,000.00
	EXPLANATION:IN & OUT OF DIST. SPECIAL ED THROUGH JUNE 2011			
T175	20-071-100-600-86-49-2-0 20-071-200-730-86-32-2-0	OPTIMUM INSTR'L SUPPLIES OPTIMUM EQUIPMENT	(1,780.00)	1,780.00
	EXPLANATION:CLASSLINK SERVER PURCHASE			
T176	11-000-261-610-89-49-1-D 12-000-261-730-89-32-1-D 11-000-261-420-89-53-1-D	MAINTENANCE SUPPLIES MAINTENANCE EQUIPMENT CONTRACTS BLDG MAINT	(27,305.00)	20,250.00 7,055.00 27,305.00
	EXPLANATION:BLEACHER REPAIR & ELECTRONIC TIME CLOCK SYSTEM			
T177	11-000-223-580-19-50-I-D 11-421-200-600-22-49-I-F	TRAVEL & COND/C&I BEFORE/AFTER SCH/SUPPLIES/BF	(3,000.00)	3,000.00
	EXPLANATION AFTERSCHOOL PROGRAM SUPPLIES			

	ACCOUNT	DESCRIPTION	AMOUNT TRANSFERRED	
			From	To
T178	11-213-100-101-34-10-0-F 11-000-216-106-46-15-H-C 11-000-216-106-49-15-H-C	CONTR SAL/TCHR SE/RR BF STIPENDS/ABA SERVICES/IN-DIST STIPENDS/ABA SERVICES/OD	(15,000.00)	5,000.00 <u>10,000.00</u> 15,000.00
	EXPLANATION:SPECIAL SERVICES ABA STIPENDS			
T179	11-000-223-102-05-10-0-D 11-000-223-110-72-19-H-C	CONTR/SAL/SUPV/ENGLISH SP'L ED/SUBS/CONF	(1,279.30)	1,279.30
	EXPLANATION:SPECIAL EDUCATION SUBSTITUTES			
T180	11-000-213-600-74-40-C-C 11-000-213-100-74-19-H-5 11-000-213-100-74-19-H-7 11-000-213-100-74-19-H-F 11-000-213-100-74-19-H-J 11-000-213-100-74-19-H-H	OTHER MEDICAL SUPPLIES SUBS/NURSES/HAWTHORNE SUBS/NURSES/LOWELL SUBS/NURSES/BFMS SUBS/NURSES/TJMS SUBS/NURSES/HIGH SCHOOL	(418.90)	140.00 110.00 110.00 3.90 <u>55.00</u> 418.90
	EXPLANATION:SUBSTITUTE NURSES DISTRICT WIDE			
T181	11-000-221-110-85-15-I-D 11-000-221-105-85-19-I-D	OTHER STIPENDS/C&I SUBS,OT/SECRETARIAL C&I	(211.78)	211.78
	EXPLANATION:C & I SECRETARIAL OVERTIME			
T182	11-000-252-580-86-59-2-D 11-000-252-610-86-49-2-D	TRAVEL/CONFERENCES/TECH SUPPLIES & MATERIALS/TECH-NTWK	(1,868.89)	1,868.89
	EXPLANATION:TECHNOLOGY SUPPLIES			
T183	11-000-100-566-49-61-C-C 11-000-100-562-49-61-C-C	TUITN/PRIV SCH/SP'L ED TUITN/PUB SCH/SP'L ED	(31,000.00)	31,000.00
	EXPLANATION:EXTRAORDINARY SERVICES YR 10-11 FOR CLASSIFIED STUDENT			
T184	11-000-262-390-89-56-1-D 11-000-261-420-89-53-1-H 11-000-261-420-89-53-1-F	PROFESSIONAL FEES CONTRACTS BLDG MAINT HS CONTRACTS BLDG MAINT BF	(12,944.00)	11,944.00 <u>1,000.00</u> 12,944.00
	EXPLANATION: REPAIR HS CHILLER & BF STAGE CURTAINS			


FINANCE COMMITTEE SIGNATURE


DATE

Professional Development

(Pending grant approval)

Name: Nick Campestre

School or Department: FORUM

Conference/Seminar/Workshop: Grant Evaluator Workshop (mandatory)

Location: National Harbor, Maryland

Date(s): August 8 – 1-, 2011

Estimated Cost(s): \$695.00 - Substitute Not Required

Funded by: **(Elementary Expansion Grant Funded)**

Name: Khaldiya Mustafa

School or Department: Al-Ghazaly High School

Conference/Seminar/Workshop: ASCD Summer Conference on Differentiated Instruction, Understanding by Design

Location: Boston, MA

Dates: June 30 – July 3, 3011

Estimated Cost: \$1387.18 – Substitute Not Required **(Title IIA Funded)**

Name: Suzanne Dandie, Renee Forte-Clarke, Javalda Powell, Yvonne Witter

School or Department: Teaneck High School FORUM

Conference/Seminar/Workshop: Standards for Prevention Training

Location: New Brunswick, New Jersey

Dates: August 9, 2011 (9am-4pm)

Estimated Cost: \$50.84 mileage – Substitute Not Required

Name: Nicholas Campestre, Yris Acevedo

School or Department: Teaneck High School FORUM

Conference/Seminar/Workshop: Standards for Prevention Training

Location: Newark, New Jersey

Dates: August 16, 2011 (9am-4pm)

Estimated Cost: \$10.04 mileage – Substitute Not Required

Explanation: The New Jersey Division of prevention and Community Partnerships (FORUM Grant Funder) require that all direct service staff attend training this summer on prevention standards. The training is sponsored by the Prevent Child Abuse NJ and the Division of Prevention and Community Partnerships.

Field Trips

Name: Jared Meli, Derek Zoppi, Eileen Hillman, Victoria Galligan

School or Department: Teaneck HS – Peer Leaders

Trip Planned: Club Getaway

Location: Kent, CT 36 Students

Date(s): August 7, 8 & 9, 2011 Depart: 8/7/11 @ 2:00 PM

Return: 8/9/11 @ 2:00 PM

Estimated Cost: \$7737.50 – Substitutes Not Required (District Funded)

Explanation: Peer leaders are immersed in three days of intense leadership training which prepares them for the first three months of outreach with the incoming freshman class.

Walking Trip

Name: Lisa Azria, Colleen Pagan, Kimiesha Nichols, RN, Warren Lucious

School or Department: THS ESY

Trip Planned: Stanley's Deli

Location: Teaneck, NJ (9 Students)

Date(s): July 1, 2011; Depart: 10:00AM; Return: 11:15AM

Estimated Cost: \$0 – Substitute Not Required

Explanation: Students would practice social skills taught in class.

Walking Trip

Name: Lisa Azria, Colleen Pagan, Kimiesha Nichols, RN, Warren Lucious

School or Department: THS ESY

Trip Planned: Stanley's Deli

Location: Teaneck, NJ (9 Students)

Date(s): July 8, 2011; Depart: 10:00AM; Return: 11:15AM

Estimated Cost: \$0 – Substitute Not Required

Explanation: Students would practice social skills taught in class.

Walking Trip

Name: Lisa Azria, Colleen Pagan, Kimiesha Nichols, RN, Warren Lucious

School or Department: THS ESY

Trip Planned: Stanley's Deli

Location: Teaneck, NJ (9 Students)

Date(s): July 15, 2011; Depart: 10:00AM Return: 11:15AM

Estimated Cost: \$0 – No Substitute Required

Explanation: Students would practice social skills taught in class.

Walking Trip

Name: Lisa Azria, Colleen Pagan, Kimiesha Nichols, RN, Warren Lucious

School or Department: THS ESY

Trip Planned: Stanley's Deli

Location: Teaneck, NJ (9 Students)

Date(s): July 22, 2011; Depart: 10:00AM; Return: 11:15AM

Estimated Cost: \$0 – Substitute Not Required

Explanation: Students would practice social skills taught in class.

Field Trips

Walking Trip

Name: Lisa Azria, Colleen Pagan, Kimiesha Nichols, RN, Warren Lucious

School or Department: THS ESY

Trip Planned: Stanley's Deli

Location: Teaneck, NJ (9 Students)

Date(s): July 29, 2011; Depart: 10:00AM; Return: 11:15AM

Estimated Cost: \$0 – Substitute Not Required

Explanation: Students would practice social skills taught in class.

Walking Trip

Name: Lisa Azria, Colleen Pagan, Kimiesha Nichols, RN, Warren Lucious

School or Department: THS ESY

Trip Planned: Stanley's Deli

Location: Teaneck, NJ (9 Students)

Date(s): August 3, 2011; Depart: 10:00AM; Return: 11:15AM

Estimated Cost: \$0 – Substitute Not Required

Explanation: Students would practice social skills taught in class.

Name: Javalda Powell, Brian Clyburn

School or Department: THS FORUM

Trip Planned: Medieval Times

Location: Lyndhurst, NJ (8 Students)

Date(s): July 13, 2011; Depart: 10:00AM; Return: 2:30PM

Estimated Cost: \$520 – Substitute Not Required

(Funded by FORUM PASS (Police Parents & School Students) Grant

Explanation: Students would participate in recreational activities as a group and demonstrate specific social skills reinforce in the FORUM program.

Name: Javalda Powell, Brian Clyburn

School or Department: THS FORUM

Trip Planned: Dave * Bisters

Location: West Nyack, NY (8 Students)

Date(s): July 27, 2011; Depart: 10:00AM; Return: 3:00PM

Estimated Cost: \$584 – Substitute Not Required

(Funded by FORUM PASS (Police Parents & School Students) Grant

Explanation: Students would participate in recreational activities as a group and demonstrate specific social skills reinforce in the FORUM program.

Field Trips

Name: LeeAnn Newland

School or Department: Benjamin Franklin MS

Trip Planned: Gramercy Brass Band Camp 2011

Location: Caldwell College, Caldwell, NJ 32 Students (BF, TJ, THS)

Date(s): July 25 - 29, 2011 Depart: 8:00 a.m. Return: 5:00 p.m.

July 30, 2011 10:00 a.m. Parents will pick up students

Estimated Cost: \$2,056.67 – Substitute Not Required **(District Funded)**

Explanation: Students perform in one of three ensembles side by side with members of the Gramercy Brass of NY. Teaneck Public Schools provides the transportation which allows Teaneck students to participate at a reduced tuition rate.

CLINICIANS: 2010-2011

	DATES	RATES	NOT TO EXCEED
Occupational Therapy			
Leonia Board of Education	4/1/11 - 6/30/11	\$63 per session	\$6,000.00
Psychiatry			
Dr. Leslie Nagy	5/1/11 - 6/30/11	\$550 per evaluation	\$5,000.00
			\$11,000.00

OUT-OF-DISTRICT CONTRACTS 2010-2011TUITIONS: EXTENDED SCHOOL YEAR: SUMMER 2011

<u>Student ID#</u>	<u>School</u>	<u>Start Date</u>	<u>Tuition</u>
97655	Sage Day	6/27 - 7/29/11	\$2,400.00
97362	Sage Day	6/27 - 7/29/11	\$2,400.00
90454	The Craig School	7/5/11 - 7/28/11	\$1,425.00
94051	Windsor Learning Center	7/5/11 - 8/19/11	\$8,221.80
12176	Windsor Learning Center	7/5/11 - 8/19/11	\$8,221.80
91434	Harbor Haven	7/5/11-8/18/11	\$7,785.00
95415	JCC on the Palisades	6/27/11 – 8/19/11	\$5,820.00
TOTAL			\$36,273.60

OUT-OF-DISTRICT CONTRACTS 2010-2011**TUITIONS**

Student ID#	School	Start Date	Pro-rated Tuition
99931	ECLC of NJ	5/3/11 - 6/23/11	\$8,191.08
12153	Bergenfield Bd of Education	6/1/11 - 6/23/11	\$3,436.02
		TOTAL	\$11,627.10

OUT-OF-DISTRICT CONTRACTS 2011-2012**TUITIONS**

<u>Student ID#</u>	<u>School</u>	<u>Start Date</u>	<u>Pro-rated Tuition</u>
96101	Winston Preparatory School	9/8/2011	\$49,000.00
90454	The Craig School	9/6/2011	\$39,530.00
97655	Sage Day	9/1/2011	\$46,436.00
98279	Sage Day	9/1/2011	\$46,436.00
94663	Sage Day	9/1/2011	\$46,436.00
97362	Sage Day	9/1/2011	\$46,436.00
70215	Sage Day	9/1/2011	\$46,436.00
70357	Sage Day	9/1/2011	\$46,436.00
95370	Sage Day	9/1/2011	\$46,436.00
94402	Forum School	7/5/2011	\$49,090.14
93545	Forum School	7/5/2011	\$49,090.14
98117	The Children's Therapy Ctr.	7/5/2011	\$74,499.05
96959	The Children's Therapy Ctr.	7/5/2011	\$75,599.90
95247	The Children's Therapy Ctr.	7/5/2011	\$75,599.90
		TOTAL	\$737,461.13