

Minutes of the proceedings of the **PUBLIC WORK MEETING** held on Wednesday, April 10, 2019, in the Eugene Field Administration Building, Margaret Angeli Staff Development Room, at 8:00 PM. *Dr. Ardie Walser, Board President, presided.*

I. Salute to the Flag

II. Presiding Officer's Meeting Notice Statement

"I hereby call to order the Public Work Session Meeting of the Teaneck Board of Education, held on Wednesday, April 10, 2019, in the Eugene Field Administration Building, Margaret Angeli Staff Development Room, at 8:00 PM. Adequate notice of this meeting has been sent to the Record, filed with the Municipal Clerk of the Township of Teaneck, posted to the district website and posted inside the Teaneck Board of Education, One Merrison Street, on January 10, 2019 & March 27, 2019."

III. Roll Call

<i>Board Member</i>	<i>Present</i>	<i>Absent</i>
Ms. Fisher (Victoria)	x	
Mr. Ramirez (Martin)		x
Mrs. Rappoport (Sarah)	x	
Mr. Reiner (Gerald)	x	
Mr. Rodriguez (Sebastian)	x	
Mr. Rose (Howard)	x	
Ms. Sanders (Denise)	x	
Dr. Walser (Ardie)	x	
Mrs. Williams (Clara)	x	

IV. Reaffirmation of 2018/19 District Goals

V. Superintendent's Report

- Board Presentations

VI. Public Comment (agenda ONLY)

Ms. Amy Yopez

- Thanked Mr. McHale
- Help research unified teams at the schools for Special Olympics

Mr. Ed Ha

- Request for the chess competition
- TOPS 5k run
- Thank you, Dr. Irving, for the visit to the class

- A. Policy
- B. Board Operations
- C. School Operations and Curriculum
- D. Finance and Budget
- E. Personnel

VII. Public Comment (non-Agenda)

VIII. Executive Session (required)

Mr. Rodriguez motioned to convene into Executive session at 9:38 pm. Said motion was seconded by Mr. Rose and carried by unanimous vote.

<i>Motion: S. Rodriguez</i>	<i>Second: H. Rose</i>			
<i>Board Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
Ms. Fisher (Victoria)	x			
Mr. Ramirez (Martin)				x
Mrs. Rappoport (Sarah)	x			
Mr. Reiner (Gerald)	x			
Mr. Rodriguez (Sebastian)	x			
Mr. Rose (Howard)	x			
Ms. Sanders (Denise)	x			
Dr. Walser (Ardie)	x			
Mrs. Williams (Clara)	x			

Mr. Rodriguez motioned to adjourn the Executive session at 11:05 pm. Said motion was seconded by Mr. Rose and carried by unanimous vote.

<i>Motion: S. Rodriguez</i>	<i>Second: H. Rose</i>			
<i>Board Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
Ms. Fisher (Victoria)	x			
Mr. Ramirez (Martin)				x
Mrs. Rappoport (Sarah)	x			
Mr. Reiner (Gerald)	x			
Mr. Rodriguez (Sebastian)	x			
Mr. Rose (Howard)	x			
Ms. Sanders (Denise)	x			
Dr. Walser (Ardie)	x			
Mrs. Williams (Clara)	x			

IX. Adjournment

Mr. Rodriguez motioned to convene back into the public meeting at 11:06 pm. Said motion was seconded by Mr. Rose and carried by a unanimous vote.

Mr. Rodriguez motion to adjourn the public meeting at 11:07 pm. Said motion was seconded by Mr. Rose and carried by a unanimous vote.

Motion: S. Rodriguez	Second: H. Rose			
Board Member	Yes	No	Abstain	Absent
Ms. Fisher (Victoria)	x			
Mr. Ramirez (Martin)				x
Mrs. Rappoport (Sarah)	x			
Mr. Reiner (Gerald)	x			
Mr. Rodriguez (Sebastian)	x			
Mr. Rose (Howard)	x			
Ms. Sanders (Denise)	x			
Dr. Walser (Ardie)	x			
Mrs. Williams (Clara)	x			

Respectfully submitted,

Melissa Simmons
Business Administrator/Board Secretary

Teaneck Public Schools

Goals for 2018-2019

GOAL 1: Students attending the Teaneck Public Schools will acquire the critical thinking skills, knowledge, and understanding to be successful global citizens in the twenty-first century.

GOAL 2: Teachers and administrators in the Teaneck Public Schools will continue the development of the skills, knowledge, and understanding necessary to support students.

GOAL 3: The Teaneck Public Schools will be proactive in creating safe and inclusive school environments for students and adults by utilizing support services available in the community.

GOAL 4: The Teaneck Public Schools will communicate effectively with parents and with the greater community.

GOAL 5: The Teaneck Public Schools will explore additional revenue sources to support goals 1-4 beyond local and state aid to further its educational mission.

POLICY

APRIL 10, 2019

Be It Resolved, that the Teaneck Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Policy resolutions:

1. 000.2 - Introduction
- 0132 - Executive Authority
- 0134 - Board Self-Evaluations
- 0152 - Board Officers
- 9180 - School Volunteers
- 9181 - Volunteer Athletic Coaches & Co-Curricular Activity Advisors/Asst.
- 9150 - School Visitors
- 0169.02 -Board Members Use of Social Networks

BOARD OPERATIONS

APRIL 10, 2019

Be It Resolved, that the Teaneck Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Board Operations resolutions:

1. The Teaneck Board of Education proclaims the week of April 8–12, 2019 as the “Week of the Young Child” as outlined in the following resolution:

WHEREAS: Schools and other local organizations throughout the nation, in conjunction with the National Association for the Education of Young Children, are celebrating the Week of the Young Child and;

WHEREAS: today we know more than ever before about the importance of children’s earliest years in shaping their learning and development. Yet, never before have the needs of young children and their families been more pressing, and

WHEREAS: the Week of the Young Child is a time to recognize that children’s opportunities are our responsibilities, and to recommit ourselves to ensuring that each and every child experiences the type of early environment that will promote their early learning, and

WHEREAS: these organizations are working to improve early learning opportunities, including early literacy programs, that can provide a foundation of learning for children and

WHEREAS: teachers and others who make a difference in the lives of young children deserve thanks and recognition; and

WHEREAS: public policies that support early learning for all young children are crucial to young children’s futures:

NOW THEREFORE BE IT RESOLVED, that the Teaneck Board of Education hereby proclaims April 8–12, 2019 as the “Week of the Young Child” throughout the Teaneck Public Schools and does authorize and encourage all schools to observe the Week of the Young Child, and encourages all citizens to work to make a good investment in early childhood n Teaneck, New Jersey.

2. that the Board approve the Minutes of the Workshop, Regular and Special Public meetings and Executive Sessions held on 9/5/18, 9/12/18, 10/3/18, 10/10/18, 11/7/18, 11/14/18, 12/5/18, 12/12/18, 1/2/19, 1/9/19, 1/16/19, 2/6/19, 2/12/19, 2/13/19, 2/16/19, 3/6/19, 3/13/19.
3. that the Board approve the **revised** ten (10) month School calendar for the 2019-2020 school year to add a half-day for 10-month staff and students on December 23, 2019.

4. that the Board approve the provisions of Board Policy #7510 Use of Facilities for the 2018-2019 school year at no cost to the Girl Scout of Northern New Jersey, for the use of Whittier Elementary School media center for custodian and building use fees. The meeting dates are as follows: 4/26, 5/3, 5/10, 5/17, 5/24, 5/31.

5. that the Board approve the provisions of Board Policy #7510 Use of Facilities for the 2018-2019 school year at no cost to the Girl Scout of Northern New Jersey, for the use of Bryant and Lowell Elementary School media center for custodian and building use fees. The meeting dates for Lowell are as follows: 5/16, 5/23, 5/30/19. The meeting dates for Bryant are as follows: 5/21, 5/28 and 6/3/19.

6. that the Board approve the provisions of Board Policy #7510 Use of Facilities for the 2018-2019 school year at no cost to the local Boy Scout Pack, #171 of Northern New Jersey Council, for the use of Whittier Elementary School Cafeteria and Gymnasium for custodian and building use fees. The meeting dates are as follows: 5/6, 5/13, 5/20, 6/3, 6/10, 6/17.

7. Be It Resolved that the Board of Education will approve the Chess Tournament being hosted by the PTO's of Lowell, Hawthorne and Whittier Elementary Schools at the Teaneck High School student center on Sunday, May 19, 2019 from 12:30pm - 5:30pm and waive the rental fees for this event.
Be It Further Resolved that the PTO's will collectively cover the cost of custodial and security fees that will be needed for this event.

Only - ITEMS# 1 & 7 under Board Operations Approved

Motion: S. Rodriguez	Second: H. Rose			
Board Member	Yes	No	Abstain	Absent
Ms. Fisher (Victoria)	x			
Mr. Ramirez (Martin)				x
Mrs. Rappoport (Sarah)	x			
Mr. Reiner (Gerald)	x			
Mr. Rodriguez (Sebastian)	x			
Mr. Rose (Howard)	x			
Ms. Sanders (Denise)	x			
Dr. Walser (Ardie)	x			
Mrs. Williams (Clara)	x			

**SCHOOL OPERATIONS and
CURRICULUM**

APRIL 10, 2019

Be It Resolved, that the Teaneck Board of Education, upon the recommendation of the Superintendent of Schools, approves the following School Operations and Curriculum resolutions:

1. that the Board approve payment to Team Life, Inc., to conduct two full day sessions of babysitter certification classes, on May 14 and 15, 2019, in an amount not to exceed \$1,050. The Teaneck Township FORUM Grant funds this program.

2. that the Board accept with grateful appreciation two soccer goal post for Lowell school.

FINANCE AND BUDGET

APRIL 10, 2019

Be It Resolved, that the Teaneck Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Finance and Budget resolutions:

- 1. that the Board approve payment of the following 2018-2019 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 per the list appended to and made part of the minutes.

FEBRUARY 1, 2019 through FEBRUARY 28, 2019

General	Fund 10	\$9,461,836.81
Special Revenue	Fund 20	\$302,625.80
Enterprise	Fund 60	\$45,682.02
Food Service	Fund 61	\$97,517.59
Total of Approved Payments		\$9,907,662.22

- 2. that the Board approve 2018-2019 budget transfers, previously approved by a member of the Finance Committee, which are attached and a part of the official record.

- 3. **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 February 2019 and determined that both reports are in agreement; and
WHEREAS, in compliance with N.J.A.C. 6A:23A-16.10(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 Board of Education except as noted; now
BE IT RESOLVED, that in compliance with N.J.A.C. 6A:23A-16.10(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 over-expended in violation of N.J.A.C.6A:23A-16.10(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); and
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 Executive County Superintendent.

4. that the Board approve the attached list of Professional Development for the staff indicated for professional improvement or development, as approved by the Superintendent, (Grant funded \$4,765.00) (District funded \$18,376.18) total cost \$23,141.18.
5. that the Board approve the attached list of Student Field Trips, as approved by the Superintendent (Grant Funded \$1,702.74) and (District Funded \$1,278.77) (Parent Funded \$2,254.52) (Principal's Club \$305.00) total cost \$5,541.03.
6. that the Board approve the attached list of Student Fundraising activities by school.
7. that the Board approve the contracts, for out-of-district tuition, for students who would require a special education program during the 2018-2019 school year, as per the attached list.
8. that the Board approve the contracts with those clinicians and agencies on the attached list who would provide related services and / or independent evaluations during the 2018-2019 school year.
9. that the Board approve the amendments to the Chapter 192/193 Non-Public Services grant for an increase in funding provided to Teaneck, as reflected in the funding statements appended to and made a part of the Minutes. This funding is provided to the Teaneck School District by the New Jersey Department of Education to provide additional Chapter 192, Compensatory Education, and Chapter 193, Supplemental Instruction, Annual Reviews, Initial Evaluations to determine eligibility for Special Education and Speech Services.
10. **Be It Resolved**, that the Teaneck Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Board Resolution:

that the Board, pursuant to N.J.S.A. 18A:18A-4.3 (a), authorizes the use of the Competitive Contracting procurement process for the purpose of entering into a contract with an Educational Services company for paraprofessionals services. The Competitive Contracting process shall be administered by the School Business Administrator pursuant to N.J.S.A. 18A:18A-4.3 (b).

11. **WHEREAS**, a number of Boards of Education in Bergen County have joined together to form a Joint Insurance Group as permitted by N.J. Title 18A-18B and **WHEREAS**, said Group was approved effective July 1, 1985 by the New Jersey Commissioner of Insurance and has been in operation since that date and; **WHEREAS**, the Bylaws and regulations governing the creation and operation of this Insurance Group contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Group, and; **WHEREAS**, the Board of Education of Teaneck has determined that membership in the Northeast Bergen County School Board Insurance Group is in the best interest of the District;

NOW THEREFORE;

Be It Resolved that the Board of Education of Teaneck does hereby agree to renew membership in the Northeast Bergen County School Board Insurance Group and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2019 to June 30, 2022.

BE IT FURTHER RESOLVED, that the Board Secretary/Board Administrator is execute the application for membership and the accompanying certification on behalf of the District and;

BE IT FURTHER RESOLVED, that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Group as are required by the Group's Bylaws and to deliver the same to the Executive Director.

F&B - ITEM# 11 - Approved

<i>Motion: S. Rodriguez</i>	<i>Second: H. Rose</i>			
<i>Board Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
Ms. Fisher (Victoria)	x			
Mr. Ramirez (Martin)				x
Mrs. Rappoport (Sarah)	x			
Mr. Reiner (Gerald)	x			
Mr. Rodriguez (Sebastian)	x			
Mr. Rose (Howard)	x			
Ms. Sanders (Denise)	x			
Dr. Walser (Ardie)	x			
Mrs. Williams (Clara)	x			

12. that the Board accept a donation of \$6,700 in scholarships from Grace-In-Motion, a 501(c)(3) non-profit organization to be used towards creating four full scholarships, one at each Elementary school (Bryant, Hawthorne, Lowell, Whittier) for financially needy Camp K families (donation letter attached).

13. **Be It Resolved,** that the Teaneck Board of Education desires to enter into Joint Purchasing Agreement and will participate as a full member of the Bergen County Region V Council for Special Education for the 2019-2020 school year; does hereby accept, adopt and agree to comply with the Region V Bylaws; and designates the school Superintendent, as its representative to Region V; and empowers him to cast all votes and take all other actions necessary to represent its interests in Region V; The Board further approves the joint bidding and transportation agreements for all Teaneck district students who are transported through Region V; The Board further approves the joint bidding and/or shared services agreement; including but not limited to student evaluations, student therapies and other student support services; The Board further approves the joint bidding and/or shared services for non public school services; and the Board further approves the joint bidding and/or shared services for other services as requested to be provided by Region V component districts on as needed basis.
14. that the Board approve the disposal of the Grand concert Steinway model D Piano, serial# 261411. The piano has sustained water (steam) damage from a burst pipe in the classroom. The piano is neither playable nor able to be tuned in its current condition. The current value of this instrument as it is now is approximately \$7,500-\$10,000. Replacement value is \$177,000.00.
15. that the Board approve the tentative budget for the 2019-2020 School year using the 2018-2019 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the form suggested by the State Department of Education and according to the law.

	GENERAL FUND	SPECIAL REVENUE	DEBT SERVICE	TOTAL
Total Appropriations	\$101,176,977	\$5,227,067	\$1,303,675	\$107,118,157
LESS: Anticipated Revenue	\$9,844,309	\$5,227,067	\$0	\$14,481,814
Taxes to be Raised	\$91,332,668		\$1,303,675	\$92,636,343

16. **WHEREAS**, the Teaneck Board of Education policy #6471 and N.J.A.C 6A:23B - 1.2(b) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2018-2019 school year. **WHEREAS**, the Teaneck Board of Education appropriated \$70,000 for travel during the 2018-2019 school year and has spent \$31,825 as of March 1, 2019. **NOW, THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education hereby establishes the school district travel maximum for the 2019- 2020 school year at the sum of \$80,000 and **BE IT RESOLVED**, that the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

17. **Be It Resolved**, that the Board approve the motion to accept Budgeted Excess Surplus of \$1,942,818 and \$135,312 (\$58,526 of Excess General Fund Free Balance and \$76,786 from the 2019-2020 Budget Excess Surplus) to be appropriated in the 2019-2020 Budget.

18. **WHEREAS**, the District advertised Bid on March 14, 2019 for the Corridor Door Replacement at Whittier Elementary School and Bryant Elementary Schools. On April 3, 2019, the district received the Bids. The Evaluation team met and evaluated the Bid received and awarded to C&M Door Controls. The Business Administrator recommends that the Bid be awarded to the C&M Door Controls, Inc. located at 20 Markley Street, Port Reading, NJ 07064 in an amount not to exceed \$232,000.00 (see attached Bid Results from the architect).

19. **WHEREAS**, the Long Range Facilities Plan includes a project to the replacement of the existing ductless split system Air Conditioning in the media center at Benjamin Franklin Middle School. **Be It Resolved**, that the Business Administrator recommend that The Envirocon, LLC. located at 490 Schooley's Mountain Road, Hackettstown, NJ 07840 be awarded the contract and The Envirocon, LLC. will furnish and install (1) 10T AC Split system for the sum of \$46,400.00. State Contract# MRESC - 15/16 - 58 extended to 5/17/2020.

20. **WHEREAS**, the district's broker sought renewal rates for the Delta Dental Plan for the 2019-2021 years; **Be It Resolved**, that the Board approve the two (2) year renewal of Delta Dental of New Jersey for July 01, 2019 to June 30, 2021 for the Teaneck Board of Education in the Delta Dental Premier/Advantage program at a 0% increase renewal rate.

21. that the Board approve the remediation and the restoration projects and related cost of the Chorus room, dance floor and the additional spaces from the Thanksgiving weekend November 2018 flood at Teaneck High School.

22. that the Board approve the remediation and restoration projects and related cost of the Auxilliary gym floor at Teaneck High School during the 2018 winter flood.
23. that the Board approve the submission of the projects to the Department of Education for approval to renovate and upgrade the CST offices and additions to the offices of the Supervisors of Instruction at Teaneck High school.

PERSONNEL

APRIL 10, 2019

Be It Resolved, that the Teaneck Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Personnel resolutions:

1. that the Board approve the following certificated staff appointments for the 2018-2019 school year, following a 90- day probationary period, effective dates as indicated, pending criminal history review:
 - a. Diana Shults, French Teacher, at an annual salary of \$64,100 (TTEA MA/ step 5), assigned to Thomas Jefferson Middle School, effective April 11, 2019 through June 30, 2019, replacing Carol Petit-Bielen, transferred (PC#: 10-11-06/cdr).
2. that the Board approve the retirement of the following staff members:
 - a. Joan Lazar, Reading Specialist, Benjamin Franklin Middle School, effective November 01, 2019, 17 years of service.
3. that the Board approve the resignation of the following staff member:
 - a. Vincent McHale, Assistant Superintendent of Schools for Curriculum and Instruction, Eugene Field School, effective June 30, 2019.
4. that the Board rescind the appointment of the following staff members for the 2018-2019 school year, effective immediately:
 - a. Lat Fatim Sall, Long-Term Substitute Teacher, effective March 14, 2019 through June 30, 2019, assigned to Thomas Jefferson Middle School, replacing Carole Petit-Bielen, transferred.

5. that the Board approve the termination of Employee ID #5236 effective March 20, 2019.

6. that the Board approve the termination of Employee ID #2487 effective March 18, 2019.

7. that the Board approve the following per diem substitute teachers for the 2018-2019 school year, at the rate of \$120 per day, pending criminal history review:
 - a. Jasmin Alvarez

8. that the Board approve the following long term substitute teachers at \$260 per diem, after twenty-one (21) days of employment, assigned to a non-tenured track position, effective date as indicated, pending criminal history review:
 - a. Nathalie Mahoney, effective March 14, 2019 through March 29, 2019 with no benefits, assigned to Benjamin Franklin Middle School, replacing Carole Petit-Bielen.

9. that the Board approve the following field placement/ field observation for the 2018-2019 school year, at Thomas Jefferson Middle School:

<u>Name</u>	<u>School</u>	<u>Effective</u>
a. Kendal Zeigler	Seton Hall University	April 25, 2019
b. Henry Hawkins	St. Thomas Aquinas College	April 25, 2019

10. that the Board approve the following athletic coaches for the 2018-2019 school year, stipend in accordance with the TTEA contract:

<u>Name</u>	<u>Position</u>	<u>Stipend Amount</u>
a. Bryan Murphy	Assistant Track Coach (Boys)	\$5,661
b. Volodymyr Hunko	Volunteer Track Coach (Boys)	No pay

11. that the Board approve payment to the following middle school teachers, for assuming a sixth period assignment, on a temporary basis, at their negotiated contractual per class rate, effective date as indicated, staff members will receive payment upon submission of appropriate payroll bill form for each pay date, and will receive their payment on the subsequent pay date:

<u>Name</u>	<u>Subject</u>	<u>Date</u>	<u>Rate</u>
a. Antoinette Bush	General Ed.	02/14/19 - 03/15/19	\$80.00 (MA+32)
b. Nina Demaio	Special Ed.	03/05/19 - 03/15/19	\$70.00 (MA)
c. Valerie Johnson	General Ed.	02/13/19 - 03/15/19	\$80.00 (MA+32)
d. Marie Oriolo	Special Ed.	03/05/19 - 03/15/19	\$60.00 (BA)
e. Esin Sasmaz	General Ed.	03/06/19 - 03/15/19	\$80.00 (MA+32)
f. Paulette Szalay	Special Ed.	02/13/19 - 03/15/19	\$80.00 (MA+32)

12. that the Board approve the following chaperones for the First Annual Women's History Month Show, April 26, 2019, at the rate of \$50 per hour, not to exceed four (4) hours:

- a. Lourdes Melendez
- b. Jahaziel Valeriano

13. that the Board approve the following chaperones for the Dance Ensemble Show, May 11, 2019, at the rate of \$50 per hour, no to exceed four (4) hours:

- a. Luigi Venezia
- b. Adrienne Williams
- c. Jahaziel Valeriano
- d. Jason McDonald

14. that the Board approve payments to the following teachers for conducting six (6) Parent Engagement Events, from March 28, 2019 through May 31, 2019, at the rate of \$50 per hour:

- a. Felix Mejia
- b. Saundra Warren-Givens
- c. Tawana Smith
- d. Darlene Bagnuolo
- e. Marie Rosegren
- f. Julianne Boyle
- g. Colette Brantley
- h. Janet Bus
- i. Stephanie McKee

15. that the Board approve payments to Colette Brantley for conducting the Girls and Boys Circle Groups, once a week, from January 02, 2019 through June 14, 2019, not to exceed 24 sessions, not to exceed 1.5 hours per day, at the rate of \$50 per hour. Staff members will receive payment upon submission of appropriate payroll form for each pay date, and will receive their payment on the subsequent pay date.

16. that the Board approve the following Extra Pay for Extra Work assignments, for the 2018-2019 school year, at Whittier Elementary School, stipends in accordance with TTEA contract:

<u>Staff Member</u>	<u>Activity</u>	<u>Stipend Amount (pro-rated)</u>
a. Danielle Viso	Safety Patrol	\$273.50
b. Maria Martinez	Safety Patrol	\$273.50
c. Danielle Viso	Breakfast Club	\$623
d. Willa Rudy	Breakfast Club	\$623

17. that the Board approve the following Extra Pay for Extra Work assignments, for the 2018-2019 school year, at Lowell Elementary School, stipends in accordance with TTEA contract:

<u>Staff Member</u>	<u>Activity</u>	<u>Stipend Amount</u>
a. Alexis Ryerson	Safety Patrol	\$547
b. Alexis Ryerson	Breakfast Club	\$1,246

BYLAW GUIDE

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0000.02 INTRODUCTION

Definitions

The following terms used in these bylaws, policies, and regulations shall have the meanings set forth below unless the context requires a different meaning or a different definition is supplied:

“Board” means the Board of Education of Teaneck.

“Bylaw” means a rule of the Board for its own operation.

“Chief School Administrator” means the Chief Executive Officer of this school district, whose title in this district is Superintendent.

“Collective Bargaining”, “Negotiated Agreement”, or “Collective Bargaining Agreement” means a contract collectively negotiated by the Board of Education and a recognized bargaining unit.

“Commissioner” means the New Jersey State Commissioner of Education.

“Core Curriculum Content Standards” means the New Jersey **Student Learning Standards** ~~Core Curriculum Content Standards and the Common Core State Standards initiatives coordinated by the Council of Chief States School Officers (CCSSO) and the National Governor’s Association (NGA) in partnership with other national organizations.~~

“County Superintendent” means the Executive County Superintendent of Schools designated by the Department of Education for this school district. ~~“Executive County Superintendent” means the “County Superintendent.”~~

“Day” means a calendar day.

“**Division of Youth and Family Services**” or “**DYFS**” means the **New Jersey Department of Children and Families – Division of Child Protection and Permanency or DCP&P.**

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BYLAW GUIDE

“Executive County Superintendent” means the “County Superintendent designated by the Department of Education for this school district.”

“Full Board” means the authorized number of voting members of the Board of Education.

“Meeting” means a gathering that is attended by or open to all of the members of the Board of Education, held with the intent on the part of the Board members present to discuss or act as a unit on the specific public business of the Board of Education.

“New Jersey Student Learning Standards” or “NJSLS” means standards adopted by the State Board of Education on May 1, 1996, and as thereafter revised by the State Board, and the Common Core State Standards adopted by the State Board on June 16, 2010, and as thereafter revised by the State Board, that describe the knowledge and skills all New Jersey students are expected to acquire by benchmark grades in the following areas: English language arts; mathematics; science; social studies; visual and performing arts; comprehensive health and physical education; world languages; technology; and 21st century life and careers. The standards are established for the provision of a thorough and efficient education pursuant to N.J.S.A. 18A:7F-46 and as a basis for the evaluation of school districts in accordance with N.J.A.C. 6A:30.

“Parent” means the natural parent(s), adoptive parent(s), legal guardian(s), foster parent(s), or parent surrogate(s) of a student. Where parents are separated or divorced, “parent” means the person or agency who has legal custody of the student, as well as the natural or adoptive parent(s) of the student provided such parental rights have not been terminated by a court of appropriate jurisdiction.

“Policy” means a Statement, formally adopted by the Board of Education, in which the Board recognizes the mandates and constraints of law, establishes practices and standards binding on staff members and students, and gives direction to the Superintendent.

“President” means the President of the Board of Education.

“Principal” means the administrator in charge of a school building or facility; except where prohibited by law, “Principal or designee” means the qualified person duly delegated by the Principal to discharge a particular duty in place of the Principal.

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BYLAW GUIDE

“Professional employee” means an employee who holds a position for which a certificate issued by the New Jersey State Board of Examiners is required.

“Pupil” means a student enrolled in a school in this district.

“Regulation” means a Statement developed and promulgated by the Superintendent that details the specific operations by which Board policy or a legal mandate is implemented.

“Secretary” means the Secretary of the Board of Education.

“Student” means a pupil enrolled in a school in this district.

“Superintendent” means the Chief School Administrator of this school district; except where prohibited by law, “Superintendent or designee” means the qualified person duly delegated by the Superintendent to discharge a particular duty in place of the Superintendent.

“Support staff member” means an employee who holds a position for which no certificate issued by the New Jersey State Board of Examiners is required.

“Teaching staff member” means an employee who holds a position for which a certificate issued by the New Jersey State Board of Examiners is required.

“Treasurer” means the Treasurer of School Moneys for this school district.

Construction

The following rules of construction apply to these bylaws, policies and regulations:

1. Wherever possible, language shall be given its clear and ordinary interpretation;
2. Language shall be construed to have a meaning that complies with law;
3. In the event bylaws, policies and regulations conflict with one another, the later adopted bylaw, policy or regulation shall take precedence over the earlier, and the more specific bylaw, policy or regulation shall take precedence over the more general;

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4. Except as otherwise provided by the context, the auxiliary verbs “shall,” “will,” and “must” indicate a mandated action, and the auxiliary verb “may” indicates an action that is permitted but is not mandated.

Effectuation

Except as may otherwise be expressly provided, a bylaw, policy or regulation will become effective on the date it is adopted and a revised bylaw, policy or regulation will become effective on the date it is revised.

Citations

Bylaws, policies and regulations may contain citations to the following codifications of State and Federal laws and regulations:

1. United States ~~Code Statutes~~ – **U.S.C.**
~~20 U.S.C.A. Education~~
2. United States Regulations – **Code of Federal Regulations (C.F.R.)** ~~34 C.F.R. Education~~
3. New Jersey Statutes

N.J.S.A. 2C Code of Criminal Justice
N.J.S.A. 9 Children-Juvenile and Domestic Relations
N.J.S.A. 10 Civil Rights
N.J.S.A. 11 Civil Service
N.J.S.A. 17 Corporations and Institutions for Finance and Insurance
N.J.S.A. 18A Education
N.J.S.A. 19 Elections
N.J.S.A. 24 Food and Drug
N.J.S.A. 26 Health and Vital Statistics
N.J.S.A. 27 Highways
N.J.S.A. 30 Institutions and Agencies
N.J.S.A. 34 Labor and Worker's Compensation
N.J.S.A. 36 Legal Holidays
N.J.S.A. 39 Motor Vehicles and Traffic Regulation
N.J.S.A. 41 Oaths and Affidavits
N.J.S.A. 45 Professions and Affidavits
N.J.S.A. 47 Public Records

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N.J.S.A. 52 State Government, Departments, and Officers

N.J.S.A. 53 State Police

N.J.S.A. 54 Taxation

N.J.S.A. 59 Tort Claims

4. New Jersey Administrative Code

N.J.A.C. 1 Administrative Law

N.J.A.C. 6 & 6A Education

N.J.A.C. 8 Health

N.J.A.C. 10 Human Services

N.J.A.C. 13 Law and Public Safety

N.J.A.C. 17 Treasury-General

Severability

If any part of this manual is made invalid by judicial decision or legislative or administrative enactment, all other parts shall remain in full effect unless and until they are amended or repealed by the Board of Education or until regulations issued by the Superintendent are amended.

Enactment

The official record of the adoption, issuance, amendment, or repeal of the bylaws, policies and regulations of this district shall be the minutes of meetings of the Board of Education. Such alterations shall be duly entered in this manual; a master copy of the bylaw, policy and regulation manual shall be maintained by the Board Secretary and shall be the manual to which all others may be compared for accuracy.



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Executive Authority

0132 EXECUTIVE AUTHORITY

{The Board of Education shall exercise its executive power in part by the appointment of a Superintendent as Chief School Administrator, who shall enforce the statutes of the State of New Jersey, rules of the State Board of Education, and policies of this Board.

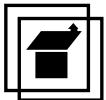
The Superintendent shall prepare regulations for the administration of the school district that are ~~not inconsistent~~ with statutes or rules of the State Board of Education and are dictated by the policies of this Board. Administrative regulations shall be binding on the employees ~~of this district~~ and the pupils ~~in the schools of~~ this **school** district when issued and shall be provided to the Board for the information of Board members except where Board approval is required by law.

The Superintendent shall be delegated the authority to take necessary action in circumstances not governed by Board policy and shall report any such action to the Board at the first **regular** Board meeting following the action.

The **Superintendent** shall have a seat on the Board and shall have the right to speak on all matters at meetings of the Board, but shall have no vote.

N.J.S.A. 18A:17-20

Adopted:



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Board Self Evaluation

0134 BOARD SELF EVALUATION

~~The Board of Education is committed to the belief that every part of the school system in this district should be accountable to the public and that performance evaluation is essential to that accountability. The Board further believes that the improvement and growth of any institution depends upon an honest appraisal of its strengths and weaknesses. The Board accepts, therefore, responsibility for the conduct of a systematic program of self-evaluation and appraisal. The standards against which the Board will evaluate itself will be the educational goals, bylaws, and policies duly adopted by this Board.~~

The Board of Education may determine to conduct a self-evaluation on a periodic or regular basis. In the event the Board determines to conduct a self-evaluation, it ~~The Board will annually adopt an evaluation instrument that permits individual Board members to record their assessments of the~~ **conduct of the Board in fulfilling its responsibilities in accordance with applicable statutes and administrative codes** ~~conduct of Board meetings, the fiscal management of the district, the conduct of the instructional program, and the relationship of the Board with the Superintendent, other district staff members, and the community.~~

~~The assessments of Board members will be tabulated~~ **by the Board President or designee** and presented for discussion at a regular meeting of the Board in which the Superintendent will be invited to participate. The Board will formulate, as appropriate, goals and priorities that will serve to guide the Board's **future conduct** ~~in the ensuing school year.~~

N.J.S.A. 18A:11-1



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Board Officers

0152 BOARD OFFICERS

The Board of Education shall organize **at its first regular meeting** by electing one of its members as President and another as Vice-President.

Any member may place a member's name in nomination; a second is not required. Election for each office will be conducted by a ~~roll-call~~ vote when the nominations for that office are closed. The candidate receiving ~~the votes of a~~ **majority vote of the members of the Board present and constituting a quorum** ~~[present and voting]~~ will be elected to office. ~~In the event no candidate receives a majority of the votes cast, a second election shall be conducted between the two candidates receiving the highest number of votes.~~

Voting shall take place by verbal roll call **vote after nominations are closed. When more than one person has been nominated, the Board will vote on candidates in the order in which they were nominated. In the event no candidate receives a majority vote of the members of the Board present and constituting a quorum, the procedure shall continue until someone receives a majority vote.]**

Officers shall serve for one year and until their respective successors are elected and shall qualify, but if the Board shall fail to hold the organization meeting or to elect Board officers as prescribed by N.J.S.A. 18A:15-1, the **Executive** County Superintendent shall appoint from among the members of the Board a President and/or Vice-President.

A President or Vice-President who refuses to perform a duty imposed upon him/her by law may be removed by a majority vote ~~of all~~ of the **Board members present and constituting a quorum** ~~of the Board~~. In the event the office of President or Vice-President shall become vacant the Board shall, within thirty days thereafter, fill the vacancy for the unexpired term. If the Board fails to fill the vacancy within such time, the **Executive** County Superintendent shall fill the vacancy for the unexpired term.

N.J.S.A. 18A:15-1; 18A:15-2

Adopted:



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Volunteer Athletic Coaches and Co-Curricular
Activity Advisors/Assistants

9181 VOLUNTEER ATHLETIC COACHES AND CO-CURRICULAR ACTIVITY ADVISORS/ASSISTANTS

The Teaneck Board of Education (“Board) recognizes the services of volunteer athletic coaches and co-curricular activity advisors/assistants bring unique skills to the district, enrich the athletic and co-curricular program, assist district coaching and co-curricular staff members in the performance of their duties, and enhance the relationship between the school district and the community. Therefore, the Board authorizes a program for the utilization of volunteer athletic coaches and co-curricular activity advisors/assistants in the district.

Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants shall be required to complete a criminal history record check in accordance with the provisions of N.J.S.A. 18A:6-7.2.

For the purposes of this Policy, “volunteer athletic coach and co-curricular activity advisor/assistant” is a person who is not paid by the Board of Education, assisting under the direct supervision of an appropriately certified or licensed school district employee, and provides assistance for the school activity.

The Athletic Director will be responsible for the recruitment and screening of volunteer athletic coaches and co-curricular activity advisors/assistants and their assignment. The district is not obligated to utilize the proffered services of a volunteer whose abilities or interests do not serve the needs of the school district as determined by the Superintendent.

These volunteers must be persons of known character, responsibility, and integrity and must be recommended by the Superintendent and approved by the Board of Education prior to assuming any responsibilities.

The Athletic Director will prepare and promulgate rules of conduct for volunteer athletic coaches and volunteer co-curricular activity advisors/assistants. Each volunteer athletic coach and co-curricular activity advisor/assistant will be given a copy of this Policy.

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Volunteer Athletic Coaches and Co-Curricular
Activity Advisors/Assistants

The following guidelines shall govern the service of a volunteer athletic coach and volunteer co-curricular activity advisor/assistant:

1. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants may serve only under the direction and immediate supervision of a head and/or assistant coach or activity advisor or assistant employed by the Board;
2. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants must clearly understand their duties and responsibilities and perform no services outside those duties;
3. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants serve only in a support capacity and only head or assistant coaches or activity advisors or assistants employed by the Board are responsible for the supervision and instruction provided to pupils participating in athletic programs or co-curricular activities;
4. Volunteer athletic coaches may not be left alone to supervise students;
5. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants shall respect the individuality, dignity and worth of each pupil;
6. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants are not permitted access to pupil records;
7. Volunteers shall exercise appropriate and responsible use of District technology, social media and information systems in accordance with Board Policies 4282, 4283, 4321 and 4322.
8. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants must exercise discretion in disclosing any

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Volunteer Athletic Coaches and Co-Curricular



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Activity Advisors/Assistants

confidential pupil matters the coach or activity advisor or assistant employed by the Board becomes aware of as a result of their volunteer responsibilities;

9. Volunteer athletic coaches must consult with the Head Coach regarding any matters or questions regarding their duties and responsibilities;
10. Volunteer co-curricular activity advisors/assistants must consult with the Athletic Director regarding any matters or questions regarding their duties and responsibilities;
11. Volunteer athletic coaches and co-curricular activity advisors/assistants shall receive no financial remuneration from the Board; and
12. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants may be immediately relieved of their volunteer responsibilities, with or without cause, by the Superintendent with such action to be recommended to the Board by the Superintendent at the next Board Meeting following relieve of duties.

N.J.S.A. 18A:6-7.1; 18A:6-7.2

Adopted:



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School Volunteers
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9180 SCHOOL VOLUNTEERS

The Board of Education recognizes the services of volunteers can enrich the educational program, assist teaching staff members in the performance of their duties, and enhance the relationship between the school district and the community. The Board authorizes a program for the utilization of volunteer services in the school(s) of the school district.

An unpaid volunteer, as defined below, shall be required to complete a criminal history record check. The Board of Education shall reimburse the volunteer for the cost of the criminal history record check in accordance with the provisions of N.J.S.A. 18A:6-7.2.

For the purpose of this Policy, a “volunteer” is a person who is not paid by the Board of Education, who assists with classroom or other school activities under the direct supervision of an appropriately certified or licensed school district employee, and provides assistance for school activities on a “regular basis” throughout the school year.

For the purpose of this Policy, “regular basis” means volunteering services more than _____ occasions during a school year.

For the purpose of this Policy, a “volunteer” is not a person who is invited into a school and provides occasional assistance for school activities, chaperones a class trip, or assists with classroom or other school activities less than _____ (same as above) occasions during the school year.

The Superintendent or designee shall determine if a person meets or will meet the requirements to be a “volunteer” for the purpose of this Policy.

A volunteer must be approved by the Board upon the recommendation of the Superintendent.

Volunteers must be persons of known character, responsibility, and integrity

Neither the Superintendent nor any Principal shall be obligated to utilize the proffered services of a volunteer whose abilities or interests do not serve the needs of pupils.



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School Volunteers

Each school volunteer shall be given a copy of this Policy and the rules of conduct.

The following guidelines shall govern the service of school volunteers:

1. Volunteers may serve only under the direction and supervision of an appropriately certified or licensed staff member;
2. Volunteers should clearly understand their duties and responsibilities and perform no service outside those duties;
3. Volunteers serve only in a support capacity; only appropriately certified or licensed staff members are responsible for educational planning and decisions and the teaching of new concepts;
4. Volunteers shall respect the individuality, dignity, and worth of each child;
5. Volunteers are not permitted access to pupil records;
6. Volunteers should exercise discretion in discussing their school activities with others in the community and must maintain confidential any information that if disclosed would violate Federal and State laws;
7. Volunteers may consult with the Principal regarding their duties and responsibilities; and
8. Volunteers shall receive no financial remuneration from the Board.
9. Volunteers shall exercise appropriate and responsible use of District technology, social media and information systems in accordance with Board Policies 4282, 4283, 4321 and 4322.

N.J.S.A. 18A:6-7.1; 18A:6-7.2

Adopted:



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Board Member Use of Social Networks

0169.02 BOARD MEMBER USE OF SOCIAL NETWORKS

In accordance with the School Ethics Act - N.J.S.A. 18A:12-21 et seq., Board of Education members must avoid conduct which is in violation of the public trust or which creates a justifiable impression among the public that such trust is being violated. To avoid conduct that may be in violation or perceived to be in violation of the School Ethics Act, the Board of Education adopts this Policy to provide guidance to Board members in their use of social networks.

For the purposes of this Policy, “social network(s)” shall include, but not be limited to: Internet blogs, electronic bulletin boards, emails, social networking websites, text messages, or any other online platform where people may post or communicate interests, opinions, or any other information that may be viewed by others with or without permission from the person making such post or re-publishing such post. “Social networks” also means an Internet-based service that allows individuals to: construct a public or semi-public profile within a bounded system created by the service; create a list of other users with whom they share a connection within the system; and view and navigate their list of connections and those made by others within the system.

For the purposes of this Policy, “use of a social network” shall include, but not be limited to: posting to a social network, reposting another person’s post to a social network, messaging, or any other publication of material on a social network.

Nothing in this Policy prevents a Board of Education member from using a social network. However, a Board member must avoid conduct on a social network that would violate the School Ethics Act – N.J.S.A. 18A:12-21 et seq., which includes the Code of Ethics for Board Members. Board members should be advised communications, publications, photographs, and any other information posted by the Board member or reposted by the Board member on a social network could violate the School Ethics Act and be cause for sanctions in accordance with the law.

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BYLAW GUIDE

Board Member Use of Social Networks

While this Policy respects the right of Board members to use social networks, Board members shall recognize they are held to a higher standard than the general public with regard to standards of conduct and ethics. A Board member's use of social networks shall not damage the reputation of the school district, employees, students, or their families. Board members who use social networks shall ensure their conduct is appropriate for a Board of Education member. Board members should exercise care in setting appropriate boundaries between their personal and public online behavior, understanding what is private in the digital world often has the possibility of becoming public, even without their knowledge or consent.

Board members should carefully review the privacy settings on social networks they use and exercise care and good judgment when posting content and information. When using social networks, Board members are advised to:

1. Not post anything that would violate any of the district's policies for Board members;
2. Uphold the district's value of respect for any individual(s) and avoid making defamatory statements about the Board of Education, the school district, employees, students, or their families;
3. Not disclose any confidential information about the school district or confidential information obtained as a result of being a Board member, about any individual(s) or organization, including students and/or their families;
4. Not use or refer to their Board of Education title or position when soliciting for a business organization that he or she or any immediate family member has an interest in, as well as posting or referencing any confidential information regarding the Board of Education or the school district obtained through their Board membership, unless authorized by law;
5. Refrain from having communications through social networks with other Board members regarding any Board of Education business to avoid any potential violation of the New Jersey Open Public Meetings Act;

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Board Member Use of Social Networks

6. Not respond to any postings regarding Board of Education or school district business or respond to any question or inquiry posted to the Board member or posted on any social network regarding Board of Education or school district business and shall refer any such questions or inquiries to the Superintendent of Schools to address, as appropriate; or
7. Not post any information on a social network determined by the New Jersey School Ethics Commission to be a violation of the New Jersey School Ethics Act.

A Board member shall comply with all Board policies regarding acceptable use of computers and computer networks whenever a Board member is using a Board of Education electronic device.

If the Board or Superintendent believes a Board member's activity on any social network may violate the Board's policies or the New Jersey School Ethics Act, the Board or Superintendent may request the Board member cease such activity.

This Policy has been developed and adopted by this Board to provide guidance and direction to a Board member to avoid actual and/or a perceived appearance of inappropriate conduct or conduct prohibited by the School Ethics Act while using social networks.

N.J.S.A. 18A:12-21 et seq.
N.J.S.A. 10:4-6 et seq.

Adopted:



9150 – SCHOOL VISITORS

Section: Community

Date Created: March, 2012

Date Edited: August, 2017

In terms of in-person communications, this school system always has prided itself on its "open door policy" whereby parent(s) or legal guardian(s) or other citizens, by following the accepted procedures, may visit the schools to observe classes or to speak with teachers and administrators. However, to ensure safety and that the educational program continues undisturbed when visitors are present and to prevent the intrusion of disruptive persons into the schools, it is necessary to invoke visitor controls.

Except for the purpose of attending functions to which the public-at-large has been invited, no person will enter any school building under the control of the Teaneck Board of Education without first requesting, and then being approved for an official visit appointment with the school/building Principal and or his/her designee. Such appointment shall not be granted during the first **45 minutes** or the last **45 minutes** of any school day, as to be least disruptive to the instructional schedule.

The Teaneck Board of Education acknowledges that emergencies may arise, as such all persons desiring to visit a school building for any purpose will first call ahead to the school/building Principal and or his/her designee for emergency approval if possible. In the event that calling ahead for approval is not possible, all persons desiring to visit a school, shall report to the office of the Principal or person in charge to announce the purpose for which admission into the building is desired, and await the consent of the Principal or his/her designee.

The Principal or person in charge may then grant the permission sought by the person entering said building. Any person found in any building, who will have entered the building without first having reported to the office of the Principal or person in charge, will be subject to prosecution on charges of trespassing and be subject to such penalties as the law will allow.

For purposes of this policy, trespassers shall be defined as (a) persons who have not been authorized by the school Principal or district administrator to be in the school building or on school grounds and (b) pupils on out-of-school suspension who re-enter school property without authorization.

1. All school doors and school entranceways, including driveways, are to be posted with an official warning against trespassing and announcing the intention to prosecute any and all trespassers.
2. The police should be called when individuals ignore the posted warnings.

The governance of this policy shall be a primary responsibility of the Superintendent, who shall oversee its enforcement by school Principals.

N.J.S.A. 2C:18-3

N.J.S.A. 18A:17-42; 18A:20-1; 18A:20-34

Adopted: 14 March 2012

R 9150 SCHOOL VISITORS

A. Definition

“Visitor” means any person present in a school building on a school day during the hours school is in session, other than those persons whose presence is required by their enrollment in the school or employment by the Board and includes, but need not be limited to, parents or legal guardians, family members, district residents, guests, educational researchers, and members of the Board. For the purposes of this regulation, “visitor” does not include persons present in school buildings to attend meetings of the Board or events sponsored by organizations granted permission by the Board to meet in the school.

B.

Registration

1. Every visitor is required to register in the school office.
2. A notice will be prominently posted at each entrance to the school building, advising visitors to report to the school office before advancing to any other part of the school. Additional signs should be posted in the lobby of each building to advise visitors not to proceed without registering in the school office.
3. The Principal will maintain a logbook in the main office of the school. Each visitor shall enter his/her name and the purpose of his/her visit in the logbook except that the Principal may exempt trades persons who make regular and frequent visits to the school.
4. Each visitor will be given an identification tag or badge, which must be worn while the visitor is in the school. The Principal may give a permanent identification tag or badge to a trades person who makes regular and frequent visits to the school.
5. The Principal or office personnel designated by the Principal shall arrange for an escort to accompany each visitor to his/her destination except that the Principal may permit visitors familiar with the school and personally known to the Principal to proceed unaccompanied.
6. A staff member who encounters a visitor without identification will request the visitor to report at the school office, and if feasible, conduct the visitor to the



school office. A visitor who resists the request or refuses to be conducted to the school office shall be reported to the Principal immediately.

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School Visitors

7. A teacher shall not admit a visitor to his/her classroom unless the visitor has the identifying tag or badge or is accompanied by the Principal or the Principal's designee.
8. When a visitor has completed the business of his/her visit, he/she will return directly to the school office, return the identification tag or badge, and promptly leave the building.
9. The provisions of this paragraph may be waived for parents or legal guardians attending scheduled parent-teacher conferences.

C.

Permission to Visit Classroom

1. Permission to visit a classroom in session must be sought from and granted by the Principal.
2. In general, arrangements to visit a classroom should be made at least one day in advance of the intended visit.
3. If the intended visit would interfere with the planned instructional program, the Principal will so advise the visitor and suggest another time for the visit.
4. The Principal is authorized to exclude a visitor from a classroom if the Principal has reason to suspect that the visitor may disrupt the educational program or threaten the health and safety of pupils or staff members.
5. The parent(s) or legal guardian(s) who arrives at school without having sought advance approval of a classroom visit may be admitted to the classroom at the discretion of the Principal.
6. The Principal may arrange visits to classrooms by educators and student teachers with the cooperation and consent of the classroom teachers.
7. Teachers may invite guest speakers or observers to their classrooms with the approval of the Principal. Each such guest speaker and observer must sign the school logbook.
8. The Principal has the authority to evaluate all requests to visit a classroom. A denied request will be accompanied by an explanation of the denial. The



REGULATION

TEANECK BOARD OF EDUCATION

parent(s) or legal guardian(s) who has been denied access to his/her child's classroom may appeal the Principal's decision to the Superintendent, whose determination may be appealed to the Board of Education in accordance with Policy No. 9130.

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School Visitors

D.

Limitations on Visits to School

1. Visitors are permitted in the schools only during school hours.
2. A visitor may remove a pupil from school only in strict accordance with Policy No. 5230.
3. A visitor may confer with a pupil in the school only with the approval of the Principal and in the presence of a teaching staff member.
4. A visitor to a classroom shall not interrupt the instructional program, speak to or disturb pupils, or distract the teacher. A visitor who wishes to confer with the teacher must make arrangements for a conference at a later date.
5. A visitor may not bring a child or children to a classroom without the express permission of the teacher and the Principal.
6. A classroom visit may ordinarily not exceed sixty minutes without the express permission of the teacher and the Principal.
7. The Principal may restrict the number of visitors to any classroom at any one time. Preference will be given to the parent(s) or legal guardian(s) of pupils in the classroom.

E.

Disruptive Visitors

1. The Principal has complete authority to exclude from school premises any person whom he/she believes may:
 - a. Disrupt the instructional program;
 - b. Disturb teachers or pupils; or



- c. Commit an illegal act.
2. A visitor whose presence or conduct is disruptive or whose conduct in the past suggests that he/she may be disruptive may be requested to leave the school premises. If the visitor so requested does not withdraw, the Principal may summon assistance from the Teaneck Police Department.

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School Visitors

3. A visitor who presents a serious and immediate threat to the health and safety of persons in the school may be subdued by appropriate means pending the arrival of law enforcement officers.
4. If the Principal has been alerted to dangerous persons in the vicinity of the school or has been informed that a person intends to enter the school with the intent of doing harm, the Principal may, in his/her discretion:
 - a. Assign personnel to patrol entrances to the school and deny entrance to any person not properly identified or personally known to them;
 - b. Secure the services of professional security personnel to monitor entrances; and/or
 - c. Lock all school entrances other than the main entrance so that doors cannot be opened from the outside (taking all necessary steps to ensure that doors can be opened from the inside by pressure on crash bars).

Issued: 14 March 2012





Teaneck Public Schools 2019 - 2020 10 Month School Calendar

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- 183 School Days for Students
- 186 Work Days for Teachers/Paraprofessionals/10 Month Secretaries
- School begins/ends for School Staff
- School begins/ends for Students
- Schools Closed
- 4 hour for Student/Staff PD
- 4 hour Students & School Staff
- Delayed Opening

This calendar includes three (3) emergency days. Any additional days needed will be made up during spring recess. The Board of Education and the District Administration reserve the right to make adjustments to the school calendar when it is deemed necessary.

	ACCOUNT	DESCRIPTION	AMOUNT TRANSFERRED	
			From	To
T91	11-000-261-420-89-53-1-D	CONTRACTS BLDG MAINT	(8,279.28)	
	12-000-261-730-89-32-1-D	MAINTENANCE EQUIPMENT		8,279.28
	EXPLANATION: PURCHASE OF TORO GRAND STAND MOWER			
T92	11-000-261-420-89-53-1-D	CONTRACTS BLDG MAINT	(5,000.00)	
	11-000-262-420-89-53-1-D	CONTRACT/OPERATIONS	(5,000.00)	
			(10,000.00)	
	11-000-261-610-89-4-1-D	MAINTENANCE SUPPLIES		10,000.00
	EXPLANATION: PLUMBING & REPAIR PARTS, PLAYGROUND REPAIR PARTS			
T93	11-000-262-890-89-50-1-D	OTHER MISC EXPENSES	(2,000.00)	
	11-000-262-610-89-49-1-D	CUSTODIAL/OPERATIONS SUPPLIES		2,000.00
	EXPLANATION: PURCHASE OF DIESEL FUEL, GAS, ROCK SALT DISTRICT USE			

FINANCE COMMITTEE SIGNATURE

DATE

Professional Development

AMENDED

Name: Maria Martinez
School or Department: Whittier School
Conference/Seminar/Workshop: Technology for Reading and Writing Skills
Location: Teaneck, New Jersey
Dates: April 6, 2019
Estimated Cost: \$100 – Substitute Required (District Funded)

Name: Andrea Berrios
School or Department: Benjamin Franklin Middle School
Conference/Seminar/Workshop: New Jersey Spring Yearbook 2019 Workshop
Location: Point Pleasant Beach, New Jersey
Dates: May 9, 2019
Estimated Cost: \$0 – Substitute Required (No Funding Required)

Name: Lottie Watson
School or Department: Teaneck High School
Conference/Seminar/Workshop: School Climate and Anti-Bullying Ninth Annual Conference
Location: Atlantic City, New Jersey
Dates: May 22 and 23, 2019
Estimated Cost: \$0 – Substitute Not Required (No Funding Required)

Name: Lisa Zucker
School or Department: Supervisor Early Childhood Education – Christ Episcopal Church
Conference/Seminar/Workshop: Cohort 3 Preschool Education Expansion Aid
Location: Trenton, New Jersey
Dates: March 25, 2019
Estimated Cost: \$44.20 – Substitute Not Required (District Funded)

Name: Mei Linh LaMui, Danielle Annunziata, Chris Hernandez, Betty Garcia, Danielle Puso, Camille Silverman, Kim Sullivan, Jennifer Domingues, Jennifer Ahearn, Suzie O'Toole, Ann Delaney
School or Department: Bryant, Lowell, Hawthorne and Whittier Schools
Conference/Seminar/Workshop: Conquer Mathematics Pacing Calendar Workshop – Grades K - 2
Location: Pompton Plains, New Jersey
Dates: June 6 & 7, 2019
Estimated Cost: \$3410 – Substitute Required (District Funded)

Professional Development

Name: Joanna Ebert, Debbie Benitez, Claudia Grassi, Thomas Papaleo, Zainabu Conteh, Suada Charaf, Josephine Cinnella, Glen Mezzatesta, Margaret Tewey, Elizabeth Robbins, Diana Spain

School or Department: Benjamin Franklin and Thomas Jefferson Middle Schools

Conference/Seminar/Workshop: Conquer Mathematics Pacing Calendar Workshop – Middle Schools

Location: Pompton Plains, New Jersey

Dates: May 15 & 16, 2019

Estimated Cost: \$3100 – Substitute Required (District Funded)

Name: Adina Lefkowitz, Jacqueline Prince, Gina Petrosi-Higgins, Eileen Kresky, Kamal Ahmad, Jovana Vlajic-Murisic, Rachel Lee

School or Department: Teaneck High School and Thomas Jefferson Middle Schools

Conference/Seminar/Workshop: Conquer Mathematics Pacing Calendar – Algebra I & II, Geometry

Location: Pompton Plains, New Jersey

Dates: May 20 & 21, 2019

Estimated Cost: \$2228.15 – Substitute Required (District Funded)

Name: Jovana Vlastic-Murisic, Ken Chung, Adina Lefkowitz

School or Department: Teaneck High School

Conference/Seminar/Workshop: Conquer Mathematics Pacing Calendar - PreCalculus

Location: Pompton Plains, New Jersey

Dates: May 29 & 30, 2019

Estimated Cost: \$960.80 – Substitute Required (District Funded)

Name: Kristen Nunez, Jean Choi, Karen Simpson, Jemara Blount, Jennifer Ahearn, Suzie O'Toole, Ann Delaney

School or Department: Bryant, Lowell, Hawthorne and Whittier Schools

Conference/Seminar/Workshop: Conquer Mathematics Pacing Calendar Workshop – Grades 3 & 4

Location: Pompton Plains, New Jersey

Dates: June 11 & 12, 2019

Estimated Cost: \$2170 – Substitute Required (District Funded)

Name: Amy Moran

School or Department: Benjamin Franklin Middle School

Conference/Seminar/Workshop: 2nd Annual Symposium on Mental Health for Educators

Location: Lyndhurst, New Jersey

Dates: April 3, 2019 and May 8, 2019

Estimated Cost: \$0 – Substitute Required (No Funding Required)

Professional Development

Name: Tony Thomas
School or Department: Teaneck High School
Conference/Seminar/Workshop: What Should We Observe in the Next Generation Science Standards Classroom?
Location: Montclair, New Jersey
Dates: May 16, 2019
Estimated Cost: \$40 – Substitute Required (District Funded)

Name: Hina Mehta
School or Department: Benjamin Franklin Middle School
Conference/Seminar/Workshop: Digital Escape Room Workshop
Location: Paramus, New Jersey
Dates: May 13, 2019
Estimated Cost: \$0 – Substitute Not Required (No Funding Required)

Name: Michael Bitton, Shaya First, Enid Goldberg, Dassi Silverman
School or Department: Torah Academy of Bergen County
Conference/Seminar/Workshop: International Society of Technology in Education Annual Convention
Location: Philadelphia, Pennsylvania
Dates: June 23 – 26, 2019
Estimated Cost: \$3940 – Substitute Not Required (Grant Funded)

Name: Susan Neumark, Ken Harris, Aryeh Tiefenbrunn
School or Department: Torah Academy of Bergen County
Conference/Seminar/Workshop: International Society of Technology in Education Annual Convention
Location: Philadelphia, Pennsylvania
Dates: June 24 & 25, 2019
Estimated Cost: \$825 – Substitute Not Required (Grant Funded)

Professional Development

Name: Lori DiSarro

School or Department: Teaneck High School

Conference/Seminar/Workshop: Collaborative Practices: Working Together to Meet the Needs of Our Diverse Students

Location: Paramus, New Jersey

Date(s): March 29, 2019 (This approved entry was inadvertently left off the March Agenda)

Estimated Cost(s): \$0 – No Substitute Required - (No Funding Required)

Name: Lynne Crawford

School or Department: Special Services

Conference/Seminar/Workshop: Keeping You Out of Court: Understanding and Managing Legal Issues with Classified Students

Location: Summit, New Jersey

Date(s): May 9, 2019

Estimated Cost(s): \$0 – No Substitute Required - (No Funding Required)

Name: LisaMarie Sgambati

School or Department: Lowell

Conference/Seminar/Workshop: Directions for Behavioral Research on Severe Behavioral Disorders

Location: Caldwell, New Jersey

Date(s): April 26, 2019

Estimated Cost(s): \$125 – No Substitute Required - (District Funded)

Name: Lynne Crawford

School or Department: Special Services

Conference/Seminar/Connected Action Roadmap (CAR) Regional Information Sessions

Location: Parsippany, New Jersey

Date(s): April 11, 2019

Estimated Cost(s): \$0 – No Substitute Required - (No Funding Required)

Field Trips

Name: Javalda Powell, Gianniil Hidalgo
School or Department: Teaneck High School - FORUM
Trip Planned: MK Valencia Restaurant
Location: Ridgefield Park, New Jersey 12 Students
Date(s): April 30, 2019 Depart: 4:00 PM Return: 7:00 PM
Estimated Cost: \$875.97 – Substitute Not Required (Grant Funded)
EXPLANATION: Students would learn proper table etiquette and positive social skills.

Name: Yris Acevedo, Gianniil Hidalgo
School or Department: Teaneck High School - FORUM
Trip Planned: MK Valencia Restaurant
Location: Ridgefield Park, New Jersey 11 Students
Date(s): May 1, 2019 Depart: 4:00 PM Return: 7:00 PM
Estimated Cost: \$826.77 – Substitute Not Required (Grant Funded)
EXPLANATION: Students would learn proper table etiquette and positive social skills.

WALKING TRIP

Name: Nina Lionetti, Danette Coston, Maria Martinez, Jean Choi, 2 parent chaperones
School or Department: Whittier School
Trip Planned: Benjamin Franklin Middle School
Location: Teaneck, New Jersey 34 Students
Date(s): May 17, 2019 Depart: 8:30 AM Return: 1:30 PM
Estimated Cost: \$0 – Substitute Required (No Funding Required)
EXPLANATION: Whittier School students involved in community service would participate in a humanitarian conference with the students at Benjamin Franklin Middle School.

Name: Christine Mayers, Antoinette Bush
School or Department: Teaneck High School
Trip Planned: Englewood on the Palisades Charter School
Location: Teaneck, New Jersey 27 Students
Date(s): April 12, 2019 Depart: 8:30 AM Return: 11:00 AM
Estimated Cost: \$187.17 - Substitute Required (District Funded)
EXPLANATION: To expose younger students to dance culture and professional opportunities in dance.

Name: Rolando Monserrat, Sharon Bellin
School or Department: Teaneck High School
Trip Planned: New Jersey Institute of Technology
Location: Newark, New Jersey 3 Students
Date(s): April 16, 2019 Depart: 8:00 AM Return: 3:45 PM
Estimated Cost: \$305.85 – Substitute Required (District Funded)
EXPLANATION: This is the competition finals of the Panasonic Creative Design Challenge.

Field Trips

Name: Caridad Clavelo, Lourdes Melendez
School or Department: Teaneck High School
Trip Planned: Repertorio Espanol Theater Performance of En El Tiempo De Las Mariposa
Location: New York, New York 20 Students
Date(s): April 24, 2019 Depart: 8:30 AM Return: 2:30 PM
Estimated Cost: \$785.75 – Substitute required (District Funded)
EXPLANATION: Students would be able to enrich their knowledge about Spanish speaking countries and the Spanish language.

WALKING TRIP

Name: Daniel Olender, Katierose Augustine
School or Department: Teaneck High School
Trip Planned: Thomas Jefferson Middle School
Location: Teaneck, New Jersey 15 Students
Date(s): April 12, 2019 Depart: 1:00 PM Return: 3:30 PM
Estimated Cost: \$0 - Substitute Required (No Funding Required)
EXPLANATION: Peer Leaders would provide support to middle school students as they prepare for high school.

Name: LeeAnn Newland
School or Department: Teaneck High School
Trip Planned: Rothman Center – Ed Walsh Field Day
Location: Teaneck, New Jersey 10 Students
Date(s): May 29, 2019 Depart: 8:00 AM Return: 1:30 PM
Estimated Cost: \$0 – Substitute Not Required (No Funding Required)
EXPLANATION: This is the annual Ed Walsh Field Day event for Teaneck High School band members.

Name: Michael Yin, Lea Ann Richards, Amanda Maikisch, Daniel Velez, Carrie Williams, Monique Ellington, 2 paraprofessionals, 10 parent chaperones
School or Department: Lowell School
Trip Planned: Liberty Science Center
Location: Jersey City, New Jersey 75 Students
Date(s): May 17, 2019 Depart: 9:30 AM Return: 3:00 PM
Estimated Cost: \$1739.14 – Substitute Required (Parent Funded)
EXPLANATION: Students would view various exhibits that deal with energy and motion, waves, engineering and information transfer.

Field Trips

Name: Chris Hernandez, 4 parent chaperones

School or Department: Lowell School

Trip Planned: Tenafly Nature Center

Location: Tenafly, New Jersey

17 Students

Date(s): May 16, 2019

Depart: 9:15 AM

Return: 3:00 PM

Estimated Cost: \$515.38 – Substitute Not Required (Parent Funded)

EXPLANATION: To gain a better understanding of science knowledge, students would participate in three programs: World of Weather, Creative Camouflage, and Cold Blooded Creatures.

Field Trips

Name(s): Angela Taylor, Valerie Johnson, Andrew DeBlock, Ramon Ortiz, Lydia DeRuiten, Bora Dobrushki

School or Department: Thomas Jefferson Middle School 38 Students

Trip Planned: African Burial Ground

Location: New York, NY

Date(s): May 9, 2019 Depart: 10:00AM - Return: 3:00PM

Estimated Cost: \$305 Substitutes Required (Funded by Principal's Club)

EXPLANATION: The trip would be related to topics covered in the grades 7 and 8 social studies curriculum and would enhance the topic with an out of class learning experience and promote optimum participation. In addition, teachers would facilitate a discussion regarding the site and its history and relate it to the Teaneck Burial Ground site with discussion and analysis of the relevance of school curriculum to 'real life' and school community experience.

Fundraising Activities by School

School or Department: Hawthorne Elementary School

Fundraising Activity: Tape the Principal to the wall (\$1.00 for length of duct tape)

Sponsoring Organization: Fourth Grade Class

Name of sponsors: Emilio Jennette, Danielle Amato (staff members)

Participants: Fourth Grade Teachers and Students

Location: A notice will be sent home with students for donations to purchase a length of duct tape for \$1.00.

Date(s): April 25 - 26, 2019

Estimated funds to be raised by this activity: \$600

Funds to sponsoring organization: \$600

EXPLANATION: Funds would be used to offset cost of end-of-year activities.

School or Department: Benjamin Franklin Middle School

Fundraising Activity: Sale of baked goods, water, juice boxes

Sponsoring Organization: Instrumental Music Department

Name of sponsors: Jessica Bergen (staff member)

Participants: Instrumental Music Department would sell to staff, students, and their families.

Location: BFMS Main Lobby as determined by the principal's office.

Date(s): May 2 - May 16, 2019

Estimated funds to be raised by this activity: \$200

Funds to sponsoring organization: \$200

EXPLANATION: Funds would be used to assist with trips (i.e. High Note Festival) and activities.

School or Department: Benjamin Franklin Middle School

Fundraising Activity: Bake Sale

Sponsoring Organization: Dance Department

Name of sponsors: Allison Spadaro (staff member/dance teacher)

Participants: Dance Teacher and Students would sell to students and staff

Location: BFMS lobby after school as determined by the principal's office

Date(s): April 25 - June 20, 2019

Estimated funds to be raised by this activity: \$200

Funds to sponsoring organization: \$200

EXPLANATION: Funds would be used for dance costumes for the end-of-year performance.

School or Department: Thomas Jefferson Middle School

Fundraising Activity: Sale of drop-ceiling tiles to create a personal work of art.

Sponsoring Organization: Thomas Jefferson Middle School Guidance Counselors

Name of sponsors: Robert Davis and Valerie Johnson (staff members)

Participants: TJMS Guidance Counselors would sell ceiling tiles to students, parents and community members.

Location: TJMS Cafeteria

Date(s): May 4, 2019

Time: lunch time

Estimated funds to be raised by this activity: \$500 - \$1,000

Funds to sponsoring organization: \$500 - \$1,000

EXPLANATION: The funds would be used for year-end activities and quarterly Honors Ceremonies. The artwork would be displayed in the cafeteria and Performing Arts Department.

Fundraising Activities by School

School or Department: Teaneck High School

Fundraising Activity: End of Year Cultural Showcase Admission Fee

Sponsoring Organization: Asian Student Union

Name of sponsors: Asian Student Union (Pan Asian Club)

Participants: Asian Student Union would sell to event attendees (students and staff).

Location: THS Student Center after school

Date(s): May 3, 2019

Time: 4:00 - 6:00 pm

Estimated funds to be raised by this activity: \$300

Funds to sponsoring organization: \$300

EXPLANATION: Funds would be used for Club supplies, materials and activities.

School or Department: Teaneck High School

Fundraising Activity: Bake Sale

Sponsoring Organization: National Honor Society

Name of sponsors: Derek Zoppi and Brenda Cierech (advisors/staff members)

Participants: National Honor Society Members would sell to students and staff

Location: THS 2nd floor lobby after school as determined by the principal's office

Date(s): April 25 - June 20, 2019

Estimated funds to be raised by this activity: \$300

Funds to sponsoring organization: \$300

EXPLANATION: Funds would be used for charitable donations, scholarship and student transportation.

School or Department: Teaneck High School

Fundraising Activity: Video Game Tournament Entry Fee

Sponsoring Organization: Senior Class Cabinet

Name of sponsors: Jared Meli and Alex Cavallo (advisors/staff members)

Participants: Senior Class Cabinet and THS students

Location: THS Student Center

Date(s): April 30, 2019

Estimated funds to be raised by this activity: \$100

Funds to sponsoring organization: \$100

EXPLANATION: Funds would be used for Senior Class Prom.

OUT-OF-DISTRICT TUITION CONTRACTS 2018-2019

STUDENT ID#	SCHOOL	TUITION	START DATE
104765	The Flex School	\$11,043.00	4/11/19
100567	Barnstable	\$13,860.00	4/11/19
103143	Barnstable	\$549.90	4/11/19
104043	Sage Day School	\$20,100.00	4/11/19
TOTAL		\$45,552.90	

CLINICIANS 2018-2019

CLINICIAN	RATES	NOT TO EXCEED
Atlantic Health System	Evaluation \$550.20	\$550.20
TOTAL		\$550.20

CH192/193 Funding Statement and Additional Funding Request

03/15/2019

*UNOFFICIAL Funding Statement **

County: 03-BERGEN

District: 5150-TEANECK TWP

2018-19 FUNDING STATEMENT FOR SERVICES UNDER CHAPTERS 192 & 193 LAWS OF 1977 AS AMENDED

STATE AID AMOUNTS FOR SERVICES UNDER CHAPTER 192

<u>Program</u>	<u>2018-19 Rate/Pupil</u>	<u>Pupils</u>	<u>Alloc. for each Service 2018-19</u>	<u>Add'l Pupils</u>	<u>Additional 2018-19 Funding</u>	<u>Total 2018-19 Funding to Date</u>
Compensatory Education*	\$995.33 X	85 =	\$71,913.00	6	\$3,046.00	\$74,959.00
E.S.L.*	\$1,015.00 X	28 =	\$24,157.00	0	\$0.00	\$24,157.00
Transportation*			\$15,810.00		\$0.00	\$15,810.00
Total Alloc. for CH.192 Services - 2018-19			\$111,880.00		\$3,046.00	\$114,926.00 (A)

* Prorated at 85%

STATE AID AMOUNTS FOR SERVICES UNDER CHAPTER 193

<u>Program</u>	<u>2018-19 Rate/Pupil</u>	<u>Pupils</u>	<u>Alloc. for each Service 2018-19</u>	<u>Add'l Pupils</u>	<u>Additional 2018-19 Funding</u>	<u>Total 2018-19 Funding to Date</u>
Initial Exam & Class.*	\$1,326.17 X	71 =	\$90,392.00	39	\$49,651.00	\$140,043.00
Annual Exam & Class.*	\$380.00 X	95 =	\$34,656.00	0	\$0.00	\$34,656.00
Corrective Speech*	\$930.00 X	47 =	\$41,962.00	25	\$20,088.00	\$62,050.00
Supplemental Instr.*	\$826.00 X	89 =	\$70,573.00	70	\$54,715.00	\$125,288.00
Total Alloc. for CH.193 Services - 2018-19			\$237,583.00		\$124,454.00	\$362,037.00 (B)

* Prorated at 96%

Total CH. 192/193 Allocation Payable (A + B): \$476,963.00

Calculated Monthly Payments:

SEP	\$34,946.00	NOV	\$42,619.00	JAN	\$43,640.00	MAR	\$50,614.00	MAY	\$56,980.00
OCT	\$41,225.00	DEC	\$43,639.00	FEB	\$49,341.00	APR	\$56,980.00	JUN	\$56,979.00

[Back to Report Menu](#)

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**Official monthly Funding Statements are available through [School Aid - School Aid Payments and Notices](#) website on the homeroom after requests have been certified and the payment is processed each month.*

(SENT VIA EMAIL: msimmons@teaneckschools.org)

April 3, 2019

Teaneck Board of Education
One Merrison Street
Teaneck, NJ 07666

ATT: Melissa Simmons,
Business Administrator / Board Secretary

**RE: Bid Results for:
Corridor Door Replacement at Whittier E.S. and Bryant E.S.
One Merrison Street
Teaneck, NJ 07666
D | R Project No. 3504**

Dear Ms. Simmons,

We are writing to you with the results of the bid opening held on April 3, 2019 for the following project:

Contract 1: Single Overall Contract- All Project Work for:
Corridor Door Replacement at Whittier E.S. and Bryant E.S.

In attendance at the bid opening were:

- Melissa Simmons Business Administrator/Board Secretary, Teaneck Board of Education
- Anthony D'Angelo, Director of Facilities and Grounds, Teaneck Board of Education
- Colin Burke, Teaneck Board of Education
- Roderick G. Watkins, Senior Project Manager, Di Cara | Rubino Architects

Contract 1: Single Overall Contract - All Project Work for Corridor Door Replacement at Whittier E.S. and Bryant E.S.

A total of One (1) bid was received for this contract as per the attached recapitulation sheet, and the bid was as follows:

1. C&M Door Controls, Inc.	\$ 108,000.00
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A review for material defects in the Bid Documents of the lowest bidder is to be performed by the Board's Attorney. Copies of the lowest bidder's Proposals, Forms, Bid Bonds, etc., shall be forwarded to the Board Attorney.

In addition to the Base Bid amount, bidders were requested to a submit price for an alternate as listed in the specifications. A description of the alternate is as follows:

Alternate No. 1: State the cost difference to the Base Bid to provide and install additional doors and all associated work at Bryant Elementary School as shown on drawings.



April 3, 2019
Melissa Simmons
Page 2 of 2

The following are the results of the bid, along with the selected alternate, as discussed with all parties following the opening of the bids.

The Alternate No. 1 should be selected:

Based upon acceptance of the above, the revised contract amount would be as follows:

Name of Bidder	C & M Door Controls, Inc.
Base Bid: (Whittier Elementary School Only)	\$ 108,000.00
Alternate No.1 (Bryant Elementary School Only)	\$ 124,000.00
Total Bid	\$ 232,000.00

(\$5,000.00 Allowance for Unforeseen conditions is included into the Base Bid for Whittier Elementary School)

(\$5,000.00 Allowance for Unforeseen conditions is included into the Alternate No. 1 for Bryant Elementary School)

Based on the above, we take no exception to awarding **Contract 1: Single Overall Contract - All Project Work for Corridor Door Replacement at Whittier Elementary School & Bryant Elementary School to C & M Door Controls, Inc.** in the amount of **\$ 232,000.00.**

If you have any further questions regarding the above, please do not hesitate to contact our office.


Very truly yours,

Roderick G. Watkins, A.I.A.
Senior Project Manager

RGW/

Attachment

cc: Dr. Chris Irving, Superintendent of Schools
Anthony D'Angelo, Director of Facilities and Grounds
Joseph A. Di Cara, AIA, LEED AP, Principal, Di Cara | Rubino Architects
File

PROJECT:		3504					BID TABULATION FORM			
Teaneck School District – Corridor Door Replacement @ Whittier E S & Bryant E S							Di Cara Rubino Architects			
DATE:	4/3/2019								30 Galesi Drive, Wayne, NJ 07470	
TIME:	11:00AM								(973) 256-0202	
PLACE:	BOE								Fax (973) 256-0227	
BIDDER										
				C & M Door						
BASE BID										
(WHITTIER SCHOOL ONLY)				\$	108,000.00					
ALTERNATE NO. 1										
(BRYANT SCHOOL ONLY)				\$	124,000.00					
TOTAL BID W/ ALTERNATE										
				\$	232,000.00					

**TEANECK HIGH SCHOOL
DANCE and VOCAL RM RENOVATIONS**



	A	B	C	D	E	F
1	<u>Vendor</u>	<u>PO/Req</u>	<u>Bid/Quote</u>	<u>Account #</u>	<u>Materials</u>	<u>Cost</u>
2			<u>State Contract</u>			
3	Insurance Restoration Spec	PO 901563	Insurance	11-000-261-420-89-53-1H	Ventilator - Emergency Cleanup	\$115,884.47
4						
5						
6	RFS Commercial	PO 902562	State: A81751	11-000-261-420-89-53-1H	Vocal Rm Flooring	\$11,807.65
7	RFS Commercial	PO 902617		11-000-261-420-89-53-1H	Dance Roon VCT Floor	\$2,382.22
8						
9	Bai Lar	PO 902561	ESCNJ 17/18-16	11-000-261-420-89-53-1H	Black Box Roller Shades	\$1,217.16
10		PO 902623		11-000-261-420-89-53-1H	Draperies - Rm 134	\$5,337.45
11		PO 202622		11-000-261-420-89-53-1H	Draperies - Rm 244	\$1,248.79
12		PO 902804		11-000-261-420-89-53-1H	Vocal Rm Shades	\$1,825.74
13						
14	S&L Glass	PO 902632	Quote 10-2018	11-000-261-420-89-53-1H	Vocal Rm Window	\$330.00
15		PO 902633		11-000-261-420-89-53-1H	Vocal Rm Booth & Door Window	\$725.00
16		PO 902631		11-000-261-420-89-53-1H	Dance Rm Window	\$360.00
17		PO 902630		11-000-261-420-89-53-1H	Dance Rm Mirrors	\$8,050.00
18						
19	Generations Electric	PO 902497	Ed Data 7924	11-000-261-420-89-52-1D	Lighting for Dance & Vocal	\$3,871.50
20						
21	Feldman (blanket)	PO 900123	Bid Ext 2015-01	11-000-261-420-89-52-1D	Electrical Supplies	\$363.66
22						\$266.37
23						\$568.11
24						
25	Hilti (blanket)	PO 900125	Below quote limit	11-000-261-420-89-52-1D	Hand tool cartridges	\$293.00
26						
27	Kamco	PO 902612	Quote 29-2018	11-000-261-610-89-49-1H	New Ceiling Tiles	\$11,000.00
28					Expenditure to date - \$10,888.21	
29						
30						
31	A W Meyer (blanket)	PO 900126	Below quote limit	11-000-261-420-89-52-1D	Misc repair materials	\$272.38
32						\$164.07
33						

**TEANECK HIGH SCHOOL
DANCE and VOCAL RM RENOVATIONS**

	A	B	C	D	E	F
34	Paramus Building (blkt)	PO 900323	Quote 01-2018	11-000-261-420-89-52-1D	Building Materials	\$71.32
35						\$31.23
36						\$478.80
37						\$84.30
38						\$78.06
39						\$21.60
40						\$123.54
41						\$287.10
42						\$61.24
43						\$314.25
44						
45	Paramus Building	PO 902707	Quote 01-2018	11-000-261-420-89-52-1H	HS water damage - bldg matls	\$12,000.00
46					Expenditure to date \$7,068.71	
47						
48	Silver Mason (blanket)	PO 900122	Below quote limit	11-000-261-420-89-52-1D	Masonry - 1/30/19	\$105.45
49					Masonry - 1/30/19	\$10.00
50					Masonry - 2/12/19	\$96.75
51						
52						
53	American Harlequin Corp	PO 902616	Proprietary & quotes	11-000-261-420-89-53-1H	Dance Room - Sprung Floor	\$30,207.21
54						
55						
56	Window Group	PO 902825	Below quote limit	11-000-261-420-89-53-1H	Window repairs	\$3,200.00
57						
58	Ricciardi (blanket)	PO 902502	State 82224		Paint	\$1,693.83
59						\$1,758.34
60						
61	Nickerson	PO 902636	MRESC 15/16-66-66	11-000-261-420-89-53-1H	Dance Room Lockers & bench	\$5,479.14
62						
63						
64						
65						
66						

**TEANECK HIGH SCHOOL
DANCE and VOCAL RM RENOVATIONS**

	A	B	C	D	E	F
67						
68	Bingham	PO 902640	Quote 07-2018	11-000-261-420-89-53-1H	Dance & vocal rooms Intercom	\$2,450.00
69						
70	Haigs	PO 902841	Ed Data 8525	11-000-261-420-89-53-1H	Dance & vocal heat/smoke detectors	\$6,585.00
71						
72	Pro Academy		Ed Data 8576		Furniture	*Quote pending
73						
74	Generations Services, Inc.		Ed Data 9176		Audio/Visual System	\$89,950.00
75			Ed Data 7964			
76						
77						
78	Wenger		State Contract		Acoustical Panels, Risers, Storage	\$82,157.00
79						
80					Total expenditures to date	\$403,211.73
81						
82					<u>Insurance Claim Reimbursement</u>	<u>-264,864.11</u>
83						
84						\$138,347.62
85						
86	Rev 4/9/19					

TEANECK HIGH SCHOOL
AUXILLARY GYM WATER DAMAGE

	A	B	C	D	E	F
1	<u>Vendor</u>	<u>PO/Req</u>	<u>Bid #</u>	<u>Account #</u>	<u>Materials</u>	<u>Cost</u>
2						
3	Mathusek	902611	NJPA 082114-MUI	11-000-261-420-89-53-1H	Furnish & install 3,524 sq ft - Action	\$96,341.00
4					Herculan 7+2 flooring	
5						
6					<u>Insurance Claim Reimbursement</u>	(\$80,856.00)
7						\$15,485.00