

Minutes of the proceedings of the **SPECIAL PUBLIC MEETING** held on Wednesday, August 23, 2023, in the in person inside the Cheryl Miller-Porter Student Center located in Teaneck High School on 100 Elizabeth Ave., Teaneck, NJ 07666, at 8:00 PM. *Sebastian Rodriguez, Board President, presided.*

**I. Salute to the Flag**

**II. Presiding Officer's Meeting Notice Statement**

"I hereby call to order the Special Public Meeting of the Teaneck Board of Education, held on Wednesday, August 23, 2023, in person inside the Cheryl Miller-Porter Student Center located in Teaneck High School on 100 Elizabeth Ave., Teaneck, NJ 07666, at 8:00 PM. Adequate notice of this meeting has been sent to the Record, filed with the Municipal Clerk and posted on the school district website at [www.teaneckschools.org](http://www.teaneckschools.org), on January 5, 2023."

**III. Roll Call**

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
Ms. Fisher (Victoria)-Vice President		x
Mr. Ha (Edward) - attended virtually	x	
Ms. Hosein (Nadia)	x	
Dr. Klein (Dennis)	x	
Mrs. Reyes (Kassandra)		x
Mr. Rodriguez (Jonathan)	x	
Ms. Sanders (Denise) arrived at 8:10pm	x	
Mrs. Williams (Clara)	x	
Mr. Rodriguez (Sebastian)-President	x	

**IV. Reaffirmation of District Goals**

**V. Superintendent's Report (If Needed)**

Please click on the link below to view the Superintendent's report:

<https://www.eduvision.tv/l?egARtyO>

**VI. Public Comment I (Agenda and non-Agenda)**

Please click on the link below to view the Public Comments session I:

<https://www.eduvision.tv/l?egARODD>

**VII. Board Presentations**

Please click on the link below to view the Board Presentations:

<https://www.eduvision.tv/?egARODm>

<https://www.eduvision.tv/?egARODO>

- 2023 NJGPA Data Presentation, Ms. Lyle & Ms. Dent
- 2023 ACCESS 2.0 Data Presentation, by Ms. Dent

### VIII. Board Committee Reports

Please click on the link below to view the Board Committee Reports:

<https://www.eduvision.tv/?egAROeD>

### IX. Agenda Items

Please click on the link below to view the meeting:

<https://www.eduvision.tv/?egARttg>

### X. New and Old Business

### XI. Public Comment II (Agenda and non-Agenda)

Please click on the link below to view the Public Session II:

<https://www.eduvision.tv/?egAROem>

### XII. Executive Session

NONE

### XIII. Adjournment

Ms. Sanders motioned to adjourn the public meeting at 10:36pm. Said motion was seconded by Mr. Rodriguez and carried by a unanimous vote.

<b><i>Motion: D. Sanders</i></b>	<b><i>Second: J. Rodriguez</i></b>			
<b><i>Board Member</i></b>	<b><i>Yes</i></b>	<b><i>No</i></b>	<b><i>Abstain</i></b>	<b><i>Absent</i></b>
Ms. Fisher (Victoria)-Vice President				X
Mr. Ha (Edward)	X			
Ms. Hosein (Nadia)	X			
Dr. Klein (Dennis)	X			
Mrs. Reyes (Kassandra)				X
Mr. Rodriguez (Jonathan)	X			
Ms. Sanders (Denise)	X			
Mrs. Williams (Clara)	X			
Mr. Rodriguez (Sebastian)-President	X			

Respectfully submitted,

Haquisha Q. Taylor, SBA/BS

## **Teaneck Public Schools**

**Mission: The Teaneck Public School District educates and empowers students by providing a high-quality, rigorous educational experience which prepares students for success within a diverse, global society.**

**Vision: The Teaneck Advantage: Educational Excellence for All**

### **Board Goals**

**GOAL 1: Teachers and administrators in the Teaneck Public Schools will further elevate academic programs by creating varied learning pathways and by improving student supports.**

**GOAL 2: The Teaneck Public Schools will continue to improve facilities and technology in support of 21st Century learning opportunities.**

**GOAL 3: The Teaneck Public Schools will execute effective communications and solidify quality relationships with educational partners within and throughout the community.**

**GOAL 4: The Teaneck Public Schools will create equitable and inclusive learning opportunities for all students.**

**GOAL 5: The Teaneck Public Schools will ensure operational excellence in hiring, developing and retaining staff.**



1. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education upon the recommendation of the Superintendent, approves the **SECOND READING** of the following Board Policies:

<b>Bylaw/Policy/Reg. No.</b>	<b>Topic</b>
Regulation 9320	Cooperation with Law Enforcement Agencies - Mandated Revised
Policy 6621	Deposit of Public Funds - New (Draft)
Policy 6470.02	Cash Disbursements - New (Draft)

See page 26.

2. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education upon the recommendation of the Superintendent, approves the **FIRST READING** of the following Board Policies:

<b>Bylaw/Policy/Reg. No.</b>	<b>Topic</b>
Policy 1110	Organizational Chart - Review to Revise
Policy 2422.1	Alternate Physical Education and Waiver - New (Draft)

See page 35.

<b>Motion: J. Rodriguez</b>	<b>Second: C. Williams</b>			
<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Ms. Fisher (Victoria)-Vice President				X
Mr. Ha (Edward)	X			
Ms. Hosein (Nadia)	X			
Dr. Klein (Dennis)	X			
Mrs. Reyes (Kassandra)				X
Mr. Rodriguez (Jonathan)	X			
Ms. Sanders (Denise)	X			
Mrs. Williams (Clara)	X			
Mr. Rodriguez (Sebastian)-President	X			

1. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the minutes from the following meetings:

1. Special Public Meeting, June 6, 2023
2. Workshop Public Meeting, June 7, 2023
3. Executive Session, June 7, 2023
4. Special Public Meeting, June 12, 2023
5. Executive Session, June 12, 2023
6. Regular Public Meeting, June 14, 2023
7. Executive Session, June 14, 2023
8. Special Public Meeting, June 28, 2023
9. Executive Session, June 28, 2023
10. Special Public Meeting, July 19, 2023
11. Executive Session, July 19, 2023

2. **WHEREAS**, pursuant to N.J.S.A.18A:18A-5, the Teaneck Board of Education has the authority to negotiate and award, by resolution and at a public meeting, a contract for professional auditing services without publicly advertising for bids;

**THEREFORE BE IT RESOLVED**, effective August 24, 2023, the Teaneck Board of Education hereby appoints Lerch, Vinci and Bliss, LLP to conduct the annual audit of the Board's 2022-2023 finances at a fee of \$55,000.

**BE IT FURTHER RESOLVED**, that the Teaneck Board of Education shall cause a brief notice stating the nature, duration, service and amount of the contract to be printed in an official newspaper along with a notice that the resolution and contract are on file and available for public inspection in the office of the Teaneck Board of Education pursuant to N.J.S.A. 18A:18A-5. See page 39.

<i><b>Motion: D. Sanders</b></i>	<i><b>Second: J. Rodriguez</b></i>			
<i><b>Board Member</b></i>	<i><b>Yes</b></i>	<i><b>No</b></i>	<i><b>Abstain</b></i>	<i><b>Absent</b></i>
Ms. Fisher (Victoria)-Vice President				x
Mr. Ha (Edward)	x			
Ms. Hosein (Nadia)	x			
Dr. Klein (Dennis)	x			
Mrs. Reyes (Kassandra)				x
Mr. Rodriguez (Jonathan)	x			
Ms. Sanders (Denise)	x			
Mrs. Williams (Clara)	x			
Mr. Rodriguez (Sebastian)-President	x			

1. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves a no-cost agreement with Healing Space to conduct workshops with High School students in grades 9-12 during health and physical education classes with the following schedule:

September	18, 19, 26, 27
October	3, 4, 16, 17, 23, 24
November	6, 7, 13, 14.

2. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves a partnership with **myOptions Encourage ACT**, a no cost college and career planning program including customized college matches, scholarship reports, college admissions services, financial aid, career information, and co-curricular and recognition programs.

3. **WHEREAS** the 2023- 2024 core subject curricula have been aligned to the New Jersey Student Learning Standards;

**THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, adopts and ratifies Teaneck Public Schools' curricula and courses for the 2023- 2024 school year. See page 51.

4. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the 2023-2024 Nursing Services Plan. See page 56.

<i>Motion: D. Sanders</i>	<i>Second: J. Rodriguez</i>			
<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Ms. Fisher (Victoria)-Vice President				X
Mr. Ha (Edward)	X			
Ms. Hosein (Nadia)	X			
Dr. Klein (Dennis)	X			
Mrs. Reyes (Kassandra)				X
Mr. Rodriguez (Jonathan)	X			
Ms. Sanders (Denise)	X			
Mrs. Williams (Clara)	X			
Mr. Rodriguez (Sebastian)-President	X			

1. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, has received and accepts the financial reports of the Secretary and Treasurer of School Monies for the month ending February 2023 and certifies that the reports indicate that no major account or fund is over expended in violation of N.J.A.C. 6:20-2.13 and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.
2. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, confirms the line item transfers for the month of February 2023. In order to accomplish the aforesaid purpose, the Business Administrator was authorized to transfer the amount of money into and out of the line items set forth on the attached schedule.
3. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, has received and accepts the financial reports of the Secretary and Treasurer of School Monies for the month ending March 2023 and certifies that the reports indicate that no major account or fund is over expended in violation of N.J.A.C. 6:20-2.13 and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.
4. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, confirms the line item transfers for the month of March 2023. In order to accomplish the aforesaid purpose, the Business Administrator was authorized to transfer the amount of money into and out of the line items set forth on the attached schedule.
5. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, has received and accepts the financial reports of the Secretary and Treasurer of School Monies for the month ending April 2023 and certifies that the reports indicate that no major account or fund is over expended in violation of N.J.A.C. 6:20-2.13 and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.
6. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, confirms the line item transfers for the month of April 2023. In order to accomplish the aforesaid purpose, the Business Administrator was authorized to transfer the amount of money into and out of the line items set forth on the attached schedule.
7. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, has received and accepts the financial reports of the Secretary and Treasurer of School Monies for the month ending May 2023 and certifies that the reports indicate that no major account or fund is over expended in violation of N.J.A.C. 6:20-2.13 and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

8. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, confirms the line item transfers for the month of May 2023. In order to accomplish the aforesaid purpose, the Business Administrator was authorized to transfer the amount of money into and out of the line items set forth on the attached schedule.
  
9. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent approves and submits the **preliminary** financial reports of the Board Secretary for the month of June 2023 and certifies that the reports indicate that no major account or fund is over expended in violation of N.J.A.C. 6:20-2.13 and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.
  
10. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the payment of the claims on the current bills list in the amount of:

**June 1, 2023 through June 30, 2023**

General	\$12,369,294.29
Special Revenue	\$ 1,211,403.64
Community Education	\$ 33,383.29
Food Service	\$ 313,152.31
Capital Outlay	\$ 224,279.72
<b>Total Payments</b>	<b>\$14,151,513.25</b>

11. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the attendance of staff members at the **Professional Development and Conferences** listed on the attached summary costing \$5,980.44 (district funded \$3,305.44, SCTG Grant \$2,675). See page 70.
  
12. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the attached list of student fundraising activities. See page 72.
  
13. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves **Student Field Trips** costing \$2,400. See page 76.

14. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves out-of-district tuition contracts for students requiring Special Education out-of-district placements in accordance with their respective Individualized Educational Plans (IEPs) for the 2023-2024 school year totaling \$5,123,981.49. See page 77.
15. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves contracts with clinicians and agencies to provide related services and independent evaluations for the 2023-2024 school year. See page 79.
16. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves a contract renewal with **D&M Tours, Inc.**, to provide transportation for Nonpublic, Special Education, Teaneck Charter School, and Public school students, for the 2023- 2024 school year. See page 80.
17. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves a contract renewal with **First Student, Inc.**, to provide transportation to Nonpublic, Private school students for the 2023- 2024 school year. See page 92.
18. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves a contract renewal with **John Leckie, Inc.**, to provide transportation to Nonpublic Private, Technical school students for the 2023- - 2024 school year. See page101.
19. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves a contract renewal with **Valley Transportation Inc.**, to provide transportation to Public and Technical school students, for the 2023- 2024 school year. See page 112.
20. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the following general and special education student transportation contracts publicly bid by Region V for the 2023-2024 school year.

<b>Route #</b>	<b>School</b>	<b>Bus Company</b>	<b>Per Diem</b>	<b>Bus</b>
G006	Bergen County Academies	Valley Transportation	\$227.73	One 54 passenger bus
G007	Bergen County Tech	John Leckie, Inc.	\$297.99	One 54 passenger bus
3162	TJMS	Valley Transportation	\$1,035	Three 24 passenger buses with aides
3163	Whittier Elementary	D&M Tours	\$735	Three 24 passenger buses with aides

21. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the following Project Allowance Reduction Adjustment. See page 120.

**PROJECT NO.:** 4019A

**ARCHITECT:** Di Cara Rubino

**PROJECT:** Fire Alarm Upgrade at Teaneck High School

**CONTRACTOR:** Sal Electric Company, Inc.

**DATE:** 8/23/2023

<b>CONTRACTOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>ALLOWANCE</b>
Sal Electric Company, Inc.	RFI#003 Cost for additional equipment. Inclusions material & labor necessary installation of new fire alarm equipment cabinet in the Cranford gym Lobby.	\$14,646	\$15,354
	<b>TOTAL</b>	\$14,646	\$15,354

22. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves a contract with CDI to provide professional services and technology hardware to refresh 75 network switches for a total amount of \$604,670.89.

**THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, accept and approve financing from CDI to purchase the previously mentioned network equipment and professional services.

**THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, accept and approve the contract and the financing from CDI to complete the network project. See page 121.

23. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the Teaneck Purchasing Manual created by the Business Office for the Teaneck School district.

24. **WHEREAS**, the Teaneck School district has an elementary school student that has been deemed homeless under the McKinney Vento law;

**WHEREAS**, the family's last district of residence is Paterson, NJ and;

**THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the tuition agreement to the Paterson School District, for student ID#3960612609. The 2022-2023 tuition amount to be received from the Paterson School district is \$18,575.

25. **WHEREAS**, the District receives funds from Bergen County Special Services for Chapter 192-193 Nonpublic schools;

**THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the Agreement with Bergen County Special Services School District, for the 2023-2024 school year, to provide Chapter 192-193 Services (Compensatory Education, ESL, Home Instruction, Examination and Classification, Annual Review, Speech Correction, Supplemental Instruction and van/maintenance included), in accordance with the fees approved by the NJDOE.

26. **WHEREAS**, the District Anti-Bullying Coordinator is a State mandated position and;  
**THEREFORE BE IT RESOLVED** that the Teaneck Board of Education upon the recommendation of the Superintendent approves the appointment of Adrienne Williams as the District Anti-Bullying Coordinator at a stipend of \$16,000 from September 1, 2023 through August 31, 2024.

27. **WHEREAS**, Teaneck Public Schools annually receives funds in the amount of \$329,444 from the New Jersey Department of Children & Families through the School Based Youth Services Grant for The FORUM. The grant provides mental health, academic support, recreation and employment services to Teaneck residents aged 13 through 19 years old and;

**THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves and accept the annual grant funds from the New Jersey Department of Children and Families, Division of Family and Community Partnerships under the School-Based Youth Services Grant, for the FORUM in the amount of \$329,444 for the period July 1, 2023 through June 30, 2024.

<b>Account Name</b>	<b>Title</b>	<b>Amount</b>
Account# 20-440-200-100-00-000-000	FORUM GRANT/Admin Sal	\$81,764.
Account# 20-440-200-100-00-000-000	FORUM GRANT/Instruct Sal	\$200,019.
Account# 20-440-200-100-00-000-000	FORUM GRANT/Secretary Sal	\$47,661.
	<b>TOTAL:</b>	<b>\$329,444.</b>



28. **THEREFORE BE IT RESOLVED** the Teaneck Board of Education upon the recommendation of the Superintendent approves the contracts for the Commission for the Blind and Visually Impaired for the 2023-2024 school year.

<b>Student ID#</b>	<b>Contract Amount</b>	<b>Tuition</b>
100398	Commission for the Blind and Visually Impaired - Level 1	\$2,200
103301	Commission for the Blind and Visually Impaired - Level 1	\$2,200
106514	Commission for the Blind and Visually Impaired - Level 1	\$2,200
100031	Commission for the Blind and Visually Impaired - Level 2	\$5,250
	<b>Total</b>	\$11,850

29. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves a donation from The Teaneck Creek Conservancy in the amount of \$2,400. The donation will be used for bus transportation for Benjamin Franklin Middle School students to visit the Teaneck Creek as part of The National Environmental Education Foundation (NEEF) science initiative.

30. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves a donation from Suzanne Ornstein of Demarest, New Jersey to Benjamin Franklin Middle School of a Mahogany Steinway & Sons Baby Grand piano (Serial #236899) with two piano benches, the approximate value of the donation is \$15,000.

<b>Motion: J. Rodriguez</b>	<b>Second: D. Sanders</b>			
<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Ms. Fisher (Victoria)-Vice President				x
Mr. Ha (Edward)	x			
Ms. Hosein (Nadia)	x			
Dr. Klein (Dennis)	x			
Mrs. Reyes (Kassandra)				x
Mr. Rodriguez (Jonathan)	x			
Ms. Sanders (Denise)	x			
Mrs. Williams (Clara)	x			
Mr. Rodriguez (Sebastian)-President	x			

1. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the following **certificated** appointments for the 2023-2024 school year, pending criminal history background checks and 90-day probationary periods with start dates of September 1, 2023:

Name	Position	Location	Guide/Step	Salary
Nicole Rivera	PreK - 3/4 Teacher	Theodora Smiley Lacey School	MA/Step 4	\$64,800
Dror Nawrocki	Special Education Teacher	Teaneck High School	MA+32/Step 4	\$72,800
Alyssa Jackson	Special Education Teacher	Benjamin Franklin Middle School	MA/Step 3	\$63,800
Hea Kang	Pre-K Teacher	Bryant Elementary School	MA /Step 1	\$61,800
Avarelle Restituyo	Special Education Teacher	Thomas Jefferson Middle School	MA /Step 13	\$91,800
Jonathan Manzano	Grade 6 Teacher	Benjamin Franklin Middle School	BA step 1	\$56,000

2. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the following **Non-Certificated** appointments for the 2023-2024 school year, pending criminal history background checks and 90-day probationary periods with start dates of August 24, 2023:

Name	Position	Location	Guide/Step	Salary
*Zesora Sylvain	Executive Assistant	Human Resource Management	off-guide	\$73,260
**Antonia Hernandez	Secretary B	Bryant Elementary School	TTEA/step 6	\$70,588
Jenine Kea	Payroll Manager	Business Office	off-guide	\$92,000
Heidi McCullough	Executive Assistant	Technology Department	off-guide	\$68,392
Robert Carella	Technology Network Engineer	Technology Department	off-guide	\$82,335

\* Start date September 1, 2023

\*\* Start date TBD

3. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the following resignations:

Name	Position	Location	Effective Date
Mohammad Attallah	Technician Support	Technology Department	10/6/23
Dominique Chiu	Art Teacher	Benjamin Franklin Middle School	9/18/23
Doni Duran	Bus Driver	Transportation Department	7/28/23

4. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the following leaves of absences:

Employee #	Type	Dates of Paid Leave	Days Used	Dates of Unpaid Leave with Benefits	Days Used	Return
2456	Medical	07/24/23 - 10/13/23*	57 sick days	N/A	N/A	10/14/23

\*Run concurrently with FMLA

5. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education upon the recommendation of the Superintendent, approves the transfer of Ms. Rochelle Yaros from Benjamin Franklin Middle School to Lowell Elementary School for the 2023-2024 school year effective September 1, 2023, depending on replacement hire.

6. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the following non-certificated staff transfers:

Name	Transfer From	Transfer To	Effective Date
Tracey Strand-Coley	Secretary B, C&I Dept.	Secretary B, Office of Partnerships, Outreach, and Special Projects	8/25/23
Kearra Pomales	Secretary B, Special Svs Dept.	Secretary B, Office of Guidance and Vocational Services	8/21/23

7. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, with regret, approves the retirement of Ms. Karla Starks, Comptroller, with 34+ years of service, effective September 30, 2023.

8. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent approves the execution of the 2023-2024 contract for the Assistant Superintendent of School Supervision and Support Services, Dr. Marshall Scott III as approved by the Essex County Interim Executive Superintendent.
9. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the execution of the 2023-2024 contract for the School Business Administrator/Board Secretary, Ms. Haquisha Q. Taylor, as approved by the Essex County Interim Executive Superintendent.
10. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves Ms. Shellian Mirander as Director of Special Education and Nursing, Elementary, at an annual salary of \$141,896 effective August 21, 2023 through June 30, 2024.
11. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves Mr. Emilio Jennette as Acting Principal at Hawthorne Elementary School, effective August 21, 2023 at a monthly rate of \$2,079.40, in addition to his regular salary.
12. **WHEREAS** the Child Study Team Coordinator aids in the facilitation of all aspects of the Individualized Educational Plan process for students in grades PreK through the 18 -21 year-old program; and

**WHEREAS** the Director of Special Education and Nursing, Elementary recommends Ms. Iris Hernandez to serve in the Child Study Team Coordinator capacity to keep the continuity of services and to support students and building administrators;

**THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, appoints Ms. Iris Hernandez to serve as the Acting Child Study Team Coordinator effective August 15, 2023 through November 30, 2023, or sooner with a pro-rated differential of \$1,200 per month, not to exceed \$12,000.

13. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the salaries for the non-bargaining staff for the 2023-2024 school year.

Name	Position	22-23 Salary	3% increase	23-24 Salary
Antinori, Rosemarie	Registrar	\$71,000.00	\$1,893.71	\$73,130.00
Baig, Aneesa	Executive Assistant to the School Business	\$87,494.38	\$2,624.83	\$90,120.00

	Administrator			
Brown, Candice	Executive Assistant to the Assistant Superintendent	\$87,494.38	\$2,624.83	\$90,120.00
Burke, Colin	Assistant Director of O&M	\$132,612.50	\$3,978.38	\$136,591.00
D'Angelo, Anthony	Director of Facilities & Grounds	\$157,173.88	\$4,715.22	\$161,890.00
Drootin, Claire	Director of Community Education	\$79,567.00	\$2,387.01	\$81,954.00
Edge, Kimberly	Lead Bus Driver	\$49,440.00	\$1,483.20	\$50,924.00
Gray, Irene	Assistant School Business Administrator	\$127,500.00	N/A	\$127,500.00
*Kramer, Karen	HR Manager	\$95,000.00	\$2,850.00	\$97,850.00
Kuhran, Linda	Executive Assistant to the Superintendent	\$117,686.00	\$3,530.58	\$121,217.00
Mateo, Justine	Executive Assistant	\$45,062.00	\$1,351.86	\$46,414.00
Morgan, Paul	Coordinator of District Safety & Truancy Services	\$98,800.00	\$2,694.00	\$101,764.00
Rodriguez, Natacha	Technology Support Specialist 1	\$55,000.00	\$1,650.00	\$56,650.00
Romney Rice, Gervonn	Parent Liaison	\$89,166.00	\$2,674.98	\$91,841.00
Starks, Karla	Comptroller	\$129,854.00	\$3,895.62	\$133,750.00
Martinez-Torres, Omar	Technology Support Specialist 1	\$55,000.00	N/A	\$55,000.00
Veni, Nicholas	Director of Technology	\$125,000.00	\$3,750.00	\$128,750.00
***Villar, Anthony	Technology Support Specialist 1	\$55,000.00	\$1,650.00	\$56,650.00

Taveras, Ernesto	Technology Support Specialist (Part Time)	\$21.22/hr	\$0.64/hr	\$21.86/hr
Warren, Raina	Program Manager	\$50,960.00	\$1,528.80	\$52,489.00
**McCullough, Heidi	Receptionist/ Executive Assistant (Part Time)	\$37.87/hr	\$1.14/hr	\$39.01/hr

\*Separation date July 31st, 2023

\*\*Reassigned from part-time to full-time effective August 24, 2023

\*\*\* July 1, 2023 - July 31, 2023

14. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the following job descriptions. See page 124.
- Confidential Payroll Manager
  - Confidential Benefits Secretary
  - Confidential Payroll Assistant
  - Senior Accountant
15. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent reclassifies the position of the Payroll Secretary with differential to a Confidential Payroll Manager position effective August 24, 2023.
16. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, reclassifies the position of the Transportation Secretary with differential to a Confidential Transportation Manager position effective August 24, 2023.
17. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent reclassifies the position of the secretary for employee benefits to a confidential employee benefits secretary position effective August 24, 2023.
18. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent reclassifies the position of the Comptroller to a Senior Accountant position effective August 24, 2023.
19. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, reclassifies the Assistant Special Education Director position to the Director of Special Education and Nursing Elementary effective August 24, 2023.

20. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves sixth period stipends for the following Teaneck High School teachers assuming temporary sixth period assignments at negotiated contractual per class rates effective September 6, 2023.

<b>Name</b>	<b>Class</b>	<b>Pay</b>
Bellin, Andrew	Design Publishing	\$80.00
Bellin, Sharon	Computer Science I	\$80.00
Calello, Marc	Art I	\$80.00
Cannao, Katherine	Financial Literacy	\$80.00
Castano, Maria	Spanish 9H	\$60.00
Clavelo, Caridad	Spanish 9H	\$70.00
Diallo, Abdoulaye	French I	\$70.00
Germinario, Michael	English 9	\$60.00
Glanton, Levette	Physical Science	\$80.00
Laborde, Joseph	Physics 9H	\$80.00
Lagomarsino, Adriana	ESL III	\$80.00
Luscombe, Joshua	Resource Center	\$70.00
Ortega-Ulubay, Yvette	Spanish Adelante	\$80.00
Reilly, Shaun	AP Computer Science	\$80.00
Sac, Lynn	Spanish 9H	\$70.00
Sheppard, Paul	Language Literature 9	\$80.00
Slominsky, Jeffery	Arduino Exp	\$80.00
Warfield, Adria	Dance	\$60.00

21. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the 2023-2024 Long Term Substitute daily rate of \$260 per day after the 22nd consecutive day of work for one substitute assignment.
22. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, appoints Mr. Danny Gareri as ADA/504 Coordinator for the Teaneck Public School District for the period of August 24, 2023 until the next Reorganization meeting January 3, 2024.
23. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, appoints Mr. Paul Apollon as Title IX Coordinator for the Teaneck Public School District for the period of August 24, 2023 until the next Reorganization meeting January 3, 2024.

24. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education upon the recommendation of the Superintendent appoints Mr. Paul Apollon, Affirmative Action Officer, for the Teaneck Public School District, for the period of August 24, 2023 until the next Reorganization Meeting on January 3, 2024.
  
25. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the Extra Pay for Extra Work assignments and stipends for the 2023-2024 school year at Thomas Jefferson Middle School in accordance with TTEA contract. See page 132.



26. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves sick/vacation day payouts for the following employees:

Name	Position	# Years Service	# Sick Days	Value/Day	# Vacation Days	Value/Day	Total Payment
Sandy Joseph	2nd Grade Teacher	17	148	\$75.00 per diem	N/A	N/A	\$11,100.00
Stephanie Baer	Physical Education Teacher	30	42	\$100 per diem	N/A	N/A	\$4,200.00
Natasha Pitt	Principal	9	N/A	N/A	50 days max.	23 days @ \$ 593.59 per diem 25 days @ \$ 612.10 per diem 2 days @ \$ 630.19 per diem	\$ 30,215.45
Kristen Panagiotou	Prek 3/4 teacher	27	126	\$81.00 per diem	N/A	N/A	\$10,206.00 max.
Karen Butler	5th Grade Teacher	44	391.5	\$81.00 per diem	N/A	N/A	\$20,000.00 max.

27. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education upon the recommendation of the Superintendent, rescind the appointments of the following individuals for the 2023-2024 school year, effective immediately:

- a. Rachel Zbar, Prek Teacher, Bryant Elementary School
- b. Denise Beck, 6th Grade Teacher, Thomas Jefferson Middle School

28. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the longevity payment for the following TAAS members as per the Teaneck Association of Administrators and Supervisors agreement:

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Years Completed</b>	<b>Amount</b>
Antoine Green	Principal	Lowell Elementary School	20 years	\$2,000.00
Leslie King	Principal	Theodora Smiley Lacey School	18 years	\$1,500.00
Sandra Muro	Coordinator, Admin N/C	Central Office	18 years	\$1,500.00
Piero LoGiudice	Principal	Whittier Elementary School	12 years	\$1,000.00
Pedro Valdes	Principal	Teaneck High School	11 years	\$1,000.00
Patricia Dent	Director of School Innovation, English and ESL	Central Office	11 years	\$1,000.00
Nina Odatalla	Principal	Thomas Jefferson Middle School	10 years	\$1,000.00

29. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the salaries of FORUM personnel for the 2023-2024 school year, grant funded.

Name	Position	Salary
Yvonne Witter	Employment Youth Development Counselor	\$62,749
Jessica Murphy	Receptionist/Clerk	\$47,661
Nicholas Campestre	Coordinator	\$81,764
Giannil Jaramillo	School Based Counselor	\$59,811
Victoria Alexander	School Based Counselor	\$59,811
Jason Juxon-Smith	School Based Counselor	\$54,661

30. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, appoints Teaneck Community Education Center's SACC (School Age Child Care) staff effective September 6, 2023 through June 14, 2024, pending medical clearance and criminal history review. See page 134.

31. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the Coordinator of Payroll and Employee Benefits differential for Ms. Jenine Kea, at the pro-rated rate of 10.8% of her salary, totaling \$8,501 annually. Differential will cease once the Confidential Payroll Manager position is filled.

32. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the Transportation Coordinator differential for Ms. Na'Imah Bogert, at the pro-rated rate of 10.8% of her salary, totaling \$8,501 annually. Differential will cease once the Confidential Transportation Manager position is filled.

33. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the following staff members to serve as Teacher Dean at Teaneck High School for the 2023 – 2024 school year, per the contract agreement between the Teaneck Township Education Association and the Board of Education:

<b>Name</b>	<b>Location</b>	<b>Differential (not to exceed)</b>
Natasha Green	Teaneck High School	\$6,995.00
Susie Cipriano	Teaneck High School	\$6,995.00

34. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves stipends for the following staff members for the 2023-2024 school year:

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Amount</b>
Alexis Ryerson	Safety Patrol	Lowell	\$1,000.00
Amber Halpern	Safety Patrol	Hawthorne	\$500.00
Aneesa Baig	Managing OPRA Requests	Central Office	\$12,000.00
Breanna Millett	Treasurer	Teaneck High School	\$8,600.00
Chanon McDuffie	Treasurer	Theodora Lacey	\$1,100.00
Dawn Santamaria	Treasurer	Hawthorne	\$1,100.00
Gina Geronimo	Treasurer	Thomas Jefferson	\$2,200.00
Gulshir Khan	Treasurer	Benjamin Franklin	\$2,200.00
Paula Huber	Athletics Treasurer	Central Office	\$8,748.00
Susan Ahearn	Treasurer	Lowell	\$1,100.00
Susan Delisio	Treasurer	Whittier	\$1,100.00
Suzanne O'Toole	Safety Patrol	Hawthorne	\$500.00
Venessa Watt St. Clair	Treasurer	Bryant	\$1,100.00

Ms. Sanders motioned to accept the amended agenda item #s 6,12 and # 26 under Personnel. Said motion was seconded by Mr. J. Rodriguez and carried by a unanimous vote.

<b>Motion: D. Sanders</b>	<b>Second: J. Rodriguez</b>			
<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Ms. Fisher (Victoria)-Vice President				X
Mr. Ha (Edward)	X			
Ms. Hosein (Nadia)	X			
Dr. Klein (Dennis)	X			
Mrs. Reyes (Kassandra)				X
Mr. Rodriguez (Jonathan)	X			
Ms. Sanders (Denise)	X			
Mrs. Williams (Clara)	X			
Mr. Rodriguez (Sebastian)-President	X			

Ms. Sanders motioned to approve all items 1-34 under Personnel

<b>Motion: D. Sanders</b>	<b>Second: J. Rodriguez</b>			
<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Ms. Fisher (Victoria)-Vice President				X
Mr. Ha (Edward)	X			
Ms. Hosein (Nadia)	X			
Dr. Klein (Dennis)	X			
Mrs. Reyes (Kassandra)				X
Mr. Rodriguez (Jonathan)	X			
Ms. Sanders (Denise)	X			
Mrs. Williams (Clara)	X			
Mr. Rodriguez (Sebastian)-President	X			

# REGULATION GUIDE

COMMUNITY  
R 9320/page 1 of 7  
Cooperation with Law Enforcement Agencies  
Apr 22  
M

[See POLICY ALERT No. 227]

## R 9320 COOPERATION WITH LAW ENFORCEMENT AGENCIES

- A. Policy 9320 and this Regulation shall be in accordance with the provisions of N.J.A.C. 6A:16-6.2, the Memorandum of Agreement between Education and Law Enforcement Officials (MOA), and shall be:
1. Developed, implemented, and revised, as necessary, in consultation with the county prosecutor and other law enforcement officials as may be designated by the county prosecutor;
  2. Reviewed and approved by the Executive County Superintendent;
  3. Made available annually to all school district staff, students, and parents;
  4. Consistent with reporting, notification, and examination procedures of students suspected of being under the influence of alcohol and other drugs pursuant to N.J.A.C. 6A:16-4.3; and
  5. Consistent with N.J.A.C. 6A:16-7, as appropriate.
- B. The school district's policies and procedures for cooperation with law enforcement agencies shall include the following components:
1. The Superintendent has designated school district staff as liaisons to law enforcement agencies in accordance with the MOA. The MOA includes a description of the liaisons' roles and responsibilities;
  2. Specific procedures for and responsibilities of school district staff in summoning appropriate law enforcement authorities onto school grounds, for the purpose of conducting law enforcement investigations, searches, seizures, or arrests shall be in accordance with the MOA;



# REGULATION GUIDE

COMMUNITY  
R 9320/page 2 of 7  
Cooperation with Law Enforcement Agencies

3. Specific procedures and responsibilities of school district staff for notifying parents in instances of law enforcement interviews involving their children shall be consistent with the MOA and the following:
  - a. School officials shall not notify the student's parent(s) in instances of suspected child abuse or neglect;
  - b. School officials shall notify the student's parent(s) when the student is the target of the law enforcement investigation; and
  - c. In all other instances, school authorities shall permit law enforcement authorities to determine whether or when a student's parent should be contacted;
4. Specific procedures for and responsibilities of school district staff in cooperating with arrests made by law enforcement authorities on school grounds shall be in accordance with the MOA;
5. Specific procedures for and responsibilities of school district staff in initiating or conducting searches and seizures of students, their property, and their personal effects shall be in accordance with the MOA and the following:
  - a. All searches and seizures conducted by school district staff shall comply with the standards prescribed by the United States Supreme Court in *New Jersey v. T.L.O.*, 469 U.S. 325 (1985).
  - b. Questions concerning searches conducted by school officials shall be directed to the appropriate county prosecutor.
  - c. School officials may request that law enforcement authorities assume responsibility for conducting a search or seizure.



# REGULATION GUIDE

COMMUNITY

R 9320/page 3 of 7

Cooperation with Law Enforcement Agencies

- d. No school district staff member shall impede a law enforcement officer engaged in a lawful search, seizure, or arrest whether pursuant to a warrant or otherwise.
  - e. School district staff shall permit law enforcement authorities, upon their arrival, to assume responsibility for conducting a search or seizure.
  - f. All inspections of lockers, desks, or other objects or personal property on school grounds involving the use of law enforcement drug-detection canines may be undertaken with only the express permission of the county prosecutor or the Director of the Division of Criminal Justice or the Director's designee in the New Jersey Department of Law and Public Safety.
  - g. Questions concerning the legality of a contemplated or ongoing search, seizure, or arrest conducted by a law enforcement officer on school grounds shall be directed to the county prosecutor or in the case of a search, seizure, or arrest undertaken by the Division of Criminal Justice's designee in the New Jersey Department of Law and Public Safety, to the assigned Assistant Attorney General;
6. The procedures for and responsibilities of school district staff, with regard to interviews of students suspected of possessing or distributing a controlled dangerous substance; including anabolic steroids, drug paraphernalia; or a firearm or other deadly weapon shall be in accordance with Policy and Regulation 5530 and the MOA;
  7. Procedures for planning, approving, and conducting undercover school operations shall be in accordance with the MOA and the following:
    - a. The Superintendent and Principal shall cooperate with law enforcement authorities in the planning and conduct of undercover school operations. The Superintendent shall approve undercover operations without prior notification to the Board of Education.





# REGULATION GUIDE

COMMUNITY

R 9320/page 4 of 7

Cooperation with Law Enforcement Agencies

- b. All information concerning requests to undertake an undercover school operation, information supplied by law enforcement authorities to justify the need for and explain a proposed undercover school operation, and all other information concerning an ongoing undercover school operation, including the identity of any undercover officer placed in a school, shall be kept strictly confidential by the Superintendent and Principal.
  - c. The Superintendent and Principal **shall apprise the Board President of the existence of an undercover school operation but shall not divulge** information concerning the undercover school operation to any person, including the Board President without the prior express approval of the county prosecutor or designee.
  - d. The Superintendent, Principal, or any other school district staff or Board member who may have been informed regarding the existence of the undercover school operation shall immediately communicate to the county prosecutor or designee if they subsequently learn of information that suggests the undercover officer's true identity has been revealed, the undercover officer's identity or status as a bona fide member of the school community has been questioned, or the integrity of the undercover school operation has been in any other way compromised;
8. The procedures for and responsibilities of school district staff concerning the safe and proper handling of a seized controlled dangerous substance, including anabolic steroids, drug paraphernalia, or a firearm or other deadly weapon, and the prompt delivery of the items to appropriate law enforcement authorities shall be in accordance with N.J.A.C. 6A:16-6.2, Policy and Regulation 5530, and the MOA;
  9. The procedures for and responsibilities of school district staff in notifying authorities of a suspected violation of laws prohibiting the possession; sale or other distribution of a controlled dangerous substance, including anabolic steroids; drug paraphernalia; or a



# REGULATION GUIDE

COMMUNITY

R 9320/page 5 of 7

Cooperation with Law Enforcement Agencies

firearm or other deadly weapon shall be in accordance with Policy and Regulation 5530 and the MOA;

10. Provisions for requesting uniformed police attendance at extracurricular school events shall be in accordance with the MOA;
11. Provisions for notifying parents as soon as possible whenever a student is arrested for violating a law prohibiting the possession; sale or other distribution of a controlled dangerous substance, including anabolic steroids; drug paraphernalia; or a firearm or other deadly weapon shall be in accordance with Policy and Regulation 5530;
12. Provisions for in-service training of school district staff concerning policies and procedures established in this subchapter, and the exchange of information regarding the practices of the school district and law enforcement agencies shall be in accordance with the MOA;
13. A MOA with appropriate law enforcement authorities in accordance with N.J.A.C. 6A:16-6, Policy 9320, and this Regulation;
14. An annual process for the Superintendent and appropriate law enforcement officials to discuss the implementation and need for revising the MOA, and to review the effectiveness of policies and procedures implemented pursuant to N.J.A.C. 6A:16-6.2 and the MOA;
15. Provisions for contacting the Chief Executive Officer of the involved law enforcement agency, county prosecutor, and/or Division of Criminal Justice, as necessary, to resolve disputes concerning law enforcement activities occurring on school grounds shall be in accordance with the MOA; and
16. Provisions for directing inquiries or complaints received by school district staff regarding interviews, investigations, arrests, or other operations conducted by sworn law enforcement officers to the



# REGULATION GUIDE

COMMUNITY

R 9320/page 6 of 7

Cooperation with Law Enforcement Agencies

appropriate law enforcement agency shall be in accordance with the MOA.

## C. Mandatory Reporting

1. There are seven offenses that must be reported to law enforcement if they qualify as mandatory reports, as set forth and explained in further detail in the MOA. These mandatory reports include:
  - a. Whenever any school district staff has reason to believe a student is in possession of a controlled dangerous substance or related paraphernalia, or is involved or implicated in distribution activities regarding controlled dangerous substances, pursuant to N.J.A.C. 6A:16-6.3;
  - b. Whenever any school district staff in the course of their employment develops reason to believe that a firearm or other dangerous weapon has unlawfully been possessed on or off school grounds, a weapon was used in an assault against a student or other school personnel, or that any student or other person has committed an offense with, or while in possession of, a firearm, whether or not such offense was committed on school grounds or during school operating hours, pursuant to N.J.A.C. 6A:16-5.5, 5.6(d)4 and 6.3(b);
  - c. Whenever any school district staff in the course of their employment develops reason to believe that anyone has threatened, is planning, or otherwise intends to cause death, serious bodily injury, or significant bodily injury to another person under circumstances in which a reasonable person would believe that the person genuinely intends at some time in the future to commit the violent act or to carry out the threat, pursuant to N.J.A.C. 6A:16-6.3(c) through (e);
  - d. Whenever any school district staff in the course of their employment develops reason to believe that a crime involving sexual penetration or criminal sexual contact has been committed on school grounds, or by or against a student during school operating hours or during school-related functions or activities, pursuant to N.J.A.C. 6A:16-6.3(d);



# REGULATION GUIDE

COMMUNITY  
R 9320/page 7 of 7  
Cooperation with Law Enforcement Agencies

- e. Whenever any school district staff in the course of their employment develops reason to believe that an assault upon a teacher, administrator, other school Board employee, or district Board of Education member has been committed, with or without a weapon, pursuant to N.J.A.C. 6A:16-5.7(d)5;
  - f. Whenever any school district staff in the course of their employment develops reason to believe a “bias-related act” has been committed or is about to be committed on or off school grounds, pursuant to N.J.A.C. 6A:16-6.3(e); and
  - g. Whenever any school employee in the course of their employment develops reason to believe a student is potentially missing, abused, or neglected, pursuant to N.J.A.C. 6A:16-11.1(a)3i. through iii.
- D. Nothing in the policies and procedures required under N.J.A.C. 6A:16-6 and Policy 9320 and this Regulation shall be construed to prohibit school district staff from disclosing information, pursuant to N.J.A.C. 6A:32-7.2 and 7.5(f), if necessary, to protect the immediate health or safety of a student or other persons.
- E. The Superintendent or designee shall annually review Policy 9320 and this Regulation as adopted by the Board to ensure each are in accordance with the requirements outlined in the MOA.
- F. **The Superintendent, or designee, shall provide a written report to the Board, as soon as it is practicable, after each intervention by law enforcement occurring during the school day, at a school sponsored event, or on District property. The report shall include:**
- 1. **the nature of the incident;**
  - 2. **the extent of disruption to students not directly involved in the incident; and**
  - 3. **the justification for the intervention.**

**Student identities shall be omitted from the report.**

Adopted:



6621 DEPOSIT OF PUBLIC FUNDS

The Board directs the Treasurer to develop, distribute and implement procedures for cash collection points in the District. Identified cash collection points include admission fees to athletic events, lunchroom sales, classroom fees, student activities/fundraisers, and miscellaneous money received by the Treasurer's Office.

Individuals receiving money at cash collection points are responsible for reviewing and complying with all procedures for cash collection points and are responsible for the safekeeping of money until the money is deposited.

If the money collected:

1. exceeds \$1,000, it must be deposited on the next business day after the day of receipt or
2. does not exceed \$1,000, it must be deposited within a reasonable time period

The Treasurer has established provisions for the safeguarding of cash until it can be deposited with the Treasurer and/or bank, including provisions for making bank deposits after regular banking hours. Money should be secured in a locked desk, file cabinet, safe or other secure room on school property until it can be deposited.

N.J.S.A. 18A:17-34

N.J.A.C. 6A:23-2.17

6470.02 CASH DISBURSEMENTS

All cash disbursements for goods or services shall be made by check to vendor(s). Checks shall not be made payable to a district employee. The only exception to this rule is reimbursable for approved purchases with limited occurrences. Reimbursement shall be for items paid in cash only. All cash disbursement will be recorded in the cash disbursement journal in a timely manner. All cash disbursements must have the following supporting documentation:

- Vendor's original invoice (statement(s)-not acceptable) or registered receipt
- Authorization for use of Funds
- Copies of checks verifying two signatures

NO CHECK SHALL BE MADE PAYABLE TO CASH.

Checks **shall not** be pre-signed. They should be signed only after they are completely prepared. All checks shall be accounted for, including spoiled and voided checks. Unused checks should be properly controlled and safeguarded under locking key. Cash disbursements ledger shall be maintained and all transactions must be recorded in a timely manner. (These records will be in the custody of the school principal at school year end).

Checks shall be signed by the authorized person as noted on the signature card. **All checks must have two authorized signatures.** The Principal or Vice principal must be one of the authorized signers. Any changes to the original account structure (Title, signature, etc.) must be approved by the principal.

N.J.A.C. 6A:23A-16 *et seq.*

## District Policy

### **1110 - ORGANIZATIONAL CHART**

Section: Administration Date Created: March 2012 Date Edited: March 2012

A copy of the organizational chart can be found in the Business Office.

Adopted: 14 March 2012

2422.1 ALTERNATE PHYSICAL EDUCATION AND WAIVER

Option II provides students with the opportunity to meet the New Jersey Core Curriculum Content Standards in a setting other than the traditional classroom. Participation in a competitive, elite level outside program such as Gymnastics, Ice Skating, etc., can be used as an alternative to a daily physical education class. Teaneck Public Schools high school students will be able to explore educational experiences that are meaningful and relevant, and that provide opportunities to explore and achieve at high levels. N.J.A.C. 6A:8-5.1(a)(2), commonly known as “Option Two,” permits district boards of education to establish curricular activities or programs aimed at achieving the New Jersey Core Curriculum Content Standards for promotion and graduation purposes. Option Two serves as an alternative to traditional high school courses.

Option Two programs will allow students to obtain credit for learning experiences outside of the traditional classroom environment. These experiences provide real-world connections not available in the school setting. Any course related to a state assessment cannot be taken in Option Two until the appropriate state assessment has been passed. Health cannot be completed under the Option Two program.

Individualized student learning opportunities based on upon specific instructional objections aimed at meeting or exceeding the New Jersey School Learning Standards include but are not limited to:

- A. Independent Study
- B. Online Learning
- C. Study Abroad Programs
- D. Student Exchange Programs
- E. Structured Learning Experiences, including, but not limited to, work-based programs, internships, apprenticeships, and service-learning experiences.

In order to receive approval and credit for Physical Education under Option II:

- The student must complete the PE Option II Application Form and return the form to the Physical Education Supervisor for approval by August 1st of each year. (Students currently in the program MUST REAPPLY EVERY YEAR)
- The program must satisfy the New Jersey Student Learning Standards (NJSLS) for Health and Physical Education. The NJSLS may be found on the NJ Department of Education website.
- The program must be taught/organized by a qualified professional/person.



- The program must be a full year and satisfy New Jersey State Statute 18A:35-5, 7 and 8 which requires 150 minutes of participation in physical education weekly.
- The student will not be exempt from Drivers Education or Health.
- Grading is PASS/FAIL based on the professional judgment of the students' Physical Education teacher.

A student who is granted permission for Option II Physical Education will be required to:

- Maintain a log of hours to be submitted weekly to their assigned Physical Education Teacher. Both the student and their coach/advisor must sign the log. A form will be provided for this purpose.
- Complete and submit to their teacher a weekly journal entry. This journal entry will:
  - Indicate both a specific Physical Education Disciplinary Concept and a performance expectation (PE) that is applicable to their activity
  - Write a minimum of two paragraphs to support how and what they did to achieve proficiency in the performance expectation.
- Students are responsible for meeting the minimum of 150 minutes per week requirement.
- Students must explain the link to the PE standards in their journal.

#### Process for Physical Education Exemption

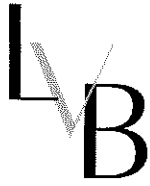
1. The parent, guardian or pupil shall make a written request to the principal for permission to receive high school graduation credit for an outside alternative physical education/athletic activity.
  - a. Details on the outside physical education/athletic activity to include location, team, coach, times of practice, times of competition, beginning and ending dates, etc.
  - b. Verification by the coach/advisor and parent/guardian that the physical education/athletic activity meets the goals and objectives of the high school program.
    - i. Course Goals: Comments are to be made related to each course goal and how they will be accomplished by the activity.

- ii. Content Objectives: Comment generally about the content of the activity relative to the objectives listed. It is not necessary to comment on all activities/sports/dance forms but only those that apply.
  - iii. Skill objectives: Comment generally about the skills to be learned.
  - iv. Affective/Career/Affirmative Action objectives: Comment on how all of these objectives are met.
2. The principal and/or appropriate certificated staff members will review the request and determine the appropriateness of the activity to meet the goals and objectives of the school program.

If it does not, the principal/designee will notify the parent or guardian of the concern.

3. Once approved, the student can be excused from physical education classes.
  - a. Exemption applies only to physical education classes; not health classes.
  - b. Exemption applies only during the time period that the alternative physical education/athletic program is in session.
4. The student is to be placed in a course or study hall, as appropriate.
5. The administrator in charge of physical education will work with the advisor/coach on determining proficiencies for a grade. (Pass-Fail will be used.)
6. The permanent school records will indicate credits gained for physical education through an alternative program.
7. The waiver request must be submitted annually as required.

NOTE: This procedure does not address release of athletes from physical education as a result of participating in school athletics.



# LERCH, VINCI & BLISS, LLP

CERTIFIED PUBLIC ACCOUNTANTS  
REGISTERED MUNICIPAL ACCOUNTANTS

DIETER P. LERCH, CPA, RMA, PSA  
GARY J. VINCI, CPA, RMA, PSA  
JEFFREY C. BLISS, CPA, RMA, PSA  
PAUL J. LERCH, CPA, RMA, PSA  
JULIUS B. CONSONI, CPA, PSA  
ANDREW D. PARENTE, CPA, RMA, PSA

ELIZABETH A. SHICK, CPA, RMA, PSA  
ROBERT W. HAAG, CPA, RMA, PSA  
DEBRA GOLLE, CPA  
MARK SACO, CPA  
ROBERT LERCH, CPA  
CHRISTOPHER M. VINCI, CPA, PSA  
CHRISTINA CUIFFO, CPA

August 1, 2023

Honorable President and Members  
Of the Board of Trustees  
Teaneck Board of Education  
One Merrison Street  
Teaneck, NJ 07666

Dear Board Members:

We are pleased to confirm our understanding of the services we are to provide to the Teaneck Board of Education (the "Board" or "District") for the fiscal year ended June 30, 2023.

## **Audit Scope and Objectives**

We will audit the financial statements of the governmental activities, the business activities, each major fund and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements of the Teaneck Board of Education as of and for the fiscal year ended June 30, 2023. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Teaneck Board of Education's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Teaneck Board of Education's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- Management's Discussion and Analysis
- Budgetary Comparison Schedules
- GASB-required Supplementary Pension Information
- GASB-required Supplementary Other Post-Employment Benefits Information

## Audit Scope and Objectives (continued)

We have also been engaged to report on supplementary information other than RSI that accompanies the Teaneck Board of Education's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements:

- Schedules of expenditures of federal awards and state financial assistance
- Combining and Individual Non-Major Fund Statements, (if applicable)

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information:

- Introductory and Statistical Sections
- Other Financial Schedules

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guaranteed that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provision of laws, regulations, contracts and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal and state statutes, regulations, and the terms and conditions of federal awards and state financial assistance that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and New Jersey Circular 15-08, *Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid*.

## **Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit**

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; the provisions of the Uniform Guidance and New Jersey Circular 15-08, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance and New Jersey Circular 15-08, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, *Government Auditing Standards*, we exercise professional judgement and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the school district or to acts by management or employees acting on behalf of the district. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about whether the school district's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry.

## **Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit (continued)**

We are required to notify you of significant risks of material misstatement identified as part of our audit planning. As a result of the audit planning not being undertaken for this audit as of the date of this engagement letter, we will provide you with the significant risks of material misstatement, if any, in writing upon the completion of audit planning.

### **Audit Procedures – Internal Control**

We will obtain an understanding of the school district and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by U.S. Uniform Guidance and New Jersey Circular 15-08, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal and state award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to U.S. Uniform Guidance and New Jersey Circular 15-08.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, U.S. Uniform Guidance, and New Jersey Circular 15-08.

### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Teaneck Board of Education's compliance with provisions of applicable laws, regulations, contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

## **Audit Procedures—Compliance (continued)**

U.S. Uniform Guidance and New Jersey Circular 15-08 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal and state statutes, regulations and the terms and conditions of federal and state awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *U.S. OMB Compliance Supplement* and *New Jersey State Aid/Grant Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the Teaneck Board of Education's major programs. For federal and state programs that are included in the U.S. Office of Management and Budget (OMB) Compliance Supplement and the New Jersey OMB Circular 15-08 State Aid/Grant Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the U.S. Office of Management and Budget (OMB) Compliance Supplement and the New Jersey OMB Circular 15-08 State Aid/Grant Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the Teaneck Board of Education's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to U.S. Uniform Guidance and New Jersey Circular 15-08.

## **Other Services**

We will also assist in preparing the financial statements, journal entries other than proposed audit entries, schedules of expenditures of federal awards and state financial assistance, and related notes of the Teaneck Board of Education in conformity with accounting principles generally accepted in the United States of America, the U.S. Uniform Guidance and New Jersey Circular 15-08 based on information provided by you. These non-audit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the preparation of the financial statements, journal entries other than proposed audit entries, schedules of expenditures of federal awards and state financial assistance, and related notes, as previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

## **Responsibilities of Management for the Financial Statements and Single Audit**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing and maintaining effective internal controls relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal and state awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedules of expenditures of federal awards and state financial assistance, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal and state statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

## **Responsibilities of Management for the Financial Statements and Single Audit (continued)**

You are also responsible for making drafts of financial statements, schedules of expenditures of federal awards and state financial assistance, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions and other matters, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under U.S. Uniform Guidance and New Jersey Circular 15-08, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the school district from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedules of expenditures of federal awards and state financial assistance; federal award and state financial assistance programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the school district involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the school district received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the school district complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by U.S. Uniform Guidance and New Jersey Circular 15-08, it is management's responsibility to evaluate and monitor noncompliance with federal and state statutes, regulations and the terms and conditions of federal awards and state financial assistance; take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings and the corrective action plan should be available for our review at the commencement of the audit field work.



## **Responsibilities of Management for the Financial Statements and Single Audit (continued)**

You are responsible for identifying all federal awards and state financial assistance received and understanding and complying with the compliance requirements and for the preparation of the schedules of expenditures of federal awards and state financial assistance (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues) in conformity with U.S. Uniform Guidance and New Jersey Circular 15-08. You agree to include our report on the schedules of expenditures of federal awards and state financial assistance in any document that contains and indicates that we have reported on the schedules of expenditures of federal awards and state financial assistance. You also agree to include the audited financial statements with any presentation of the schedules of expenditures of federal awards and state financial assistance that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for the presentation of the schedules of expenditures of federal awards and state financial assistance in accordance with U.S. Uniform Guidance and New Jersey Circular 15-08; (2) that you believe the schedules of expenditures of federal awards and state financial assistance, including its form and content, is stated fairly in accordance with U.S. Uniform Guidance and New Jersey Circular 15-08; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedules of expenditures of federal awards and state financial assistance.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including their form and content, are fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits or studies. You are also responsible for providing management's views on our current findings, conclusions and recommendations, as well as your planned corrective actions for the report, and the timing and format providing for that information.

## **Responsibilities of Management for the Financial Statements and Single Audit (continued)**

With regard to including the auditor's report in an exempt offering document, you agree that the aforementioned auditors report, or reference to Lerch, Vinci & Bliss, LLP, will not be included in any such offering document without our prior permission or consent. Any agreement to perform work in connection with the exempt offering document, including an agreement to provide permission or consent, will be a separate engagement.

With regard to an exempt offering document with which Lerch, Vinci & Bliss, LLP is not involved, you agree to clearly indicate in the exempt offering document that Lerch, Vinci & Bliss, LLP is not involved with the contents of such offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website and on the Municipal Securities Rulemaking Board's Electronic Municipal Market Access Data Port, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities for the financial statements, journal entries other than proposed audit entries, schedules of expenditures of federal awards and state financial assistance, and related notes and any other non-audit services we provide. You will be required to acknowledge in the management representation letter our assistance with the preparation of the financial statements, journal entries other than proposed audit entries, schedules of expenditures of federal awards and state financial assistance, and related notes that you have reviewed and approved the financial statements, schedules of expenditures of federal awards and state financial assistance, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### **MSRB Municipal Advisor Rule**

The Securities and Exchange Commission (the "SEC") adopted a rule requiring "municipal advisors" to register with the Securities and Exchange Commission. A "municipal advisor" is someone that "provides advice to or on behalf of a municipal entity with respect to municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, and other similar matters concerning such financial products or issues." Lerch, Vinci & Bliss, LLP is not a registered Municipal Advisor and is not subject to the fiduciary duty established in Section 15B(c)(1) of the Exchange Act with respect to the municipal financial product or issuance of municipal securities. Accordingly, pursuant to the new Municipal Advisor rule and absent the available exception to the rule discussed below, Lerch, Vinci & Bliss, LLP cannot provide the District with advice or recommendations regarding the issuance of municipal securities.

## **MSRB Municipal Advisor Rule (continued)**

Under the Municipal Advisor rule, the District may continue to receive advice from its auditor, bond counsel and other professionals, provided both the District and the professional satisfy the "Issuer Has Hired an Independent Municipal Advisor Exemption". First, as municipal issuer, the Board of Education needs to have (i) engaged an independent registered municipal advisor and (ii) made such engagement known in writing to the person seeking to rely on the exemption and/or post this declaration on the Board of Education's web site. Second, the person relying on this exemption, such as us, your bond counsel and others, must:

1. Obtain a written representation from the District that it is represented by, and will rely on the advice of, an independent registered municipal advisor. The written representation from the District may be a declaration posted on the District's web site as long as the posting states that the representation is intended to establish the independent municipal advisor exemption pursuant to the Municipal Advisor rule;
2. Provide written disclosure to the District and its independent registered municipal advisor that, by obtaining such representation from the District, the firm is not a municipal advisor and is not subject to the fiduciary duty established in Section 15B(c)(1) of the Exchange Act with respect to the municipal financial product or issuance of municipal securities; and
3. Provide the written disclosure described above at a time and in a manner reasonably designed to allow the District to assess the material incentives and conflicts of interest that such person may have in connection with the municipal advisory activities.

If the District has engaged the services of a registered Municipal Advisor, we encourage you to notify us in accordance with paragraph 1 above. We have already provided to you in this letter the disclosure contained in paragraph 2 above, which we trust is being provided to you in the time and manner set forth in paragraph 3 above. If the District has not engaged the services of a registered Municipal Advisor, or has, but has not satisfied the requirements of the "Issuer Has Hired an Independent Municipal Advisor Exemption", then any services performed by us in connection with the issuance of municipal securities shall be performed pursuant to the Statements on Standards for Attestation Engagements and related Attestation Interpretations as issued by the American Institute of Certified Public Accountants, then currently in effect.

### **Engagement Administration, Fees, and Other**

We understand that your employees will assist our personnel in locating any documents selected by us for testing.

At the conclusion of the engagement, if required, we will complete the appropriate sections of the Data Collection Form that summarize our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditor's reports or nine months after the end of the audit period.

## **Engagement Administration, Fees, and Other (continued)**

The audit documentation for this engagement is the property of Lerch, Vinci & Bliss, LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the New Jersey State Department of Education or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Lerch, Vinci & Bliss, LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release or for any additional period requested by the New Jersey State Department of Education. If we are aware that a federal or state awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our fee for the above described services will be based on our experience in providing prior years audit services to the Board. Our fee for the fiscal year ended June 30, 2023 will be \$55,000. Additionally, the District will be billed for any out-of-pocket costs charged by the financial institutions relating to the direct confirmation of the District's bank balances in accordance with generally accepted auditing standards. Our invoices for these fees will be rendered each month as work progresses and are payable upon presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

The above fee includes the preparation of the basic financial statements, the Single Audit section of the Annual Comprehensive Financial Report (ACFR), the conversion of the District's Individual Fund Financial Statements to District-Wide Financial Statements in conformity with the requirements promulgated by Governmental Accounting Standards Board No. 34 (GASB 34), including assistance in the preparation of the District's Required Supplementary Information (RSI) and Management's Discussion and Analysis (MD&A), and the preparation or review of the Introductory and Statistical Sections of the ACFR. The fee also includes the audit of the Application for State School Aid and the District Report of Transported Resident Students

Additionally, the firm will provide professional services in connection with Governmental Accounting Standards Board Statement No. 75 "Accounting and Financial Reporting for Post-Employment Benefits Other than Pensions" as required by the State Department of Education, the fee for these services will not exceed \$2,500. Should the Board request accounting services in connection with the implementation of Governmental Accounting Standards Board Statement Nos. 87 "Leases" and 96 "Subscription-Based Information Technology Arrangements", our fee for these services will be billed at our standard hourly rates.

## Engagement Administration, Fees, and Other (continued)

Should the Board request accounting support services in connection with the sale of bonds as a result of a public referendum, the issuance of refunding bonds, or the sale of bonds through a county agency, our fee for these services will be billed on a flat fee basis.

Lerch, Vinci & Bliss, LLP will not act as dissemination agent for the District in connection with the District's obligations, if any, to provide secondary market disclosure. Our work to prepare secondary market disclosure documents shall consist of and be limited to (1) distribution of the District's audited financial statements to the District or its designated dissemination agent in an electronic format that complies with the requirements of the Municipal Securities Rulemaking Board's Electronic Municipal Market Access Data Port, and (2) preparation of operating data, customarily consisting of the operating and financial information contained in Appendix A to an Official Statement, and distribution of the operating data to the District or its designated dissemination agent in an electronic format that complies with the requirements of the Municipal Securities Rulemaking Board's Electronic Municipal Market Access Data Port. The District, or its designated dissemination agent, shall remain responsible for filing required secondary market disclosure information and "material event" notices in accordance with any prior undertakings, and Lerch, Vinci & Bliss, LLP shall not have any responsibility nor liability for the failure of the District, or its designated dissemination agent, to comply with the District's secondary market disclosure undertakings.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

Any matters performed on behalf of the District not covered under this engagement letter will be billed out based on our standard billing rates.

Our standard billing rates for 2023 are as follows:

Partners	\$160- \$190 per hour
Managers	\$135- \$150 per hour
Senior Accountants/Supervisors	\$100 - \$125 per hour
Staff Accountants	\$ 80 - \$ 95 per hour
Other Personnel	\$ 50 per hour

## Reporting

We will issue written reports upon completion of our audit of the Teaneck Board of Education. Our reports will be addressed to the Board of Trustees of the Teaneck Board of Education. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express opinions or issue reports, we may withdraw from this engagement.


The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance and New Jersey Circular 15-08 report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of Uniform Guidance and New Jersey Circular 15-08. Both reports will state that the report is not suitable for any other purpose.

*Government Auditing Standards* requires that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our September 30, 2021 peer review report accompanies this letter.

The parties to this Agreement agree to incorporate into this Agreement the mandatory language of N.J.S.A. 10:5-31 et seq. (N.J.A.C. 17:27), a copy of which is attached hereto as Exhibit "A".

We appreciate the opportunity to be of service to the Teaneck Board of Education and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

  
LERCH, VINCI & BLISS, LLP  
Certified Public Accountants  
Registered Municipal Accountants

This letter correctly sets forth the understanding of the Teaneck Board of Education.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



**School Year 2023-2024**  
**List of Curricula and Courses to be Approved**

**Pre-Kindergarten 3 and 4**

Pre-kindergarten 3

Pre-kindergarten 4

**Kindergarten, Grades 1-4**

Language Arts: Grade Kindergarten

Language Arts: Grade 1

Language Arts: Grade 2

Language Arts: Grade 3

Language Arts: Grade 4

**\*Mathematics: Kindergarten**

**\*Mathematics: Grade 1**

**\*Mathematics: Grade 2**

**\*Mathematics: Grade 3**

**\*Mathematics: Grade 4**

Social Studies: Kindergarten

Social Studies: Grade 1

Social Studies: Grade 2

Social Studies: Grade 3

Social Studies: Grade 4

**\*Science: Kindergarten**

**\*Science: Grade 1**

**\*Science: Grade 2**

**\*Science: Grade 3**

**\*Science: Grade 4**

General Music: Kindergarten

General Music: Grade 1

General Music: Grade 2

General Music: Grade 3

General Music: Grade 4

**\*Instrumental Music: Grade 4-5**

**Kindergarten, Grades 1-4 (Continued)**

Dance: Kindergarten

Dance: Grade 1

Dance: Grade 2

Dance: Grade 3

Dance: Grade 4

Art: Kindergarten

Art: Grade 1

Art: Grade 2

Art: Grade 3

Art: Grade 4

**\*World Language: Grades K-2**

**\*World Language: Grades 3-4**

Physical Education: Grades K-2

Physical Education: Grades 3-4

Health: Grades K-2

Health: Grades 3-4

**\*English as a Second Language: Kindergarten**

English as a Second Language: Grade 1

English as a Second Language: Grade 2

**\*English as a Second Language: Grade 3**

**\*English as a Second Language: Grade 4**

Gifted Education: Kindergarten

Gifted Education: Grades 1-2

Gifted Education: Grades 3-4 Math

Gifted Education: Grades 3-4 Literacy



**School Year 2023-2024**  
**List of Curricula and Courses to be Approved**

**Grades 5 and 6**

BSIP Mathematics: Grade 5  
BSIP Mathematics: Grade 6  
English/ Language Arts: Grade 5  
English/ Language Arts: Grade 6  
Social Studies: Grade 5  
Social Studies: Grade 6 US History  
**\*Mathematics: Grade 5**  
**\*Mathematics: Grade 6**  
Advanced Mathematics Seminar: Grade 5  
Advanced Mathematics Seminar: Grade 6  
**\*Spanish 5**  
**\*Spanish 6**  
**\*French 5**  
**\*French 6**  
**\*Science: Grade 5**  
**\*Science: Grade 6**  
General Music: Grade 5  
General Music: Grade 6  
Band: Grade 5-6  
Art: Grade 5  
Dance: Grade 5  
Dance: Grade 6  
Theater: Grade 5  
Theater: Grade 6  
Physical Education: Grades 5-6  
Health: Grades 5-6  
English as a Second Language: Grade 5  
English as a Second Language: Grade 6  
Gifted Education: Grades 5-6 Junior Great Books  
**\*Instrumental Music 5**  
**\*Orchestra Grade 6**  
**\*Concert Band Grade 6**  
**\*Chorus Grade 6**  
**\*Art Grade 6**  
**\*STEAM 6**

**Grades 7 and 8**

Language Arts: Grade 7  
**\*Language Arts: Grade 8**  
Social Studies: Grade 7 Civics  
Social Studies: Grade 8 World History  
**\*Science: Grade 7**  
**\*Science: Grade 8**  
**\*Mathematics: Grade 7**  
Advanced Math Seminar: Grade 7  
**\*Mathematics: Grade 8**  
Advanced Math Seminar – Alg. 1: Grade 8  
Art: Grade 7  
Art: Grade 8  
**\*French: Grade 7**  
**\*French: Grade 8**  
**\*Spanish: Grade 7**  
**\*Spanish: Grade 8**  
Nuevos Destinos: Grades 7-8  
Music Through Technology: Grade 7-8  
**\*STEAM 7**  
**\*STEAM 8**  
Dance: Grade 7  
Dance: Grade 8  
Theater: Grade 7  
Theater: Grade 8  
Physical Education: Grades 7-8  
Health: Grades 7-8  
**\*English as a Second Language: Grade 7**  
**\*English as a Second Language: Grade 8**  
**\*Forensic Science**  
**\*Public Speaking and Debate**  
**\*Orchestra Grades 7-8**  
**\*Concert Band Grades 7-8**  
**\*Chorus Grades 7-8**  
**\*Odyssey of the Mind/ Global Concerns**  
**\*Biodiversity and Video Documentary**





**School Year 2023-2024**  
**List of Curricula and Courses to be Approved**

**Teaneck High School - Department: English**

Language Arts Literacy 9 Center  
Language Arts Literacy 10 Center  
Language Arts Literacy 11 Center  
Language and Literature 9 H  
Language and Literature 9  
Advanced Literature and Composition 10  
Literature and Composition 10  
Adv. Placement Language and Composition  
Adv. Placement Literature and Composition  
American Literature 11 Honors  
Modern American Literature 11  
English Composition 101 Honors  
Advanced World Literature 12 Honors  
Humanities through Literature 12  
SAT/ACT Prep: Verbal  
Senior Seminar LAL Fall / Spring  
Creative Writing I  
Creative Writing II  
African American Literature  
Literature and Cinema  
Literature and Cinema Honors

**Teaneck High School - Department: ESL**

ESL Reading  
ESL I  
ESL II  
ESL III

**Teaneck High School - Department: Social Studies**

World History  
World History Honors  
US History I  
US History I Honors  
US History II  
US History II Honors  
Advanced Placement US History  
**\*Advanced Placement African American Studies**

African-American Studies College Prep and Honors  
Advanced Placement Economics  
**\*Advanced Placement Human Geography**  
Advanced Placement Psychology  
Advanced Placement US Government & Politics  
Comparative Religion & Contemporary Ethics  
**\*Honors Economics**  
Introduction to the Criminal Justice System Honors  
Introduction to Law & Sociology  
Latin American Studies  
Introduction to Law / Sociology  
Psychology  
Human Rights: Conflicts and Resolutions

**Teaneck High School - Department: Mathematics**

SAT/ACT Prep: Mathematics  
Senior Seminar Mathematics Fall/Spring  
**\*Algebra I**  
Algebra I Honors  
**\*Geometry**  
Geometry Honors  
**\*Algebra II**  
Algebra II/Trigonometry Honors  
**\*Pre-calculus**  
**\*Precalculus Essentials**  
Pre-calculus Honors  
Advanced Mathematics Seminar 9 Honors  
Advanced Mathematics Seminar 10 Honors  
Advanced Mathematics Seminar 11 Honors  
Introduction to Statistics and Calculus Honors  
Financial Algebra  
Collegiate Mathematics  
AP Statistics  
AP Calculus AB  
AP Calculus BC

**Key:** **\* Curriculum document was revised.**



**School Year 2023-2024**  
**List of Curricula and Courses to be Approved**

**Teaneck High School - Department: Science**

Environmental Science

**\*Physical Science**

Biology CP

Biology Honors

Chemistry CP

Chemistry Honors

Physics 9 Honors

Physics CP

Physics Honors

Zoology

Marine Biology

Marine Biology Honors

Engineering Fundamentals Honors

Human Anatomy & Physiology

Adv. Placement Biology

Adv. Placement Chemistry

Adv. Placement Environmental Science

Adv. Pl.Physics C (Electricity, Magnetism and Mechanics

)

**Teaneck High School - Department: French**

French I

French II

French III

French 9 Honors

French 10 Honors

La Civilization Francaise & La France Actuelle H

Advanced Placement French Language

**Teaneck High School - Department: Spanish**

Spanish I

Spanish II

Spanish III

Spanish 9 Honors

El Nuevo Mundo I

El Nuevo Mundo II/ Honors

Adelante

**Teaneck High School - Department: Spanish**

**(Continued)**

El Alma De España Y Conversacion Y Composicion

Avanzada Honors

Adv. Placement Spanish Language

**Teaneck High School - Department: Business**

Introduction to Business

Computer Applications

Introduction to Accounting

**\*Money Power**

Financial Literacy

Marketing Essentials

Digital Publishing Design

Financial Accounting Honors

Investing Honors

Advanced Projects in Marketing Honors

Small Business Management Honors

Managerial Accounting Honors

Business Policy Seminar Honors

College Success Seminar

Business Experience Internship (BEI)

**Teaneck High School - Department: Culinary Arts**

Introduction to Culinary Arts

Intermediate Culinary Arts

Advanced Culinary Arts

**Teaneck High School - Department: Fine Arts**

**\*Advanced Arts Seminar Honors**

Art I (Studio Art)

Art II (Portfolio Development)

Art III/IV (Advanced Art Projects)/Honors Option

Digital Art

Advanced Placement Studio Art- 2D Design

**Key:** \* Curriculum document was revised.



**School Year 2023-2024**  
**List of Curricula and Courses to be Approved**

**Teaneck High School - Department: Dance**

Dance I  
Dance II  
Dance III/Honors Option  
Dance IV/Honors Option

**Teaneck High School - Department: Ins. Music**

\*Concert Band (with Marching Band)  
\*String Ensemble  
Instrumental Music Lessons

**Teaneck High School - Department: Vocal Music**

\*Mixed Chorus  
\*Concert Choir/Honors Option  
\*Madrigal Singers/Honors Option  
Voice Lessons  
Music Theory I  
\*Advanced Placement Music Theory

**Teaneck High School - Department: Theater Arts**

Theater I  
Theater II  
Theater III  
Theater IV/Honors Option  
Technical Theater I  
Advanced Technical Theater Honors

**Teaneck High School - Department: Computer Science**

Website Design  
Computer Game Design  
Computer Game Design Honors  
Modeling and Animation I  
Modeling and Animation II  
\*Computer Science I  
Computer Science I Honors  
\*Computer Science II Honors  
Advanced Placement Computer Science A

Advanced Placement Computer Science Principles

**Teaneck High School - Department: Computer Science**

Robotics  
T.E.A.M.S. Stem/Technology Survey  
3D Printing and Modeling  
Arduino Exploration Course

**Teaneck High School - Department: Physical Education**

Physical Education: Grades 9-12  
Health Education: Grades 9, 11, and 12  
Drivers Education

**Teaneck High School - Digital Video Department**

Digital Video I  
Digital Video II  
Digital Video III  
Film & Video Arts

**Key:** \* Curriculum document was revised.

# Teaneck District Nursing Services Plan 2023 - 2024

(N.J.A.C. 6A:16-2.1 through 2.5)

**District Name: Teaneck Public Schools**

**School Year: 2023-2024**

**Board Approval Date: August 23, 2023 (as per N.J.A.C. 6A:16-2.1 (b))**

**District Contact Person: Andre D. Spencer, Ed. D. - Superintendent**

iii

**I. Description of Basic Nursing Services Provided to All Students: (N.J.A.C. 6A:16-2.2)**

Basic services: N.J.A.C. 6A and N.J.S.A. 18A:40, federal law (such as FERPA- 20 U.S.C. §1232g, 34 CFR Part 99) and N.J. Sanitation Code. Under the direction of the School Physician, the following services are provided to students:

A. Health Records (N.J.A.C. 8:57-4.1 through 4.20)	
I. Maintain and review student health documents	(N.J.A.C. 6A:16-2.2 (g))
a) State of New Jersey Health History and Appraisal record i.e., A-45 cards	
b) Immunization record	(N.J.A.C. 6A:16-2.2 (a))
c) Medical history	
d) Conduct and record health screenings (i.e., height, weight, hearing, vision, scoliosis and blood pressure as per current NJ statues)	(N.J.A.C. 6A:16-2.2(g))
e) Physical examinations for:	
(1) Athletic Pre-Participation Physical Examination Form Part A & B as part of student's health record	(N.J.S.A. 18A: 40-41.9 and N.J.A.C. 6A:16-2.2(h)1)
(a) Distribution of educational fact sheet annually to parents or guardians of students of <b>Sports-Related Eye Injuries</b>	
(2) New or transfer student	(N.J.A.C. 6A:16-2.2 (h)2ii)
(3) Working Papers health exam	(N.J.A.C. 6A:16-2.2 (h)3)
(4) Comprehensive child study team evaluation	(N.J.A.C. 6A:16-2.2 (h)4)
(5) Evaluation of student suspected of being under the influence of alcohol or a controlled dangerous substance	(N.J.A.C. 6A:16-2.2(h)5)

Teaneck District Nursing Plan for 23-24SY [15519969165]

08/09/23 10:34 Pg 2 of 12

f)	Transference and request of health records i.e. A-45 and current physical exam	(N.J.A.C. 6A:16-2.4(d))
g)	Adherence to Family Education Rights and Privacy Act	(FERPA- 20 U.S.C.§1232g, 34 CFR Part 99, N.J.A.C. 6A:16-2.4 (c))
2.	Determine student status for admission or retention with unacceptable evidence of immunizations	(N.J.A.C. 6A:16-2.2(b))
3.	Conduct tuberculosis testing as directed by the NJ DHSS	(N.J.S.A.18A:40-16 & N.J.A.C. 6A:16-2.2(c))
<b>B. Medications, health care treatments, procedures and care:</b>		
1.	Administer authorized medications, health care treatments and care	(N.J.A.C. 6A:16-2.1(a) 2)
2.	Approval of self-administered medications	(N.J.S.A.18A:40-12.3 & 12.4 & N.J.A.C. 6A:16-2.1(a) 2.v)
3.	Designate and train annually epinephrine and glucagon auto injector delegates	(N.J.A.C. 6A:16-2.1(a)2.vi N.J.S.A. 18A:40-12.5; 12.6 & 12.14)
4.	Permit the school nurse or trained designee to administer epinephrine via a pre-filled auto-injector mechanism to any student without a known history of anaphylaxis when the nurse or trained designee in good faith believes the student is having an anaphylactic reaction <u>or</u> any student whose parent has <u>not</u> ; a) Provided written authorization for the administration of epinephrine; b) Provided written orders from the physician or advanced practice nurse that the student requires epinephrine for anaphylaxis; c) Received written notice from the board of education (BOE) or nonpublic school chief school administrator that the agencies and their employees or agents have no liability as a result of an injury arising from the administration of epinephrine; and d) Signed a statement releasing the BOE or nonpublic school of liability.	(N.J.S.A. 18A:40-12.5a-d and N.J.S.A. 18A:40-12.6)
C.	Review and create IHP/IEHP for Do Not Resuscitate (DNR) orders	(N.J.A.C. 6A:16-2.1(a)3)
D.	Provide Health Care	(N.J.A.C. 6A:16-2.1(a) 4)
1.	Provide nursing health care and execute medical regimens to students as per: NJ Nurse Practice Act, District Collaborative Standing Orders, IHP, IEHP and Medical Home Practitioner's orders.	(N.J.A.C. 6A:16-2.1(a)10 (N.J.S.A. 45:11-23)- New Jersey Board of Nursing Statutes
2.	Isolate, exclude and re-admit any student or employee with a communicable disease	(N.J.A.C. 6A:16-2.4 (a))

District Nursing Services Plan June 26, 2023

3.	Report "Reportable Communicable Disease" to County health officer	(N.J.A.C. 8:57-1 & N.J.A.C. 6A:16-2.2(d))
4.	Arrange for transportation and supervision of students in need of emergency health care	(N.J.A.C. 6A:16-2.1(a) 4(iv))
5.	Notify parents of need for emergency care	(N.J.A.C. 6A:16-2.1(a)4(v))
6.	Administer emergency medications i.e., anaphylaxis (epinephrine) or asthma medications etc.	(N.J.A.C. 6A:16-2.1 (a) 4)
7.	Write and update annually student individualized health care plans (IHP's) and individualized emergency health care plan (IEHP's) for student's medical needs and instruction of staff.	(N.J.A.C. 6A:16-2.1(a)10 and (N.J.A.C. 6A:16-2.3(b)3(xii))
8.	Establish, annually review and implement Standards of Care/Collaborative Standing Orders with the School physician for deliverance of daily and emergency health care.	(N.J.A.C 6A:16-2.3(b)3(i))
E.	Administer asthma related care	
1.	Obtain training for administration of medication via nebulizer	(N.J.S.A.18A:40-12.8(a) & (N.J.A.C. 6A:16-2.1(a)5.ii)
2.	Maintain one nebulizer per school	(N.J.A.C. 6A:16-2.2(e))
3.	Require Students to have a current "Asthma Action Plan	(N.J.A.C. 6A:16-2.1(a)5.iii)
F.	Health history and examinations	(N.J.S.A. 18A:40-4, N.J.S.A. 18A:35-4.8, N.J.A.C. 6A:16-2.2 and N.J.A.C. 6A:16-2.1(a)6)
1.	Provide health examination for student's without medical homes	(N.J.A.C. 6A:16-2.2(f))
G.	Establish and maintain procedures for universal precautions	(N.J.A.C. 6A:16-2.1(a)7)
H.	Provide nursing services to nonpublic school located in district	(N.J.A.C. 6A:16-2.1(a)8)
I.	Instruct students/ teachers/staff:	(N.J.A.C. 6A:9-13.3, N.J.S.A. 18A:40-3; and N.J.A.C. 6A:16-2.3 (b)3. xv
1.	communicable diseases, blood borne pathogens	
2.	Asthma management	
3.	Anaphylaxis and symptoms of hyperglycemia and hypoglycemia	
4.	classroom health curriculum (not CSN with a "Non-Instructional" certificate)	
5.	other health concerns	
J.	Provide information for:	
1.	NJ Family Care program	(N.J.A.C. 6A:16-2.2(j))
K.	Implementation of the Nurse Practice Act by.....	



District Nursing Services Plan June 26, 2023

L.	Certified School Nurse Functions as Certified School Nurse (CSN) and Registered Nurse	N.J.S.A. 45:11-23 - New Jersey Board of Nursing Statutes
	1. Nursing Diagnosis /Case-finding of actual or potential physical health problems	
	2. Provision of nursing care for actual or potential emotional health problems	
	3. Health teaching in health office	
	4. Health teaching in classroom	
	5. Health counseling	



## II. Summary of Nursing Services Required to Address Specific Health Care Needs of Individual Students (N.J.A.C. 6A:16-2.3(b)3)

Services Required to Address Specific Health Care Needs of Individual Students with acute care needs, chronic illness, special health needs, procedures and administration of medications, procedures or treatments.	Bryant Pre-K	T.S. Lacey K	Hawthorne K-4	Lowell K-4	Whittier K-4	BF 5-8	TJ 5-8	THS 9-12 18-21
First-Aid, splinting, Ace-wrap etc.	200	210	400	300	500	540	440	840
Dental: tooth avulsion, caries, braces, etc.	2	4	6	15	30	10	4	5
Health Screenings Ht., Wt., & BP yearly	268	145	280	290	325	525	538	250
Visual Acuity screening K,2,4,6,8,10	268	145	280	290	325	525	538	219
Auditory screening K,1,2,3,7,11	268	145	280	290	325	525	538	279
Scoliosis screening biennially age 10-18	n/a	n/a	n/a	n/a	n/a	260	277	219
Diabetic Glucose testing, insulin pump management	0	1	1	0	0	2	0	5
Medication Administration- daily	0	1	1	1	1	4	1	2
Medication Administration - PRN	6	4	11	1	5	9	2	8
Nebulizer/inhalers/peak flow measurements	5	2	13	7	9	16	25	2
Tube feedings	0	0	0	0	0	0	0	0
Urinary catheterizations	0	0	0	0	0	1	0	0
Ventilator care	0	0	0	0	0	0	0	0
Referral for vision evaluations	15	5	67	20	44	49	29	58
Referral for hearing evaluations	4	3	0	0	6	2	2	0
Referral for Alcohol and drug use/abuse testing	0	0	0	0	0	6	4	96
Referral for pregnancy	0	0	0	0	0	0	0	0



District Nursing Services Plan June 26, 2023

Nursing Diagnosis /Case-finding of actual or potential physical health problems	3	6	12	5	4	10	25	30
Provision of nursing care for actual or potential emotional health problems	2	2	4	3	2	5	20	25
Case finding	3	6	12	5	4	10	25	30
Health teaching in health office	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily
Health teaching in classroom	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Health counseling	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily
Hearing aid check / daily	0	0	0	0	0	0	0	0
<b>Other</b>								
Attendance/Late Passes	Yes	Yes	Yes	Yes	n/a	n/a	n/a	n/a
<b>Number of TOTAL visits</b>	210	220	415	315	515	555	455	860

• **III. Emergency Management (N.J.A.C. 6A:16-2.1(a)4)**

**A. Acute Care Management Plan:**

1. Creation and maintenance of an Emergency Management Kit (“Go-box”, crash cart, etc.) for utilization in Crisis, Emergency Evacuations, or and Shelter-In-Place situations
2. Cardiac or Respiratory Distress Action Plan
  - a) AEDs (Automatic External Defibrillators) deployment and delegates trained (reference Janet’s Law Requirement)
  - b) CPR trained school nurse
  - c) Asthma Nebulizer trained nurses
  - d) Universal Precautions trained staff
  - e) CPR trained coaches/athletic trainers/teachers/staff

**B. IEHP’s /Chronic Care Management Plans:**

1. Epinephrine Auto-Injector/ Anaphylaxis IEHP
2. Asthma Action Plan IEHP
3. Diabetic Action Plan / IEHP
4. Sickle Cell Anemia Action Plan / IEHP
5. Seizure Action Plan / IEHP
6. Pacemaker Action Plan / IEHP
7. Emergency Evacuation of Students with Disabilities Plan / IEHP

**C. District Crisis Management Plan:**

1. Triage Action Plans in District Crisis Management Plan

**D. Community Rescue Squad and Emergency Paramedic Services**

1. 911 is called by either the nurse or staff member. Teaneck Township responds with police, ambulance, paramedics and/or fire department. The sick or injured are usually transported to Holy Name Hospital, which is located in Teaneck.

**IV. Detailed Nursing Assignments Sufficient to Provide Health Services (N.J.A.C. 6A:16-2.3(b))**

Schools:	Bryant	T. S. Lacey	Hawthorne	Lowell	Whittier	BF	TJ	THS
Grade levels:	PreK - K	K	K - 4	K - 4	K - 4	5 - 8	5 - 8	9-12 18-21
Enrollment number as of Oct. 1 <sup>st</sup> :	264	131	270	320	316	518	528	1267
<b>Number of students receiving:</b>								
Special Services/ IEPs	65	25	51	61	50	110	119	194
504s								
I&Rs								
IHPs	7	7	15	12	14	64	30	50
IEHPs	7	7	15	12	14	64	30	50
Emergency Evacuation Accommodations Plan for students with disabilities	0	0	0	1	0	13	0	1
<b>Nursing Assignments- number of:</b>								
N.J.A.C. 6A:9-13.3	Certified School Nurse- CSN	1	1	1	1	1	1	1
	Registered Nurse- not CSN	0	0	0	0	0	0	0
	Licensed Practice Nurse- LPN	0	0	0	0	0	0	0
N.J.A.C. 6A:9-13.3 (b)	CPR Certified	1	1	1	1	1	1	1
N.J.A.C. 6A:9-13.3 (b)	AED Certified	1	1	1	1	1	1	1
N.J.A.C. 6A:16-2.1(a)5iii	Asthma Nebulizer trained	1	1	1	1	1	1	1
<b>Unlicensed Assistive Personnel Assignments</b>								
	Nursing Assistants	0	0	0	0	0	0	0
	Health Aides	0	0	0	0	0	0	0

**V. Nursing Services and Additional Medical Services provided to Non-Public Schools**  
[<http://www.nj.gov/education/nonpublic/health/>]

**Non-public nursing services (N.J.A.C. 6A:16-2.1(a)8)**

**1. Non-public nursing services are:**

- Bergen County Region V
- Academy of Greatness and Excellence
- Academy of Sault UI Furgan
- Heichel HaTorah
- Ma'Ayanot Yeshiva High School
- Wilbert F. Mays SDA School
- Torah Academy of Bergen County
- Yeshivat He'Atid

**(Please submit to Executive County Business Official on or before October 1, 2023):**

- A written statement verifying that the required conference was held with the nonpublic school: consultation agreement form (PDF)
- A copy of the contract with another agency to provide the services, if applicable, and approved minutes of the district board of education meeting approving the contract, which describes the methods by which the health services to nonpublic school students will be provided for the ensuing year, including a *rationale for the distribution of funds*; and
- A description of the type and number of services that were provided during the previous school year on a form approved by the Commissioner of Education:(PDF).

**New: Health and Safety Requirements of Nonpublic School Facilities: Attestation and Guidance** - To help ensure the health and safety of New Jersey's nonpublic school students and staff, the New Jersey Department of Education (NJDOE) will require that all nonpublic schools registered with the NJDOE comply with the health and safety facilities laws and regulations. The NJDOE will now require that school districts collect the signed attestation of compliance with health and safety facilities laws and regulations from their nonpublic schools at the upcoming spring consultations, with the following flexibility allowed this year, as noted in the FY2024 nonpublic school consultation form.

**VI. Additional District Nursing Services Information:**

Add any additional data that your school district requires be disclosed in this Nursing Services Plan

Nursing Services Plan reviewed by:

Dr. Barry Weissman <i>Dr. Joseph Fawcett</i>	<i>[Signature]</i>	8/9/23	
<i>School Physician Name</i>	<i>Signature</i>		<i>Date</i>
Amis Agüero, RN	<i>[Signature]</i>	Aug 9, 2023	
<i>Lead Nurse Name</i>	<i>Signature</i>		<i>Date</i>
Andre D. Spencer, Ed.D.	<i>[Signature]</i>	August 15, 2023	
<i>Superintendent</i>	<i>Signature</i>		<i>Date</i>

*[Signature]*  
M.D.

Line	Budget Category	Account	(col 1)	(col 2)	(col 3)	(col 4)	(col 5)	(col 6)	(col 7)	(col 8)
			Original Budget	Revenues Allowed NJAC - 6A: 23A-13.3(d)	Original Budget For 10% Calc	Maximum Transfer Amount	YTD Net Transfers to / (from)	% Change of Transfers YTD	Remaining Allowable Balance From	Remaining Allowable Balance To
			Data	Data	Col1+Col2	Col3 * .1	+ or - Data	Col5/Col3	Col4+Col5	Col4-Col5
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	11-1XX-100-XXX	24,896,575	74,953	24,971,528	2,497,153	(129,896)	-0.52%	2,367,257	2,627,049
10300 11160	Total Special Education - Instruction, Total Basic	11-2XX-100-XXX	16,629,703	74,405	16,704,108	1,670,411	57,747	0.35%	1,728,158	1,612,664
12160 40580	Skills/Remedial – Instruct., Total Bilingual Education –	11-000-216, 217								
41080	Instruction, Total Undistributed Expend – Speech, OT,, Total Undist. Expend. – Other Supp. Serv									
15180	TOTAL VOCATIONAL PROGRAMS	11-3XX-100-XXX	0	0	0	0	0	0.00%	0	0
17100 17600	Total School-Sponsored Co/Extra Curricul, Total	11-4XX-X00-XXX	1,088,309	740	1,089,049	108,905	(16,546)	-1.52%	92,359	125,451
19620 20620	School-Sponsored Athletics – Instr, Total Before/After School									
21620 22620	Programs, Total Summer School, Total Instructional									
23620 25100	Alternative Educatio, Total Other Supplemental/At-Risk Program, Total Other Alternative Education Progra, Total Other Instructional Programs - Ins									
27100	Total Community Services Programs/Operat	11-800-330-XXX	0	0	0	0	0	0.00%	0	0
29180	Total Undistributed Expenditures - Instr	11-000-100-XXX	12,948,596	86,006	13,034,602	1,303,460	402,046	3.08%	1,705,506	901,414
29680 30620	Total Undistributed Expenditures – Atten, Total Undistributed	11-000-211, 213,	7,950,744	65,707	8,016,451	801,645	74,494	0.93%	876,139	727,151
41660 42200	Expenditures – Healt, Total Undist. Expend. – Guidance, Total	218, 219, 222								
43620	Undist. Expend. – Child Study Team, Total Undist. Expend. – Edu. Media Serv.									
43200 44180	Total Undist. Expend. – Improvement of I, Total Undist. Expend. – Instructional St	11-000-221, 223	2,222,681	7,374	2,230,055	223,005	(221,249)	-9.92%	1,757	444,254
45300	Support Serv. - General Admin	11-000-230-XXX	1,363,794	55,866	1,419,660	141,966	193,298	13.62%	335,264	(51,332)
46160	Support Serv. - School Admin	11-000-240-XXX	3,555,110	5,112	3,560,222	356,022	70,205	1.97%	426,228	285,817
47200 47620	Total Undist. Expend. – Central Services, Total Undist. Expend. – Admin. Info. Tec	11-000-25X-XXX	1,541,012	2,043	1,543,055	154,306	(174,249)	-11.29%	(19,944)	328,555
51120	Total Undist. Expend. – Oper. & Maint. O	11-000-26X-XXX	10,001,519	431,681	10,433,200	1,043,320	222,751	2.14%	1,266,071	820,569
52480	Total Undist. Expend. – Student Transpor	11-000-270-XXX	6,945,342	161,811	7,107,153	710,715	937,909	13.20%	1,648,624	(227,194)
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	11-XXX-XXX-2XX	13,458,984	85,108	13,544,092	1,354,409	(956,977)	-7.07%	397,432	2,311,386
72020	Total Undistributed Expenditures – Food	11-000-310-XXX	0	0	0	0	0	0.00%	0	0
72120 72122	Transfer of Property Sale Proceeds Res., Transfer of Property Sale Proceeds CDL	11-000-520-934	0	0	0	0	0	0.00%	0	0
72160	Increase in Sale/Lease-back Reserve	10-605	0	0	0	0	0	0.00%	0	0
72180	Interest Earned on Maintenance Reserve	10-606	0	0	0	0	0	0.00%	0	0
72200	Increase in Maintenance Reserve	10-606	2,400	0	2,400	240	0	0.00%	240	240
72220	Increase in Current Expense Emergency Re	10-607	0	0	0	0	0	0.00%	0	0
72240 72245	Interest Earned on Current Exp. Emergenc, Increase in Bus	10-607	0	0	0	0	0	0.00%	0	0
72246 72247	Adv. Res. for Fuel Costs, Increase in IMPACT Aid Reserve (General), Increase in IMPACT Aid Reserve (Capital)									
72260	TOTAL GENERAL CURRENT EXPENSE		102,604,769	1,050,805	103,655,574	10,365,557	459,534	0.44%	10,825,091	9,906,023

Line	Budget Category	Account	(col 1)	(col 2)	(col 3)	(col 4)	(col 5)	(col 6)	(col 7)	(col 8)
			Original Budget	Revenues Allowed NJAC - 6A: 23A-13.3(d)	Original Budget For 10% Calc	Maximum Transfer Amount	YTD Net Transfers to / (from)	% Change of Transfers YTD	Remaining Allowable Balance From	Remaining Allowable Balance To
			Data	Data	Col1+Col2	Col3 * .1	2/28/2023	+ or - Data	Col5/Col3	Col4+Col5
75880	TOTAL EQUIPMENT	12-XXX-XXX-73X	462,000	380,452	842,452	84,245	(212,538)	-25.23%	(128,293)	296,783
76260	Total Facilities Acquisition and Constr	12-000-4XX-XXX	2,939,112	1,500	2,940,612	294,061	1,124,469	38.24%	1,418,530	(830,408)
76320	Capital Reserve – Transfer to Capital Pr	12-000-4XX-931	0	0	0	0	0	0.00%	0	0
76340	Capital Reserve – Transfer to Debt Servi	12-000-4XX-933	0	0	0	0	0	0.00%	0	0
76360	Increase in Capital Reserve	10-604	4,000	0	4,000	400	0	0.00%	400	400
76380 76385	Interest Deposit to Capital Reserve, IMPACT Aid Reserve (Cap) Tr to Cap Proj	10-604	0	0	0	0	0	0.00%	0	0
76400	TOTAL CAPITAL OUTLAY		3,405,112	381,952	3,787,064	378,706	911,931	24.08%	1,290,637	(533,225)
83080	TOTAL SPECIAL SCHOOLS	13-XXX-XXX-XXX	0	0	0	0	0	0.00%	0	0
84000 84005	Transfer of Funds to Charter Schools, Transfer of Funds to Renaiss Schools	10-000-100-56X	8,019,886	1,000	8,020,886	802,089	(252,196)	-3.14%	549,893	1,054,285
84020	General Fund Contrib. to School-based Bu	10-000-520-930	0	0	0	0	0	0.00%	0	0
84060	GENERAL FUND GRAND TOTAL		114,029,767	1,433,756	115,463,523	11,546,352	1,119,269	0.97%	12,665,621	10,427,083

School Business Administrator Signature

Date

Line	Budget Category	Account	(col 1)	(col 2)	(col 3)	(col 4)	(col 5)	(col 6)	(col 7)	(col 8)
			Original Budget	Revenues Allowed NJAC - 6A: 23A-13.3(d)	Original Budget For 10% Calc	Maximum Transfer Amount	YTD Net Transfers to / (from)	% Change of Transfers YTD	Remaining Allowable Balance From	Remaining Allowable Balance To
			Data	Data	Col1+Col2	Col3 * .1	+ or - Data	Col5/Col3	Col4+Col5	Col4-Col5
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	11-1XX-100-XXX	24,896,575	74,953	24,971,528	2,497,153	(129,896)	-0.52%	2,367,257	2,627,049
10300 11160	Total Special Education - Instruction, Total Basic	11-2XX-100-XXX	16,629,703	74,405	16,704,108	1,670,411	57,747	0.35%	1,728,158	1,612,664
12160 40580	Skills/Remedial – Instruct., Total Bilingual Education –	11-000-216, 217								
41080	Instruction, Total Undistributed Expend – Speech, OT., Total Undist. Expend. – Other Supp. Serv									
15180	TOTAL VOCATIONAL PROGRAMS	11-3XX-100-XXX	0	0	0	0	0	0.00%	0	0
17100 17600	Total School-Sponsored Co/Extra Curricul, Total	11-4XX-X00-XXX	1,088,309	740	1,089,049	108,905	(16,546)	-1.52%	92,359	125,451
19620 20620	School-Sponsored Athletics – Instr, Total Before/After School									
21620 22620	Programs, Total Summer School, Total Instructional Alternative									
23620 25100	Educatio, Total Other Supplemental/At-Risk Program, Total Other Alternative Education Progra, Total Other Instructional Programs - Ins									
27100	Total Community Services Programs/Operat	11-800-330-XXX	0	0	0	0	0	0.00%	0	0
29180	Total Undistributed Expenditures - Instr	11-000-100-XXX	12,948,596	86,006	13,034,602	1,303,460	402,046	3.08%	1,705,506	901,414
29680 30620	Total Undistributed Expenditures – Atten, Total Undistributed	11-000-211, 213,	7,950,744	65,707	8,016,451	801,645	74,494	0.93%	876,139	727,151
41660 42200	Expenditures – Healt, Total Undist. Expend. – Guidance, Total	218, 219, 222								
43620	Undist. Expend. – Child Study Team, Total Undist. Expend. – Edu. Media Serv.									
43200 44180	Total Undist. Expend. – Improvement of I, Total Undist. Expend. – Instructional St	11-000-221, 223	2,222,681	7,374	2,230,055	223,005	(221,249)	-9.92%	1,757	444,254
45300	Support Serv. - General Admin	11-000-230-XXX	1,363,794	55,866	1,419,660	141,966	193,298	13.62%	335,264	(51,332)
46160	Support Serv. - School Admin	11-000-240-XXX	3,555,110	5,112	3,560,222	356,022	68,705	1.93%	424,728	287,317
47200 47620	Total Undist. Expend. – Central Services, Total Undist. Expend. – Admin. Info. Tec	11-000-25X-XXX	1,541,012	2,043	1,543,055	154,306	(174,249)	-11.29%	(19,944)	328,555
51120	Total Undist. Expend. – Oper. & Maint. O	11-000-26X-XXX	10,001,519	431,681	10,433,200	1,043,320	222,751	2.14%	1,266,071	820,569
52480	Total Undist. Expend. – Student Transpor	11-000-270-XXX	6,945,342	161,811	7,107,153	710,715	939,409	13.22%	1,650,124	(228,694)
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	11-XXX-XXX-2XX	13,458,984	85,108	13,544,092	1,354,409	(956,977)	-7.07%	397,432	2,311,386
72020	Total Undistributed Expenditures – Food	11-000-310-XXX	0	0	0	0	0	0.00%	0	0
72120 72122	Transfer of Property Sale Proceeds Res., Transfer of Property Sale Proceeds CDL	11-000-520-934	0	0	0	0	0	0.00%	0	0
72160	Increase in Sale/Lease-back Reserve	10-605	0	0	0	0	0	0.00%	0	0
72180	Interest Earned on Maintenance Reserve	10-606	0	0	0	0	0	0.00%	0	0
72200	Increase in Maintenance Reserve	10-606	2,400	0	2,400	240	0	0.00%	240	240
72220	Increase in Current Expense Emergency Re	10-607	0	0	0	0	0	0.00%	0	0
72240 72245	Interest Earned on Current Exp. Emergenc, Increase in Bus	10-607	0	0	0	0	0	0.00%	0	0
72246 72247	Adv. Res. for Fuel Costs, Increase in IMPACT Aid Reserve (General), Increase in IMPACT Aid Reserve (Capital)									
72260	TOTAL GENERAL CURRENT EXPENSE		102,604,769	1,050,805	103,655,574	10,365,557	459,534	0.44%	10,825,091	9,906,023



District: **Teaneck Board of Education**

**Monthly Transfer Report NJ**

Month / Year: **Mar 31, 2023**

04/11/23

Line	Budget Category	Account	(col 1)	(col 2)	(col 3)	(col 4)	(col 5)	(col 6)	(col 7)	(col 8)
			Original Budget	Revenues Allowed NJAC - 6A: 23A-13.3(d)	Original Budget For 10% Calc	Maximum Transfer Amount	YTD Net Transfers to / (from)	% Change of Transfers YTD	Remaining Allowable Balance From	Remaining Allowable Balance To
			Data	Data	Col1+Col2	Col3 * .1	3/31/2023	+ or - Data	Col5/Col3	Col4+Col5
75880	TOTAL EQUIPMENT	12-XXX-XXX-73X	462,000	380,452	842,452	84,245	(212,538)	-25.23%	(128,293)	296,783
76260	Total Facilities Acquisition and Constr	12-000-4XX-XXX	2,939,112	1,500	2,940,612	294,061	1,124,469	38.24%	1,418,530	(830,408)
76320	Capital Reserve – Transfer to Capital Pr	12-000-4XX-931	0	0	0	0	0	0.00%	0	0
76340	Capital Reserve – Transfer to Debt Servi	12-000-4XX-933	0	0	0	0	0	0.00%	0	0
76360	Increase in Capital Reserve	10-604	4,000	0	4,000	400	0	0.00%	400	400
76380 76385	Interest Deposit to Capital Reserve, IMPACT Aid Reserve (Cap) Tr to Cap Proj	10-604	0	0	0	0	0	0.00%	0	0
76400	TOTAL CAPITAL OUTLAY		3,405,112	381,952	3,787,064	378,706	911,931	24.08%	1,290,637	(533,225)
83080	TOTAL SPECIAL SCHOOLS	13-XXX-XXX-XXX	0	0	0	0	0	0.00%	0	0
84000 84005	Transfer of Funds to Charter Schools, Transfer of Funds to Renaiss Schools	10-000-100-56X	8,019,886	1,000	8,020,886	802,089	(252,196)	-3.14%	549,893	1,054,285
84020	General Fund Contrib. to School-based Bu	10-000-520-930	0	0	0	0	0	0.00%	0	0
84060	GENERAL FUND GRAND TOTAL		114,029,767	1,433,756	115,463,523	11,546,352	1,119,269	0.97%	12,665,621	10,427,083

**School Business Administrator Signature**

**Date**

**Professional Development**

**District funded:** \$3,305.44 - **SCTG funded:** \$2,675 - **GRAND TOTAL:** \$5,980.44

**Name:** Susie Cipriano, Charles Clark, Natasha Green, James Lagomarsino, Justin O’Neill, Vance Steinbergen, and Margot Todman-Mack

**School or Department:** Teaneck High School

**Conference/Seminar/Workshop:** Restorative Practices: Transforming Traditional Consequences into Meaningful Accountability

**Location:** The Wilshire Grand Hotel, Newark, NJ

**Dates:** 7/31/2023 & 8/01/2023

**Estimated Cost:** \$2,675.00 (SCTG – School Climate Transformation Grant funded)

**Substitute Not Required**

**Explanation:** Educators will be provided with an overview restorative practices.

**Name:** Ann Park

**School or Department:** Lowell Elementary School

**Conference/Seminar/Workshop:** Great Minds - Launch: Bringing the Curriculum to Life/Grades K-5

**Location:** Virtual

**Dates:** July 13, 2023

**Estimated Cost:** \$105.00 – District Funded

**Substitute Not Required**

**EXPLANATION:** The workshop will provide important and necessary training on the teaching and coaching new math program: Eureka Math<sup>2</sup>.

**Name:** Ann Park

**School or Department:** Curriculum and Instruction

**Conference/Seminar/Workshop:** Great Minds – Teach: Effective Instruction with Eureka Math<sup>2</sup>

**Location:** Virtual

**Dates:** August 17, 2023

**Estimated Cost:** \$105.00 – District Funded

**Substitute Not Required**

**EXPLANATION:** The workshop provides participants with a process with effective planning and instruction using Eureka Math<sup>2</sup>.

**Name:** Beth Fleischer

**School or Department:** Guidance Counselor - THS

**Conference/Seminar/Workshop:** Colby, Bates, Bowdoin (CBB) Counselor Tour

**Location:** Portland, Maine

**Dates:** August 17, 2023

**Estimated Cost:** \$0.00

**Substitute Not Required**

**EXPLANATION:** This tour provides participants the opportunity to build connections with the three colleges and the ability to educate District students.

---

**Name:** Terrence Williams

**School or Department:** BFMS Principal

**Conference/Seminar/Workshop:** 2023 NJPSA/FEA/NJ ASCD Fall Conference – Making Excellence Happen

**Location:** Atlantic City, NJ

**Dates:** October 11-13, 2023

**Estimated Cost:** \$1,195.44 District funded

**EXPLANATION:** To build leadership capacity with the administration team to turnkey best practices and increase academic outcomes.

---

**Name:** Haquisha Q. Taylor

**School or Department:** School Business Administrator

**Conference/Seminar/Workshop:** 2023 Annual Conference & EXPO

**Location:** National Harbor, MD

**Dates:** October 19-22, 2023

**Estimated Cost:** \$1,850 District funded

**EXPLANATION:** ASBO International's Annual Conference & Expo (AC&E) brings together nearly 1,000 school business leaders worldwide for engaging professional development and educational sessions that cover timely issues that impact school finance, countless networking opportunities, and the latest products and services in school business.

---

---

**Fundraising Activities by School**

---

School or Department: Teaneck High School

Activity: **Field Day Admission Sales (sale of food from Food Trucks and other food vendors)**

Sponsoring Organization: Senior Class 2024

Name of Sponsors: Ashley Barnes, Kharisma Bettis - Staff Members

Participants: Senior Class to friends, family, teachers, students

Date(s): September or October 2023

Location: Teaneck High School Field Day open to all students, faculty, and families.

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for the Senior Class of 2024 activities, gifts and student incentives.

---

School or Department: Teaneck High School

Activity: **Pizza/Bake Sale**

Sponsoring Organization: H.E.A.L. (Helping Each Other Achieve Longevity) Female Mentoring Organization.

Name of Sponsors: Alex Cavallo, Breanne Millett - Staff Members

Participants: H.E.A.L. Members would sell to students and staff.

Date(s): September 2023 - June 2024

Location: High School lobby monthly.

Estimated funds to be raised by this activity: \$750

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for supplies, program enhancements, donations, end-of-year senior scholarships.

---

School or Department: Teaneck High School

Activity: **Donations/Bake Sale/Clothing Sale/Car Wash**

Sponsoring Organization: DECA (Distributive Education Clubs of America Fund)

Name of Sponsors: Suzette Brown – Staff Member

Participants: DECA Members would sell to faculty, students and community.

Date(s): September 6, 2023 - June 13, 2024

Location: Teaneck High School lobby

Estimated funds to be raised by this activity: 1,000

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for dues, registration fees for conferences and competitions, trips and club regalia.

---

---

**Fundraising Activities by School**

---

School or Department: Teaneck High School

Activity: **SNAP Fundraising (online donation website)**

Sponsoring Organization: Senior Class 2024

Name of Sponsors: Ashley Barnes & Kharisma Bettis – Staff Members

Participants: Senior Class would ask for donations from friends, teachers, and family.

Date(s): September 2023 – May 2024

Location: Online Donation Website

Estimated funds to be raised by this activity: \$2,000

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for Senior activities, scholarships, and events.

---

School or Department: Teaneck High School

Activity: **SNAP Fundraiser (online donation website)**

Sponsoring Organization: Girls' Volleyball

Name of Sponsors: Ashley Barnes – Staff Member

Participants: Girls' Volleyball would ask for donations from friends, teachers, and family.

Date(s): September – November 2023

Location: Online Donation Website, in addition to a donation, loved ones can purchase gear and the Volleyball Team will receive a portion of those proceeds as well.

Estimated funds to be raised by this activity: \$6,000

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for Girls' Volleyball Team gear, player incentives, end of season dinner, and additional equipment need for the season.

---

School or Department: Teaneck High School

Activity: **Sports Time Online Apparel Sale**

Sponsoring Organization: Senior Class 2024

Name of Sponsors: Ashley Barnes & Kharisma Bettis – Staff Members

Participants: Senior Class 2024 would sell to friends, teachers, and family.

Date(s): October 2023 – May 2024

Location: Online Fundraiser

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for senior activities, prom, field day, activities, and Project Graduation.

---

---

**Fundraising Activities by School**

---

School or Department: Teaneck High School

Activity: **Annual Powder Puff Football Game Tickets**

Sponsoring Organization: H.E.A.L. (Helping Each Other Achieve Longevity) Female Mentoring Organization.

Name of Sponsors: Alex Cavallo, Breanne Millett - Staff Members

Participants: H.E.A.L. Members would sell to students, staff and community.

Date(s): October – November 2023

Location: THS daily prior to event

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for donations to Breast Cancer Research, facilitate H.E.A.L. activities and end-of-year senior scholarships.

---

School or Department: Teaneck High School

Activity: **SNAP Fundraiser (online donation website)**

Sponsoring Organization: Boys' Volleyball

Name of Sponsors: Ashley Barnes – Staff Member

Participants: Team Members will sell to friends, teachers, and family.

Date(s): February – June 2024

Location: Online Donation Website

Estimated funds to be raised by this activity: \$6,000

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used to offset cost of team gear, end of season dinner, additional equipment, and senior gifts.

---

School or Department: Teaneck High School

Activity: **Annual Fashion Show Ticket Sales**

Sponsoring Organization: Senior Class

Name of Sponsors: Ashley Barnes, Kharisma Bettis – Staff Members

Participants: Fashion Club Members and Senior Advisors sell to those who are interested.

Date(s): February – June 2024

Location: Fashion Show will be held in the Winter/Spring 2024 in the Student Center.

Estimated funds to be raised by this activity: \$500 - \$1000

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for senior activities, class scholarships, events, and incentives.

---

---

**Fundraising Activities by School**

---

School or Department: Teaneck High School

Activity: **Fan Cloth Online Sales**

Sponsoring Organization: Student Council

Name of Sponsors: Natasha Green – Staff Members

Participants: Student Council would sell to faculty.

Date(s): September - October 2023

Location: Online Fundraiser

Estimated funds to be raised by this activity: \$900

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for student activities, Prom, and Homecoming Dance.

---

School or Department: Benjamin Franklin Middle School

Activity: **Ashley Farms Bake Sale (cheesecakes, cookie dough, pies)**

Sponsoring Organization: Band and Orchestra

Name of Sponsors: Jessica Bergen – Staff Member

Participants: Music Department students would sell to family, students, and staff.

Date(s): October 3 – 23, 2023

Location: After school

Estimated funds to be raised by this activity: \$2,000

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used to offset the cost of band and orchestra events, field trips, transportation, registration fees, and t-shirts.

---

---

**FIELD TRIP**

---

**Total: \$2,400 - Donation funded**

---

**Trip Leader(s):** Aknaris Padilla, Kharisma Bettis, Sheila Moore**School/Department:** THS Guidance Counselor**Trip Planned:** College Fair**Destination:** Fairleigh Dickerson University, Teaneck, NJ**Date(s):** 10/17/2023**Estimated Cost:** \$ 0

**Explanation:** Seniors will be able to meet college representatives from various universities and colleges.

---

**Trip Leader(s):** Jahari Jacobs, Terrence Williams, Jessie Gorant, Stephanie Paz, Mariam Muheisen, Margaret Tewey, William Mazerolle, Jean McVerry, Linda Lamadrid, Danielle Cata, Victor Stanic, Giuseppina Cinnella, Colleen Pagan, Vatrell Graves, Kimberly Rossy, and Mickell Taylor

**School/Department:** BFMS Assistant Principal**Trip Planned:** Teaneck Creek Conservancy**Destination:** Teaneck, NJ**Date(s):** 9/19 & 9/20/2023**Estimated Cost:** \$2,400 - Donation funded

**Explanation:** Students will engage in interactive activities about native plants, pollinators, beneficial insects, soil, water cycles and ecosystems in the Teaneck Creek Conservancy.

---



**Tuitions**

<b>Student ID#</b>	<b>Placement</b>	<b>Tuition</b>	<b>Start Date</b>	<b>1:1 Aide</b>
103024	BCSSD - 2022-2023 SY - 1:1 Aide		5/18/2023	\$49,500.00
96037	Benway School - 2023-2024 SY	\$82,511.12	9/7/2023	
99780	Benway School - 2023-2024 SY and ESY 2023	\$95,964.02	7/9/2023	
107501	Settlement Agreement - Sinai Schools 2023-2024 SY	\$80,000.00		
102515	Settlement Agreement - Sinai Schools 2023-2024 SY	\$62,000.00		
104626	Settlement Agreement - Sinai Schools 2023-2024 SY	\$62,000.00		
99569	Settlement Agreement - Sinai Schools 2023-2024 SY	\$80,000.00		
103052	Bergen Center for Child Development - 2023-2024 SY and ESY 2023	\$71,355.90	7/1/2023	\$50,400.00
104453	Terranova Group / Chapel Hill Academy - 2023-2024 SY and ESY 2023	\$86,520.00	7/5/2023	
102676	Terranova Group / Chapel Hill Academy - 2023-2024 SY and ESY 2023	\$86,520.00	7/5/2023	
102034	Terranova Group / Chapel Hill Academy - 2023-2024 SY and ESY 2023	\$86,520.00	7/5/2023	
106573	Windsor Learning Center - 2023-2024 SY	\$62,460.00	9/7/2023	
103002	Windsor Learning Center - 2023-2024 SY and ESY 2023	\$72,870.00	7/5/2023	
106178	Shepard School - 2023-2024 SY and ESY 2023	\$67,133.34	7/5/2023	
105631	Celebrate the Children - 2023-2024 SY	\$77,085.00	9/7/2023	
101899	The Calais School - 2023-2024 SY and ESY 2023	\$85,801.80	7/6/2023	
99795	Windsor School - 2023-2024 SY and ESY 2023	\$92,820.00	7/5/2023	
105602	Windsor Learning Center - 2023-2024 SY and ESY 2023	\$72,870.00	7/5/2023	
104448	Windsor Learning Center - 2023-2024 SY and ESY 2023	\$72,870.00	7/5/2023	
96271	The Forum School - 2023-2024 SY and ESY 2023	\$90,882.00	7/5/2023	
101310	Paradigm Therapeutic Day School - 2023-2024 SY	\$73,382.40	9/6/2023	
100037	Paradigm Therapeutic Day School - 2023-2024 SY	\$73,382.40	9/6/2023	
98926	Paradigm Therapeutic Day School - 2023-2024 SY and ESY 2023	\$80,720.64	7/5/2023	
95325	The Felician School - 2023-2024 SY and ESY 2023	\$69,366.80	7/5/2023	
104905	Somerset County Educational Services - ESY 2023	\$7,220.00	7/5/2023	
104905	Somerset County Educational Services - 2023-2024 SY	\$74,000.00	9/7/2023	
95415	Somerset County Educational Services - 2023-2024 SY	\$74,000.00	9/7/2023	
95415	Somerset County Educational Services - ESY 2023	\$7,220.00	7/5/2023	
105455	North Hudson Academy - 2023-2024 SY and ESY 2023	\$61,980.36	7/5/2023	
107530	Settlement - Barnstable Naples Contract - 2023-2024 SY	\$48,250.00	9/7/2023	
100567	Barnstable Naples Contract - 2023-2024 SY	\$65,175.00	9/7/2023	
97313	River Dell - ESY 2023	\$2,432.53	6/26/2023	
106810	Winston Preparatory School - 2023-2024 SY	\$77,800.00	9/7/2023	
104247	Shepard Preparatory HS - 2023-2024 SY and ESY 2023	\$71,861.94	7/5/2023	
106308	Westbridge Academy - 2023-2024 SY	\$87,690.00	9/7/2023	
105686	Ridgefield BOE - 2023-2024 SY	\$43,842.00	9/6/2023	
99613	Ridgefield BOE - 2023-2024 SY and ESY 2023	\$50,703.00	7/5/2023	
99388	Ridgefield BOE - 2023-2024 SY and ESY 2023	\$65,028.00	7/5/2023	
97886	Ridgefield BOE - 2023-2024 SY and ESY 2023	\$50,703.00	7/5/2023	
105206	Ridgefield BOE - 2023-2024 SY	\$43,842.00	9/6/2023	
106047	Sage Alliance - 2023-2024 SY	\$71,656.00	9/5/2023	
104828	Sage Alliance - 2023-2024 SY and ESY 2023	\$95,332.00	7/1/2023	
101094	Windsor Preparatory HS - 2023-2024 SY and ESY 2023	\$68,977.92	7/5/2023	
99624	Windsor Preparatory HS - 2023-2024 SY	\$59,262.72	9/5/2023	
97476	Windsor Preparatory HS - 2023-2024 SY and ESY 2023	\$68,977.92	7/5/2023	
106862	BCSS - Bleshman Regional Day School - ESY 2023 and 1:1 Aide	\$5,810.00	7/5/2023	\$4,250.00
102912	Windsor Bergen Academy - 2023-2024 SY	\$64,657.56	9/5/2023	
102420	Windsor Bergen Academy - 2023-2024 SY and ESY 2023	\$75,257.16	7/5/2023	
103605	Windsor Bergen Academy - 2023-2024 SY and ESY 2023	\$75,257.16	7/5/2023	
104656	BCSS - ESY 2023 and 1:1 Aide	\$5,550.00	7/5/2023	\$4,250.00
97411	BCSS - Bleshman regional Day School - ESY 2023 and 1:1 Aide	\$5,550.00	7/5/2023	\$4,250.00
96286	BCSS - ESY 2023 and 1:1 Aide	\$5,550.00	7/5/2023	\$4,250.00
103568	BCSS - ESY 2023 and 1:1 Aide	\$5,550.00	7/5/2023	\$4,250.00
107215	Northern Valley Regional HS - 2023-2024 SY	\$53,615.80	9/1/2023	
101936	BCSS - Bleshman - 2023-2024 SY	\$78,390.00	9/6/2023	
106862	BCSS - Bleshman 2023-2024 SY	\$78,390.00	9/7/2023	
97483	BCSS - Project Search	\$40,284.00	9/7/2023	
98210	Northern Valley Regional HS - 2023-2024 SY, ESY and 1:1 Aide	\$87,143.00	7/1/2023	\$51,652.00
106415	BCSS - Evergreen Academy 2023-2024 SY	\$64,800.00	9/7/2023	
96248	BCSS - Springboard Program	\$63,900.00	9/7/2023	
98400	BCSS - Evergreen Academy 2023-2024 SY	\$64,800.00	9/7/2023	

**Tuitions**

<u>Student ID#</u>	<u>Placement</u>	<u>Tuition</u>	<u>Start Date</u>	<u>1:1 Aide</u>
102248	BCSS - Evergreen Academy 2023-2024 SY	\$64,800.00	9/7/2023	
100124	BCSS - Evergreen Academy 2023-2024 SY	\$64,800.00	9/7/2023	
96817	BCSS - Springboard Program 2023-2024 SY	\$63,900.00	9/7/2023	
96025	Cresskill Board of Education - 2023-2024 SY	\$42,425.00	9/7/2023	
104889	BCSS - HIP-MP Godwin - 2023-2024 SY	\$81,360.00	9/7/2023	
99387	BCSS - New Bridges Middle School/High School - 2023-2024 SY	\$82,620.00	9/7/2023	
103568	BCSS- Springboard program 2023-2024 SY	\$63,900.00	9/7/2023	
99858	BCSS - New Bridges Middle School/High School - 2023-2024 SY	\$82,620.00	9/7/2023	
99859	BCSS - New Bridges Middle School/High School - 2023-2024 SY	\$82,620.00	9/7/2023	
99705	BCSS - Venture Program - 2023-2024 SY	\$92,160.00	9/7/2023	
96286	BCSS- Springboard program 2023-2024 SY	\$63,900.00	9/7/2023	
106616	BCSS - New Bridges Middle School/High School - 2023-2024 SY	\$82,620.00	9/7/2023	
98269	BCSS - New Bridges Middle School/High School - 2023-2024 SY	\$82,620.00	9/7/2023	
103024	BCSS - Washington Elementary School - 2023-2024 y	\$82,620.00	9/7/2023	
96287	BCSS - New Bridges Middle School/High School - 2023-2024 SY	\$82,620.00	9/7/2023	
104509	BCSS - Evergreen Academy 2023-2024 SY	\$64,800.00	9/7/2023	
104247	BCSS - NOVA North Emerson - 2023-2024 SY	\$64,800.00	9/7/2023	
	<b>Sub-totals</b>	\$5,000,679.49		\$123,302.00
	<b>Grand total</b>	\$5,123,981.49		

**Clinicians**

<u>Student ID#</u>	<u>Placement</u>	<u>Discipline/Rate</u>	<u>NOT TO EXCEED</u>
105455	Unique Athletics LLC	Summer Camp/Special Needs Fitness Program, \$875/week	\$1,750.00
106444	Bayada Home Health Care	1:1 Nurse Services \$65 per hour	\$80,000.00
99705	Bergen County Special Services School District	Speech and language therapy services. Speech services to be provided for a maximum of (30) minutes, (2) twice weekly during the 2023-2024 school year. An additional (2) two hours have been added for Progress Report Writing.	\$ 5,250.00
	Bilingo Speech Therapy LLC	Speech and Language Evaluations. Monolingual Evaluations \$475.00; Bilingual Evaluations \$575.00.	\$25,000.00
	BASS - Behavior Analysis & Support Services.	Home programing services. 1:1 ABA Therapy (BT or RBT) \$80 per hour. parent Training (BCBA, BT or RBT) \$150.00 per hour. Supervision (direct or indirect) \$150.00 per hour. Assessments/Progress Reports (BCBA) \$150.00 per hour. Miscellaneous Progress Meetings and Reporting as needed (BCBA) at the school discretion \$150.00 per hour. Late Cancellation (less than 24-hour notice) \$100.00 flat rate	\$ 20,000.00
	Hand over Hand, LLC	Home programing services . ABA therapy home-based \$80.00 per hour. ABAInstructional Aide/RBT: School \$80.00 per hour. BCBA Supervision: home-based \$145.00 per hour. BCBA Consultation or Funtional Behavior Assessment (FBA) \$160.00 per hour. BCBA indirect program/report writting \$110.00 per hour. parent Training \$135.00 per hour	\$ 20,000.00
	School Based Therapy Services	OT \$94 per hr, OT Group \$35, OT Consultation \$47, OT Evaluation \$300.	\$700,000.00
	CCBH - Center for Children's Behavioral Health	Bedside Instruction \$95 per hour	\$30,000.00
		<b>Total</b>	<b>\$882,000.00</b>

STATE OF NEW JERSEY – DEPARTMENT OF EDUCATION Student Transportation Unit STUDENT TRANSPORTATION CONTRACT RENEWAL

Board of Education of:

In the County of:

Contractor:

Terminal Location:

Contractor Code:

Contract Term - From:

To:

	MultiContract # OR Route #:	Bid #	Renewal #:
1	<input type="text" value="DM1/14"/>	<input type="text" value="35-98"/>	<input type="text" value="24"/>
2	<input type="text" value="DM1"/>	<input type="text"/>	<input type="text" value="22"/>
3	<input type="text" value="DM2"/>	<input type="text" value="02-03"/>	<input type="text" value="20"/>
4	<input type="text" value="20-21SE"/>	<input type="text" value="20-21SE/NONPUB"/>	<input type="text" value="3"/>
5	<input type="text" value="LOW-THS"/>	<input type="text" value="T2017"/>	<input type="text" value="7"/>
6	<input type="text" value="SE1"/>	<input type="text" value="T2015"/>	<input type="text" value="8"/>
7	<input type="text"/>	<input type="text"/>	<input type="text"/>
8	<input type="text"/>	<input type="text"/>	<input type="text"/>
9	<input type="text"/>	<input type="text"/>	<input type="text"/>
10	<input type="text"/>	<input type="text"/>	<input type="text"/>

<b>Board of Education of</b>	TEANECK
<b>In the County of</b>	BERGEN
<b>Contractor:</b>	D&M TOURS
<b>Terminal Location:</b>	PATERSON
<b>Contractor Code:</b>	1188
<b>Total Contract Amount:</b>	\$2,207,026.80
<b>Contract Term:</b>	SEPTEMBER 2023 to JUNE 2024

**THE NAMED BOARD OF EDUCATION AND CONTRACTOR HEREBY AGREE THAT:**

1. This contract constitutes a renewal of the original contract(s) between the board of education and contractor herein specified with the additional provision noted as provided for pursuant to N.J.S.A. 18A:39-3.
2. By entering into this contract renewal the parties are bound by all terms of the original bid specifications applicable to each route/contract.
3. If awarded a contract, your company/firm will be required to comply with the requirements of N.J.S.A 10: 5-31 et seq. and N.J.A.C. 17:27.

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions. In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents: Letter of Federal Affirmative Action Plan Approval Certificate of Employee Information Report Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at [www.state.nj.us/treasury/contract\\_compliance](http://www.state.nj.us/treasury/contract_compliance)).

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

**IN WITNESS WHEREOF, the parties hereto have duly signed this contract.**

\_\_\_\_\_  
Signature - School Business Administrator/Board Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature - President of Local Board

\_\_\_\_\_  
Date

**Notary to the Contractor**

Subscribed and sworn to before me

Date \_\_\_\_\_

Notary Public Name \_\_\_\_\_

\_\_\_\_\_  
Company or Trade Name

\_\_\_\_\_  
Notary Public Signature

\_\_\_\_\_  
Authorized Signature

My Commission Expires: \_\_\_\_\_

Expiration Date

\_\_\_\_\_  
Title

Board of Education:	<b>TEANECK</b>
Contractor:	<b>D&amp;M TOURS</b>
Contractor Code:	1188
From:	SEPTEMBER 2023
To:	JUNE 2024





STATE OF NEW JERSEY – DEPARTMENT OF EDUCATION Student Transportation Unit STUDENT TRANSPORTATION CONTRACT RENEWAL

Board of Education of: **TEANECK** Multi-Contract or Route #: **SE1** Bid Number: **T2015** Renewal Number: **8** Contract Period: **From SEPTEMBER 2023 to JUNE 2024**

Contractor Name: **D&M TOURS** Terminal Location: **PATERSON** Contractor Code: **1188** Total Renewal Contract Amount: **\$ 151,992.00**

(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Per Diem Renewal Contract Amount	(G) # Days	(H) Annual Renewal Contract Amount	(I) Per Diem Aide Amount	(J) Cost Represents # of Aides	(K) # Aide Days	(L) Inc/Dec Provision	(M) NJSA 18A:39-3 Extension	(N) Total Per Diem Renewal Amount per Route	(O) Total Renewal Contract Amount per Route (contract, aide and extension)
LV1	LOWELL SCHOOL	1	9:00	3:30	163.16	180		45.00	1	180	3.00	2.94	\$ 211.10	\$ 37,998.00
LV2	LOWELL SCHOOL	1	9:00	3:30	163.16	180		45.00	1	180	3.00	2.94	\$ 211.10	\$ 37,998.00
THS1	TEANECK HIGH SCHOOL	1	8:00	2:55	163.16	180		45.00	1	180	3.00	2.94	\$ 211.10	\$ 37,998.00
THS2	TEANECK HIGH SCHOOL	1	8:00	2:55	163.16	180		45.00	1	180	3.00	2.94	\$ 211.10	\$ 37,998.00
						0		0	0	0				\$ -
						0		0	0	0				\$ -
						0		0	0	0				\$ -
						0		0	0	0				\$ -
						0		0	0	0				\$ -
						0		0	0	0				\$ -
						0		0	0	0				\$ -

STATE OF NEW JERSEY – DEPARTMENT OF EDUCATION Student Transportation Unit STUDENT TRANSPORTATION CONTRACT RENEWAL

Board of Education of: **TEANECK** Multi-Contract or Route #: **DM2** Bid Number: **02-03** Renewal Number: **20** Contract Period: **From SEPTEMBER 2023 to JUNE 2024**

Contractor Name: **D&M TOURS** Terminal Location: **PATERSON** Contractor Code: **1188** Total Renewal Contract Amount: **\$ 282,088.80**

(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Renewal Contract Amount	(G) # Days	(H) Annual Renewal Contract Amount	(I) Per Diem Aide Amount	(J) Cost Represents # of Aides	(K) # Aide Days	(L) Inc/Doc Provision	(M) NJSA 18A:39-3 Extension	(N) Total Per Diem Renewal Amount per Route	(O) Total Renewal Contract Amount(per Route (contract, aide and extension)
V4A	WHITTIER VAN	1	7:50	2:30	245.00	180		50.00	1	180	1.50		\$ 295.00	\$ 53,100.00
V4B	WHITTIER VAN	1	7:50	2:30	245.00	180		50.00	1	180	1.50		\$ 295.00	\$ 53,100.00
V5A	HAWTHORNE VAN	1	8:20	3:00	179.21	180		0.00	0	0	1.50	2.27	\$ 181.48	\$ 32,666.40
V5B	HAWTHORNE VAN	1	8:20	3:00	179.21	180		0.00	0	0	1.50	2.27	\$ 181.48	\$ 32,666.40
V6A	LACEY VAN	1	8:20	2:20	252.55	180		50.00	1	180	1.50	4.55	\$ 307.10	\$ 55,278.00
V6B	LACEY VAN	1	8:20	2:20	252.55	180		50.00	1	180	1.50	4.55	\$ 307.10	\$ 55,278.00
					0	0		0	0	0			\$	-
					0	0		0	0	0			\$	-
					0	0		0	0	0			\$	-
					0	0		0	0	0			\$	-
					0	0		0	0	0			\$	-



STATE OF NEW JERSEY – DEPARTMENT OF EDUCATION Student Transportation Unit STUDENT TRANSPORTATION CONTRACT RENEWAL

Board of Education of: TEANECK

Multi-Contract or Route #:

Bid Number: 20-21SE/NONPU 8

Renewal Number:

Contract Period: From SEPTEMBER 2023 to JUNE 2024

Contractor Name: D&M TOURS

Terminal Location: PATERSON

Contractor Code: 1188

Total Renewal Contract Amount: \$ 239,229.00

(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Per Diem Renewal Contract Amount	(G) # Days	(H) Annual Renewal Contract Amount	(I) Per Diem Aide Amount	(J) Cost Represents # of Aides	(K) # Aide Days	(L) Inc/Dac Provision	(M) NJSA 18A:39-3 Extension	(N) Total Per Diem Renewal Amount per Route	(O) Total Renewal Contract Amount per Route (contract, aide and extension)
WV1	WHITTIER VAN	1	8:00	2:30	242.04	180		45.00	1	180		2.96	\$ 290.00	\$ 52,200.00
HV1	HAWTHORNE VAN	1	8:30	3:00	164.09	180		45.00	1	180		2.96	\$ 212.05	\$ 38,169.00
BV1	BRYANT VAN	1	8:20	2:20	158.79	180		45.00	1	180		2.96	\$ 206.75	\$ 37,215.00
BV2	BRYANT VAN	1	8:20	2:20	158.79	180		45.00	1	180		2.96	\$ 206.75	\$ 37,215.00
BV3	BRYANT VAN	1	8:20	2:20	158.79	180		45.00	1	180		2.96	\$ 206.75	\$ 37,215.00
BV4	BRYANT VAN	1	8:20	2:20	158.79	180		45.00	1	180		2.96	\$ 206.75	\$ 37,215.00
						0			0	0				\$ -
						0			0	0				\$ -
						0			0	0				\$ -
						0			0	0				\$ -

STATE OF NEW JERSEY – DEPARTMENT OF EDUCATION Student Transportation Unit STUDENT TRANSPORTATION CONTRACT RENEWAL

Board of Education of: TEANECK

Multi-Contract or Route #: 20-21SE

Bid Number: #ERROR!

Renewal Number:

Contract Period: From SEPTEMBER 2023 to JUNE 2024

Contractor Name: D&M TOURS

Terminal Location: PATERSON

Contractor Code: 1188

Total Renewal Contract Amount: \$ 302,238.00

(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Per Diem Renewal Contract Amount	(G) # Days	(H) Annual Renewal Contract Amount	(I) Per Diem Aide Amount	(J) Cost Represents # of Aides	(K) # Aide Days	(L) Inc/Dec Provision	(M) NJSA 18A:39-3 Extension	(N) Total Per Diem Renewal Amount per Route	(O) Total Renewal Contract Amount per Route (contract, aide and extension)
BF2	BENJAMIN FRANKLIN MS	1	8:15AM	3:00PM	241.61	180		54.00	1	180	3.00	4.35	\$ 299.96	\$ 53,992.80
BF3	BENJAMIN FRANKLIN MS	1	8:15AM	3:00PM	241.61	180		54.00	1	180	3.00	4.35	\$ 299.96	\$ 53,992.80
BF4	BENJAMIN FRANKLIN MS	1	8:15AM	3:00PM	241.61	180		54.00	1	180	3.00	4.35	\$ 299.96	\$ 53,992.80
THS3	TEANECK HIGH SCHOOL	1	8:00AM	2:55PM	241.61	180		54.00	1	180	3.00	4.35	\$ 299.96	\$ 53,992.80
THSL1	TEANECK HIGH SCHOOL	1	8:00AM	2:55PM	182.34	180		54.00	1	180	3.00	3.29	\$ 239.63	\$ 43,133.40
LOWL1	LOWELL SCHOOL	1	9:00AM	3:30PM	182.34	180		54.00	1	180	3.00	3.29	\$ 239.63	\$ 43,133.40
						0								\$ -

STATE OF NEW JERSEY – DEPARTMENT OF EDUCATION Student Transportation Unit STUDENT TRANSPORTATION CONTRACT RENEWAL

**TO:** Executive County Superintendent of Schools  
**FROM:** School Business Administrator/Board Secretary  
 TEANECK Board of Education  
**DATE:** August 15, 2023  
**SUBJECT:** Student Transportation Contract Renewal(s)

The following student transportation contract renewal(s) and related documents are being submitted for your review and approval.

\_\_\_\_\_  
 Signature - School Business Administrator/Board Secretary

**Contractor Name:** D&M TOURS

Multi-Contract or Route Number	Renewal Number	Contract Amount	FOR COUNTY OFFICE USE ONLY:		
			Approved	Disapproved	Comments
DM1/14	24	\$569,822.40			
DM1	22	\$151,992.00			
DM2	20	\$282,088.80			
20-21SE	3	\$661,656.60			
LOW-THS	7	\$239,229.00			
SE1	8	\$302,238.00			

The above listed transportation contract renewal and related documents have been reviewed as to form and are approved/disapproved as noted. Please note that disapproved contracts may not be renewed.

FOR COUNTY OFFICE USE ONLY:

**Board of Education of:**

**In the County of:**

**Contractor:**

**Terminal Location:**

**Contractor Code:**

**Contract Term - From:**

**To:**

	<b>MultiContract # OR Route #:</b>	<b>Bid #</b>	<b>Renewal #:</b>
1	<input type="text" value="NPUB"/>	<input type="text" value="01T-23"/>	<input type="text" value="1"/>
2	<input type="text" value="NPUB"/>	<input type="text" value="01T-23"/>	<input type="text" value="1"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	<input type="text"/>	<input type="text"/>	<input type="text"/>
6	<input type="text"/>	<input type="text"/>	<input type="text"/>
7	<input type="text"/>	<input type="text"/>	<input type="text"/>
8	<input type="text"/>	<input type="text"/>	<input type="text"/>
9	<input type="text"/>	<input type="text"/>	<input type="text"/>
10	<input type="text"/>	<input type="text"/>	<input type="text"/>



<b>Board of Education of</b>	TEANECK BOARD OF EDUCATION
<b>In the County of</b>	BERGEN
<b>Contractor:</b>	FIRST STUDENT
<b>Terminal Location:</b>	ENGLEWOOD
<b>Contractor Code:</b>	808
<b>Total Contract Amount:</b>	\$791,557.02
<b>Contract Term:</b>	SEPTEMBER 5 2023 to JUNE 30 2024

**THE NAMED BOARD OF EDUCATION AND CONTRACTOR HEREBY AGREE THAT:**

1. This contract constitutes a renewal of the original contract(s) between the board of education and contractor herein specified with the additional provision noted as provided for pursuant to N.J.S.A. 18A:39-3.
2. By entering into this contract renewal the parties are bound by all terms of the original bid specifications applicable to each route/contract.
3. If awarded a contract, your company/firm will be required to comply with the requirements of N.J.S.A 10: 5-31 et seq. and N.J.A.C. 17:27.

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions. In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents: Letter of Federal Affirmative Action Plan Approval Certificate of Employee Information Report Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at [www.state.nj.us/treasury/contract\\_compliance](http://www.state.nj.us/treasury/contract_compliance)).

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**



STATE OF NEW JERSEY – DEPARTMENT OF EDUCATION Student Transportation Unit STUDENT TRANSPORTATION CONTRACT RENEWAL

Board of Education of:		Multi-Contract or Route #:		Bid Number:		Renewal Number:		Contract Period:						
TEANECK BOARD OF EDUCATION		NPUB		01T-23		-		From SEPTEMBER 5 2023 to JUNE 30 2024						
Contractor Name:		Terminal Location:		Contractor Code:		Total Renewal Contract Amount:								
FIRST STUDENT		ENGLEWOOD		808		\$ 239,580.78								
(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Per Diem Renewal Contract Amount	(G) # Days	(H) Annual Renewal Contract Amount	(I) Per Diem Aide Amount	(J) Cost Represents # of Aides	(K) # Aide Days	(L) Inc/Dec Provision	(M) NJSA 18A:39-3 Extension	(N) Total Per Diem Renewal Amount per Route	(O) Total Renewal Contract Amount per Route (contract, aide and extension)
YR1	YESHIVA RIVER EDGE	2	7:40/8:30	3:35/4:45	230.81	173			0	0	2.00	0.00	\$ 230.81	\$ 39,930.13
YR2	YESHIVA RIVER EDGE	2	VARIOUS	3:35/4:45	230.81	173			0	0	2.00	0.00	\$ 230.81	\$ 39,930.13
YR4	YESHIVA RIVER EDGE	2	VARIOUS	3:35/4:45	230.81	173			0	0	2.00	0.00	\$ 230.81	\$ 39,930.13
														\$ -
YR5	YESHIVA RIVER EDGE	2	VARIOUS	3:35/4:45	230.81	173			0	0	2.00	0.00	\$ 230.81	\$ 39,930.13
YR6	YESHIVA RIVER EDGE	2	VARIOUS	3:35/4:45	230.81	173			0	0	2.00	0.00	\$ 230.81	\$ 39,930.13
YR7	YESHIVA RIVER EDGE	2	VARIOUS	3:35/4:45	230.81	173			0	0	2.00	0.00	\$ 230.81	\$ 39,930.13
														\$ -
						0			0	0				\$ -
						0			0	0				\$ -
						0			0	0				\$ -
						0			0	0				\$ -
						0			0	0				\$ -

STATE OF NEW JERSEY – DEPARTMENT OF EDUCATION Student Transportation Unit STUDENT TRANSPORTATION CONTRACT RENEWAL

Board of Education of:		TEANECK BOARD OF EDUCATION		Multi-Contract or Route #:	NPUB	Bid Number:	01T-23	Renewal Number:	1	Contract Period:	From SEPTEMBER 5 2023 to JUNE 30 2024			
Contractor Name:		FIRST STUDENT		Terminal Location:	ENGLEWOOD	Contractor Code:	808			Total Renewal Contract Amount:	\$ 551,976.24			
(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Per Diem Renewal Contract Amount	(G) # Days	(H) Annual Renewal Contract Amount	(I) Per Diem Aide Amount	(J) Cost Represents # of Aides	(K) # Aide Days	(L) Inc/Dec Provision	(M) NJSA 18A:39-3 Extension	(N) Total Per Diem Renewal Amount per Route	(O) Total Renewal Contract Amount per Route (contract, aide and extension)
YN1	YESHIVAT NOAM	2	8:00/8:20	3:30/4:30	293.79	168			0	0	2.00	0.00	\$ 293.79	\$ 49,356.72
YN2	YESHIVAT NOAM	2	VARIOUS	3:30/4:30	293.79	168			0	0	2.00	0.00	\$ 293.79	\$ 49,356.72
YN3	YESHIVAT NOAM	2	VARIOUS	3:30/4:30	293.79	168			0	0	2.00	0.00	\$ 293.79	\$ 49,356.72
														\$ -
YN5	YESHIVAT NOAM	2	VARIOUS	3:30/4:30	293.79	168			0	0	2.00	0.00	\$ 293.79	\$ 49,356.72
YN6	YESHIVAT NOAM	2	VARIOUS	3:30/4:30	293.79	168			0	0	2.00	0.00	\$ 293.79	\$ 49,356.72
YN7	YESHIVAT NOAM	2	VARIOUS	3:30/4:30	293.79	168			0	0	2.00	0.00	\$ 293.79	\$ 49,356.72
YN8	YESHIVAT NOAM	2	VARIOUS	3:30/4:30	293.79	168			0	0	2.00	0.00	\$ 293.79	\$ 49,356.72
YN9	YESHIVAT NOAM	2	VARIOUS	3:30/4:30	293.79	168			0	0	2.00	0.00	\$ 293.79	\$ 49,356.72
YN10	YESHIVAT NOAM	2	VARIOUS	3:30/4:30	293.79	168			0	0	2.00	0.00	\$ 293.79	\$ 49,356.72
YN11	YESHIVAT NOAM	2	VARIOUS	3:30/4:30	293.79	168			0	0	2.00	0.00	\$ 293.79	\$ 49,356.72
														\$ -
F6	FRISCH H.S	2	7:30 AM	4:30 PM	384.27	152					2.00	0.00	\$ 384.27	\$ 58,409.04
														\$ -
														\$ -
														\$ -
														\$ -
														\$ -
														\$ -
														\$ -
														\$ -

**TO:** Executive County Superintendent of Schools  
**FROM:** School Business Administrator/Board Secretary  
 TEANECK BOARD OF EDUCATION Board of Education  
**DATE:** August 10, 2023  
**SUBJECT:** Student Transportation Contract Renewal(s)

The following student transportation contract renewal(s) and related documents are being submitted for your review and approval.

---

Signature - School Business Administrator/Board Secretary

**Contractor Name:** FIRST STUDENT

Multi-Contract or Route Number	Renewal Number	Contract Amount	FOR COUNTY OFFICE USE ONLY:		
			Approved	Disapproved	Comments
NPUB	1	239580.78			
NPUB	1	\$551,976.24			

**The above listed transportation contract renewal and related documents have been reviewed as to form and are approved/disapproved as noted. Please note that disapproved contracts may not be renewed.**

**FOR COUNTY OFFICE USE ONLY:**

Additional Comments (if necessary):

---

Executive County Superintendent of Schools

---

Date



STATE OF NEW JERSEY – DEPARTMENT OF EDUCATION Student Transportation Unit STUDENT TRANSPORTATION CONTRACT RENEWAL

**Board of Education of:**

**In the County of:**

**Contractor:**

**Terminal Location:**

**Contractor Code:**

**Contract Term - From:**

**To:**

	<b>MultiContract # OR Route #:</b>	<b>Bid #</b>	<b>Renewal #:</b>
1	<input type="text" value="PC1"/>	<input type="text" value="01T-23"/>	<input type="text" value="1"/>
2	<input type="text" value="22-23SE/NONPUB"/>	<input type="text" value="02T-23"/>	<input type="text" value="1"/>
3	<input type="text" value="SSD1"/>	<input type="text" value="01T-23"/>	<input type="text" value="1"/>
4	<input type="text" value="BCT"/>	<input type="text" value="G007"/>	<input type="text"/>
5	<input type="text"/>	<input type="text"/>	<input type="text"/>
6	<input type="text"/>	<input type="text"/>	<input type="text"/>
7	<input type="text"/>	<input type="text"/>	<input type="text"/>
8	<input type="text"/>	<input type="text"/>	<input type="text"/>
9	<input type="text"/>	<input type="text"/>	<input type="text"/>
10	<input type="text"/>	<input type="text"/>	<input type="text"/>

<b>Board of Education of</b>	TEANECK BOARD OF EDUCATION
<b>In the County of</b>	BERGEN
<b>Contractor:</b>	JOHN LECKIE BUS
<b>Terminal Location:</b>	HACKENSACK
<b>Contractor Code:</b>	1608
<b>Total Contract Amount:</b>	\$393,765.56
<b>Contract Term:</b>	SEPTEMBER 1 2023 to JUNE 30 2024

**THE NAMED BOARD OF EDUCATION AND CONTRACTOR HEREBY AGREE THAT:**

1. This contract constitutes a renewal of the original contract(s) between the board of education and contractor herein specified with the additional provision noted as provided for pursuant to N.J.S.A. 18A:39-3.
2. By entering into this contract renewal the parties are bound by all terms of the original bid specifications applicable to each route/contract.
3. If awarded a contract, your company/firm will be required to comply with the requirements of N.J.S.A 10: 5-31 et seq. and N.J.A.C. 17:27.

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions. In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents: Letter of Federal Affirmative Action Plan Approval Certificate of Employee Information Report Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at [www.state.nj.us/treasury/contract\\_compliance](http://www.state.nj.us/treasury/contract_compliance)).

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

**IN WITNESS WHEREOF, the parties hereto have duly signed this contract.**

\_\_\_\_\_  
Signature - School Business Administrator/Board Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature - President of Local Board

\_\_\_\_\_  
Date

**Notary to the Contractor**

Subscribed and sworn to before me

**Date** \_\_\_\_\_

**Notary Public Name** \_\_\_\_\_

\_\_\_\_\_  
**Company or Trade Name**

\_\_\_\_\_  
**Notary Public Signature**

\_\_\_\_\_  
**Authorized Signature**

**My Commission Expires:** \_\_\_\_\_  
**Expiration Date**

\_\_\_\_\_  
**Title**

Board of Education:	<b>TEANECK BOARD OF EDUCATION</b>
Contractor:	<b>JOHN LECKIE BUS</b>
Contractor Code:	1608
From:	SEPTEMBER 1 2023
To:	JUNE 30 2024

STATE OF NEW JERSEY – DEPARTMENT OF EDUCATION Student Transportation Unit STUDENT TRANSPORTATION CONTRACT RENEWAL

Board of Education of:		Multi-Contract or Route #:		Bid Number:		Renewal Number:		Contract Period:						
TEANECK BOARD OF EDUCATION		PC1		01T-23		1		From SEPTEMBER 1 2023 to JUNE 30 2024						
Contractor Name:		Terminal Location:		Contractor Code:		Total Renewal Contract Amount:								
JOHN LECKIE BUS		HACKENSACK		1608		\$ 53,539.50								
(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Per Diem Renewal Contract Amount	(G) # Days	(H) Annual Renewal Contract Amount	(I) Per Diem Aide Amount	(J) Cost Represents # of Aides	(K) # Aide Days	(L) Inc/Dec Provision	(M) NJS 18A:39-3 Extension	(N) Total Per Diem Renewal Amount per Route	(O) Total Renewal Contract Amount per Route (contract, aide and extension)
PC	PARUMUS CATHOLIC	2	7:45	1:54	305.94	175			0	0	1.87	0.00	\$ 305.94	\$ 53,539.50
					0	0			0	0				\$ -
					0	0			0	0				\$ -
					0	0			0	0				\$ -
					0	0			0	0				\$ -
					0	0			0	0				\$ -
					0	0			0	0				\$ -
					0	0			0	0				\$ -

STATE OF NEW JERSEY – DEPARTMENT OF EDUCATION Student Transportation Unit STUDENT TRANSPORTATION CONTRACT RENEWAL

Board of Education of: TEANECK BOARD OF EDUCATION		Multi-Contract or Route #: 22-23SE/NONP UB	Bid Number: 02T-23	Renewal Number: 1	Contract Period: From SEPTEMBER 1 2023 to JUNE 30 2024									
Contractor Name: JOHN LECKIE BUS		Terminal Location: HACKENSACK	Contractor Code: 1608		Total Renewal Contract Amount: \$ 273,625.20									
(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Per Diem Renewal Contract Amount	(G) # Days	(H) Annual Renewal Contract Amount	(I) Per Diem Aide Amount	(J) Cost Represents # of Aides	(K) # Aide Days	(L) Inc/Dec Provision	(M) NJSA 18A:39-3 Extension	(N) Total Per Diem Renewal Amount per Route	(O) Total Renewal Contract Amount per Route (contract, aide and extension)
BPY1	BEN PORAT YOSEF	2	8:00 AM	3:25 PM	422.38	180			0	0	1.93	0.00	\$ 422.38	\$ 76,028.40
												0.00	\$ -	\$ -
BPY3	BEN PORAT YOSEF	2	8:00 AM	3:25 PM	422.38	180			0	0	1.93	0.00	\$ 422.38	\$ 76,028.40
													\$ -	\$ -
BPY5	BEN PORAT YOSEF	2	NA	4:25 PM	42.34	180			0	0	1.93	0.00	\$ 42.34	\$ 7,621.20
													\$ -	\$ -
YEH1	YESHIVAT HE'ATID	2	8:10 AM	3:30 PM	316.52	180			0	0	1.93	0.00	\$ 316.52	\$ 56,973.60
YEH2	YESHIVAT HE'ATID	2	8:10 AM	3:30 PM	316.52	180			0	0	1.93	0.00	\$ 316.52	\$ 56,973.60
						0			0	0			\$ -	\$ -
						0			0	0			\$ -	\$ -
						0			0	0			\$ -	\$ -
						0			0	0			\$ -	\$ -
						0			0	0			\$ -	\$ -
						0			0	0			\$ -	\$ -
						0			0	0			\$ -	\$ -

STATE OF NEW JERSEY – DEPARTMENT OF EDUCATION Student Transportation Unit STUDENT TRANSPORTATION CONTRACT RENEWAL

Board of Education of: TEANECK BOARD OF EDUCATION		Multi-Contract or Route #: SSD1	Bid Number: 01T-23	Renewal Number: 1	Contract Period: From SEPTEMBER 1 2023 to JUNE 30 2024									
Contractor Name: JOHN LECKIE BUS		Terminal Location: HACKENSACK	Contractor Code: 1608		Total Renewal Contract Amount: \$ 66,600.86									
(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Per Diem Renewal Contract Amount	(G) # Days	(H) Annual Renewal Contract Amount	(I) Per Diem Aide Amount	(J) Cost Represents # of Aides	(K) # Aide Days	(L) Inc/Dec Provision	(M) NJSA 18A:39-3 Extension	(N) Total Per Diem Renewal Amount per Route	(O) Total Renewal Contract Amount per Route (contract, aide and extension)
SSDS1	SOLOMON SCHECHTER	2	7:50 AM	3:30 PM	401.21	166			0	0	1.93	0.00	\$ 401.21	\$ 66,600.86
						0			0	0				\$ -
						0			0	0				\$ -
						0			0	0				\$ -
						0			0	0				\$ -
						0			0	0				\$ -
						0			0	0				\$ -
						0			0	0				\$ -



STATE OF NEW JERSEY – DEPARTMENT OF EDUCATION Student Transportation Unit STUDENT TRANSPORTATION CONTRACT RENEWAL

Board of Education of: TEANECK BOARD OF EDUCATION		Multi-Contract or Route #: BCT	Bid Number: G007	Renewal Number:	Contract Period: From SEPTEMBER 1 2023 to JUNE 30 2024									
Contractor Name: JOHN LECKIE BUS		Terminal Location: HACKENSACK	Contractor Code: 1608	Total Renewal Contract Amount: \$ 53,638.20										
(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Per Diem Renewal Contract Amount	(G) # Days	(H) Annual Renewal Contract Amount	(I) Per Diem Aide Amount	(J) Cost Represents # of Aides	(K) # Aide Days	(L) Inc/Dec Provision	(M) N.J.S.A. 18A:39-3 Extension	(N) Total Per Diem Renewal Amount per Route	(O) Total Renewal Contract Amount per Route (contract, aide and extension)
BCT	BERGEN COUNTY TECHNICAL-TETERBORO	2	7:45 am	3:30 pm	297.99	180			0	0			\$ 297.99	\$ 53,638.20
						0			0	0			\$ -	\$ -
						0			0	0			\$ -	\$ -
						0			0	0			\$ -	\$ -
						0			0	0			\$ -	\$ -
						0			0	0			\$ -	\$ -
						0			0	0			\$ -	\$ -
						0			0	0			\$ -	\$ -

**TO:** Executive County Superintendent of Schools  
**FROM:** School Business Administrator/Board Secretary  
 TEANECK BOARD OF EDUCATION Board of Education  
**DATE:** August 10, 2023  
**SUBJECT:** Student Transportation Contract Renewal(s)

The following student transportation contract renewal(s) and related documents are being submitted for your review and approval.

---

Signature - School Business Administrator/Board Secretary

**Contractor Name:** JOHN LECKIE BUS

Multi-Contract or Route Number	Renewal Number	Contract Amount	FOR COUNTY OFFICE USE ONLY:		
			Approved	Disapproved	Comments
PC1	1	\$53,539.50			
22-23SE/NONPUB	1	\$ 273,625.20			
SSD1	1	\$66,600.86			
BCT	0	\$53,638.20			

**The above listed transportation contract renewal and related documents have been reviewed as to form and are approved/disapproved as noted. Please note that disapproved contracts may not be renewed.**

**FOR COUNTY OFFICE USE ONLY:**

Additional Comments (if necessary):

---

Executive County Superintendent of Schools

---

Date

STATE OF NEW JERSEY – DEPARTMENT OF EDUCATION Student Transportation Unit STUDENT TRANSPORTATION CONTRACT RENEWAL

Board of Education of:

In the County of:

Contractor:

Terminal Location:

Contractor Code:

---

Contract Term - From:

To:

	MultiContract # OR Route #:	Bid #	Renewal #:
1	<input type="text" value="BCA"/>	<input type="text" value="G006"/>	<input type="text"/>
2	<input type="text" value="TJMS"/>	<input type="text" value="3162"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	<input type="text"/>	<input type="text"/>	<input type="text"/>
6	<input type="text"/>	<input type="text"/>	<input type="text"/>
7	<input type="text"/>	<input type="text"/>	<input type="text"/>
8	<input type="text"/>	<input type="text"/>	<input type="text"/>
9	<input type="text"/>	<input type="text"/>	<input type="text"/>
10	<input type="text"/>	<input type="text"/>	<input type="text"/>

<b>Board of Education of</b>	TEANECK BOARD OF EDUCATION
<b>In the County of</b>	BERGEN
<b>Contractor:</b>	VALLEY TRANSPORTATION
<b>Terminal Location:</b>	NORWOOD
<b>Contractor Code:</b>	
<b>Total Contract Amount:</b>	\$200,291.40
<b>Contract Term:</b>	SEPTEMBER 1 2023 to JUNE 30 2024

**THE NAMED BOARD OF EDUCATION AND CONTRACTOR HEREBY AGREE THAT:**

1. This contract constitutes a renewal of the original contract(s) between the board of education and contractor herein specified with the additional provision noted as provided for pursuant to N.J.S.A. 18A:39-3.
2. By entering into this contract renewal the parties are bound by all terms of the original bid specifications applicable to each route/contract.
3. If awarded a contract, your company/firm will be required to comply with the requirements of N.J.S.A 10: 5-31 et seq. and N.J.A.C. 17:27.

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions. In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents: Letter of Federal Affirmative Action Plan Approval Certificate of Employee Information Report Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at [www.state.nj.us/treasury/contract\\_compliance](http://www.state.nj.us/treasury/contract_compliance)).

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

**IN WITNESS WHEREOF, the parties hereto have duly signed this contract.**

\_\_\_\_\_  
Signature - School Business Administrator/Board Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature - President of Local Board

\_\_\_\_\_  
Date

**Notary to the Contractor**

Subscribed and sworn to before me

Date \_\_\_\_\_

Notary Public Name \_\_\_\_\_

\_\_\_\_\_  
Company or Trade Name

\_\_\_\_\_  
Notary Public Signature

\_\_\_\_\_  
Authorized Signature

My Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
Expiration Date

\_\_\_\_\_  
Title

Board of Education:	<b>TEANECK BOARD OF EDUCATION</b>
Contractor:	<b>VALLEY TRANSPORTATION</b>
Contractor Code:	
From:	SEPTEMBER 1 2023
To:	JUNE 30 2024



STATE OF NEW JERSEY – DEPARTMENT OF EDUCATION Student Transportation Unit STUDENT TRANSPORTATION CONTRACT RENEWAL

Board of Education of: TEANECK BOARD OF EDUCATION

Multi-Contract or Route #: BCA

Bid Number: G006

Renewal Number:

Contract Period: From SEPTEMBER 1 2023 to JUNE 30 2024

Contractor Name: VALLEY TRANSPORTATION

Terminal Location: NORWOOD

Contractor Code:

Total Renewal Contract Amount: \$ 40,991.40

(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Per Diem Renewal Contract Amount	(G) # Days	(H) Annual Renewal Contract Amount	(I) Per Diem Aide Amount	(J) Cost Represents # of Aides	(K) # Aide Days	(L) Inc/Doc Provision	(M) NJS 18A:39-3 Extension	(N) Total Per Diem Renewal Amount per Route	(O) Total Renewal Contract Amount per Route (contract, aide and extension)
BCA	BERGEN COUNTY ACADEMIES	1	7:45	3:00	227.73	180			0	0		0.00	\$ 227.73	\$ 40,991.40
						0			0	0				\$ -
						0			0	0				\$ -
						0			0	0				\$ -
						0			0	0				\$ -

STATE OF NEW JERSEY – DEPARTMENT OF EDUCATION Student Transportation Unit STUDENT TRANSPORTATION CONTRACT RENEWAL

Board of Education of: TEANECK BOARD OF EDUCATION

Multi-Contract or Route #: TJMS

Bid Number: 3162

Renewal Number:

Contract Period: From SEPTEMBER 1 2023 to JUNE 30 2024

Contractor Name: VALLEY TRANSPORTATION

Terminal Location: NORWOOD

Contractor Code:

Total Renewal Contract Amount: \$ 159,300.00

(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Per Diem Renewal Contract Amount	(G) # Days	(H) Annual Renewal Contract Amount	(I) Per Diem Aide Amount	(J) Cost Represents # of Aides	(K) # Aide Days	(L) Inc/Dec Provision	(M) NJSA 18A:39-3 Extension	(N) Total Per Diem Renewal Amount per Route	(O) Total Renewal Contract Amount (per Route (contract, aide and extension))
TJMS1	THOMAS JEFFERSON MIDDLE	1	8:00AM	3:00PM	295.00	180				50		0.00	\$ 345.00	\$ 53,100.00
TJMS2	THOMAS JEFFERSON MIDDLE	1	8:00AM	3:00PM	295.00	180				50		0.00	\$ 345.00	\$ 53,100.00
TJMS3	THOMAS JEFFERSON MIDDLE	1	8:00AM	3:00PM	295.00	180				50		0.00	\$ 345.00	\$ 53,100.00
												0.00		\$ -

STATE OF NEW JERSEY – DEPARTMENT OF EDUCATION Student Transportation Unit STUDENT TRANSPORTATION CONTRACT RENEWAL

**TO:** Executive County Superintendent of Schools  
**FROM:** School Business Administrator/Board Secretary  
 TEANECK BOARD OF EDUCATION Board of Education  
**DATE:** August 15, 2023  
**SUBJECT:** Student Transportation Contract Renewal(s)

The following student transportation contract renewal(s) and related documents are being submitted for your review and approval.

\_\_\_\_\_  
 Signature - School Business Administrator/Board Secretary

**Contractor Name:** VALLEY TRANSPORTATION

Multi-Contract or Route Number	Renewal Number	Contract Amount	FOR COUNTY OFFICE USE ONLY:		
			Approved	Disapproved	Comments
BCA	0	\$40,991.40			
TJMS	0	\$159,300.00			
0	0				

The above listed transportation contract renewal and related documents have been reviewed as to form and are approved/disapproved as noted. Please note that disapproved contracts may not be renewed.

FOR COUNTY OFFICE USE ONLY:

**Allowance Reduction  
Adjustment**

DRA Form CA(ARA)

- OWNER
- ARCHITECT
- CONTRACTOR
- FIELD
- OTHER

**PROJECT:** Fire Alarm Upgrade at Teaneck High School  
**ARA NUMBER:** GC-01 Rev1  
**DATE:** 8/22/2023  
**ARCHITECT'S PROJECT NO.:** 4019C  
**TO CONTRACTOR:** Sal Electric Company, Inc.  
 83 Fleet Street  
 Jersey City, New Jersey, 07306  
**CONTRACT DATE:** TBD  
**CONTRACT FOR:** GC

The Contract Allowance is changed  
 RFI #003 Change Order #001  
 Cost of additional equipment (quote provided by HAIG Services) \$14,646.00

The Scope of work is as follows:  
 Inclusions:  
 Material & labor necessary for installation of new fire alarm equipment cabinet

**Not valid until signed by the Owner, Architect and Contractor.**

The original Allowance was	<u>\$30,000.00</u>
Net change by previously authorized Allowance Adjustment	<u>\$0.00</u>
The Allowance Sum prior to this Adjustment order was	<u>\$30,000.00</u>
The Allowance Sum will be decreased by this Reduction in the amount of	<u>\$14,646.00</u>
The new Allowance Sum including this Adjustment order will be	<u>\$15,354.00</u>

The Contract Time will be changed by (0) days  
 The date of Substantial Completion as of the date of this Allowance Adjustment is TBD.

<u><b>Di Cara   Rubino Architects</b></u> ARCHITECT 30 Galesi Drive Address Wayne, New Jersey 07470  BY <i>Reggie Franklin</i> DATE 08/22/23	<u><b>Sal Electric Company, Inc.</b></u> CONTRACTOR 83 Fleet Street Address Jersey City, New Jersey, 07306  BY <i>Brian Perez</i> DATE 8/23/23	<u><b>Teaneck Board of Education</b></u> OWNER 651 Teaneck Road Address Teaneck, New Jersey, 07666  BY DATE
---	---	--



**CDI LLC**  
 500 Fifth Avenue, Suite 1500  
 New York, NY 10110  
 (877) 216 0133

*Quote Prepared For:*  
**Teaneck Board of Education**  
 651 Teaneck Road  
 Teaneck NJ, 07666

**Quote Date:** 08/15/2023  
**Exp Date:** 08/26/2023  
**Quote No:** Q-71294-1  
**Prepared By:** rebecca.serzega@cdillc.com

**Meraki MS390**

Meraki Cloud Managed MS390 Switch	\$ 397,944.48
Cisco Meraki MS390 Switch	\$ 156,246.46
CDI Professional Services	\$ 38,090.20
<b>TOTAL</b>	<b>\$ 592,281.14</b>

**Account Manager: Chris Clark**  
**Email: chris.clark@cdillc.com**  
**Phone#: 201-314-0362**

**Terms & Conditions**

*Pricing subject to change without advanced notice from the manufacturer. Restock fees will apply for any items returned. Returns must be made within 15 days of receipt of items unopened. CDI terms net 30 days. Shipping fees not included. The information provided to you in this communication is regarded by Computer Design & Integration LLC to be Confidential and Proprietary information. This includes the description of the materials/products for sale, the prices quoted, and any description of consulting services to be performed by Computer Design & Integration LLC. This information shall not be disclosed or made available to any party unrelated to this agreement without our express written consent. You must also exercise reasonable care to protect this information from the unauthorized disclosure by others.*



Meraki Cloud Managed MS390 Switch					
QTY	PART NUMBER	DESCRIPTION	UNIT LIST	UNIT SELL	EXT. SELL
35	MS390-48UX2-HW	Cisco Meraki Cloud Managed MS390-48UX2 - Switch - L3 - managed - 48 x 100/1000/2.5G/5GBase-T (UPOE) - rack-mountable - UPOE (645 W)	\$ 15,004.90	\$ 5,295.85	\$ 185,354.65
35	LIC-MS390-48E-5Y	Cisco Meraki Enterprise - Subscription license (5 years) + 5 Years Enterprise Support - 1 switch - hosted	\$ 4,674.30	\$ 1,319.80	\$ 46,193.00
32	MA-MOD-8X10G	Cisco Meraki Uplink Module - Expansion module - Gigabit Ethernet / 10Gb Ethernet x 8 - for Cloud Managed MS390-24, MS390-48	\$ 3,128.17	\$ 1,104.06	\$ 35,329.89
21	MS390-24UX-HW	Cisco Meraki Cloud Managed MS390-24UX - Switch - L3 - managed - 24 x 100/1000/2.5G/5G/10GBase-T (UPOE) - rack-mountable - UPOE (560 W)	\$ 15,600.37	\$ 5,506.01	\$ 115,626.25
21	LIC-MS390-24E-5Y	Cisco Meraki Enterprise - Subscription license (5 years) + 5 Years Enterprise Support - 1 switch - hosted	\$ 2,604.08	\$ 735.27	\$ 15,440.69
<b>SUBTOTAL</b>					<b>\$ 397,944.48</b>

Cisco Meraki MS390 Switch					
QTY	PART NUMBER	DESCRIPTION	UNIT LIST	UNIT SELL	EXT. SELL
13	MS390-48UX2-HW	Cisco Meraki Cloud Managed MS390-48UX2 - Switch - L3 - managed - 48 x 100/1000/2.5G/5GBase-T (UPOE) - rack-mountable - UPOE (645 W)	\$ 15,004.90	\$ 5,295.85	\$ 68,846.01
13	LIC-MS390-48E-5Y	Meraki MS390 48-port Enterprise License and Support, 5 Year	\$ 4,674.30	\$ 1,319.80	\$ 17,157.40
13	MA-MOD-8X10G	Cisco Meraki Uplink Module - Expansion module - Gigabit Ethernet / 10Gb Ethernet x 8 - for Cloud Managed MS390-24, MS390-48	\$ 3,128.17	\$ 1,104.06	\$ 14,352.77
6	MS390-24UX-HW	Cisco Meraki Cloud Managed MS390-24UX - Switch - L3 - managed - 24 x 100/1000/2.5G/5G/10GBase-T (UPOE) - rack-mountable - UPOE (560 W)	\$ 15,600.37	\$ 5,506.01	\$ 33,036.07
6	LIC-MS390-24E-5Y	Meraki MS390 24-port Enterprise License and Support, 5 Year	\$ 2,604.08	\$ 735.27	\$ 4,411.63
19	MA-CBL-120G-50CM	Cisco Meraki - Stacking cable - 1.6 ft - for P/N: MS390-24UX-HW, MS390-48P-HW, MS390-48U-HW, MS390-48UX2-HW, MS390-48UX-HW	\$ 147.87	\$ 52.19	\$ 991.57
5	MA-CBL-120G-1M	Cisco Meraki - Stacking cable - 3.3 ft - for P/N: MS390-24UX-HW, MS390-48P-HW, MS390-48U-HW, MS390-48UX2-HW, MS390-48UX-HW	\$ 295.72	\$ 104.38	\$ 521.88
2	MA-CBL-120G-3M	Cisco Meraki - Stacking cable - 10 ft - for P/N: MS390-24UX-HW, MS390-48P-HW, MS390-48U-HW, MS390-48UX2-HW, MS390-48UX-HW	\$ 443.59	\$ 156.56	\$ 313.13
40	MA-SFP-10GB-SR	Cisco Meraki - SFP+ transceiver module - 10 GigE - 10GBase-SR - up to 1310 ft - for Cisco Meraki MX100,	\$ 1,176.98	\$ 415.40	\$ 16,616.00

Cisco Meraki MS390 Switch					
QTY	PART NUMBER	DESCRIPTION	UNIT LIST	UNIT SELL	EXT. SELL
		MX400, MX600, MX80; Cloud Managed Ethernet Aggregation Switch MS420			
				SUBTOTAL	\$ 156,246.46

CDI Professional Services					
QTY	PART NUMBER	DESCRIPTION	UNIT LIST	UNIT SELL	EXT. SELL
1	CDI Professional Services	CDI Professional Service - SOW ID - PS-004848		\$ 22,823.85	\$ 22,823.85
1	CDI Professional Services	CDI Professional Service - SOW ID - PS-005890		\$ 15,266.35	\$ 15,266.35
				SUBTOTAL	\$ 38,090.20

# THE TEANECK PUBLIC SCHOOL DISTRICT

## Human Resource Management

### POSITION DESCRIPTION

**POSITION TITLE:** PAYROLL MANAGER

**ADMINISTRATIVE RELATIONSHIP:** Reports to School Business Administrator / Board Secretary

**ESSENTIAL QUALIFICATIONS:**

1. Must be able to perform essential job functions with or without reasonable accommodation.
2. High school graduate; post-high school training in the principles of setting up and maintaining automated payroll systems. Five years experience in all aspects of payroll preparation and reporting, preferably in a public school environment.
3. Effectively use computer hardware and software applicable to assignment.
4. Demonstrate independent decision making through previous work experience.
5. Ability to independently research and analyze information for complex or sensitive projects.
6. Ability to communicate with the highest degree of professionalism and tact with staff, administrators, students, parents and community.

**ESSENTIAL FUNCTIONS OF POSITION:**

1. Plan, organize, disseminate and expedite flow of work within the payroll department.
2. Manages and oversees the payroll assistant.
3. Train, assign, and effectively utilize the services of the confidential payroll assistant to ensure ongoing operation of the department.
4. Receive and compute all payrolls including employee overtime, substitute staff, and extra work for extra pay charges, making appropriate authorized deductions.
5. Verify the accuracy of payroll register, prepare payroll reports and transfers.
6. Transmit direct deposit and check reconciliation files.
7. Oversee the handling of employee medical benefits, including enrollments, deletions, changes in medical coverage, COBRA notification, disability, and reconciling monthly bills.
8. Oversee recordkeeping of staff attendance, including sick leave, deductions for excess days taken, distribution of employee calendars, computation of vacation time, and payouts upon retirement.
9. Prepare all documentation and forms with regard to pension enrollments and withdrawals.
10. Oversee inquiries for credit information, verification of salary and length of service, unemployment claims.
11. Keep apprised of changing federal and state payroll regulations.
12. Prepare quarterly taxes; calculate and remit FICA.
13. Process wage and tax statements/changes as mandated by the federal and state governments.
14. Compile labor statistics for OSHA and census reports.
15. Coordinate annual and fiscal rollovers.
16. Work collaboratively with School Business Administrator, Director of Human Resources, Coordinator of Fiscal Services, and auditors, providing requested information and reports.
17. Work with the highest degree of integrity when dealing with confidential information.
18. Participate in an in-service training program as directed by the supervisor.
19. Implement the individual improvement plans as written into his/her evaluation report.  
Perform any other duties or responsibilities as assigned by the Superintendent, as may add to the effectiveness of the education program of the Teaneck Public Schools.

Position descriptions are established by the Human Resource Management Office and adopted by the Board of Education and are intended only to summarize the essential duties, responsibilities, qualifications, and requirements for the purpose of clarifying the general nature and scope of a position's role as part of the overall organization. Position descriptions are not designed to contain or be interpreted as a comprehensive inventory of all tasks an employee might be expected to perform, and



they do not limit the right of the employer/supervisor to assign additional tasks or otherwise to modify duties to be performed. Individuals shall perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise balance the workload. Every employee has a duty to perform all assigned tasks. The order, of essential functions and duties of the position as listed in the position description, is not designed or intended to rank the duties in any order of importance relative to each other.

**TERMS OF EMPLOYMENT:**

Confidential, twelve-month position. No bargaining unit affiliation. Salary determined by negotiation with the Superintendent of Schools and approved by the Board of Education. This is an exempt position.

**EVALUATION:**

The annual performance evaluation will be based on this position description, any applicable state regulations and/or Board of Education policies.

THE TEANECK PUBLIC SCHOOL DISTRICT  
**H**uman **R**esource **M**anagement



**POSITION DESCRIPTION**

**POSITION TITLE:** Confidential Secretary Employee Benefits

**ADMINISTRATIVE RELATIONSHIP:** Reports to the Director of Human Resources

**ESSENTIAL QUALIFICATIONS:**

1. Experience in all phases of administering health benefits
2. Excellent oral, written, and interpersonal skills
3. Must have computer literate and proficient in the following
4. Must have a working knowledge of payroll procedures
5. Must understand privacy laws and maintain a working knowledge of laws concerning all health benefits
6. Required criminal history background check and proof of U.S. citizenship or legal resident alien status

**ESSENTIAL FUNCTIONS OF POSITION:**

1. Annual employee stipend tracking
2. Prepare yearly contracts and computations for all employees.
3. District Liaison - works with the district Healthcare Provider, gets quotes for negotiations, and attends workshops for their products.
4. Inputting of Healthcare, Prescription, and Dental information to ensure employees' coverage begins timely.
5. Manage the compliance of benefits forms to ensure accuracy and communicate to participants any discrepancies requiring new forms to be completed.
6. Oversees the production of all benefit plan communication materials and ensures the timely delivery of all benefit forms and enrollment materials to eligible associates.
7. Maintain healthcare, prescription, and dental records -ensuring all information is correct for accurate billing.
8. Prepare monthly healthcare, prescription, and dental spreadsheets for payment.
9. Administer and track COBRA benefits to all eligible employees.
10. Administer and track FMLA to all eligible employees.
11. Administer and track NJFLA to all eligible employees.
12. Workers' Compensation - follow up with doctors, employees, and carriers.

13. Input daily attendance for all employees.
14. Provide monthly attendance reports to all schools.
15. Provide attendance records to principals, as needed.
16. Responsible for tracking sick leave.
17. Responsible for tracking personal leave.
18. Works with payroll to reconcile salaries.
19. Assists HR Administrator in supervising the School Nurses.
20. Attends workshops to update new healthcare laws.
21. Initiate, participate in, and complete special projects that enhance the department's overall performance.
22. Oversee system and database maintenance and updates to ensure accuracy and integrity.
23. Daily substitute tracking and reporting

Position descriptions are established by the Human Resource Management Office and adopted by the Board of Education and are intended only to summarize the essential duties, responsibilities, qualifications, and requirements of the position for the purpose of clarifying the general nature and scope of a position's role as part of the overall organization. Position descriptions are not designed to contain or be interpreted as a comprehensive inventory of all tasks an employee might be expected to perform, and they do not limit the right of the employer/supervisor to assign additional tasks or otherwise modify duties to be performed. Individuals shall perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise balance the workload. Every employee has a duty to perform all assigned tasks. The order of essential functions and duties of the position as listed in the position description is not designed or intended to rank the duties in any order of importance relative to each other.

**TERMS OF EMPLOYMENT:**

Confidential, twelve-month position. No bargaining unit affiliation. Salary is determined by negotiation with the Superintendent of Schools and approved by the Board of Education. This is an exempt position.

**SALARY RANGE:**

\$65,000-\$85,000

**EVALUATION:**

The annual performance evaluation will be based upon this position description and any applicable State regulations and/or Board of Education policies.

# THE TEANECK PUBLIC SCHOOL DISTRICT

## Human Resource Management

### POSITION DESCRIPTION

**POSITION TITLE:** CONFIDENTIAL PAYROLL ASSISTANT

**ADMINISTRATIVE RELATIONSHIP:** Reports to Payroll Manager

**ESSENTIAL QUALIFICATIONS:**

1. Must be able to perform essential job functions with or without reasonable accommodation.
2. High school graduate; post -high school training in the principles of setting up and maintaining automated payroll systems.
3. Four years' experience working with payroll preparation and reporting, preferably in a public school environment.
4. Attention to detail and exceptional accuracy working with figures.
5. Ability to effectively use computer hardware and software applicable to assignment.
6. Ability to communicate with the highest degree of professionalism and tact with all stakeholders.

**ESSENTIAL FUNCTIONS OF POSITION:**

1. Assist the payroll manager in preparation of payrolls and calculate and process supplementary payroll.
2. Enter and reconcile daily payment for substitutes; prepare substitute checks for mailing.
3. Verify and post custodial overtime.
4. Assist in payroll bookkeeping including reconciling payroll posting and check reconciliations.
5. Enter and maintain accurate attendance records, including monitoring of sick days, personal business days, vacation, etc.
6. Provide balances of accounts, substitute expenses, overtime as needed by the payroll manager.
7. Under direction of the payroll manager, complete requests for verification of salary.
8. Review and forward to the insurance company all accident reports involving workers' compensation.
9. Provide back-up services to the payroll manager to ensure flow of the workload within the payroll department.
10. Perform and assist in other routine clerical duties and Business Office functions as required or assigned by the payroll manager.
11. Work collaboratively with the payroll manager providing requested information and reports.
12. Works with the highest degree of integrity when dealing with confidential information.
13. Participate in an in-service training program as directed by the payroll manager.
14. Perform any other duties or responsibilities as assigned by the Superintendent, as may add to the effectiveness of the education program of the Teaneck Public Schools.

Position descriptions are established by the Human Resource Management Office and adopted by the Board of Education and are intended only to summarize the essential duties, responsibilities, qualifications, and requirements for the purpose of clarifying the general nature and scope of a position's role as part of the overall organization. Position descriptions are not designed to contain or be interpreted as a comprehensive inventory of all tasks an employee might be expected to perform, and they do not limit the right of the employer/supervisor to assign additional tasks or otherwise to modify duties to be performed. Individuals shall perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise balance the workload. Every employee has a duty to perform all assigned tasks. The order of essential functions and duties of the position as listed in the position description, is not designed or intended to rank the duties in any order of importance relative to each other.

**SALARY RANGE:**

\$50,000-65,0000

**TERMS OF EMPLOYMENT:**

Confidential, twelve-month position. No bargaining unit affiliation. Salary determined by negotiation with the Superintendent of Schools and approved by the Board of Education. This is an exempt position.

**EVALUATION:**

The annual performance evaluation will be based on this position description, any applicable state regulations and/or Board of Education policies.

THE TEANECK PUBLIC SCHOOL DISTRICT  
**H**uman **R**esource **M**anagement



**POSITION DESCRIPTION**

**POSITION TITLE:** Senior Accountant

**ADMINISTRATIVE RELATIONSHIP:** Reports to the School Business Administrator

**ESSENTIAL QUALIFICATIONS:**

1. Minimum experience as determined by the Board.
2. Understanding of the principles and practices of financial accounting and reporting procedures consistent with statute, code and GAAP requirements.
3. Knowledge of accepted business practices in school schools related to budget preparation and administration, insurance, purchasing, transportation, food services, school plant operations and facility planning.
4. Demonstrated organizational, communication and interpersonal skills.
5. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.

**ESSENTIAL FUNCTIONS OF POSITION:**

1. Assists the School Business Administrator in the preparation of the annual school budget and is responsible for the administration of all phases of the budget throughout the year.
2. Keeps accurate and detailed accounts of all financial transactions as prescribed by statute, administrative code and Board policy.
3. Maintains a complete and systematic set of records in the form prescribed by the commissioner of education of all financial transactions of the school.
4. Records detail of school financial transactions in appropriate journals and subsidiary ledgers from such sources as requisitions, payroll records, etc.
5. Summarizes and balances entries recorded in individual journals and ledgers, and transfers data to general ledgers.
6. Prepares financial statements, including income statements, and cost reports to reflect the financial condition of the school.
7. Traces errors and records adjustments to correct charges or credits posted to incorrect amounts.
8. Compiles and records cash receipt summaries.

9. Assists accounts payable personnel in properly encumbering and processing for payment, the purchase orders for the school.
10. Assumes responsibility for the audit of all claims, invoices and demands against the Board, presents them as the “bill list” for Board approval for payment.
11. Monitors cash flow and assists the school business administrator in investing funds and in preparing monthly reports.
12. Maintains confidentiality of sensitive correspondence, records and information.
13. Performs other duties as assigned by the School Business Administrator.

Position descriptions are established by the Human Resource Management Office and adopted by the Board of Education and are intended only to summarize the essential duties, responsibilities, qualifications, and requirements of the position for the purpose of clarifying the general nature and scope of a position’s role as part of the overall organization. Position descriptions are not designed to contain or be interpreted as a comprehensive inventory of all tasks an employee might be expected to perform, and they do not limit the right of the employer/supervisor to assign additional tasks or otherwise modify duties to be performed. Individuals shall perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise balance the workload. Every employee has a duty to perform all assigned tasks. The order of essential functions and duties of the position as listed in the position description is not designed or intended to rank the duties in any order of importance relative to each other.

**TERMS OF EMPLOYMENT:**

Confidential, twelve-month position. No bargaining unit affiliation. Salary determined by negotiation with the Superintendent of Schools and approved by the Board of Education. This is an exempt position.

**SALARY RANGE:**

\$80,000-\$95,000

**EVALUATION:**

The annual performance evaluation will be based upon this position description and any applicable State regulations and/or Board of Education policies.

<b>Thomas Jefferson Middle School - EWEP - 2023-2024</b>			
<b>Staff Member</b>	<b>Activity</b>	<b>TIER</b>	<b>Stipend Amount</b>
Spencer Jones	Band 5th& 6th grade	II	\$2,100.00
Joey Hochgesang	Orchestra	II	\$2,100.00
Gina Geronimo	Book & Supply Room	III	\$2,000.00
Brandon Vargas	Bridge Club	I	\$1,000.00
Molly Neff	Chorus 5th& 6th grade	II	\$2,100.00
Molly Neff	Chorus 7th& 8th grade	II	\$2,100.00
Kelley Blessing	Drama Director	II	\$2,100.00
Valerie Johnson	Assistant Drama Director	II	\$1,000.00
Antoinette Bush	Environmental/Science Club	I	\$1,000.00
Spencer Jones	Jazz Band	II	\$2,100.00
Jennie Brolewicz	Library Council	I	\$1,000.00
Brandon Vargas	Math Club 1	I	\$500.00
Heather Jacobs	Math Club 2	I	\$500.00
Spencer Jones	Mentor for Boys	III	\$2,200.00
Marisol Urena	Mentor for Girls 1	III	\$1,100.00
Gina Geronimo	Mentor for Girls 2	III	\$1,100.00
Matthew Mcmillan	National Junior Honor Society 1	III	\$1,000.00
Lindsey Fisher	National Junior Honor Society 2	III	\$1,000.00
Matthew Mcmillan	Newspapers	II	\$1,250.00
Lindsay Fisher	Newspapers	II	\$1,250.00
George Prepis	Physical Education Intramurals (Boys)	III	\$1,125.00
Matthew Green	Physical Education Intramurals (Boys)	III	\$1,125.00
Danielle Lawlor	Physical Education Intramurals (Girls)	III	\$1,125.00
Glen Mezzatesta	Physical Education Intramurals (Girls)	III	\$1,125.00
Sue Luckman-Jacobs	STEM Club	II	\$2,100.00
Rena SanGeorge	Student Council	III	\$2,000.00
Suada Charaf	Student Council	III	\$2,000.00
Brittany Eisele	Visual Arts	II	\$2,100.00
D'Aisha Smith	Yearbook	II	\$1,250.00
Brandon Vargas	Yearbook	II	\$1,250.00



Jaclyn Kiely	French Club 1	I	\$500.00
Rana Omar	French Club 2	I	\$500.00
Paul Maute	Film Critics	I	\$500.00
Monica Bagan	Film Critics (co-advisor)	I	\$500.00
Marisol Urena	Spanish Club	I	\$1,000.00
Kelley Blessing	Gay-Straight Alliance	I	\$1,000.00
James Pruden	Mock Trial 1	II	\$1,500.00
Gina Geronimo	Treasurer	III	\$2,200.00
Mark Martinez	Chess Club	I	\$1,000.00
<b>Total</b>			<b>\$52,400.00</b>

<b>SACC APPOINTMENTS SY 2023-2024</b>		
<b>Name</b>	<b>Position</b>	<b>Hourly Amount</b>
Claudette Peterkin	Site Supervisor - Bryant	29.28
Jennifer Smith	Site Supervisor -Lacey	18.54
Angie Tavarez	Site Supervisor - Whittier	19.1
Florence Hadnot	Site Supervisor - Hawthorne	19.48
Joshua Turner	Site Supervisor - Lowell	18.54
Gulshir Khan	Site Supervisor - TJ	18.04
Jalen Harris	Site Supervisor - BF	17.51
Keisha James	Asst. Site Supervisor - Bryant	22.37
Deirda James	Lead Aide - Bryant	19.76
Helen Hamilton	Aide	15.91
Ajare Murphy	Aide	15.91
Rubina Abbasi	Aide	15.91
Sheryl Wingster	Aide	15.91
Saira Bano	Aide	15.45
Jakiah Harris	Aide	15.45
Safdar Sukena	Aide	15
Shahida Bano	Aide	15.91
Mona Segal	Aide	15.91
Renee Warren	Aide	15.45
Colleen Collins-Reamer	Aide	15.45
Ashley O'Connor	Aide	15.91
Daniela Vega-Camacho	Aide	15.45
Emily Gomez	Aide	15.45
Monique Brown	Aide	15.91
Rehana Abbasi	Aide	15.45
Emani Thornhill	Aide	15
Patrice Coleman	Aide	15.91

Brenda Savage	Aide	15.91
Marilyn Garcia	Aide	15
Cristabel Vilorio	Aide	15.45
Carmen Recinos	Aide	15.91
Chandler Davenport	Aide	15.45
Sam Jiatz	Aide	15
Sean Cooper	Aide	15
Christal Terry	Aide	15
Linda Campbell	Aide	15.91
Kyjah Harris	Substitute	15.45
Janae Goodman	Substitute	15
Jewel McKee	Substitute	15.45
Feona Turner	Substitute	15.91