

Minutes of the proceedings of the **PUBLIC WORK MEETING** held on Wednesday, May 11, 2022, in the virtually via zoom app, 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 Public Work Session Meeting of the Teaneck Board of Education, held on Wednesday, May 11, 2022, virtually via zoom app, at 8:03 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, on January 14, 2022."

III. Roll Call

<i>Board Member</i>	<i>Present</i>	<i>Absent</i>
Mrs. Burns (Linda)	x	
Mr. Cooper (Damen)		x
Ms. Fisher (Victoria)-Vice President	x	
Mrs. Gee (Danielle)	x	
Dr. Klein (Dennis)	x	
Mr. Rodriguez (Jonathan) arrived @ 9:20 pm	x	
Mr. Rodriguez (Sebastian)-President	x	
Ms. Sanders (Denise) arrived @ 8:06 pm	x	
Ms. Vatsky (Sharon)	x	

IV. Reaffirmation of District Goals

V. Superintendent's Report (if needed)

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

Superintendent's Report
<https://www.eduvision.tv/l?etReDAy>

VI. Public Comment (Agenda and Non-Agenda Items)

Please click on the link below to view the public comments from the public workshop meeting:

Public Comment
<https://www.eduvision.tv/l?etReDtt>

VII. Board Presentations (if needed)

NONE

VIII. Board Committee Reports (as available)

Please click link below to view the Board Committee Report:

Board Committee Reports
<https://www.eduvision.tv/l/?etReDtL>

IX. Agenda Items

Please click the link below to view the workshop public meeting:

Meeting link
<https://www.eduvision.tv/l/?etReDtD>

X. Executive Session (if needed)

NONE

XI. Adjournment

Ms. Burns motioned to adjourn the public meeting at 9:30 pm. Said motion was seconded by Ms. Gee and carried by a unanimous vote.

<i>Motion: L. Burns</i>	<i>Second: D. Gee</i>			
<i>Board Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
Mrs. Burns (Linda)	x			
Mr. Cooper (Damen)				x
Ms. Fisher (Victoria)-Vice President	x			
Mrs. Gee (Danielle)	x			
Dr. Klein (Dennis)	x			
Mr. Rodriguez (Jonathan)	x			
Mr. Rodriguez (Sebastian)-President	x			
Ms. Sanders (Denise)	x			
Ms. Vatsky (Sharon)	x			

Respectfully submitted,

Dora E. Zeno
Interim Business Administrator

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.

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

1. that the Board approve the following policy updates as either New, Revised and/or Mandatory (M) for **Second Reading**:

P2700 – Services to Non-Public School Students – Revised/Mandated

P5300 – Automated External Defibrillators (AED) – Revised/Mandated

P5330 – Administration of Medication – Revised/Mandated

P5530 – Substance Abuse – Revised/Mandated

P5751 – Sexual Harassment of Students – Revised/Mandated

P7100 – Long-Range Facilities Planning – Revised/Mandated

P7441 – Electronic Surveillance in School Buildings and on School Grounds - Revised/Mandated

P8462 - Reporting Potentially Missing or Abused Children – Revised/Mandated

P8507 – Breakfast Offer Versus Serve – Revised/Mandated

2. that the Board approve the following policy updates as either New, Revised and/or Mandatory (M) for **First Reading**:

P3283 - Electronic Communications Between Teaching Staff Members and Students - New/Mandated

P5330.04 - Administering an Opioid Antidote - Revised/Mandated

P5516 - Use of Electronic Communication and Recording Devices - Revised/Mandated

P5541 - Anti-Hazing - New/Mandated

P7243 - Supervision of Construction - Revised/Mandated

BOARD OPERATIONS

MAY 11, 2022

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

1. that the Board approve the minutes from the following meetings:

Workshop Public Meeting held Wednesday, April 6, 2022
Regular Public/Budget Hearing Meeting held Wednesday, April 27, 2022

Executive Session held on Wednesday, April 6, 2022 meeting
Executive Session held on Wednesday, April 27, 2022 meeting

2. that the Board waive the provisions of Board Policy #7510 - Use of School Facilities for the 2021-2022 school year at no cost to the TJMS PTA for the use of Thomas Jefferson Middle School outdoor fields and parking lots from 08:00am - 4:00pm on Saturday, June 4, 2022 with a rain date of Saturday, June 11, 2022.

The fees to rent the outdoor fields and parking lot is being waived. The custodial and security fees to be paid is as follows:

Custodial services - 1 day x \$55.37 per hour for 8hrs = \$442.96
Security services – 1 day x 25 per hour x 2 officers x 8hrs = \$400.00
TOTAL \$842.96

**SCHOOL OPERATIONS and
CURRICULUM**

MAY 11, 2022

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

1. **Be It Resolved**, that the Board is in receipt of the Harassment, Intimidation, and Bullying (HIB) incident report for the month of April 2022.

FINANCE AND BUDGET

MAY 11, 2022

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

- 1. that the Board approve payment of the following 2021-2022 bills and payroll, as detailed in lists attached to the Minutes of this meeting, including adjustments to previously approved bill payments, and that the Business Administrator/Board Secretary be hereby authorized to release the warrants in payments of these bills per the list appended to and made part of the minutes.

MARCH 1, 2022 through MARCH 31 , 2022

General	\$12,263,901.66
Special Revenue	\$ 1,025,029.99
Enterprise	\$ 43,285.82
Food Service	\$ 201,609.49
Capital Outlay	\$ 12,866.20

Total of Approved Payments \$13,546,693.11

- 2. that the Board approve 2021-2022 budget transfers for the month of March 2022 which are attached and a part of the official record.
- 3. that the Board approve the attached list of virtual Professional Development for the staff indicated for professional improvement or development, as approved by the Superintendent (District funded \$95) (Grant Funded \$2,024) (Title II funded \$42.21) total cost of \$2,161.21.
- 4. that the Board approve the attached list of Student Field Trips, as approved by the Superintendent (District Funded \$240) (Parent Funded \$4,615) (Grant funded \$8,724) total cost \$13,579.00
- 5. that the Board approve the contracts, for out-of-district tuition, for students who would require a Special Education program during the 2021-2022 school year, as per the attached list.

6. that the Board approve contracts with clinicians and agencies on the attached list who would provide related services and/or independent evaluations during the 2021-2022 school year.
7. that the Board approve the Teaneck Public Schools various scholarships to students in different categories depending on community service, business internships, good citizenship and or excellence in academics. See attached list.
8. **Be It Resolved**, that the Teaneck Board of Education, approves the transfer of Unexpended funds from the Hawthorne School Roof Replacement Project to the General Fund Miscellaneous Revenue in the amount \$34,976.00
9. **Be It Resolved**, that the Teaneck Board of Education, approves the transfer of Unexpended funds from the New Administration Building Project to the Capital Reserve Fund in the amount \$5,016.50.
10. **Be It Resolved**, that the Teaneck Board of Education, approves the transfer of Unexpended funds from the 2012 ESIP Project to the Debt Service Fund in the amount \$19,712.00.
11. **Be It Resolved**, that the Teaneck Board of Education, approves the transfer of Unexpended funds from the Eugene Field School Renovation Project to the Capital Reserve Fund in the amount \$261,871.35.
12. that the Board approve payment to the parents of Student #101385, for transporting the student to and from the Out of District school, Washington Elementary located in Paramus, NJ beginning on November 29, 2021 until the end of the school year, June 27, 2022 at \$13.89 per day, total cost not to exceed \$1,639.02.

13. **WHEREAS**, the Board has concluded that the proposal submitted by Maschio's is the most advantageous to the School District, price and other factors considered; **NOW, THEREFORE, BE IT RESOLVED** that the Teaneck Board of Education approve and award a contract for School Food Service Management for the 2022-2023 school year, with an option for four (4) one (1) year extensions thereafter at the Board's discretion, to Maschio's Food Services Inc. located at 525 E. Main Street, Chester, New Jersey 07930. It is the recommendation of the Interim Business Administrator that the Teaneck Board of Education award the contract to Maschio's (hereinafter referred to as the "FSMC"), subject to the following contractual provisions:

The FSMC shall receive, in addition to the costs of operation, a fee of \$0.14 per reimbursable meal and meal equivalent to compensate the Food Service Management Company for administrative and management costs. This fee shall be billed monthly as a cost of operation. The District guarantees the payment of such costs and fee to the FSMC.

The number of National School Lunch Program, and if applicable, Breakfast Program, At-Risk Afterschool Meals Program and After School Snacks Programs, meals served to children shall be determined by actual count. A "Meal Equivalent" provided by FSMC is determined by dividing the total of cash receipts, other than from sales of National School Lunch Program, and if applicable, Breakfast Program, At-Risk Afterschool Meals Program and After School Snacks Programs, meals, or Cash Equivalents, by the Equivalency Factor. The Equivalency Factor used to determine the number of Meal Equivalents served by the FSMC shall be the amount of \$4.095

The per meal management fee of \$0.14 will be multiplied by total meals.

Maschio's guarantees that the return to the District from the Food Service Program for the school year will be \$131,000. If the annual operating statement shows a return less than \$131,000, Maschio's will pay the difference between the actual and the guaranteed amount. The FSMC reserves the right to recover any such reimbursement made during the current contract year from that year's Surplus on a monthly basis. Financial terms of the Contract are based upon the assumptions as stated in Guarantee Conditions and Assumptions, Paragraph 8, in the Contract. If there is a change in conditions, including, without limitation, changes to the following assumptions, the parties agree to enter into negotiations concerning the impact of such changes, and the financial terms of the Contract, including any guarantee, shall be adjusted accordingly.

14. **WHEREAS**, the County of Bergen has allocated Juvenile Justice funds in the amount of \$52,248 to Teaneck Public Schools- The FORUM for the PASS Program for the period January 1, 2022 to December 31, 2022.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of The Teaneck Public Schools wishes to enter into a Contract No. TPS-S22 effective January 1, 2022 with the County of Bergen for the total amount of \$52,248 in Juvenile Justice Funds for the PASS Program and be it further

RESOLVED, that the Board of Trustees/Directors hereby authorizes Nicholas Campestre-Coordinator School Based Youth Services to be a signator to the aforesaid Contract; and be it further

RESOLVED, that the Board of Trustees/Directors hereby authorizes Dora E. Zeno, Interim School Business Administrator/Board Secretary to sign all County vouchers, checks and modifications submitted in connection with the aforesaid project.

The Board of Trustees/Directors of Teaneck Public Schools adopted this resolution at a meeting on May 18, 2022.

15. that the Board acknowledges that Theodora Smiley Lacey School conducted its second emergency school bus exit drill, in accordance with N.J.A.C. 6A:27-11.2, at 8:37 am on March 15, 2022 at the location On Edgemont Place; Leslie King oversaw the drills and Zeno Cho was the staff member in charge. The following bus routes were included in the drill: Vans 3A, 3B, V3A & V3B.
16. that the Board acknowledges that Bryant Elementary School successfully conducted its second emergency school bus exit drill, in accordance with N.J.A.C. 6A:27-11.2, at 8:20 am at the location of Bryant School Bus Lane off of Tryon Ave on March 10, 2022; David Deubel oversaw the drill and Kimberly Thomas-Santangel and Peter Farg were the staff members in charge. The following bus routes were included in the drill: Route #6 Buses D & E Vans BV1, BV2, BV3, BV4 & BV5 (V6C AM).
17. that the Board acknowledges the Whittier Elementary School successfully conducted its second emergency school bus exit drill, in accordance with N.J.A.C. 6A:27-11.2, at 7:50 am at the location of West Englewood Ave and Essex St on March 15, 2022; Piero LoGiudice & Linda Harrison oversaw the drill and Keith Orapello, Janine Lawler, James D. Micelli, Kim Sullivan, Christine Taylor, Samantha Jankowski, Monique Williams and Stephanie Baer were the staff members in charge. The following bus routes were included in the drill: Route #4 Buses A,B,C,D,E,F; Vans V4A, V4B & WV1.

18. that the Board acknowledge the Hawthorne Elementary School successfully conducted its second emergency school bus exit drill, in accordance with N.J.A.C. 6A:27-11.2, at 8:15 am at the location of Lucy Avenue on March 15, 2022; Natasha Pitt oversaw the drill and Amber Halpern, Ranisha, Rahena Loskor, Maria Garcia, Audrey Capan, Kellie Costa and Aytzaz Mohammed were the staff members in charge. The following bus routes were included in the drill: Route #5 Buses A, B, & C Vans 5A, 5B, HV1 (Van C).

19. that the Board acknowledges that Lowell Elementary School successfully conducted its second emergency school bus exit drill, in accordance with N.J.A.C. 6A:27-11.2, at 8:40 am at the location of Lowell school parking lot on March 10, 2022; Antoine Green and Alexis Ryerson oversaw the drill and PE Zeno Cho, PE J. Lopez, K. Dasom, M. Pafford, J. Ahearn, Lisa Sgambati, S. Dibona & L. Finizio were the staff members in charge. The following bus routes were included in the drill: Route #7 Buses A,B,C, D & E Vans LV1, LV2, & LOWL1 & LV4.

20. that the Board acknowledges that Benjamin Franklin Middle School successfully conducted its second emergency school bus exit drill, in accordance with N.J.A.C. 6A:27-11.2, at 8:10am at the location of 1315 Taft Road outside of front of the school on April 4, 2022; Terrence Williams oversaw the drill. The following bus routes were included in the drill: Vans BF2, BF3, BF4, BF5 & BF6

21. that the Board acknowledges that Thomas Jefferson Middle School successfully conducted its second emergency school bus exit drill, in accordance with N.J.A.C. 6A:27-11.2, at 3:20pm; 3:24pm & 3:37pm on April 26, 2022, at the location of the Fycke Lane; Ramon Ortiz oversaw the drills. The following bus routes were included in the drill: Vans TJ1, TJ2 and TJ3

22. that the Board acknowledges that Teaneck High School successfully conducted its second emergency school bus exit drill, in accordance with N.J.A.C. 6A:27-11.2, at 8:00am on April 18, 2022 at the location on 100 Elizabeth Ave. Justin O'Neil oversaw the drills. The following bus routes were included in the drill: Vans THS1, THS2, THS3, THS4 & THS1L.

23. That the Board accept the awarded funds from the New Jersey ARP Stabilization Grant for the district's licensed childcare centers (SACC):

Program	Awarded Amount
Thomas Jefferson	120,000
Bryant School	120,000
Hawthorne School	120,000
Whittier School	120,000
Lowell School	60,000
Total	\$ 540,000

24. that the Board approve payment to Ranch Hope, Inc., Alternative School Tuition, in the amount of \$46,449.16 for student #102318 for December 2021 through June 2022.
25. that the Board approve payments to Center for Initiatives in Jewish Education (CIJE) to provide CIJE Technology High School instructional training focused on STEM integration (both virtually and in-person). Trainings to take place between 5/20/2022 and 9/25/2022. This training is for Torah Academy of Bergen County. Title II non-public funds will be used from account # 20-270-200-320-92-50-I-T. Not to exceed \$10,000.00.
26. that the Board approve Daniele Kaplan, to conduct one art therapy workshop to be held on May 19th, 2022 with the Network II group for 15 high school students in grades 11-12, in an amount of \$300 per session not to exceed **\$300**. The FORUM Grant will fund this program. Account #20-010-100-300-73-50-G-H Township FORUM Purchase Ed. Svs.
27. that the Board approve Dr. Ken Verni, to conduct one 2 hour mindfulness workshop to be held for FORUM Staff on June 20th, 2022 \$600 per session not to exceed \$600. The FORUM Grant will fund this program. Account # 20-010-100-300-73-50-G-H Township FORUM Purchase Ed. Svs

28. **Whereas**, Ms. Carol Kosnitsky will perform four professional development services to provide the Child Study Team and Special Education teachers training and development to facilitate SMART (**S**pecific **M**easurable **A**chievement **R**elevant and **T**ime bound) goals along with successful interventions for student achievement. The four sessions regarding Writing Relevant IEPs will be held between August 2022-June 2023 at a rate of \$2,759 each. Title II (20-270-200-320-19-50-I-O) and IDEA CCEIS (20-250-200-300-60-46-C-C) funds will be used. NOT TO EXCEED \$11,000.
Be It Resolved that the Board approve payment to Carol Kosnitsky for professional development services during the 2022-2023 school year.

29. that the Board approve the Stipulation of Settlement between the parents of Student ID# 106503 and the Teaneck Board of Education in the amount of \$60,437.02 each year for the school years of 2021-2022 and 2022-2023 to Shefa School.

30. that the Board approves the Stipulation of Settlement between the parents of Student ID# 106512 and the Teaneck Board of Education in the amount of \$60,437.02 each year for the school years of 2021-2022 and 2022-2023 to Shefa School.

31. that the Board approves the Stipulation of Settlement between the parents of Student ID# 102906 and the Teaneck Board of Education in the amount of \$59,000 each year for the school years of 2021-2022 and 2022-2023 to Sinai School.

32. that the Board approves the attached contract between the Teaneck Board of Education and the New Jersey School Boards Association (NJSBA) to provide the Superintendent search services for the Teaneck School district. The duties of the NJSBA will include the initial visit, staff and community input, developing the criteria, screening and securing candidates, reports and processing applications in the total amount not to exceed \$12,500.00. The agreement shall be effective as of May 11th, 2022 and shall continue until the consultants' duties as described in Section 1, A through I have been completed, unless terminated as provided in Section 5 (see attached agreement).

33. that the Board approve Di Cara Rubino Architects to provide professional services for Fire Alarm upgrades at Bryant Elementary, Whittier Elementary and Teaneck High School. From the existing electric service, Di Cara Rubino Architects will provide power distribution design to accommodate the new fire alarm system in compliance with current code requirements. The Services includes preparation of the NJDOE Application, Construction documents, Bidding and Contract Administration for a total of \$70,000 (see proposal attached).

34. that the Board approve Di Cara Rubino Architects to provide Electrical Services upgrades at Benjamin Franklin Middle School and Teaneck High School. The existing 208V/3 Φ 1600-amp service at Benjamin Franklin Middle School will be replaced by a new, 208V/3 Φ TBD-amp service and the existing 208V/3 Φ 3000-amp service at the High School will be replaced by a new, 208V/3 Φ TBD-amp service. The new electrical service will have the capacity for future air-conditioning upgrades. The Professional services include preparation of the NJDOE Application, Construction documents, Bidding and Contract Administration for a total of \$102,000 (see proposal attached).

PERSONNEL

MAY 11, 2022

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

1. that the Board approve the following certificated staff appointments for the 2022-2023 school year, following a 90-day probationary period, effective date as indicated, pending criminal history review:
 - a. Sarene Thomas, Athletic Trainer, at an annual salary of \$68,000 (TTEA MA/Step 6) assigned to Teaneck High School, effective July 01, 2022 through June 30, 2023, replacing Kenneth Cieslak, retired (PC#: 11-12-26/bji).

2. that the Board approve the following non-certificated staff appointments, following a 90-day probationary period, effective dates as indicated, pending criminal history review:
 - a. Nicole Fernandez, Secretary C, at an annual salary of \$67,750 (TTEA 12M C / Step 7), assigned to Thomas Jefferson Middle School, effective June 27, 2022 through June 30, 2022, replacing Kelly McMillon, retired (PC# 30-11-73/azf).

 - b. Jessica Murphy, Receptionist/Clerk - School Based Youth Services, at an annual salary of \$44,069 (grant-funded) assigned to the FORUM at Teaneck High School, effective May 23, 2022 through June 30, 2022, replacing Owen Barnes, resigned (PC#: 08-12-73/axg).

3. that the Board approve the use of grant funds from the New Jersey Department of Children and Families for payment of retention bonuses to the following FORUM staff members. Staff with two or more years of service will receive 12% of current salary and staff with one year or less of service will receive 6% of their current salary. Total amount not to exceed \$32,459.

Account#: 20-0440-200-100-73-11-O-H FORUM / GRANT INSTRUCT SALARY \$23,207

Account #: 20-0440-200-100-73-12-O-H FORUM / GRANT ADMIN SALARY \$9,252

<u>Staff Member</u>	<u>Salary</u>	<u>Start Date</u>	<u>Percentage</u>	<u>Total Bonus</u>
a. Nicholas Campestre	\$77,104	03/01/2005	12%	\$9,252
b. Yvonne Witter	\$58,088	11/09/2009	12%	\$6,971
c. Gianniil Hidalgo	\$55,150	11/01/2013	12%	\$6,618
d. Victoria Alexander	\$55,150	03/18/2019	12%	\$6,618
e. Jason Juxon-Smith	\$50,000	10/18/2021	6%	\$3,000
TOTAL:				\$32,459

4. that the Board approve the retirement of the following staff members:
- a. Jane Fahey, School Nurse, Whittier Elementary School, effective June 17, 2022, 2 years of service.
5. that the Board accept the resignation of the following staff members:
- a. David Murphy, Athletic Director/Supervisor of Physical Education, Curriculum & Instruction, effective June 30, 2022.
- b. Simone Clark, Executive Assistant, Human Resource Management, effective June 30, 2022.
- c. Jennifer Basanti, Secretary B, Human Resource Management, effective May 27, 2022.

6. that the Board approve the following leave of absences for the dates and reasons indicated:
 - a. Employee ID#4599, paid medical leave of absence with benefits, using 20 personal illness days from April 22, 2022 through May 20, 2022, under FMLA.
 - b. Employee ID#5364, paid medical leave of absence without benefits, using 3 family illness days, 3 personal business days and 8 personal illness days from April 14, 2022 through May 04, 2022, under FMLA. Unpaid medical leave of absence without benefits from May 05, 2022 through June 30, 2022, under FMLA.

7. that the Board certifies that pursuant to N.J.S.A. 18A: 27-4.1, the Superintendent has notified the board of the non-renewed staff members and the reasons for their non-renewal.

8. that the Board certifies the following actions, as recommended by the Superintendent with regard to non -tenured instructional personnel:
 - a. That non- tenured instructional personnel (List #1 and #1A filed with the official minutes of this meeting of the Board of Education) be notified by Human Resource Management that it is the Board's intention to offer each a contract for the 2022 - 2023 school year.

9. that the Board certifies the following actions, as recommended by the Superintendent with regard to non -tenured secretarial personnel:
 - a. That non -tenured secretarial personnel (List #2 filed with the official minutes of this meeting of the Board of Education) be notified by Human Resource Management that it is the Board's intention to offer each a contract for the 2022 - 2023 school year.

10. that the Board approve the salaries of administrative certificated and non- certificated staff for the 2022 - 2023 school year, effective July 1, 2022 through June 30, 2023:

**COORDINATOR INFORMATION SYSTEMS:
(NON-CERTIFICATED)**

Name	Position	Salary
Sandra Muro	Coordinator	\$109,770.74

ELEMENTARY SCHOOLS:

Name	<u>Position</u>	Salary
-------------	------------------------	---------------

Leslie King	Principal	\$174,323.38
Antoine Green	Principal	\$174,323.38
Piero Lo Giudice	Principal	\$167,700.00
Natasha Pitt	Principal	\$154,332.50
David Deubel	Principal	\$149,640.00

MIDDLE SCHOOLS:

Name	<u>Position</u>	Salary
Terrence Williams	Principal	\$155,492.47
Nina Odatalla	Principal	\$155,492.47
Marina Williams	Assistant Principal	\$134,252.88
Ramon Ortiz Jr.	Assistant Principal	\$132,910.25
Jahari Jacobs	Assistant Principal	\$132,910.25

HIGH SCHOOL:

Name	<u>Position</u>	Salary
Pedro Valdes	Principal	\$181,156.25
Justin O'Neill	Assistant Principal	\$154,925.90
Margot Todman-Mack	Assistant Principal	\$144,356.16

DIRECTORS:

Name	<u>Position</u>	Salary
Patricia Dent	Director of School Innovation, And ESL	\$161,526.58
Shellian Mirander	Assistant Director of Special Education	\$127,431.36

SUPERVISORS/COORDINATORS:

Name	<u>Position</u>	Salary
Rolando Monserrat	Supervisor of Science	\$122,121.72
Lisa Zucker*	Supervisor of Early Childhood	\$135,575.90
Ashley Sularz	Supervisor of Humanities & Gifted Education	\$119,712.00
Ramon Medina	Supervisor of Visual & Performing Arts	\$119,712.00
Emilio Jennette	Coordinator of State, Local and Federal Grants	\$122,121.72

***Grant Funds**

Salaries are subject to pending negotiations.

11. that the Board approve the following salaries of non-certificated staff for the 2022-2023 school year, effective July 01, 2022 through June 30, 2023 for twelve (12) month staff, and September 01, 2022 through June 30, 2023 for ten (10) month staff:

BUSINESS OFFICE:		
<u>Name</u>	<u>Guide/Step</u>	<u>Salary</u>
Paula Huber	Sec 12M B/Step 8	\$75,500.00
Na’Imah Bogert	Sec 12M A/Step 8	\$77,000.00
Rebecca Soohoo-Buckingham	Sec 12M B/Step 7	\$71,500.00
Jenine Kea	Sec 12M A/Step 8	\$77,000.00
Delia Pomales	Sec 12M B/Step 7	\$71,500.00
Jasmine Reid	Sec 12M B/Step 4	\$65,750.00
CURRICULUM AND INSTRUCTION:		
<u>Name</u>	<u>Guide/Step</u>	<u>Salary</u>
Tracey Strand	Sec 12M B/Step 8	\$75,500.00
LeeAnn McClain	Sec 12M B/Step 6	\$69,000.00
TECHNOLOGY:		
<u>Name</u>	<u>Guide/Step</u>	<u>Salary</u>
Alicia Pinetti	TTEA/Step 10	\$71,500.00
Amedeo Folcarelli	TTEA/Step 10	\$71,500.00
OPERATIONS/MAINTENANCE:		
<u>Name</u>	<u>Guide/Step</u>	<u>Salary</u>
Marion Soohoo	Sec 12M B/Step 8	\$75,500.00
SPECIAL SERVICES:		
<u>Name</u>	<u>Guide/Step</u>	<u>Salary</u>
Barbara Kilgore	Sec 12M B/Step 6	\$69,000.00
Amanda Viera	Sec 12M B/Step 4	\$65,750.00
Yessica Reyes	Sec 12M B/Step 3	\$63,000.00
ELEMENTARY SCHOOLS:		
<u>Name</u>	<u>Guide/Step</u>	<u>Salary</u>
Susan De Lisio	Sec 12M B/Step 8	\$75,500.00
Chanon McDuffie	Sec 12M B/Step 8	\$75,500.00

Dawn Santamaria	Sec 12M B/Step 8	\$75,500.00
Ruthanne Ahearn	Sec 10M D/Step 8	\$49,500.00
Betty Ball	Sec 10M D/Step 8	\$49,500.00
Barbara Jenner	Sec 10M D/Step 8	\$49,500.00
Vanessa Watt-St. Clair	Sec 12M D/Step 8	\$56,000.00
Concepcion Le'	Sec 12M B/Step 7	\$71,500.00
Karen Munoz	Sec 12 B/Step 3	\$63,000.00
Yennifer Nunez	Sec 12M D/Step 5	\$48,500.00
Yamile Fernandez	Sec 12M D/Step 8	\$56,000.00

MIDDLE SCHOOLS:

<u>Name</u>	<u>Guide/Step</u>	<u>Salary</u>
Jennifer Henry	Sec 12M C/Step 8	\$71,000.00
Catherine Hollis	Sec 12M B/Step 8	\$75,500.00
Julia Pena	Sec 12M C/Step 8	\$71,000.00
Gina Geronimo	Sec 12M B/Step 8	\$75,500.00
Gulshir Khan	Sec 12M C/Step 4	\$63,000.00

TEANECK HIGH SCHOOL:

<u>Name</u>	<u>Guide/Step</u>	<u>Salary</u>
Milagro Tavaréz	Sec 12M C/Step 8	\$71,000.00
Michaela Freemantle	Sec 12M B/Step 8	\$75,500.00
Yaritza Gonzalez	Sec 12M C/Step 3	\$60,000.00
Sheila Moore	Sec 12M B/Step 6	\$69,000.00
Kim Dockery	Sec 12M B/Step 8	\$75,500.00
Shantelle Grateneau	Sec 10M C/Step 6	\$54,750.00
Gregory Castro	Sec 12M C/Step 4	\$63,000.00

Salaries are subject to pending negotiations.

12. that the Board approve the salaries of FORUM personnel for the 2022 - 2023 school year:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
a. Nicholas Campestre	Coordinator	\$78,172.00
b. Victoria Alexander	Counselor	\$56,219.00
c. Giannil Hidalgo	Counselor	\$56,219.00
d. Yvonne Witter	Employment Counselor	\$59,157.00
e. Jason Juxon-Smith	Student Support Counselor	\$51,069.00
f. Jessica Murphy	Receptionist/Clerk	\$44,069.00

13. that the Board approve the salaries of the Assistant Superintendents for the 2022 - - 2023 school year, effective July 1, 2022 through June 30, 2023:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
a. Christine Jimenez-Johnson	Asst. Supt. of Curriculum & Schools	\$168,096
b. Kim Buxenbaum	Asst. Supt. of Educational Services	\$180,000

Salaries are subject to pending negotiations.

14. that the Board approve the salaries of Grounds Crew, Mechanics and Custodians, for the 2022-2023 school year, effective July 01, 2022 through June 30, 2023, in accordance with the Teamsters Local 97 contract:

<u>Location</u>	<u>Grounds Crew</u>	<u>Title Level</u>	<u>Salary</u>
a. OM	Geoffrey Reichert	Grounds Crew II	\$68,552.25
b. OM Foreman	Melvin Jefferson	Grounds Crew III	\$71,890.00
c. OM	Douglas Post	Grounds Crew II	\$60,000.00
d. OM	Clifford Shepherd	Grounds Crew	\$50,554.00
e. OM	Michael Plager	Grounds Crew	\$50,554.00
f. OM	Linval Joseph	Grounds Crew I	\$45,000.00
g. OM	Henson Ince	Grounds Crew I	\$68,552.00
h. OM	Carlos Shepherd	Grounds Crew I	\$45,000.00
i. OM	Juan Garcia Santana	Grounds Crew	\$45,000.00

<u>Location</u>	<u>Mechanics</u>	<u>Title Level</u>	<u>Salary</u>
j. OM	Carlos Clavelo	General Mechanic III	\$56,485.00
k. OM	Dennis Edwards	General Mechanic	\$71,890.00
l. OM	Adam Burton	General Mechanic	\$52,420.00
m. OM	Byron Leach	General Mechanic	\$52,420.00
n. OM	Jancel Hidalgo	General Mechanic	\$56,485.00
o. BFMS	Steve Clarke	General Mechanic III	\$72,698.00
p. OM	Gioribel Ramirez	General Mechanic I	\$52,420.00

<u>Location</u>	<u>Custodians</u>	<u>Title Level</u>	<u>Salary</u>
q. TJMS	Boswell Findlay	Custodian	\$70,780.00
r. Hawthorne	Murtland Shepherd	Custodian	\$70,780.00
s. Lacey	Milton Maye	Custodian	\$40,639.00
t. Whittier	Derrick Shepherd	Custodian	\$72,698.00
u. THS	James Williams	Custodian	\$72,698.00
v. THS/TELC	Moses Poyser	Custodian	\$40,639.00
w. THS	Milton Dobson	Custodian	\$72,698.00
x. Bryant	Fitzroy Byndloss	Custodian	\$38,000.00
y. Lowell	Sophia Taylor	Custodian	\$38,000.00

Salaries are subject to pending negotiations.

15. that the Board approve the following Safety Officers and Substitute Safety Officers, for the 2022 - 2023 school year:

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>
a. Ralph Locke	Safety Officer	\$22.50
b. Alyssa Armstrong	Safety Officer	\$22.50
c. Manuel Castellanos	Safety Officer	\$22.50
d. Kenneth Martin	Safety Officer	\$22.50
e. Markeece Preston	Safety Officer	\$22.50
f. Robert Randolph	Safety Officer	\$28.50
g. Stephen Caldeira	Sub Safety Officer	\$22.50
h. Agustin Garcia	Sub Safety Officer	\$22.50
i. Edward Meller	Sub Safety Officer	\$22.50
j. Karina Sanchez	Sub Safety Officer	\$22.50
k. Raymond Hamm	Sub Safety Officer	\$22.50
l. Cedric James	Sub Safety Officer	\$22.50
m. Willie Malone Jr.	Sub Safety Officer	\$25.00
n. Breiland Marion	Sub Safety Officer	\$22.50
o. Reginald McKinney	Sub Safety Officer	\$22.50
p. Michael Ramirez	Sub Safety Officer	\$22.50
q. Chauncey Riley	Sub Safety Officer	\$22.50

16. that the Board approve the following staff to serve as a chaperone at the following event, during the 2021-2022 school year, at the indicated dates and time, at the rate of \$50 per hour:

Terpsy Show: April 23, 2022 & April 24, 2022:

Chaperones are needed at 7:00pm on April 23, 2022 and at 2:00pm & 7:00pm on April 24, 2022.

Chaperone:

- a. Alexandra Cavallo

17. the Board approve the appointment of Adrienne Williams as Team Leader for the Whole School, Whole Community, Whole Child School Health NJ Project Grant, retroactive to January 01, 2022 through June 30, 2022, total stipend not to exceed \$4,000 (grant-funded).

Account# 20-020-100-100-73-10-G-H

18. that the Board approve Concepcion Le', for serving as the Web Content Manager, effective June 15, 2022 through August 15, 2022, due to the retirement of the former Web Content Manager, stipend amount \$1,000.
19. that the Board approve the following 11- month Child Study Team members working either the month of July 2022 or the month of August 2022 (reg salary+10%):

JULY 2022

<u>Name</u>	<u>Position</u>	<u>Guide</u>	<u>Step</u>	<u>22-23 Salary</u>	<u>New Salary</u>
a. Claudia Belotti	LDTC	MA+32	16	\$116,500	\$128,150
b. Joseph Panepinto	Social Worker	MA	16	\$103,000	\$113,300
c. Diana Salib	LDTC	MA	11	\$94,600	\$104,060
d. Kristine Thielman	Psychologist	PHD	10	\$110,000	\$121,000

AUGUST 2022

<u>Name</u>	<u>Position</u>	<u>Guide</u>	<u>Step</u>	<u>22-23 Salary</u>	<u>New Salary</u>
e. Theresa Avella	LDTC	MA	15	\$97,500	\$107,250
f. Elizabeth Bauer	Psychologist	MA+32	8	\$82,000	\$90,200
g. Leana Barbosa	Speech Therapist	MA	16	\$103,000	\$113,300
h. Megan Gallow	Social Worker	MA	7	\$71,000	\$78,100

20. that the Board approve the following staff members to participate in and teach the Thomas Jefferson Middle School Summer Mathematics and Language Arts Program, effective July 05, 2022 through July 28, 2022, from 9:00am to 11:00am, with one day of virtual professional development for 2 hours.

<u>Name</u>	<u>Position</u>	<u>Stipend Amount (not to exceed)</u>
a. Glen Mezzatesta	Program Coordinator	\$2,250.00
b. Brielle Rubin	Content Teacher	\$2,100.00
c. Rena San George	Content Teacher	\$2,100.00
d. Lindsay Fisher	Content Teacher	\$2,100.00
e. Lydia DeRuiter	Content Teacher	\$2,100.00
f. Gorki Marcelo	Content Teacher	\$2,100.00

TOTAL: \$12,750.00

21. that the Board approve the employment contracts at a 3% increase for all non -guide personnel for the 2022-2023 school year, as follows:

NON -GUIDE:

<u>Name</u>	<u>Position</u>	<u>21-22 Salary</u>	<u>22-23 Salary</u>
Alejandro Hernandez	Accountant	\$80,000.00	\$82,400.00
Aneesa Baig	Executive Asst. to School Business Administrator	\$84,946.00	\$87,494.38
Anthony D'Angelo	Director of Facilities & Grounds	\$152,596.00	\$157,173.88
Candice Brown	Executive Asst. to Asst. Supt.	\$84,946.00	\$87,494.38
Colin Burke	Asst. Director of Operations & Maintenance	\$128,750.00	\$132,612.50
Deborah Thompson	Executive Asst. to Asst. Supt.	\$84,946.00	\$87,494.38
Dorothy Singletary	Executive Asst. to Supt.	\$84,048.00	\$86,569.44
Gervonn Romney Rice	Parent Liaison	\$86,569.00	\$89,166.07
Heidi McCullough	Receptionist/Executive Asst. (Part-time)	\$36.77 p/hr	\$37.87 p/hr
Justine Mateo	Executive Asst.	\$43,750.00	\$45,062.50
Karla Starks	School Comptroller	\$126,072.00	\$129,854.16
Kimberly Edge	Lead Bus Driver	\$48,000.00	\$49,440.00
Linda Kuhran	Executive Asst. to Supt.	\$114,258.00	\$117,685.74
*Paul Morgan	Coordinator of District Safety & Truancy Services	\$90,500.00	\$90,500.00
Steven Lewis	Asst. School Business Administrator	\$120,000.00	\$123,600.00
Travis Grundy	COVID Response Team Member	\$59,000.00	\$60,770.00
Teresa Corallo	Director of Community Relations/Chief of Staff	\$102,958.00	\$106,046.74
Rosemarie Antinori	Registrar	\$61,258.00	\$63,123.55
Ahmed Hanafy	Tech Support Specialist III	\$76,693.00	\$78,993.79
Anthony Villar	Tech Support Specialist I	\$52,530.00	\$54,105.90
*Christian Om	Tech Support Specialist I (Part- time)	\$20.00 p/hr	\$20.00 p/hr
Christian Taboada	Tech Support Specialist I	\$50,000.00	\$51,500.00
Ernesto Taveras	Tech Support Specialist I (Part- time)	\$20.60 p/hr	\$21.22 p/hr
Joshua Small	Tech Support Specialist I	\$47,277.00	\$48,695.31
Kenneth Simmons	Tech Support Specialist II	\$66,950.00	\$68,958.50
Natacha Rodriguez	Tech Support Specialist I	\$50,000.00	\$51,500.00
Claire Drootin	Director of Community Education	\$77,250.00	\$79,567.00
Raina Warren	TCEC Program Asst. (Part- time)	\$22.00 p/hr	\$22.66 p/hr

*Not eligible for increase
due to start date

22. the Teaneck Board of Education ("Board") accepts the recommendation of its Superintendent of Schools to eliminate the position of Coordinator of Special Projects.

MOTION TO APPROVE WALK-ON ITEM #22 UNDER PERSONNEL

<i>Motion: V. Fisher</i>	<i>Second: L. Burns</i>			
<i>Board Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
Mrs. Burns (Linda)	x			
Mr. Cooper (Damen)				x
Ms. Fisher (Victoria)-Vice President	x			
Mrs. Gee (Danielle)	x			
Dr. Klein (Dennis)	x			
Mr. Rodriguez (Jonathan)	x			
Mr. Rodriguez (Sebastian)-President	x			
Ms. Sanders (Denise)	x			
Ms. Vatsky (Sharon)	x			

POLICY GUIDE

PROGRAM
2700/page 1 of 6

Services to Nonpublic School Students
Jul 17
M

[See POLICY ALERT Nos. 111, 120, 142, 144, 147, 165 and 213]

2700 SERVICES TO NONPUBLIC SCHOOL STUDENTS

The Board of Education shall provide, in accordance with law and to the limit of State aid available for such purposes, services to students enrolled in nonpublic schools located within this school district in which a child may legally fulfill compulsory school attendance requirements and which complies with Title VI of the Civil Rights Act of 1964.

For the purpose of this Policy, "district of attendance" shall mean the school district in which the nonpublic school is located.

- A. Special Education and Related Services - N.J.S.A. 18A:46-19; N.J.S.A. 18A:46A-1; N.J.A.C. 6A:14-6

The Board of Education of the district of attendance, as required by Federal law and regulation under Part B of the Individuals with Disabilities Education Act (IDEA), shall provide a genuine opportunity for the equitable participation of students with disabilities who are enrolled in nonpublic schools or early childhood programs by their parents. The district of attendance shall make the final decisions with respect to the services to be provided to eligible students with disabilities enrolled in nonpublic schools or early childhood programs. Services shall be provided only upon the written consent of the parent and shall be provided in a location determined by the Board pursuant to N.J.S.A. 18A:46-19.5. The district of attendance shall spend an amount of money equal to a proportionate amount of Federal funds available under Part B of the IDEA for the provision of services to students with disabilities who are attending nonpublic schools.

The district of attendance, after timely and meaningful consultation with representatives of the nonpublic school, shall undertake a child find process in accordance with IDEA and its implementing regulations to determine the number of parentally placed children with disabilities attending nonpublic schools located within the district. As part of the child find process the district shall consult with private school representatives and representatives of parents of parentally placed nonpublic school children with disabilities in the design and development



POLICY GUIDE

PROGRAM

2700/page 2 of 6

Services to Nonpublic School Students

of special education and related services for such children in accordance with N.J.A.C. 6A:14-6.1(c)l. Furthermore, services may be provided by district personnel or through contracts with individuals, approved clinics, or agencies. In addition, services provided shall be secular, neutral, and non-ideological. Those procedural safeguards available to nonpublic school students with disabilities and their parents as specified by Federal law and rules under Part B of the IDEA shall apply in accordance with NJ.AC. 6A:14-6.1(e).

If a nonpublic school student with a disability will receive special education or related services from the district, the district shall initiate and conduct meetings according to N.J.A.C. 6A:14-2.3(k) to develop, review, and revise a service plan for the student and ensure a representative of the nonpublic school or early childhood program attends each meeting pursuant to N.J.A.C. 6A:14-6.1(f)2.

The Board shall provide for the services of a certified speech-language specialist for each child attending a nonpublic school located in the school district and classified pursuant to N.J.S.A. 18A:46-8 as requiring the services of a certified speech-language specialist. Services for children emolled in nonpublic schools shall be provided only upon the consent of the parent or guardian and shall be provided in a location determined by the Board pursuant to rules and regulations of the State Board of Education. The Board shall provide for such transportation and maintenance and the cost shall be paid from State aid received by the district in accordance with N.J.S.A. 18A:46-19.6. Contracts for speech correction services shall be in accordance with N.J.S.A. 18A:46-19.7. Costs and provisions for speech correction services shall be managed in accordance with N.J.S.A. 18A:46-19.7 and N.J.S.A. 18A:46-19.8.

The Board shall provide for the receipt of auxiliary services by children between the ages of five and twenty residing in the State and emolled full-time in a nonpublic school located in the district in accordance with N.J.S.A. 18A:46A-3. Auxiliary services shall mean compensatory education services for the improvement of students' communication skills; supportive services acquiring communication proficiency in the English language for children of limited English-speaking ability; and home instruction services. Services for children emolled in nonpublic schools shall be provided only upon the consent of the parent and in a location



POLICY GUIDE

PROGRAM
2700/page 3 of 6

Services to Nonpublic School Students

determined by the Board pursuant to rules and regulations of the State Board of Education. The cost of transportation for auxiliary services shall be managed in accordance with N.J.S.A. 18A:46A-6. Contracts for auxiliary services shall be managed in accordance with N.J.S.A. 18A:46A-7. Cost limitations for auxiliary services shall be managed in accordance with N.J.S.A. 18A:46A-8. Calculation of the costs by the Commissioner shall be managed in accordance with N.J.S.A. 18A:46A-9.

B. Health Services-N.J.S.A. 18A:40-23 through 31; N.J.A.C. 6A:16-2.5

The Board shall provide nursing services for students who are enrolled full-time in a nonpublic school located in their district pursuant to N.J.S.A. 18A:40-23. The services shall include assistance with medical examinations; including dental screening, conducting screening of hearing examinations, the maintenance of student health records, and notification of local or county health officials of any student who has not been properly immunized; and conducting examinations of students between the ages of ten and eighteen for the condition known as scoliosis. The Board shall adopt written policies and procedures extending the emergency care provided to public school students to those students who are enrolled full-time in the nonpublic school or are injured or become ill at school or during participation on a school team or squad in accordance with N.J.A.C. 6A:16-2.5(b).

Nursing services funded by the Board pursuant to N.J.S.A. 18A:40-23 et seq. shall be provided by a registered nurse licensed by the New Jersey State Board of Nursing who is an employee of the school district or a third-party contractor or is an independent contractor. The Board shall either employ a qualified independent contractor to provide nursing services or shall contract, pursuant to N.J.S.A. 18A:40-28, with other district Boards of Education or with a public or private agency approved by the Commissioner to provide nursing services, pursuant to N.J.A.C. 6A:14-5.2. Prior to any change in the provision of nursing services, the Board shall provide timely and meaningful consultation with appropriate nonpublic school representatives, including parents, pursuant to N.J.S.A. 18A:40-28.



POLICY GUIDE

PROGRAM
2700/page 4 of 6

Services to Nonpublic School Students

The nursing services provided to nonpublic school students shall not include instructional services in accordance with N.J.A.C. 6A:16-2.5(f). A nonpublic school may decline nursing services required or permitted by submitting to the district of attendance notification in accordance with N.J.A.C. 6A:16-2.5(g). A student who is enrolled in a nonpublic school and whose parent objects to the student receiving any service provided under N.J.A.C. 6A:16-2.5 shall not be compelled to receive the service except for a physical or medical examination to determine whether the student is ill or infected with a communicable disease pursuant to N.J.S.A. 18A:40-30.

The Board of Education shall provide health services based upon the following: the funding for services shall be based upon the nonpublic school enrollment on the last school day prior to October 16 of the preceding school year; a report provided to the New Jersey Department of Education (NJDOE) by the district of attendance or nonpublic school that includes the nonpublic school enrollment on the last school day prior to October 16 of the preceding school year; and the funds expended by the district of attendance for administrative costs shall be limited to the actual costs or six percent of the funds allocated annually for each participating nonpublic school, whichever is less. Administrative costs shall include, but not be limited to, the costs related to the district of attendance annual consultation, bidding, program and contract management, and oversight and quality control.

The Superintendent or designee of the district of attendance in which a nonpublic school is located shall confer annually with the administrator of the nonpublic school for the following purposes: to advise the nonpublic school of the amount of funds allocated to it by the NJDOE for the provision of health services for full-time students enrolled in the nonpublic school; to agree on the basic health services that shall be provided; the additional medical services, equipment, or supplies that may be provided as set forth in N.J.S.A. 18A:40-23 et seq.; to discuss the criteria to be used in the selection of a nursing service provider by the district of attendance for the nonpublic school; and to ascertain the level of satisfaction of the nonpublic school with the current nursing service provider. If the Superintendent or designee and the nonpublic school administrator cannot reach agreement regarding the health services and additional medical services to be provided, the County Office of Education shall provide



POLICY GUIDE

PROGRAM

2700/page 5 of 6

Services to Nonpublic School Students

assistance; to assure that a description of the provision of nursing services is reflected in the nursing services plan of the district of attendance; and to ensure nonpublic school students in the district of attendance who are knowingly without medical coverage have access to the New Jersey FamilyCare program and to make information accessible regarding the program to the nonpublic school students, pursuant to N.J.S.A. 18A:40-34. The Superintendent or designee must submit a report to the Executive County Superintendent on or before October 1 annually in accordance with N.J.A.C. 6A:16-2.5(k).

- C. Textbook Aid to Public and Nonpublic Schools - N.J.S.A. 18A:58-37 et seq.; N.J.A.C. 6A:23A-20 et seq.

N.J.S.A. 18A:58-37.3 requires the Board in which a nonpublic school is located to purchase and to loan, without charge, upon individual requests, textbooks to students in the nonpublic school or schools located within the district of attendance when such students are residents of the State. The Board shall not be required to expend funds for the purchase and loan of textbooks in excess of the amounts provided in State aid. Students who are emolled in a nonpublic school whose parents do not maintain a residence in this State are not eligible to receive such textbooks. Students who are emolled in a nonpublic school whose tuition is paid by the district of attendance are not eligible to receive such textbooks. The Board shall distribute to all students on an equitable basis existing book stocks and newly purchased textbooks purchased pursuant to N.J.S.A. 18A:58-37.1 et seq. The Board shall not discriminate against students in either public or nonpublic schools.

An individual written request for the loan of textbooks shall be signed by the parent(s) of nonpublic school students and shall be submitted directly to the Board of the district of attendance or may be forwarded collectively by the nonpublic school. Requests must be received by the Board by March 1 preceding the school year. All individual requests must be made in accordance with N.J.A.C. 6A:23A-20.3.

In accordance with N.J.A.C. 6A:23A-20.4, all textbooks purchased under the provisions of N.J.S.A. 18A:58-37.1 et seq. shall remain the property of the district which shall indicate such ownership in each book by a label. The Board shall be responsible for the receipt of the textbooks from the



POLICY GUIDE

PROGRAM
2700/page 6 of 6
Services to Nonpublic School Students

vendor and inventory of such textbooks. The Board may require that the textbooks be returned to the district at the end of the school year or may enter into agreements with the nonpublic schools to store such books. In the event of such an agreement, the Board shall not pay storage charges of any kind to a nonpublic school for this service.

The Board's accounting entries in relation to expenditures for the purchase of textbooks shall be managed in accordance with N.J.A.C. 23A-20.5.

N.J.S.A. ISA:40-23 through 31; ISA:46-19; 18A:46A-1; 18A:58-37 et seq.
N.J.A.C. 6A:14-6; 6A:16-2.5; 6A:23A-20 et seq.

Adopted:



© Copyright 2017 • Strauss Esmay Associates, LLP • 1886 Hinds Road • Suite 1 • Toms River, NJ 08753-8199 • 732-255-1500

POLICY GUIDE

PUPILS
5300/page 1 of 2
Automated External Defibrillators (AEDs)
Oct02
Jun 13
M

[See **POLICY ALERT Nos.162,170 and 199**]

5300 AUTOMATED EXTERNAL DEFIBRILLATORS (AEDS)

The American Heart Association estimates many lives could be saved if defibrillators were more widely available. Due to technological advances, automated external defibrillators (AEDs) may be used by lay persons without any training to provide defibrillation within the first minutes of cardiac arrest thereby increasing the victim's chances of survival. In accordance with N.J.S.A. 18A:40-41.a, the Board of Education shall ensure every school in the school district has at least one aa-AED as defined in N.J.S.A. 2A:62A-24. The AED shall be made available in an unlocked location on school property with an appropriate identifying sign. The AED shall be accessible during the school day and any other time when a school-sponsored athletic event or team practice is taking place in which pupils of the school district are participating. The AED shall be within reasonable proximity of the school athletic field or gymnasium, as applicable.

A team coach, licensed athletic trainer, or other designated staff member if there is no coach or licensed athletic trainer, who is present during athletic events or team practices, shall be trained in cardio-pulmonary resuscitation and the use of the AED in accordance with the provisions of N.J.S.A. 2A:62A-25.a The school district shall be deemed to be in compliance with N.J.S.A. 2A:62A-25.a, if a State-certified emergency services provider or other certified first responder is on site at the event or practice.

Each AED in the school district shall be tested and maintained according to the manufacturer's operational guidelines. Notification shall be provided to the appropriate first aid, ambulance, rescue squad, or other appropriate emergency medical services provider regarding the AED, the type acquired, and its location in accordance with N.J.S.A. 2A:62A-25.b and c.



POLICY GUIDE

PUPILS
5300/page 2 of 2
Automated External Defibrillators (AEDs)

The school district and its employees shall be immune from civil liability in the acquisition and use of AEDs pursuant to the provisions of N.J.S.A. 2A:62A-27.

In accordance with the provisions of N.J.S.A. 18A:40-41.b, the Superintendent of Schools or designee shall establish and implement an Emergency Action Plan applicable to each school in the school district for responding to a sudden cardiac event including, but not limited to, an event in which the use of an AED may be necessary. The Emergency Action Plan shall be consistent with the provisions of N.J.S.A. 18A:40-41.a and, at a minimum, shall include a list of no less than five school-employees from each school in the District including but not limited to, team coaches, or licensed athletic trainers, who hold current certifications from the American Red Cross, American Heart Association, or other training programs recognized by the Department of Health and Senior Services in cardio-pulmonary resuscitation and in the use of an AED. This list shall be updated, if necessary, at least once in each semester of the school year. The Emergency Action Plan shall also include detailed procedures on responding to a sudden cardiac event including, but not limited to, the identification of the persons in the school who will be responsible for responding to the person experiencing the sudden cardiac event; calling 911; starting cardio-pulmonary resuscitation; retrieving and using the AED; and assisting emergency responders in getting to the individual experiencing the sudden cardiac event.

N.J.S.A. 18A:40-41.a; 18A:40-41.b

Adopted:



POLICY GUIDE

STUDENTS
5330/page 1 of 3
Administration of Medication
Mar20
M

[See POLICY ALERT Nos. 125, 133, 144, 145, 157, 173, 179,
206 and 219]

5330 ADMINISTRATION OF MEDICATION

The Board of Education disclaims any and all responsibility for the diagnosis and treatment of an illness of any student. However, in order for many students with chronic health conditions and disabilities to remain in school, medication may have to be administered during school hours. Parents are encouraged to administer medications to children at home whenever possible as medication should be administered in school only when necessary for the health and safety of students. The Board will permit the administration of medication in school in accordance with applicable law.

Medication will only be administered to students in school by the school physician, a certified or noncertified school nurse, a substitute school nurse employed by the district, the student's parent, a student who is approved to self-administer in accordance with N.J.S.A. 18A:40-12.3 and 12.4, and school employees who have been trained and designated by the certified school nurse to administer epinephrine **and hydrocortisone sodium succinate** in an emergency pursuant to N.J.S.A. 18A:40-12.5, and 12.6, **12.29, and 12.30.**

Self-administration of medication by a student for asthma or other potentially life-threatening illnesses, or a life threatening allergic reaction, **or adrenal insufficiency** is permitted in accordance with the provisions of N.J.S.A. 18A:40-12.3.

Medication not injected must be promptly removed by the parent.

The school nurse shall have the primary responsibility for the administration of epinephrine **and hydrocortisone sodium succinate to the student.** However, the certified school nurse may designate, in consultation with the Board or the Superintendent, additional employees of the district who volunteer to be trained in the administration of epinephrine via a pre-filled auto-injector mechanism **and the administration of hydrocortisone sodium succinate** using standardized training protocols established by the **New Jersey** Department of Education (NJDOE) in consultation with the Department of Health and Senior Services when the school nurse is not physically present at the scene.



POLICY GUIDE

STUDENTS

5330/page 2 of 3

Administration of Medication

In accordance with the provisions of N.J.S.A. 18A:40-12.6.d, no school employee, including a school nurse or any other officer or agent of a Board of Education or a physician **or an advanced practice nurse** providing a prescription under a standing protocol for school epinephrine pursuant to N.J.S.A. 18A:40-12.5 **and/or hydrocortisone sodium succinate, pursuant to N.J.S.A. ISA:40-12.29**, shall be held liable for any good faith act or omission consistent with the provisions of N.J.S.A. 18A:40-12.5 **and N.J.S.A. ISA:40-12.29**, nor shall any action before the New Jersey State Board of Nursing lie against a school nurse for any such action taken by a person designated in good faith by the school nurse pursuant to N.J.S.A. 18A:40-12.6.d **and N.J.S.A. ISA:40-12.33**. Good faith shall not include willful misconduct, gross negligence, or recklessness.

The school nurse or designee shall be promptly available on site at the school and at school-sponsored functions in the event of an allergic reaction **or an emergency requiring the administration of hydrocortisone sodium succinate**. In addition, the parent must be informed that the school district, its employees and agents shall have no liability as a result of any injury arising from the administration of epinephrine **or hydrocortisone sodium succinate** to the student.

The parent of the student must sign a statement acknowledging their understanding the district shall have no liability as a result of any injury arising from the administration of the epinephrine via a pre-filled auto-injector mechanism **or the administration of hydrocortisone sodium succinate** to the student. **In addition**, the parent shall indemnify and hold harmless the district and its employees or agents against any claims arising out of the administration of the epinephrine via a pre-filled auto-injector mechanism **or the administration of hydrocortisone sodium succinate** to the student.

The permission for the emergency administration of epinephrine via a pre-filled auto-injector mechanism containing epinephrine to students for anaphylaxis **and/or the emergency administration of hydrocortisone sodium succinate for adrenal insufficiency** is effective for the school year it is granted and must be renewed for each subsequent school year.



POLICY GUIDE

STUDENTS

5330/page 3 of 3

Administration of Medication

Each school in the district shall have and maintain for the use of students at least one nebulizer in the office of the school nurse or a similar accessible location. Each certified school nurse or other persons authorized to administer asthma medication will receive training in airway management and in the use of nebulizers and inhalers consistent with State Department of Education NJDOE regulations. Every student that is authorized to use self-administered asthma medication pursuant to N.J.S.A. 18A:40-12.3 or a nebulizer must have an asthma treatment plan prepared by the student's physician which shall identify, at a minimum, asthma triggers, the treatment plan, and other such elements as required by the State Board of Education.

All student medications shall be appropriately maintained and secured by the school nurse, except those medications to be self-administered by students. In those instances the medication may be retained by the student with the prior knowledge of the school nurse. The school nurse may provide the Principal and other teaching staff members concerned with the student's educational progress with such information about the medication and its administration as may be in the student's best educational interests. The school nurse may report to the school physician any student who appears to be affected adversely by the administration of medication and may recommend to the Principal the student's exclusion pursuant to law.

The school nurse shall document each instance of the administration of medication to a student. Students self-administering medication shall report each incident to a teacher, coach, or other individual designated by the school nurse who is supervising the student during the school activity when the student self-administers. These designated individuals shall report such incidents to the school nurse within twenty-four hours of the self-administration of medication. The school nurse shall preserve records and documentation regarding the self-administration of medication in the student's health file.

N.J.S.A. 18A:6-1.1; 18A:40-3.1; 18A:40-6; 18A:40-7; 18A:40-12.3;
18A:40-12.4; 18A:40-12.5; 18A:40-12.6; 18A:40-12.7;
18A:40-12.8; **ISA:40-12.29 through 12.33**

N.J.S.A. 45:11-23

NJ.AC. 6A:16-2.3(b)

Adopted:



POLICY GUIDE

PUPILS
5530/page 1 of 10
Substance Abuse
Sep 14
M

See POLICY ALERT Nos. 105, 121, 144, 156, 157, 161, 179 and 204)

5530 SUBSTANCE ABUSE

The Board of Education recognizes that a **student's** pupil's abuse of harmful substances seriously impedes that **student's** pupil's education and threatens the welfare of the entire school community. The Board is committed to the prevention of substance abuse and the rehabilitation of substance abusers by educational means, but will take the necessary and appropriate steps to protect the school community from harm and from exposure to harmful substances. Accordingly, the Board will establish **policies and procedures in operating programs to support the social, emotional, and physical development of students in accordance with the provisions of N.J.S.A. 18A:40A-1 et seq. and N.J.A.C. 6A:16-4.1 et seq.** The Board of Education will and maintain a comprehensive substance abuse intervention, prevention, and treatment referral program in the schools of this district.

A. Definitions

N.J.S.A. 18A:40A-9
N.J.A.C. 6A:16-1.3; 6A:16-4.1 et seq.

The definitions as outlined in N.J.S.A. 18A:40A et seq., N.J.A.C. 6A:16 et seq., and those terms defined in Regulation 5530 shall be used for the purposes of this Policy and Regulation.

for the purposes of this policy:

"Substance" means alcoholic beverages, controlled substances, including anabolic steroids, as defined at N.J.S.A. 24:21.2 and N.J.S.A. 2C:35.2, any chemical or chemical compound, which releases vapors or fumes causing a reaction of intoxication, irritation, effluvia, stupefaction, or stimulation of the brain or nervous system, in any form, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined at N.J.S.A. 2C:35.10.4 and over the counter and prescription medications which are injuriously used to cause intoxication, irritation, excitement, stupefaction, or stimulation of the human nervous system.



POLICY GUIDE

PUPILS
5530/page 2 of 10
Substance Abuse

"Substance abuse" means the consumption or use of any substance for purposes other than for the treatment of sickness or injury as prescribed or administered by a person duly authorized by law to treat sick and injured human beings.

"Evaluation" means those procedures used by a certified or licensed professional to make a positive determination of a pupil's need for programs and services which extend beyond the general school program by virtue of learning, behavior, or health difficulties of the pupil or the pupil's family.

"Intervention" means those programs, services, and actions taken to identify and offer help to a pupil at risk for learning, behavior, or health difficulties.

"Referral for treatment" means those programs and services offered to a pupil or his or her family to help implement the recommendations of an evaluation or in response to the family's request for assistance with a learning, behavior, or health difficulty.

"School grounds" means and includes land, portions of land, structures, buildings, and vehicles, when used for the provision of academic or extracurricular programs sponsored by the school district or community center and structures that support these buildings, such as school district wastewater treatment facilities, generating facilities, and other central services facilities including, but not limited to, kitchens and maintenance shops. School grounds also includes other facilities as defined in N.J.A.C. 6A:26-1.2, playgrounds, and recreational areas served by local municipalities, private entities or other individuals during these times when the school district has exclusive use of a portion of such land.

B. Discipline

N.J.S.A. 18A:40A-10; 18A:40A-11



N.J.A.C. 6A:16-4.1(c)2.; 6A:16-6.3(a)

The Board prohibits the use, possession, and/or distribution of alcohol or other drugs on school grounds, including on school buses or at school sponsored functions according to N.J.S.A. 18A:40A-9, 10, and 11.



POLICY GUIDE

PUPILS
5530/page 3 of 10
Substance Abuse

A student  who uses, possesses, or distributes a **alcohol or other drugs will be subject to discipline in accordance with the district's Code of Student Conduct. School authorities also have the authority to impose a consequence on a student for conduct away from school grounds in accordance with the provisions of N.J.A.C. 6A:16-7.5** substance, ~~en-er-eff-sheel~~ premises, ~~will-be-subject-ts~~ discipline. Discipline ~~will-be-graded-ts~~ the severity of the offenses, the nature of the problems and the pupil's needs. Discipline may include suspension or expulsion. The Board **will** may establish consequences for a **student**  not following through on the recommendations of an evaluation for alcohol or other drug abuse and related behaviors. The Superintendent and/or designee will notify the appropriate law enforcement agency pursuant to N.J.A.C. 6A:16-6.3(a).

C. Instruction


N.J.S.A. 18A:40A-1 et seq.
N.J.A.C. 6A:16-3.1

The Board shall provide **an instructional program on the nature of drugs, alcohol, anabolic steroids, tobacco, and controlled dangerous substances in accordance with the provisions of N.J.S.A. 18A:40A-1 et seq. and N.J.A.C. 6A:16-3.1** comprehensive program of prevention, intervention, referral for evaluation, referral for treatment, and continuity of care for pupil alcohol, tobacco, and other drug abuse.

D. Identification, Evaluation, and Intervention Reporting, Notification, and Examination

N.J.S.A. 18A:40A-11 through 18A:40A-17
N.J.A.C. 6A:16-3.1; 6A:16-4.1; 6A:16-4.2; 6A:16-4.3

1. Alcohol or Other Drugs

- a. Any educational staff member or other professional to whom it appears that a **student**  may be **currently** under the influence of alcohol or other drugs **as identified in N.J.S.A. 18A:40A-9 and N.J.A.C. 6A:16-4.1(a)**, on school grounds, including on a school bus or at a school-sponsored function shall report the matter in accordance with N.J.A.C. 6A:16-4.3(a).



POLICY GUIDE

PUPILS

5530/page 4 of 10
Substance Abuse

- b. An immediate medical examination shall be conducted and a written report of the medical evaluation shall be furnished to the parent(s)-er-legal-guardian(s) of the **student**, the **Building** Principal, and the Superintendent in accordance with N.J.A.C. 6A:16-4.3(a)2 through 4.3(a)8.
- c. If the written report of the medical examination is not provided within twenty-four hours of the referral of the **student**, the **student** shall be allowed to return to school until such time as a positive determination of alcohol or other drug use is received from the **examining** physician, **unless the student was also removed for violating the Code of Student Conduct.**
- d. If the written report of the medical evaluation verifies that alcohol or other drugs do not interfere with the **student's** physical or mental ability to perform in school, the **student** shall be immediately returned to school. If there is a positive determination from the medical examination indicating the **student's** alcohol or other drug use interferes with his or her physical or mental ability to perform in school, the **student** shall be returned to the care of the parent(s)-er-legal-guardian(s) as soon as possible, and Attendance at school shall not resume until a written report **has been submitted to the parent, Principal, and Superintendent from a physician licensed to practice medicine or osteopathy who has examined the student that verifies the student's** alcohol or other drug use no longer interferes with his or her physical and mental ability to perform in school.
- e. Removal of a **student** with a disability shall be in accordance with N.J.A.C. 6A: 14.
- f. While a **student** is at home because of the medical evaluation or after the **student** returns to school, an appropriately certified school staff member(s) will conduct an alcohol and other drug assessment of the **student** and a reasonable investigation of the situation and may initiate referral alcohol or other drug abuse treatment in accordance with N.J.A.C. 6A:16-4.3(a)2, 4.3(a)3, and 4.3(a)4.



POLICY GUIDE

PUPILS
5530/page 5 of 10
Substance Abuse

- g. **Disclosure to law enforcement authorities of the identity of a student in instances of alcohol and other drugs shall be in accordance with the requirements of N.J.A.C. 6A:16-4.3(a)3.**

[Optional]

- h. The Board may provide additional intervention and referral services for the **student** fffipH according to the requirements of N.J.S.A. 18A:40A-10 and N.J.A.C. 6A:16-8.f

2. Anabolic Steroids

- a. Whenever any teaching staff member, certified or non-certified school nurse, or other educational personnel **bas shall have** reason to believe a **student** fffipH has used or may be using anabolic steroids, **that the** person shall report the matter in accordance with N.J.A.C. 6A:16-4.3(b)l.
- b. The Building Principal or designee upon receiving such report shall immediately notify the parent(s) or legal guardian(s) and Superintendent and shall arrange for an examination of the **student** fffipH as soon as possible to determine whether the **student** fffipH has been using anabolic steroids m accordance with N.J.A.C. 6A:16-4.3(b)2.
- c. **Disclosure to law enforcement authorities of the identity of students in instances of anabolic steroids shall be in accordance with The Superintendent will disclose to law enforcement authorities the identity of the pupil pursuant to the requirements of N.J.A.C. 6A:16-4.3(b)3.**
- d. A written report of the examination shall be provided by the examining physician to the parent(s) or legal guardian(s), Building Principal, and Superintendent.



POLICY GUIDE

PUPILS
5530/page 6 of 10
Substance Abuse

- e. If it is determined the **student** j,llflH has used anabolic steroids, an appropriately certified school staff member(s) shall interview the **student** j,llflH and others to determine the extent of the **student's** pupil's involvement with and use of anabolic steroids and the possible need for referral for treatment in accordance with N.J.A.C. 6A:16-4.3(b)5.
 - f. If the results of a referral for evaluation have positively determined the **student's** pupil's involvement with and use of anabolic steroids represents a danger to the **student's** pupil's health and well-being, an appropriately certified school staff member(s) shall initiate a referral for treatment to agencies and/or private practitioners as outlined in N.J.A.C. 6A:16-4.3(b)6.
3. **A school employee who seizes or discovers alcohol or other drugs, or an item believed to be a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall comply with the provisions of N.J.A.C. 6A:16-6.4.**
 4. The Board will provide intervention, referral for evaluation, and referral for treatment services to those students that are affected by alcohol or other drug use in accordance with the provisions of N.J.A.C. 6A:16-4.1(c)7.
 5. Refusal or failure by a parent **to** comply with the provisions of N.J.S.A. 18A:40A-12 and N.J.A.C. 6A:16-4.3 shall be treated as a policy violation of the Compulsory Education Act, pursuant to N.J.S.A. 15A:38-25 and 31, and child neglect laws, pursuant **to** N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-11.
 6. Refusal or failure of a student to comply with the provisions of N.J.S.A. 18A:40A-12 and N.J.A.C. 6A:16-4.3 shall be treated by the school district as a policy violation and handled in accordance with N.J.A.C. 6A:16-4.1(c)2.



POLICY GUIDE

PUPILS
5530/page 7 of 10
Substance Abuse

E. In-Service Training

N.J.S.A. 18A:40A-15B,j

The Board directs the Superintendent to develop a program of in-service training for all teaching staff members_ involved in the instruction of **students** ~~flBj3HS~~ **in accordance with the provisions of N.J.S.A. 18A:40A-15.** The Board will provide time for the conduct of the program during the usual school schedule. **The in-service training program required in N.J.S.A. 18A:40A-15 shall be updated at regular intervals in order to ensure teaching staff members have the most current information available on this subject.** ~~IR serviee trnimng shall prepa£e teachers to instruct pupils on substanee abuse and inform teachers about the narure of substanees, the symptomatic behavior assoeiated with substanee abuse, the availability of reha13ilitation and treatment progrnms, the legal aspects of substanee abase, and Board peliey and regulations on substanee abase.~~

F. Parent Training Program/Outreach Program Oatreaeh to Pa£ents

N.J.S.A. 18A:40A-16; 18A:40A-17
NJ.AC. 6A:16-4.1(c)8+.

The Board will provide an a **parent training** program/outreach program **in accordance with the provisions of N.J.S.A. 18A:40A-16 and 17.** ~~te pa£ent(s) er legal gaa£dian(s) of papils that inevides information on the distriet's substanee abuse earriealam, the identifieation of substance abusers, and reha13ilitation organiz;ations and ageeies. The Saperintendent is direeted to d0'1elop the program in eonsakien with loeal ageeies reoommended by the Commissioner and to offer the pregFaffi at times and in plaees convenient to pa£ent(s) or legal gaa£dian(s) on sehool premises er in other suitable faeilities.~~

G. Records and Confidentiality of Records

~~§4()8 of the Drug Abuse Prevention, Treatment, and R,ihabilitation f.et; 42USC, and Implementing R,igalations,~~

42 CFR Part 2
N.J.S.A. 18A:40A-7.1; 18A:40A-7.2
N.J.A.C. 6A:16-3.2; 6A:32-7.1 et seq.



POLICY GUIDE

PUPILS

5530/page 8 of 10
Substance Abuse

Notations concerning a **student's** pupil's involvement with substances may be entered on his/her records, subject to **N.J.A.C. 6A:32-7.1 et seq. and Policy Nee 8330** regarding confidentiality and limited access. All such notations shall be deleted when they are no longer required for the counseling or discipline of the pupil or when the pupil leaves school. Information concerning regarding a student's pupil's involvement in a school intervention or treatment program for alcohol or other drug abuse shall be kept strictly confidential **according to 42 CFR Part 2, N.J.S.A. 18A:40A-7.1 and 7.2, N.J.A.C. 6A:16-3.2, and N.J.A.C. 6A:16-6.5** in accordance with §408 of the Drug Abuse Prevention, Treatment, and Rehabilitation Act, 42 U.S.C. 200-ee3, and implementing regulations, 42CFRPart2

If an elementary or secondary **student** pupil who is **participating** involved in a school-based drug or alcohol **abuse** counseling program provides information during the course of a counseling session in that program which indicates that the **student's** pupil's parent(s) or legal guardian(s) or other person residing in the **student's** pupil's household is dependent upon or illegally using a substance as that term is defined in N.J.S.A. 18A:40A-9, that information shall be kept confidential and may be disclosed only **in accordance with N.J.S.A. 18A:40A-7.1 and N.J.A.C. 6A:16-3.2** the pupil's written consent, or another person or entity whom the pupil specifies in writing in the case of a secondary pupil, or the parent of the pupil's immediate family or the appropriate school personnel in the case of an elementary pupil; pursuant to a court order; to a person engaged in a bona fide research purpose, except that no names or other information identifying the pupil or the person with respect to whose substance abuse the information was provided, shall be made available to the researcher; or to the Division of Youth and Family Services or to a law enforcement agency, if the information would cause a person to reasonably suspect that the elementary or secondary pupil or another child may be an abused or neglected child.

H. Nonpublic School Students Pupils

N.J.S.A. 18A:40A-5; 18A:40A-17(c)

The Board **has the power and duty to loan** will lend to **students** pupils attending nonpublic schools located in this district and to the parents,)--Br



POLICY GUIDE

PUPILS
5530/page 9 of 10
Substance Abuse

legal-guardian(s) of such **students** **fffiilili** all educational materials on **the nature and effects of drugs, alcohol, anabolic steroids, tobacco, and controlled dangerous substances** substance aeuse prCJ3ared and SHpplied **developed and made available** by the Commissioner of Education. The **Board shall not be required to expend funds for the** loan of these sooh materials shall be at ne cest ts the district.

I. Civil Immunity


N.J.S.A. 18A:40A-13;, 18A:40A-14-t
N.J.A.C. 6A:16-4.3(c)

No civil action of any kind **in any court of competent jurisdiction** shall lie against any employee, officer, or agent of the Board because of actions taken under the education statutes on substance abuse, N.J.S.A. 18A:40A-1 et seq., provided the skill and care given is that ordinarily required and exercised by other such employees, officers, and agents of the Board **in accordance with the provisions of N.J.S.A. 18A:40A-13.**

Any educational or non-educational **Board employee** scheel-staff-member who in good faith reports a **student J3Billi** to the Building Principal or designee in compliance with N.J.A.C. 6A:16-4.3 shall not be liable in civil damages as a result of making such a report, as specified in N.J.S.A. 18A:40A-13 and 14.

J. Reporting **Students J2-1c!j3i!**s to Law Enforcement Authorities

N.J.A.C. **6A:16-4.1**; 6A:16-6.3W

The Superintendent, or designee, shall **disclose to law enforcement authorities the identity f(1)fflt of a student pHpils** ts-law-enforcement authorities-if-the-staff member has reasen ts eelieve a pHpil **reasonably believed to be in possession of a controlled dangerous substance, including anabolic steroids, or related paraphernalia** is-unlawfully possessing or in any w-ay involved **or implicated** in the distribution **activities regarding** ef controlled dangerous substances, **including** anabolic steroids, er-drug-paraphernalia, pursuant to N.J.A.C. **6A:16-4.1(c)9** - The Superintendent **or designee shall** will not **disclose the identity of the student** repert-pHpils who **has** have voluntarily sought **and participated in an appropriate** treatment or counseling **program for an alcohol or other drug** suestance abuse problem provided the **student J3Billi** is not **reasonably believed to be** involved or implicated in acurrent drug-distribution activitiesy.



POLICY GUIDE

PUPILS
5530/page 10 of 10
Substance Abuse

The Superintendent or designee may, but need not disclose to law enforcement authorities the identity of a **student** suspected to be under the influence of alcohol and/or **other drugs** controlled dangerous **substances**, pursuant to N.J.A.C. **6A:16-4.1(c)9.i. 4.3(a)**, or a pupil suspected to have used or who may be using anabolic steroids, pursuant to N.J.A.C. **6A:16-4.3(b)**, and who is referred for a medical evaluation, pursuant to N.J.A.C. **6A:16-4.3(a) or (b)**, as appropriate, for the purposes of providing appropriate health care for the pupil and for determining whether the pupil is under the influence of alcohol or other drugs or has been using anabolic steroids, provided the pupil is not reasonably believed to be in possession of a controlled dangerous substance or drug paraphernalia, and is not reasonably believed to be involved or implicated in drug distribution activities. **Law enforcement authorities shall not be notified of the findings if a student's alcohol or other drug test was obtained as a result of a district's voluntary random drug testing program pursuant to N.J.S.A. 18A:40A-22 et seq. and N.J.A.C. 6A:16-4.4.**

K. Policy Review and Accessibility

N.J.S.A. 18A:40A-10; 18A:40A-11
N.J.A.C. 6A:16-4.2(a) and (b)

The Board will annually review the effectiveness of Policy and Regulation 5530 on **student** alcohol and drug abuse. The Board **may** shall solicit parent(s) or legal guardian(s), **student**, and community input, as well as consult in the review process with local alcohol or other drug abuse prevention, intervention, and treatment agencies licensed by the New Jersey Department of Human Services.

This Policy and Regulation shall be made available annually, **disseminated** at the beginning of the school year, to all school **staff employees, students**, and parents(s) or legal guardian(s) **through the district website or other means**. Each newly hired employee and transferred Pupil will be offered this Policy and implementing regulations on his/her arrival in the district.

N.J.S.A. 18A:40A-1 et seq.; 18A:40A-7.1 et seq.
N.J.A.C. **6A:16-1.1 et seq.**; 6A:16-4.1 et seq.; **6A:16-6.1 et seq.**

Adopted:



© Copyright 2014 • Strauss Esmay Associates, LLP • 1886 Hinds Road • Suite 1 • Toms River, NJ 08753-8199 • 732-255-1500

POLICY GUIDE

STUDENTS
5751/page 1 of 3
Sexual Harassment of Students
Oct 21
M

[See POLICY ALERT No. 225]

5751 SEXUAL HARASSMENT OF STUDENTS

The Board of Education will not tolerate sexual harassment of students by school employees, other students, or third parties. Sexual harassment of students is a form of prohibited sex discrimination. In accordance with Title IX of the Education Amendments of 1972 and the Code of Federal Regulations (CFR), 34 CFR §106, the school district adopts this Policy and implement practices to investigate and resolve allegations of sexual harassment of students engaged in by school employees, other students, or third parties pursuant to 34 CFR §106.3(c). In addition, reports of sexual harassment shall also be investigated in accordance with the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

For the purposes of Policy 5751 and in accordance with 34 CFR §106:

- I. "Sexual harassment" (34 CFR §106.30(a)) means conduct on the basis of sex that satisfies one or more of the following:
 - a. An employee of the school district conditioning the provision of an aid, benefit, or service of the school district on a student's participation in unwelcome sexual conduct;
 - b. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the school district's education program or activity; or"Sexual assault" as defined in 20 U.S.C. §1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. §12291(a)(10), "domestic violence" as defined in 34 U.S.C. §12291(a)(8), or "stalking" as defined in 34 U.S.C. §12291(a)(30).

Sexual harassment may take place electronically or on an online platform used by the school, including, but not limited to, computer and internet networks; digital platforms; and computer hardware or software owned or operated by, or used in the operations of the school.

In accordance with 34 CFR §106.5(a), any person may report sex discrimination, including sexual harassment using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.



POLICY GUIDE

STUDENTS
5751/page 2 of 3
Sexual Harassment **of Students**

A school district with "actual knowledge" of sexual harassment in the educational program or activity of the school district against a student, must respond promptly in a manner that is not "deliberately indifferent".

Any school employee who receives a complaint of sexual harassment or is aware of behavior that could constitute sexual harassment is required to report that information to the Title IX Coordinator in accordance with the provisions of 34 CFR §106.S(a) and B.I. of Regulation 5751. The district must report any potential child abuse in accordance with N.J.S.A. 18A:36-24; N.J.S.A. 18A:36-25; N.J.A.C. 6A:16-1.1.1; and Policy and Regulation 8462.

The Title IX Coordinator shall notify persons entitled to a notification pursuant to 34 CFR §106.S(a)(I) that the school district does not discriminate on the basis of sex in the education program or activity that it operates, and that it is required by Title IX and Policy and Regulation 5751 not to discriminate in such a manner in accordance with 34 CFR §106.8(b)(1).

The Title IX Coordinator shall prominently display the contact information required to be listed for the Title IX Coordinator pursuant to 34 CFR §106.8(b)(2)(i) on the school district's website and in each handbook or catalog the school district makes available to persons entitled to a notification in accordance with 34 CFR §106.S(a). Policy and Regulation 5751 shall be prominently displayed on the district's website and accessible to anyone.

Supportive measures shall be available to the Complainant, Respondent, and as appropriate, witnesses or other impacted individuals.

The school district shall use the grievance process outlined in 34 CFR §106.45 and Regulation 5751 to address formal complaints of sexual harassment. The school district shall offer both parties an appeal process as outlined in 34 CFR §106.45 and Regulation 5751 from a determination regarding responsibility for sexual harassment and from the Title IX Coordinator's dismissal of a formal complaint or any allegations of sexual harassment.

The Title IX Coordinator shall be responsible for effective implementation of any remedies in accordance with 34 CFR §106.45(b)(7)(iv). The appropriate school official designated by the Superintendent, after consultation with the Title IX Coordinator, will determine sanctions imposed and remedies provided, if any.



POLICY GUIDE

STUDENTS

5751/page 3 of 3

Sexual Harassment of Students

Consistent with the laws of New Jersey a student's parent must be permitted to exercise the rights granted to their child under this Policy, whether such rights involve requesting supportive measures, filing a formal complaint, or participating in a grievance process.

The Superintendent or designee shall ensure that Title IX Coordinators, investigators, decision-makers, appeal officer, and any person who facilitates an informal resolution process, receive training in accordance with 34 CFR § 106.45(b)(1)(iii).

The school district or any employee of the school district shall not intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or Policy 5751, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this Policy, in accordance with 34 CFR § 106.71(a).

For each school district response to sexual harassment required under 34 CFR § 106.44, the school district shall create and maintain for a period of seven years, records in accordance with 34 CFR § 106.45(b)(10).

The Superintendent or designee shall consult with the Board Attorney to ensure the school district's response to allegations of sexual harassment and the school district's grievance process are in accordance with 34 CFR § 106.44 and 34 CFR § 106.45.

Any time a report is made to the Title IX Coordinator or formal complaint is filed pursuant to this Policy and in accordance with 34 CFR § 106, the Title IX Coordinator shall forward the report or complaint to the Principal of the school building attended by the alleged victim for the Principal to follow the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

34 CFR § 106

United States Department of Education, Office for Civil Rights - Questions and Answers on the Title IX Regulations on Sexual Harassment (July 20, 2021)

Adopted:



© Copyright 2021 • Strauss Esmay Associates, LLP • 1886 Hinds Road • Suite 1 • Toms River, NJ 08753 • 8199 • 732*255*1500

POLICY GUIDE

PROPERTY
7100/page 1 of 2
Long-Range Facilities Planning
Jul 17
M

[See POLICY ALERT Nos. 131, 133, 156, 159 and 213]

7100 LONG-RANGE FACILITIES PLANNING

The Board of Education recognizes that sound planning based on accurate information is essential to the provision of suitable educational facilities. In order to ensure that future district construction is planned on the basis of need, the Board, in accordance with **N.J.S.A. 18A:7G-4** and N.J.A.C. 6A:26-2.1 et seq., will maintain and submit a Long-Range Facilities Plan (LRFP) to the New Jersey Department of Education. Except as provided in N.J.A.C. 6A:26-3.164, no school facilities project will be considered or approved unless the district's LRFP has been submitted to and approved by the Commissioner of Education.

Long-range facilities planning by the school district shall be in accordance with the provisions of N.J.A.C. 6A:26-2 et seq.

~~The district may submit an amendment to an approved LRFP for review and approval by the Commissioner of Education at any time whenever it seeks to undertake a capital project that is inconsistent with the approved LRFP then in effect.~~

Early Childhood Program Fund (ECP) Districts Only

~~The district will amend their LRFP annually, immediately following approval of the district's ECP plan, to ensure that it is consistent with the approved ECP plan required pursuant to N.J.S.A. 18:27-16 and N.J.A.C. 6A:26-3.1 et seq. or N.J.A.C. 6:19-3.1.~~

~~The Board shall review all facilities annually to determine if any of them are substandard pursuant to 6A:26-8.1 et seq. All substandard facilities must be initially approved by the County Superintendent of Schools. Such approvals are given for a maximum of two consecutive years, unless inspected by the New Jersey Department of Education, Division of Finance. The Board shall not continue their use without the express written consent of the County Superintendent of Schools. No substandard educational facility will be approved unless inspected by the Division of Facilities and Transportation in the Department of Education to ensure:~~

- ~~1. The facilities meet health, safety and educational adequacy standards for temporary, substandard facilities, as specified in N.J.A.C. 6A:26;~~



POLICY GUIDE

PROPERTY
7100/page 2 of 2
Long-Range Facilities Planning

2. A plan has been developed by the district and approved by the County Superintendent of Schools to upgrade the facilities to standard, fully approved conditions.

The County Superintendent, in annually meeting the district's plans to upgrade facilities to fully approved status. The district will provide funds in the next immediate annual budget to correct the deficiencies as soon as the district is notified by the County Superintendent or before October 1 annually. Failure to budget for the correction of deficiencies and to implement the corrections by the next September 1 following the October 1 notice will result in the Director of Facilities and Transportation ordering that the substandard facility be abandoned immediately.

The factors as outlined in N.J.A.C. 6A:26-8.1(e) will be taken into account in making a determination upon any application for the use of emergency substandard facilities.

N.J.S.A. 18A:7G-1 et seq.; 18A:11-1; 18A:33-1 et seq.; 18A:46-13
N.J.A.C. 6A:23-1.1 et seq.; 6A:26-2.1 et seq.; 6A:26-8.1 et seq.

Adopted:



POLICY GUIDE

PROPERTY
7441/page 1 of 2

Electronic Surveillance In School Buildings
and On School Grounds

Dec 17
M

[See *POLICY ALERT Nos. 177 and 214*]

7441 ELECTRONIC SURVEILLANCE IN SCHOOL BUILDINGS AND ON SCHOOL GROUNDS

The Board of Education authorizes the use of electronic surveillance systems in school buildings and on school grounds to enhance the safety and security for school district staff, students, community members, and other building occupants and to protect the school district's buildings and grounds.

The content produced by the surveillance system under certain circumstances may be considered a student record, *and if so* in which it will be subject to the Board of Education policy and regulations regarding confidential student records. *If* the content of the surveillance system becomes the subject of a disciplinary proceeding, it shall be treated like other evidence in the proceeding, and the District's use of the system shall be deemed legitimate.

In accordance with the provisions of N.J.S.A. 18A:41-9, if at least one school building of the school district is equipped with video surveillance equipment that is capable of streaming live video wirelessly to a remote location, the Board of Education shall enter into a Memorandum of Understanding (MOU) with local law enforcement authorities providing the authorities with the capacity to activate the equipment and view live streaming video. The MOU shall include the provisions of N.J.S.A. 18A:41-9 and any additional information required by law enforcement officials. In the event the parties to the MOU are unable to reach an agreement regarding any provision required to be included in the MOU as per N.J.S.A. 18A:41-9a, the County Prosecutor shall make the final determination regarding that provision. Nothing in N.J.S.A. 18A:41-9 shall be construed as to require the installation of video surveillance equipment capable of streaming live video wirelessly to a remote site from a school building that does not have the ability to have live streaming video.

The *Board of Education shall post signage* following statement shall be posted in a prominent, public place in buildings and on school grounds where electronic surveillance equipment may be used.



POLICY GUIDE

PROPERTY

7441/page 2 of 2

Electronic Surveillance In School Buildings and On School Grounds

The Board of Education authorizes the use of electronic surveillance monitoring devices in school buildings and on school grounds. Therefore, all school buildings and school grounds within this school district may be monitored using such devices in accordance with Board Policy.

In addition to posting, the district shall notify school staff members, parent(s) or legal guardian(s), and students that electronic surveillance may be used in school buildings and on school grounds through publication in student and staff handbooks, school calendars, notice sent home with students, or any other effective means to publish the district's use of electronic surveillance equipment in school buildings and on school grounds.

N.J.S.A. ISA:41-9

Adopted:



© Copyright 2017 • Strauss Esmay Associates, LLP • 1886 Hinds Road • Suite 1 • Toms River, NJ 08753-8199 • 732-255-1500

POLICY GUIDE

OPERATIONS

8462/page 1 of 3

Reporting Potentially Missing or Abused Children

Mar20

M

[See POLICY ALERT Nos. 94, 97, 100, 106, 133, 169, 180,
203,208, 215 and 219]

8462 REPORTING POTENTIALLY MISSING OR ABUSED CHILDREN

The Board of Education recognizes early detection of missing, abused, or neglected children is important in protecting the health, safety, and welfare of all children. In recognition of the importance of early detection of missing, abused, or neglected children, the Board of Education adopts this Policy pursuant to the requirements of N.J.S.A. 18A:36-24 and 18A:36-25. The Board provides this Policy for its employees, volunteers, or interns for the early detection of missing, abused, or neglected children through notification of, reporting to, and cooperation with the appropriate law enforcement and child welfare authorities pursuant to N.J.S.A. 18A:36-24 and 18A:36-25 et seq., N.J.A.C. 6A:16-11.1, N.J.S.A. 9:6-8.10, and N.J.A.C. 6A:22-4.l(d).

Employees, volunteers, or interns working in the school district shall immediately notify designated child welfare authorities of incidents of alleged missing, abused, and/or neglected children. Reports of incidents of alleged missing, abused, or neglected children shall be reported to the New Jersey State Central Registry (SCR) at 1-877 NJ ABUSE or to any other telephone number designated by the appropriate child welfare authorities. If the child is in immediate danger a call shall be placed to 911 as well as to the SCR.

The school district shall prominently display information about the Department of Children and Families' State Central Registry, a toll-free hotline for reporting child abuse, in each school of the district. The information shall give instructions to call 911 for emergencies and shall include directions for accessing the Department of Children and Families' website or social media platforms for more information on reporting abuse, neglect, and exploitation.

The information shall be in a format and language that is clear, simple, and understandable. The information shall be on a poster and displayed at each school in at least one high-traffic, highly and clearly visible public area that is readily accessible to and widely used by students, pursuant to N.J.S.A. 18A:33.28.



POLICY GUIDE

OPERATIONS
8462/page 2 of 3

Reporting Potentially Missing or Abused Children

The person having reason to believe that a child may be missing or may have been abused or neglected may inform the Principal or other designated school official(s) prior to notifying designated child welfare authorities if the action will not delay immediate notification. The person notifying designated child welfare authorities shall inform the Principal or other designated school official(s) of the notification, if such had not occurred prior to the notification. Notice to the Principal or other designated school official(s) need not be given when the person believes that such notice would likely endanger the reporter or student involved or when the person believes that such disclosure would likely result in retaliation against the student or in discrimination against the reporter with respect to his or her employment.

The Principal or other designated school official(s) upon being notified by a person having reason to believe that a child may be missing or may have been abused or neglected, must notify appropriate law enforcement authorities. Notification to appropriate law enforcement authorities shall be made for all reports by employees, volunteers, or interns working in the school district. Confirmation by another person is not required for a school district employee, volunteer, or intern to report the suspected missing, abused, or neglected child situation.

School district officials will cooperate with designated child welfare and law enforcement authorities in all investigations of potentially missing, abused, or neglected children in accordance with the provisions of N.J.A.C. 6A:16-11.1(a)5.

District Student Assistance

The district designates Coordinator as the school district's liaison to designated child welfare authorities to act as the primary contact person between the school district and child welfare authorities with regard to general information sharing and the development of mutual training and other cooperative efforts. The district designates the Superintendent or designee as the school district's liaison to law enforcement authorities to act as the primary contact person between the school district and law enforcement authorities, pursuant to N.J.A.C. 6A:16-6.2(b)1, consistent with the Memorandum of Agreement, pursuant to N.J.A.C. 6A:16-6.2(b)13.

An employee, volunteer, or intern working in the school district who has been named as a suspect in a notification to child welfare and law enforcement authorities regarding a missing, abused, or neglected child situation shall be entitled to due process rights, including those rights defined in N.J.A.C. 6A:16-11.1(a)9.



POLICY GUIDE

OPERATIONS
8462/page 3 of 3

Reporting Potentially Missing or Abused Children

The Superintendent or designee shall provide training to school district employees, volunteers, or interns on the district's policy and procedures for reporting allegations of missing, abused, or neglected child situations. All new school district employees, volunteers, or interns working in the district shall receive the required information and training as part of their orientation.

There shall be no reprisal or retaliation against any person who, in good faith, reports or causes a report to be made of a potentially missing, abused, or neglected child situation pursuant to N.J.S.A. 9:6-8.13.

N.J.S.A. **ISA:33-28**; ISA:36-24; ISA:36-25 et seq.
N.J.A.C. 6A:16-1.1

Adopted:



POLICY GUIDE

OPERATIONS
8507/page 1 of 2
Breakfast Offer Versus Serve (OVS)
Dec 17
M

[See POLICY ALERT Nos. 202 and 214]

[For School Districts that Implement a Breakfast Offer Versus Serve Program]

8507 BREAKFAST OFFER VERSUS SERVE (OVS)

The Board of Education, to be in compliance with the Healthy Hunger Free Kids Act (HHFKA) of 2010, adopts this Offer Versus Serve (OVS) Policy. Offer Versus Serve is a Policy for Federally reimbursable meals that allows students to decline a certain number of food components in the meal to reduce plate waste and food cost. Board of Education approval to implement a Breakfast OVS Policy is optional at all grade levels. The provisions of the Breakfast OVS Policy shall be in accordance with the requirements of the HHFKA of 2010.

A school breakfast eligible for Federal reimbursement shall offer four food items from the three food components in the appropriate amounts per grade grouping:

- Fruit or vegetable or juice (including optional vegetable);-
- 1/2 cup Milk; 1/2 cup Grains (including optional meat/meat alternate)
- 1/2 cup Meat or Meat Alternate or Milk

Students are allowed to decline one of the four food items offered, but must select at least a half cup of either fruit or half cup of vegetable or half cup of a fruit/vegetable combination.

After taking the half cup fruit or half cup of vegetable or half cup of a fruit/vegetable combination, students must select at least two additional food items in the full amounts (per grade group requirements) to count toward the reimbursable offer versus serve meal.

A student's decision to accept all four food items or to decline one food item shall not affect the price charged for the meal as the breakfast is priced as a unit. If students do not choose enough food items to comprise a reimbursable meal, a la carte prices will be charged.

POLICY GUIDE

OPERATIONS
8507/page 2 of 2
Breakfast Offer Versus Serve (OVS)

School staff members cannot make exceptions to the Policy, such as requiring every student to take a particular food component. It is the student's choice to select any three or all four food items of the reimbursable meal.

At each school implementing this OVS Policy, school food service staff members will be trained annually on the provisions of the district's Breakfast OVS Policy.

[Select One Option]

Breakfast OVS will be implemented at the following schools: (List all schools in the district that will implement a Breakfast OVS Policy.)

Breakfast OVS will be implemented in all schools in the district.

Adopted:

Copyright 2017 • Strategic Emy LLC • 166 Shore Road • Suite 1 • Tom, Rancocas, NJ 08753 • 732-255-5000

POLICY GUIDE

TEACHING STAFF MEMBERS

3283/page 1 of 6

Electronic Communications Between Teaching Staff
Members and Students

Jun 14

M

[See POLICY ALERT No. 203]

3283 ELECTRONIC COMMUNICATIONS BETWEEN TEACHING STAFF MEMBERS AND STUDENTS

The Board of Education recognizes electronic communications and the use of social media outlets create new options for extending and enhancing the educational program of the school district. Electronic communications and the use of social media can help students and teaching staff members communicate regarding: questions during non-school hours regarding homework or other assignments; scheduling issues for school-related co-curricular and interscholastic athletic activities; school work to be completed during a student's extended absence; distance learning opportunities; and other professional communications that can enhance teaching and learning opportunities between teaching staff members and students. However, the Board of Education recognizes teaching staff members can be vulnerable in electronic communications with students.

In accordance with the provisions of N.J.S.A. 18A:36-40, the Board of Education adopts this Policy to provide guidance and direction to teaching staff members to prevent improper electronic communications between teaching staff members and students.

The Commissioner of Education and arbitrators, appointed by the Commissioner, have determined inappropriate conduct may determine a teaching staff member unfit to discharge the duties and functions of their position. Improper electronic communications by teaching staff members may be determined to be inappropriate conduct.

For the purposes of this Policy, "electronic communication" means a communication transmitted by means of an electronic device including, but not limited to, a telephone, cellular telephone, computer, computer network, personal data assistant, or pager. "Electronic communications" include, but are not limited to, e-mails, text messages, instant messages, and communications made by means of an Internet website, including social media and social networking websites.

For the purposes of this Policy, "professional responsibility" means a teaching staff member's responsibilities regarding co-curricular, athletic coaching, and any other instructional or non-instructional responsibilities assigned to the teaching staff member by the administration or Board of Education.



POLICY GUIDE

TEACHING STAFF MEMBERS

3283/page 2 of 6

Electronic Communications Between Teaching Staff Members and Students

For the purposes of this Policy, "improper electronic communications" means an electronic communication between a teaching staff member and any student of the school district when:

1. The content of the communication is inappropriate as defined in this Policy; and/or
2. The manner in which the electronic communication is made is not in accordance with acceptable protocols for electronic communications between a teaching staff member and a student as defined in this Policy.

Inappropriate content of an electronic communication between a teaching staff member and a student includes, but is not limited to:

1. Communications of a sexual nature, sexually oriented humor or language, sexual advances, or content with a sexual overtone;
2. Communications involving the use, encouraging the use, or promoting or advocating the use of alcohol or tobacco, the illegal use of prescription drugs or controlled dangerous substances, illegal gambling, or other illegal activities;
3. Communications regarding the teaching staff member's or student's past or current romantic relationships;
4. Communications which include the use of profanities, obscene language, lewd comments, or pornography;
5. Communications that are harassing, intimidating, or bullying;
6. Communications requesting or trying to establish a personal relationship with a student beyond the teaching staff member's professional responsibilities;
7. Communications related to personal or confidential information regarding another school staff member or student; and



POLICY GUIDE

TEACHING STAFF MEMBERS

3283/page 3 of 6

Electronic Communications Between Teaching Staff Members and Students

8. Communications between the teaching staff member and a student that the Commissioner of Education or an arbitrator would determine to be inappropriate in determining the teaching staff member is unfit to discharge the duties and functions of their position.

The following acceptable protocols for all electronic communications between a teaching staff member and a student shall be followed:

1. E-Mail Electronic Communications Between a Teaching Staff Member and a Student
 - a. All e-mails between a teaching staff member and a student must be sent or received through the school district's e-mail system. The content of all e-mails between a teaching staff member and a student shall be limited to the staff member's professional responsibilities regarding the student.
 - b. A teaching staff member shall not provide their personal e-mail address to any student. If a student sends an e-mail to a teaching staff member's personal e-mail address, the staff member shall respond to the e-mail through the school district e-mail system and inform the student his/her personal e-mail address shall not be used for any electronic communication between the teaching staff member and the student.
 - c. A teaching staff member's school district e-mail account is subject to review by authorized school district officials. Therefore, a teaching staff member shall have no expectation of privacy on the school district's e-mail system.
2. Cellular Telephone Electronic Communications Between a Teaching Staff Member and a Student
 - a. Communications between a teaching staff member and a student via a personal cellular telephone shall be prohibited.



POLICY GUIDE

TEACHING STAFF MEMBERS

3283/page 4 of 6

Electronic Communications Between Teaching Staff Members and Students

- (1) However, a teaching staff member may, with prior approval of the Principal or designee, communicate with a student using their personal cellular telephone if the need to communicate is directly related to the teaching staff member's professional responsibilities for a specific purpose such as a field trip, athletic event, co-curricular activity, etc. Any such approval for cellular telephone communications shall not extend beyond the specific field trip, athletic event, co-curricular activity, etc. approved by the Principal or designee.
3. Text Messaging Electronic Communications Between Teaching Staff Members and Students
 - a. Text messaging communications between a teaching staff member and an individual student are prohibited.
 - (1) However, a teaching staff member may, with prior approval of the Principal or designee, text message students provided the need to text message is directly related to the teaching staff member's professional responsibilities with a class or co-curricular activity. Any such text message must be sent to every student in the class or every member of the co-curricular activity. Any such approval for text messaging shall not extend beyond the class or activity approved by the Principal or designee.
4. Social Networking Websites and other Internet-Based Social Media Electronic Communications Between Teaching Staff Members and a Student
 - a. A teaching staff member is prohibited from communicating with any student through the teaching staff member's personal social networking website or other Internet-based website. Communications on personal websites are not acceptable between a teaching staff member and a student.



POLICY GUIDE

TEACHING STAFF MEMBERS

3283/page 5 of 6

Electronic Communications Between Teaching Staff Members and Students

- b. A teaching staff member shall not accept "friend" requests from any student on their personal social networking website or other Internet-based social media website. Any communication sent by a student to a teaching staff member's personal social networking website or other Internet-based social media website shall not be responded to by the teaching staff member and shall be reported to the Principal or designee by the teaching staff member.
- c. If a teaching staff member has a student(s) as a "friend" on their personal social networking website or other Internet-based social media website they must permanently remove them from their list of contacts upon Board adoption of this Policy.
- d. Communication between a teaching staff member and a student through social networking websites or other Internet-based social media websites is only permitted provided the website has been approved by the Principal or designee and all communications or publications using such websites are available to: every student in the class; every member of the co-curricular activity and their parents; and the Principal or designee.

Reporting Responsibilities

In the event a student sends an improper electronic communication, as defined in this Policy, to a teaching staff member, the teaching staff member shall report the improper communication to the Principal or designee by the next school day. The Principal or designee will take appropriate action to have the student discontinue such improper electronic communications. Improper electronic communications by a teaching staff member or a student may result in appropriate disciplinary action.



POLICY GUIDE

TEACHING STAFF MEMBERS

3283/page 6 of 6

Electronic Communications Between Teaching Staff
Members and Students

[Optional: District may select one of the following exemption options

A teaching staff member and student may be exempt from the provisions outlined in this Policy if a teaching staff member and student are relatives. The parent of a student and the teaching staff member requesting an exemption from the provisions of this Policy must submit a written request to the Principal of the student's school indicating the family relationship between the student and the teaching staff member. The Principal will provide written approval of the request to the teaching staff member and the student. If the Principal does not approve the request, the teaching staff member and the student must comply with all provisions of this Policy. The Principal's approval of a request for this exemption shall only be for the individual teaching staff member and student included in the request and for the school year in which the request is submitted.

A teaching staff member and student may be exempt from the provisions outlined in this Policy if a teaching staff member and student are relatives. The teaching staff member and the student's parent shall submit notification, in writing, to the Principal of the student's school of their family relationship and their exemption from the provisions outlined in this Policy. Once submitted, this request shall be deemed accepted unless otherwise rejected by the Principal or designee. If the Principal rejects the request, the teaching staff member and the student must comply with all provisions of this Policy. An approved request shall be deemed granted for the school year in which the request was granted

The provisions of this Policy shall be applicable at all times while the teaching staff member is employed in the school district and at all times the student is enrolled in the school district, including holiday and summer breaks.

A copy of this Policy will be made available on an annual basis, to all parents, students, and school employees either electronically or in school handbooks.

N.J.S.A. 18A:36-40

Adopted:



POLICY GUIDE

STUDENTS

5330.04/page 1 of 3

Administering an Opioid Antidote

J1.me 20

M

[See **POLICY ALERT Nos. 210, 217, and 220**)

5330.04 ADMINISTERING AN OPIOID ANTIDOTE

N.J.S.A. 18A:40-12.24.a requires schools to adopt a Policy for the emergency administration of an opioid antidote to a student, staff member, or other person who is experiencing an opioid overdose.

N.J.S.A. 18A:40-12.24.a.(1) requires schools with any of the grades nine through twelve to comply with the provisions of the law.

[Option - Extend Provisions of N.J.S.A. 18A:40-12.23 et seq. to Schools with Other Grades

and permits schools with students in other grades to comply with the provisions of N.J.S.A. 18A:40-12.24.a.(1). Therefore, the Board extends the provisions of N.J.S.A. 18A:40-12.23 through 12.27 to schools with any of the grades ___ through ___ .)

N.J.S.A. 18A:40-12.24 requires a school to obtain a standing order for opioid antidotes pursuant to the "Overdose Prevention Act" - N.J.S.A. 24:6J-1 et seq. The school shall maintain a supply of opioid antidotes under the standing order in a secure, but locked and easily accessible location. The opioid antidotes shall be accessible in the school during regular school hours and during school-sponsored functions that take place in the school or on school grounds adjacent to the school building. **[Option -** The Board may, in its discretion, make an opioid antidote accessible during school-sponsored functions that take place off school grounds.)

The school nurse and a designated employee who volunteers to administer an opioid antidote pursuant to N.J.S.A. 18A:40-12.24.c. are required to be trained for the administration of an opioid antidote in accordance with N.J.S.A. 18A:40-12.25.b. The school nurse or a designated employee who volunteers to administer an opioid antidote shall be promptly available on site at the school during regular school hours and during school-sponsored functions that take place in the school or on school grounds adjacent to the school building at any time.



POLICY GUIDE

STUDENTS

5330.04/page 2 of 3

Administering an Opioid Antidote

N.J.S.A. 18A:40-12.24 permits the school nurse or a designated trained employee to administer an opioid antidote to any person whom the nurse or the trained designated employee who in good faith believes is experiencing an opioid overdose.

An overdose victim shall be transported to a hospital emergency room by emergency medical responders after the administration of an opioid antidote, even if the person's symptoms appear to have resolved.

In accordance with N.J.S.A. 24:6J-4.a.(1)(f), a prescriber or other health care practitioner, as appropriate, may prescribe or dispense an opioid antidote directly or through a standing order to a school, school district, or school nurse. In accordance with N.J.S.A. 24:6J-4.a.(2)(c), whenever the law expressly authorizes or requires a school or school district to obtain a standing order for opioid antidotes, the school nurse(s) employed or engaged by the school or school district shall be presumed by the prescribing or dispensing health care practitioner to be capable of administering the opioid antidote, consistent with the express statutory requirement.

Notwithstanding the provisions of N.J.S.A. 24:6J-4.a.(3)(b) to the contrary, if the law expressly authorizes or requires a school, school district, or school nurse to administer or dispense opioid antidotes pursuant to a standing order under N.J.S.A. 24:6J-4 et seq., the standing order issued shall be deemed to grant the authority specified by the law, even if such authority is not specifically indicated on the face of the standing order.

In accordance with the provisions of N.J.S.A. 18A:40-12.26, no school employee, including a school nurse or any other officer or agent of a Board of Education or charter school, or a prescriber of opioid antidotes for a school through a standing order, shall be held liable for any good faith act or omission consistent with the provisions of N.J.S.A. 18A:40-12.23 et seq. Good faith shall not include willful misconduct, gross negligence, or recklessness.

Any school, school district, school nurse, school employee, or any other officer or agent of a Board of Education or charter school who administers or permits the administration of an opioid antidote in good faith in accordance with the provisions of N.J.S.A. 18A:40-12.24 and pursuant to a standing order issued under N.J.S.A. 24:6J-4 shall not, as a result of any acts or omissions, be subject to any criminal or civil liability or any disciplinary action for administering, or permitting the administration of, the opioid antidote in accordance with N.J.S.A. 24:6J-1 et seq. **Nothing in this Policy shall be interpreted to prohibit the**



POLICY GUIDE

STUDENTS

5330.04/page 3 of 3

Administering an Opioid Antidote

administration of an opioid antidote to a student, staff member, or other person in an emergency during school hours or during on-site school-sponsored activities by an emergency medical responder or other person authorized by law to administer an opioid antidote, in accordance with N.J.S.A. 24:6J-1 et seq.

The Overdose Prevention Act provides that when a person, in good faith, seeks medical assistance for an individual believed to be experiencing a drug overdose, whether the person is seeking assistance for himself/herself or another, the person calling for help and the person experiencing the overdose shall not be arrested, charged, prosecuted, or convicted for certain criminal offenses enumerated in N.J.S.A. 2C:35-30(a)(1-6) and N.J.S.A. 2C:35-31(a)(1-6).

Notwithstanding the provisions of any law, rule, regulation, ordinance, or institutional or organizational directive to the contrary, any person or entity authorized to administer an opioid antidote pursuant to N.J.S.A. 24:61-4, may administer to an overdose victim, with full immunity: a single dose of any type of opioid antidote that has been approved by the United States Food and Drug Administration for use in the treatment of opioid overdoses; and up to three doses of an opioid antidote that is administered through an intranasal application, or through an intramuscular auto-injector, as may be necessary to revive the overdose victim. Prior consultation with, or approval by, a third-party physician or other medical personnel shall not be required before an authorized person or entity may administer up to three doses of an opioid antidote, as provided in N.J.S.A. 24:6J-4, to the same overdose victim.

A school district may enter into a shared services arrangement with another school district for the provision of opioid antidotes pursuant to N.J.S.A. 18A:40-12.27 if the arrangement will result in cost savings for the districts.

This Policy and Regulation 5330.04 shall be reviewed and approved by the school physician prior to Board adoption and whenever this Policy is revised. This Policy shall be made available to school staff members, parents, and students in handbooks, on the school district's website, or through any other appropriate means of publication.

N.J.S.A. 18A:40-12.23; 18A:40-12.24; 18A:40-12.25;
18A:40-12.26; 18A:40-12.27

N.J.S.A. 24:61-1 et seq.

Adopted:



POLICY GUIDE

STUDENTS

5516/page 1 of 4

Use of Electronic Communication and Recording
Devices (ECRD)

Oct 15

M

[See POLICY ALERT Nos. 158, 190 and 207]

5516 USE OF ELECTRONIC COMMUNICATION AND RECORDING DEVICES (ECRD)

The Board of Education believes students and/or school staff members should not be subject to having a video or audio recording taken of any student(s) or school staff member(s) for any purpose without the consent of the student, the student's parent or guardian, and/or the school staff member. In addition to protecting the privacy rights of students and school staff members, the Board recognizes such recordings can be disruptive to the educational program. In addition, inappropriate recordings of educational material, student assessment instruments, and/or student assessment reviews can be used to compromise the integrity of the district's educational program or lead to academic dishonesty in the event such recordings are stored and/or transmitted to other students. Therefore, the Board of Education adopts this Policy regarding student use of electronic communication and recording devices.

"Electronic communication and recording device (ECRD)" includes any device with the capability to audio or video record or is capable of receiving or transmitting any type of communication between persons. An ECRD includes, but is not limited to, cameras, cellular and wireless telephones, pagers/beepers, laptop computers, electronic readers, personal digital assistants (PDAs), two-way radios, portable fax machines, video broadcasting devices, and any other device that allows a person to record and/or transmit, on either a real time or delayed basis, sound, video, or still images, text, or other information.

[Option: Select one of the following options:

A student is not permitted to bring, possess, or use an ECRD on school grounds at any time, regardless of whether school is in session or not.



POLICY GUIDE

STUDENTS

5516/page 2 of 4

Use of Electronic Communication and Recording
Devices (ECRD)

A student is not permitted to have turned on or use an ECRD on school grounds during the school day or when the student is participating in a curricular or school-sponsored co-curricular activity. A student's personal ECRD may only be used on school grounds in an emergency situation **or before and after the school day** or with the permission of a school staff member supervising the student in a curricular or school-sponsored co-curricular activity. Any audio and/or video recording by a student using their personal ECRD with permission of a school staff member while participating in a curricular or school-sponsored activity where other students or staff members are present shall require the permission for such recording from any other student and their parents or guardians and/or staff members whose voice or image is to be recorded. This Policy is not intended to prohibit appropriate use of electronic devices for authorized or approved official curricular or school-sponsored co-curricular activities such as yearbook photographs, staff member/teacher-directed and approved activities, classroom presentations, mlB athletic events, and drama production filming. A student authorized or approved to use an ECRD may not use an ECRD to access internet sites or view information or internet-based material that is inappropriate or would be blocked from student access by the school district's acceptable use of computers and networks policy. Nothing in this Policy is intended to prevent a student from using their personal ECRD and recording school-sponsored co-curricular activities as a non-participant when the activity is open to the general public.]

For the purposes of this policy, "school grounds" means and includes land, portions of land, structures, buildings, and structures that support these buildings, including, but not limited to, administrative buildings, kitchens, maintenance shops, and garages. "School grounds" also includes other facilities as defined in N.J.A.C. 6A:26-1.2, playgrounds, and other recreational places owned by the local municipalities, private entities, or other individuals during those times when the school district has exclusive use of a portion of such land.

An ECRD used in violation of this Policy will be confiscated by a school staff member or Principal or designee and the student will be subject to appropriate disciplinary action.



POLICY GUIDE

STUDENTS

5516/page 3 of 4

Use of Electronic Communication and Recording
Devices (ECRD)

[Option: Select one of the following options:

A student shall not knowingly bring or possess any remotely activated paging device on any school grounds, including on a school bus or at a school-sponsored function, at any time and regardless of whether school is in session or other persons are present.

A student shall not **knowingly** bring or possess any remotely activated paging device on any school grounds, including on a school bus or at a school-sponsored function, at any time and regardless of whether school is in session or other persons are present without the express written permission of the _____ **[Board, Superintendent, or Principal]**. The student must submit a written request and establish to the satisfaction of the _____ **[Board, Superintendent, or Principal]** a reasonable basis for the possession of the device. The written request must include the purpose for the student possessing and/or bringing the device on school property and the date or dates in which the student requests to possess and/or bring the device on school property. The written request must also include the date in which the student will no longer need to bring and/or possess the device on school property.

The _____ **[Board, Superintendent or Principal]**, upon reviewing the request from the student, will make a determination. The determination will be in writing and if approved, written permission for the student to bring and/or possess a remotely activating paging device will be provided to the student. Permission will only be provided for

{Select one of the following alternatives below

- ___ the school year.
- ___ (specific number) month(s).
- ___ (specific number) week(s).}



POLICY GUIDE

STUDENTS

5516/page 4 of 4

Use of Electronic Communication and Recording
Devices (ECRD)

The student must submit a new request if the time in which permission is given to bring and/or possess a device expires. The student that is granted permission to possess and/or bring the device must be in the possession of the device at all times. The Principal or designee shall immediately notify the Superintendent of Schools and the appropriate criminal justice or juvenile justice agency if a student brings or possesses a remotely activated paging device in violation of **N.J.S.A. 2C:33-19** N.J.A.C. 6A:16 5.8 and this Policy.]

A student who is an active member in good standing of a volunteer fire company, first aid, ambulance or rescue squad may bring or possess a remotely activated paging device on school property only if the student is required to respond to an emergency and the student provides a statement to the **(Board, Superintendent or Principal)** from the chief executive officer of the volunteer fire company, first aid, ambulance or rescue squad authorizing the possession of the device by the student at all times and that the student is required to respond to an emergency.

The Principal or designee will confiscate the remotely activated paging device, take appropriate disciplinary action and shall immediately notify the Superintendent of Schools and the appropriate criminal justice or juvenile justice agency if a student brings or possesses a remotely activated paging device in violation of **N.J.S.A. 2C:33-19** N.J.A.C. 6A:16 5.8 and this Policy.

N.J.S.A. 2C:33-19

N.J.A.C. 6A:16 5.8

Adopted:



POLICY GUIDE

STUDENTS
5541/page 1 of 3
Anti-Hazing
Jan22
M

[See PO:J:,ICY ALERT No. 226]

[MANDATED FOR SCHOOL DISTRICTS WITH A MIDDLE SCHOOL AND/OR IDGH SCHOOL AND OPTIONAL FOR SCHOOL DISTRICTS WITH ONLY AN ELEMENTARY SCHOOL(S)]

5541 ANTI-HAZING

A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Hazing is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. The Board of Education prohibits acts of hazing and adopts this Policy against hazing in accordance with N.J.S.A. 18A:37-32.2. The provisions of this Policy apply to L_ high school(s); _ middle school(s); and/or_ elementary school(s)] in the school district.

"Hazing" in a school setting includes, but is not limited to, conduct by an individual(s) who is a member and/or representative of a school-sponsored student organization, club, or athletic team where such individual(s) conditions a student's acceptance as a member into such group on whether the student engages in activities that are humiliating, demeaning, intimidating, and exhausting to the student.

N.J.S.A. 2C:40-3.a. indicates hazing may also include, but is not limited to, the conduct outlined below:

1. An individual(s) causes, coerces, or otherwise induces a student to commit an act that violates Federal or State criminal law;
2. An individual(s) causes, coerces, or otherwise induces a student to consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm or is otherwise deleterious to the student's health;
3. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a physical nature, including, but not limited to, whipping, beating, branding, excessive calisthenics, or exposure to the elements;

POLICY GUIDE

STUDENTS
5541/page 2 of 3
Anti-Hazing

4. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a mental or emotional nature, including, but not limited to, activity adversely affecting the mental or emotional health or dignity of the individual, sleep deprivation, exclusion from social contact, or conduct that could result in extreme embarrassment;
5. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a sexual nature; or
6. An individual(s) subjects a student to any other activity that creates a reasonable likelihood of bodily injury to the student.

Board of Education members, school employees, and contracted service providers are required to report an alleged incident of hazing that may take place or has taken place on or off school grounds to the Principal or designee on the same day when the individual witnessed or received reliable information regarding such an incident. Students, parents, volunteers, or visitors are encouraged to report an alleged incident of hazing that may take place or has taken place on or off school grounds to the Principal or designee on the same day when the individual witnessed or received reliable information regarding any such incident.

Any report of an alleged incident of hazing shall be immediately investigated by the Principal or designee in accordance with procedures used to investigate alleged violations of the Student Discipline/Code of Conduct and Policy and Regulation 5600. A Principal or designee who receives a report of an alleged incident of hazing and fails to initiate or conduct an investigation and fails to minimize or eliminate the hazing may be subject to disciplinary action.

The Principal or designee may identify behavior when investigating an alleged incident of hazing indicating harassment, intimidation, or bullying (HIB) pursuant to N.J.S.A. 18A:37-14 et seq. - the New Jersey Anti-Bullying Bill of Rights Act (ABR). If the Principal or designee identifies behavior indicating HIB, the Principal or designee shall ensure a separate investigation is conducted in accordance with the ABR and Policy 5512.



POLICY GUIDE

STUDENTS
5541/page 3 of 3
Anti-Hazing

The Superintendent or designee shall report to local law enforcement any hazing incident that rises to the level of mandatory reporting under the "Uniform Memorandum of Agreement Between Education Officials and Law Enforcement Officials" or any other agreement between local law enforcement and the school district pursuant to N.J.A.C. 6A:16-5.1(b).

Hazing that involves the participation of a coach, teacher, or other adult may constitute child abuse and shall be addressed in accordance with N.J.S.A. 18A:36-25 and Policy and Regulation 8462.

The Board shall enforce any penalty for violation of this Policy in accordance with the student code of conduct and Policy and Regulation 5600, or any other applicable Board Policy or Regulation. In accordance with N.J.S.A. 18A:37-32.3 appropriate penalties for a violation of this Policy may include, but are not limited to:

1. Withholding of diplomas or transcripts pending compliance with the rules;
2. Rescission of permission for the organization or group whose student member(s) are being penalized under this Policy, to operate on school property or to otherwise operate under the sanction or recognition of the school district; and
3. The imposition of probation, suspension, dismissal, or expulsion of a student member(s).

Any discipline instituted in response to a violation of this Policy may be in addition to discipline for a violation of Policy 5512, Policy and Regulation 5600, and any other applicable Board Policy and Regulation.

The school district shall ensure that students are informed of this Policy, including the rules, penalties, and program of enforcement under this Policy. This Policy shall be posted on the school district's publicly accessible Internet website.

N.J.S.A. 18A:36-25; 18A:37-13.2; 18A:37-14 et seq.; 18A:37-32.2;
18A:37-32.3
N.J.A.C. 6A:16-5.1

Adopted:



POLICY GUIDE

PROPERTY
7243/page 1 of 2
Supervision of Construction
Mar20
M

{See POLICY ALERT No. 219}

7243 SUPERVISION OF CONSTRUCTION

The Board of Education directs that the _____ be responsible for the supervision of all building construction in this **school** district. Supervision shall include field inspection of the **construction** contractor's operations, administrative review of the activities of the architect relating to the construction, and any other construction matters relating to the interests of the school district.

The _____ shall report periodically to the Board **on the progress of that by his/her personal knowledge the work of the construction contractor(s) and the architect is being performed in accordance with the plans, specifications, and contracts approved by the Board.**

The Board shall not employ for pay or contract for the paid services of any person serving in a position which involves regular contact with students unless the Board has first determined, consistent with the requirements and standards of N.J.S.A. 18A:6-7.1 et seq., that no criminal history record information exists on file in the Federal Bureau of Investigation, Identification Division, or the State Bureau of Identification which would disqualify the individual from being employed or utilized in such capacity or position.

The Superintendent shall direct the School Business Administrator/Board Secretary or designee to act as liaison to all construction contractors for school facility and construction projects to obtain a list of the individuals who will have regular contact with students and will be employed by or working for the contractor on a school district project that will be undergoing a criminal history record check pursuant to the requirements of N.J.S.A. 18A:6-7.1 et seq. The liaison shall provide the list of those contracted employees to the Superintendent or designee and the Human Resources Director. The Superintendent or designee and the Human Resources Director who receive any adverse action correspondence from the New Jersey Department of Education (NJDOE) related to the criminal history record check process shall review the contracted company list in order to determine if the subject of that correspondence is either a school employee or an employee of any contract service provider and take



POLICY GUIDE

PROPERTY
7243/page 2 of 2
Supervision of Construction

appropriate action. No employee of a contracted service provider shall commence work at a school facility without having first obtained an approval for employment from the NJDOE. Approvals for employment of these contracted employees shall be maintained with the liaison and copies forwarded to the Superintendent's office.

A change order involving additional cost will be submitted to by the _____ ~~Board~~ *B*O+Ff* Board for review and approval.

[Optional

A change order not involving monetary considerations may be acted upon solely by the _____ and reported to the Board.]

Upon completion of a building project and a final inspection of all its aspects by the architect, contractors, and school officials, a recommendation for acceptance shall be made to the Board by the _____

N.J.S.A. **18A:6-7.1 et seq.**; 18A:18A-16; 18A:18A-43; 18A:18A-44
N.J.S.A. 18A:54-30 [**vocational districts**]

Adopted:



ACCOUNT		DESCRIPTION	AMOUNT TRANSFERRED	
			From	To
19573	20-270-200-100-19-10-I-0	TITLE II A/STIPENDS	(5,000.00)	
19573	20-270-200-600-13-49-I-0	TITLE II A/NON INSTR SUPP		5,000.00
			\$ (5,000.00)	\$ 5,000.00
EXPLANATION: TSD-NonInstrSuppforOGPD Adjustment				
19574	11-000-270-514-46-52-0-C	CONTR/TRAN/SP-ED IN DIST	(40,000.00)	
19574	11-000-100-566-49-61-C-C	TUITN/PRIV SCH/SP'L ED		40,000.00
			\$ (40,000.00)	\$ 40,000.00
EXPLANATION: SpcSvcs-Settlement Payment Adjustment				
19604	11-190-100-320-85-58-I-D	CONT/STUDENT SERV/C&I	(8,800.00)	
19604	11-000-218-390-85-50-I-D	TEST SCORING/DWIDE		8,800.00
			\$ (8,800.00)	\$ 8,800.00
EXPLANATION: SCD-PSAT/NMSQT THS Testing Adjustment				
19624	20-483-200-320-57-50-I-1	ESSER-II O&M CONTRACTED SVC	(344.37)	
19624	20-483-200-600-22-49-I-C	ESSER-II SP.ED WRK PRGM SUPPL		344.37
			\$ (344.37)	\$ 344.37
EXPLANATION: TSD-ESSER2_Fnds4NonInstruSupp Adjustment				
19635	11-401-100-890-29-40-T-H	OTHER EXP/CO-CURRIC/THS	(4,000.00)	
19635	11-190-100-610-18-40-T-H	GENERAL INSTRUCT'L SUPPLIES		4,000.00
			\$ (4,000.00)	\$ 4,000.00
EXPLANATION: THS-LanyardsForStudentIDs Adjustment				
19636	11-000-262-610-89-49-1-U	UNIFORMS/O&M	(7,000.00)	
19636	11-000-263-610-89-49-1-D	GROUND/SUPPLIES		7,000.00
			\$ (7,000.00)	\$ 7,000.00
EXPLANATION: O&M-MulchForDistrictPlaygrounds Adjustment				
19638	11-000-262-610-89-53-1-D	FURNITURE SUPPLIES/GENERAL	(55,200.00)	
19638	11-000-262-420-89-53-1-D	CONTRACTS/OPERATIONS		10,000.00
19638	11-000-261-420-89-53-1-D	CONTRACTS BLDG MAINT		45,200.00
			\$ (55,200.00)	\$ 55,200.00
EXPLANATION: O&M-FireAlm+HVACATC+EnviroSvcs Adjustment				
19640	11-212-100-890-35-49-C-D	OTHER EXPENSE/MD	(250.00)	
19640	11-212-100-610-35-40-C-F	SUPPLIES/MD		250.00
			\$ (250.00)	\$ 250.00
EXPLANATION: SpSvc-WheelChairCostStdntTrnsp Adjustment				
19641	11-000-270-600-83-49-0-D	SUPPLIES/TRANSPORTATION	(1,633.00)	
19641	11-000-270-593-83-50-0-0	PURCH MISC. SERV./TRANSP		1,633.00
			\$ (1,633.00)	\$ 1,633.00
EXPLANATION: TRANSP-RevRutgersSupvrClass Adjustment				
19643	11-000-221-320-82-58-S-0	ADM/STF DEVEL	(3,300.00)	
19643	11-000-100-561-49-66-C-S	TUITION LEA REGULAR EDUCATION		3,300.00
			\$ (3,300.00)	\$ 3,300.00
EXPLANATION: EDUSvcs-BoardApprRegEduTuition Adjustment				
19644	11-000-219-320-72-58-C-C	PRCH SERV/CST CONSULTANTS	(800.00)	
19644	11-204-100-890-33-49-C-D	OTHER EXPENSE/LLD		400.00
19644	11-212-100-890-35-49-C-D	OTHER EXPENSE/MD		400.00
			\$ (800.00)	\$ 800.00
EXPLANATION: EDUSvcs-BoardApprFieldTripAdms Adjustment				
19645	11-000-100-562-49-61-C-C	TUITN/PUB SCH/SP'L ED	(480,000.00)	
19645	11-000-213-300-74-57-C-D	FEES/PHYSICIANS & PRCH MED SRV		47,438.25
19645	11-000-100-566-49-61-C-C	TUITN/PRIV SCH/SP'L ED		251,687.71
19645	11-000-100-567-49-61-C-C	TUITN/PRIV SCH/SP ED/OUT STATE		180,874.04
			\$ (480,000.00)	\$ 480,000.00
EXPLANATION: SpSv-settlmt/tuition/nurse/Rbl Adjustment				

	ACCOUNT	DESCRIPTION	AMOUNT TRANSFERRED	
			From	To
19646	20-511-266-300-92-50-I-A	SEC.AID/PURCH SVC/YESH HE'ATID	(9,000.00)	
19646	20-511-400-731-92-31-I-A	SECURITY EQUIP. YESH HE'ATID		9,000.00
			<u>\$ (9,000.00)</u>	<u>\$ 9,000.00</u>
EXPLANATION: C&I-SecEquipNPSCHLStateSecFnd Adjustment				
19648	11-000-251-590-84-50-H-R	PRCH SERV/RECRUITMENT/HRM	(379.02)	
19648	11-000-251-610-84-49-H-0	SUPPLIES & MATERIALS/HRM		379.02
			<u>\$ (379.02)</u>	<u>\$ 379.02</u>
EXPLANATION: HR-PromotionalItems-JobFair Adjustment				
19649	11-000-223-102-25-10-0-D	CONTR SAL/SUPR/FINE ARTS	(40,000.00)	
19649	11-000-252-330-86-50-2-0	PRCH'D PROF'L SERVICES/TECH		40,000.00
			<u>\$ (40,000.00)</u>	<u>\$ 40,000.00</u>
EXPLANATION: BO-DUO-MFA QuoteTeaneckPubSchl Adjustment				
19650	11-000-100-567-49-61-C-C	TUITN/PRIV SCH/SP ED/OUT STATE	(256,052.00)	
19650	11-000-266-300-71-50-0-0	PURCH PROF TECH SVC		256,052.00
			<u>\$ (256,052.00)</u>	<u>\$ 256,052.00</u>
EXPLANATION: BO-COPS District Share Adjustment				
19651	11-000-262-837-89-51-1-D	INTEREST-ESIP BONDS	(15,000.37)	
19651	11-000-262-917-89-51-1-D	PRINCIPAL-ESIP BONDS		15,000.37
			<u>\$ (15,000.37)</u>	<u>\$ 15,000.37</u>
EXPLANATION: BO-Refund 2012 Bond Adjustment				
19652	11-000-219-320-72-58-C-C	PRCH SERV/CST CONSULTANTS	(73.90)	
19652	11-000-216-600-39-40-C-C	SPCH/SUPPLIES		73.90
			<u>\$ (73.90)</u>	<u>\$ 73.90</u>
EXPLANATION: SPSV-ShippingCostPO#202693 Adjustment				
19654	11-000-219-320-72-58-C-C	PRCH SERV/CST CONSULTANTS	(12,469.53)	
19654	11-212-100-610-35-40-C-F	SUPPLIES/MD		7,170.00
19654	11-000-219-600-72-49-C-C	SUPPLIES/SPEC SERV		5,299.53
			<u>\$ (12,469.53)</u>	<u>\$ 12,469.53</u>
EXPLANATION: SpSv-Test'gProtocol&MDcommDev Adjustment				
19663	11-000-251-590-84-50-H-R	PRCH SERV/RECRUITMENT/HRM	(800.00)	
19663	11-000-251-610-84-49-H-0	SUPPLIES & MATERIALS/HRM		800.00
			<u>\$ (800.00)</u>	<u>\$ 800.00</u>
EXPLANATION: BO-JobFairSupplies Adjustment				
19667	11-000-291-290-99-20-H-D	SICK/VAC/PD REIMBURSEMENT	42,526.05	
19667	11-000-270-503-92-52-0-0	AILO PAYMENTS FOR NON-PUBLIC		(42,526.05)
			<u>\$ 42,526.05</u>	<u>\$ (42,526.05)</u>
EXPLANATION: BO-ClearNegBal3.22Remain(1/2) Adjustment				
19671	11-000-266-300-71-50-0-0	PURCH PROF TECH SVC	(176,652.00)	
19671	11-000-266-610-71-50-0-0	SECURITY SUPPLIES		134,508.79
19671	11-000-266-730-87-50-0-0	Security Services Equipment		42,143.21
			<u>\$ (176,652.00)</u>	<u>\$ 176,652.00</u>
EXPLANATION: S&S-COPS DistrShare payment Adjustment				
19673	11-000-230-334-89-50-1-D	ARCHITECTURAL/ENGINEERING SERV	(10,000.00)	
19673	11-000-262-420-89-53-1-D	CONTRACTS/OPERATIONS		10,000.00
			<u>\$ (10,000.00)</u>	<u>\$ 10,000.00</u>
EXPLANATION: O&M-DstBldgLeadH2OTestgPrgm Adjustment				
19691	11-000-251-590-84-50-H-R	PRCH SERV/RECRUITMENT/HRM	(900.00)	
19691	11-190-100-500-18-50-H-D	CAR ALLOW/INSTRUCTL STAFF		900.00
			<u>\$ (900.00)</u>	<u>\$ 900.00</u>
EXPLANATION: BO-BoardApprovedStipend Adjustment				

	ACCOUNT	DESCRIPTION	AMOUNT TRANSFERRED	
			From	To
19697	20-010-100-890-73-50-G-H	TWNSHP FORUM/OTHR EXPENSES	(5,000.00)	
19697	20-010-270-512-73-50-0-0	FORUM/TWNSHP/FIELD TRIPS	(375.00)	
19697	20-010-200-500-73-50-G-H	TWNSHP FORUM/Other Purch Serv		5,375.00
			<u>\$ (5,375.00)</u>	<u>\$ 5,375.00</u>

EXPLANATION: FORUM-ApprveStudntComunityEvt Adjustment

19700	20-492-262-890-93-49-1-d	SDA Emergent Needs/ Cap Maint	(83,696.00)	
19700	20-492-261-610-93-49-1-D	CAPITAL-MAINT SUPPLIES/EQUIP		60,589.50
19700	20-492-261-100-93-49-1-D	CAPITAL-MAINT INSTALL/LABOR		23,106.50
			<u>\$ (83,696.00)</u>	<u>\$ 83,696.00</u>

EXPLANATION: BO-DrinkngFountainReno/Install Adjustment

FINANCE COMMITTEE SIGNATURE

DATE

Professional Development

Name: Ashley Sularz

School or Department: Curriculum & Instruction

Conference/Seminar/Workshop: Implementing the Middle School Civics Mandate

Location: Ramapo College, Mahwah, New Jersey

Dates: May 26, 2022

Estimated Cost: \$13.86 –Substitute Not Required – (Title II Funded)

Name: Ashley Sularz

School or Department: Curriculum & Instruction

Conference/Seminar/Workshop: New Jersey Social Studies Supervisors Association and

New Jersey Center for Civic Education Spring Meeting

Location: Rutgers College, New Brunswick, New Jersey

Dates: May 20, 2022

Estimated Cost: \$28.35 –Substitute Not Required – (Title II Funded)

Professional Development

Name: Eloisa Cardona-Ruiz
School or Department: Bryant School - Nurse
Conference/Seminar/Workshop: Basic Life Support Certification
Location: Holy Name Hospital, Teaneck, NJ
Dates: 6/02/2022
Estimated Cost: \$95.00 (District funded)
Explanation: Renewal of life support certification.

Name: Amy Morik
School or Department: Whittier School – Social Worker
Conference/Seminar/Workshop: Moving through – How attending to the body can transform healing and restoration
Location: Montclair State University
Dates: 5/20/2022
Estimated Cost: \$0 (Participant funded)
Explanation: This conference will explore how negative impact to the physical body effects learning and healing.

Name: G. Cofnas
School or Department: Ma'Ayanot School, Teaneck (non-public)
Conference/Seminar/Workshop: Advanced Placement Summer Institute – AP Physics
Location: Manhattan College
Dates: August 8, 2022 – August 12, 2022
Estimated Cost: \$900.00 (Grant funded - Title II account #: 20-270-200-580-92-50-I-M)
Explanation: To support nonpublic, Title II professional development.

Name: D. Klapper
School or Department: Ma'Ayanot School, Teaneck (non-public)
Conference/Seminar/Workshop: AP Stats with Stats Medic
Location: Virtual
Dates: June 13, 2022 – July 22, 2022
Estimated Cost: \$499.00 (Grant funded - Title II account #: 20-270-200-580-92-50-I-M)
Explanation: To support nonpublic, Title II professional development.

Name: B. Schwartz
School or Department: Ma'Ayanot School, Teaneck (non-public)
Conference/Seminar/Workshop: Advanced Placement - Psychology
Location: College Board - APSI
Dates: June 13, 2022 – June 17, 2022
Estimated Cost: \$625.00 (Grant funded - Title II account #: 20-270-200-580-92-50-I-M)
Explanation: To support nonpublic, Title II professional development.

FIELD TRIPS

Trip Leader(s): Gianni Hidalgo J. Juxon-Smith
School/Department: Teaneck High School (FORUM)
Trip Planned: Richard Rodgers Theatre
Destination: New York, NY
Dates: June 22, 2022
Estimated Cost: \$8,724.00 (PASS Grant funded)

EXPLANATION: Students will learn the importance of practicing positive social skills and demonstrate proper table etiquette.

AMENDED MOTION

Trip Leader(s): Elzbieta Biernacka & Colleen Pagan
School/Department: BFMS (MD/LLD Classes)
Trip Planned: Sea Life Aquarium
Destination: East Rutherford, NJ
Dates: 6/07/2022
Estimated Cost: \$350 (District funded)

EXPLANATION: The students in the MD and LLD classes would participate in structured community outings and activities as part of the curriculum. The activities would provide an opportunity for students to practice skills needed for daily living and be rewarded for positive group participation.

Field Trips

Name: Pete LoGiudice, Ashley Davis, Gerald Henry, Mindly Fliegelman, Samantha Spencer, Keith Orapello, James DiMicelli, Four Paraprofessionals
School or Department: Whittier Elementary School
Trip Planned: Benjamin Franklin Middle School
Location: Teaneck, New Jersey 101 Students
Date(s): June 13, 2022 Depart: 12:00 PM Return: 2:30 PM
Estimated Cost: \$240.00- Substitute Not Required (District Funded)
EXPLANATION: This is the annual moving up ceremony for the fourth grade students.

Name: Karen Butler, Megan McBryde, Ihstasam Ashfaq, Debbie Benitez, Lindsay Fisher, Spencer Jones, Heather Jacobs, D'Aisha Smith, Judy-Ann Thomas, Tom Papaleo, Dinahlee Rodriguez, Ryan Flannery, Nina Cuellar, Frederica Ogletree, Michelle Keim, Gillian Iappelli, Madeline Robinson
School or Department: Thomas Jefferson Middle School
Trip Planned: Museum Village
Location: Monroe, New York 140 Students
Date(s): June 7, 2022 Depart: 8:30 AM Return: 3:00 PM
Estimated Cost: \$2,815.00- Substitute Not Required (Parent Funded)
EXPLANATION: The fifth grade students will tour a replica village exploring daily life in the 19th century through historical dress and reenactments.

Name: Alexis Ryerson, Suzanne O'Toole, Amber Halpern, Lisa Sgambati, Kristine Thielman, Eight Parent Chaperones
School or Department: Hawthorne and Lowell Elementary Schools
Trip Planned: Teaneck Swim Club
Location: Teaneck, New Jersey 39 Students
Date(s): June 7, 2022 Depart: 9:30 AM Return: 2:30 PM
Estimated Cost: \$0.00- Substitute Required (No Funding Required)
EXPLANATION: The Safety Patrol students from Hawthorne and Lowell Elementary Schools will collaborate with the Teaneck Police Department to help build community ties and promote activism awareness.

Name: Karen Butler, Megan McBryde, Ihstasam Ashfaq, Debbie Benitez, Lindsay Fisher, Spencer Jones, Heather Jacobs, D'Aisha Smith, Judy-Ann Thomas, Tom Papaleo, Dinahlee Rodriguez, Ryan Flannery, Nina Cuellar, Frederica Ogletree, Michelle Keim, Gillian Iappelli, Madeline Robinson
School or Department: Thomas Jefferson Middle School
Trip Planned: Van Saun Park
Location: Paramus, New Jersey 130 Students
Date(s): June 10, 2022 Depart: 9:00 AM Return: 2:30 PM
Estimated Cost: \$1,680.00- Substitute Not Required (Parent Funded)
EXPLANATION: The fifth grade students will enjoy team-building and social-emotional learning activities while touring the zoo and park.

Field Trips

WALKING TRIP

Name: Karen Butler, Megan McBryde, Ihstasam Ashfaq, Debbie Benitez, Lindsay Fisher, Spencer Jones, Heather Jacobs, D'Aisha Smith, Judy-Ann Thomas, Tom Papaleo, Dinahlee Rodriguez, Ryan Flannery, Nina Cuellar, Frederica Ogletree, Michelle Keim, Gillian Iappelli, Madeline Robinson, Seven Parent Chaperones

School or Department: Thomas Jefferson Middle School

Trip Planned: Ammann Park

Location: Teaneck, New Jersey

115 Students

Date(s): June 16, 2022

Depart: 9:30 AM

Return: 11:30 AM

Estimated Cost: \$0.00- Substitute Not Required (No Funding Required)

EXPLANATION: This trip is the culmination of the school year for the fifth grade students.

They will participate in team-building and social-emotional learning activities while walking to the park.

Name: Colette Brantley, Two Parent Chaperones

School or Department: Hawthorne Elementary School

Trip Planned: Bowler City/Teaneck Municipal Hall

Location: Hackensack & Teaneck, New Jersey

11 Students

Date(s): June 1, 2022

Depart: 9:45 AM

Return: 2:15 PM

Estimated Cost: \$120.00- Substitute Not Required (Parent Funded)

EXPLANATION: The Peer Mediator Students from Hawthorne School will learn team-building exercises including bowling, a tour of the courtroom and a question and answer session with a judge.

Name: Emily Smith, Amanda Estevez, Brittany Shepard, Danielle Annunziata, Peter Antonakis, Arielle Van Gulick, Mei-Linh LaMui, Sheena Wester, Nisrene Hammoud, Monica Lawson, Kate Augusto, Jessica Brown, Amis Aguero, Darlene Cherry Shand, Anna Hernandez, Nazia Abbasi, Twenty-Five Parent Chaperones

School or Department: Lacey Elementary School

Trip Planned: Votee Park

Location: Teaneck, New Jersey

150 Students

Date(s): June 13, 2022

Depart: 9:45 AM

Return: 11:45 AM

Estimated Cost: \$0.00- Substitute Not Required (No Funding Required)

EXPLANATION: This trip is the culmination of the school year for the Kindergarten students.

They will participate in park play and activities.

Name: Spencer Jones

School or Department: Thomas Jefferson Middle School

Trip Planned: Memorial Day Parade

Location: Teaneck, New Jersey

12 Students

Date(s): May 30, 2022

Depart: 8:00 AM

Return: 12:00 PM

Estimated Cost: \$0.00- Substitute Not Required (No Funding Required)

EXPLANATION: The Middle School Jazz Band will march and perform in the Memorial Day Parade.

Field Trips

Name: Spencer Jones

School or Department: Thomas Jefferson Middle School

Trip Planned: Fourth of July Parade

Location: Teaneck, New Jersey

12 Students

Date(s): July 4, 2022

Depart: 8:00 AM

Return: 12:00 PM

Estimated Cost: \$0.00- Substitute Not Required (No Funding Required)

EXPLANATION: The Middle School Jazz Band will march and perform in the Fourth of July Parade.

Tuitions

<u>Student ID#</u>	<u>Placement</u>	<u>Tuition</u>	<u>Start Date</u>	<u>1:1 Aide</u>
107242	CTC Academy	\$15,514.80	5/3/2022	
97656	Sage Alliance	\$19,206.00	4/27/2022	
103633	Shepard Preparatory High School	\$12,065.43	4/26/2022	
	Total	\$46,786.23		

Clinicians

<u>Student ID#</u>	<u>Placement</u>	<u>Discipline/Rate</u>	<u>NOT TO EXCEED</u>
	Bergen Passaic Pediatric Neurology	\$440.00/evaluation	\$15,000.00
107242	Starlight Homecare Agency, Inc dba Star Pediatric Home Care Agency	\$48.00/hour of LPN services and \$60.00/hour of RN services	\$20,000.00
	New Pathway Counseling Services	Bedside Instruction \$600.00 per week	\$10,000.00
100847	Learn Well - Bedside Instruction	\$50 per hour	\$2,500.00
		Total	\$47,500.00

Teaneck High School 2022 Scholarships

Scholarship	Amount	Criteria for Award	Selection Committee
African American Studies Scholarship	\$500	A student must maintain a B average or above in the African American history course. A student must also complete 30-60 hours of community service in the African American Resource Center	Director of Student Activities and the BYO Advisor
Director of Guidance Award	\$500	A business experience internship (BEI) student working in the Guidance Office.	Guidance Department
Donyale Morton Memorial Scholarship	\$500	A student must demonstrate excellence in the performing or fine arts, a role model in both school and community, and future educational plans.	Director of Student Activities, Principal, and Teaneck High School Fine Arts Department
Milton M. and Rose Gold Rosenbloom Prize	\$2,500-1 st place \$1500-2 nd place	Seniors are required to submit two writing samples (Exposition and Original piece). Top two students are chosen.	The Teaneck High School English Department
Muriel Rosemarin Memorial Scholarship Special Education Scholarship	\$500	A student must demonstrate a desire for learning; compassion and respect for their peers, school, and teachers; disciplined study and work habits; ambition and self-motivation to work to potential.	Principal, Director of Student Activities and the Teaneck High School Guidance Department.
Paul J. Nonas Scholarship	\$500	A student must demonstrate involvement in school and community activities, leadership accomplishments and future employment plans.	The Nonas Family and Director of Student Activities

Stuart L. Sharenow Memorial Scholarship	\$500	A student must demonstrate the ideals of good citizenship.	Director of Student Activities. Athletic Director and the Guidance Department
Susan and Arthur Gardner Memorial Fund	\$100	A student of the varsity baseball team who demonstrates athletic and academic excellence.	Athletic Director, Head Baseball Coach and the Director of Student Activities
Wells Jenny	\$300	Excellence in music and a plan to major in music in college.	Teaneck High School Music Department and Director of Student Activities.

Special Education Consultation & Professional Development

Carol Kosnitsky
27 Bluffs Drive
Penacook, NH 03303
603-491-7449
ckosnitsky.@comcast.net

To:
Maura Tuite
Teaneck School District
651 Teaneck Road,
Teaneck, NJ 07666

Date: May 4, 2022

This contract is between TEANECK SCHOOL DISTRICT and Carol Kosnitsky for services between August 2022 - June 2023.

Services:

4 days of professional development-Writing Relevant IEPs

Specific agendas TBD - Tentative dates: 9/2/22, 10/10/22, 12/5/22, 3/20
Any dates postponed due to weather will be rescheduled prior to June 2023.

Fee (all inclusive):

\$2,759/day (includes fee and all travel expenses) X 4 days= **\$11,000.**

The district shall provide all photocopying or be billed for actual costs incurred by consultant.

Invoice will be sent following each unit of service and payment is due within 30 days.

District Administrator


Special Education Consultant

Date


Date



PREMIUM SERVICE SUPERINTENDENT SEARCH AGREEMENT BETWEEN THE TEANECK BOARD OF EDUCATION, BERGEN COUNTY

AND

THE NEW JERSEY SCHOOL BOARDS ASSOCIATION

It is hereby agreed by and between the TEANECK BOARD OF EDUCATION (hereinafter referred to as Board) and the NEW JERSEY SCHOOL BOARDS ASSOCIATION (hereinafter referred to as Association) that the superintendent search services specified herein shall be provided by Association to Board.

1. DUTIES OF ASSOCIATION

Association agrees to provide superintendent search services to the Board with respect to this Agreement as follows:

- A. Initial Visit - Association consultant will meet with the Board to establish the parameters of the search. The parameters include handling of inside candidates, review of calendar of events, reimbursement policy for candidates invited to be interviewed, advertisement, degree of community and staff involvement, degree of full board involvement, budget considerations, and the Board's expectations. An in-depth examination of desirable and undesirable qualities will take place. The Board will discuss the district's long- and short- range goals and strengths and weaknesses as important dimensions of what the Board desires in a superintendent. A draft calendar of events will be presented which will allow the Board and community to track the progress of the search.
- B. Community and Staff Input - The consultant will conduct forums for community and staff input into the identification of district strengths and issues, and for the establishment of criteria and credentials for the new superintendent.
- C. Developing the Criteria - The consultant will use the criteria and qualifications as determined by the Board to compose a profile to be used throughout the search to evaluate qualifications of the candidates. This will assure the Board of the best match to the district's needs.
- D. Report # 1 - The consultant will keep the Board informed on the progress of the search by preparing two (2) reports. The first report will address the

results of criteria development, including a proposed profile to be used in evaluating the qualifications of candidates. The Board and consultant will agree on the profile at that meeting.

- E. Securing Candidates - The consultant will prepare and place ads (STAR LEDGER as well as any other appropriate newspaper), subject to board approval, with the Board being fully responsible for all costs of advertising and related expenses. The consultant will send a position announcement to appropriate college and placement centers and state school boards associations, NJASA, NJPSA, and all N.J. county superintendents' offices. The announcement will be placed on the NJSBA web site and such other web sites as determined by the board. The costs of all web sites other than NJSBA's web site shall be the sole responsibility of the board.

After screening of the applications, should the consultant determine that there are insufficient candidates that meet the board's criteria, the consultant will communicate that fact to the board. The board may, at that time, opt to re-open the search through additional advertisements or may choose to continue with the available candidates.

- F. Processing Applications - The consultant will provide confidential secretarial services that will include maintaining a complete file on each candidate, handling all correspondence, and scheduling interview appointments. The consultant will develop and use an application tailored to meet the needs of the Board and will be the sole communicator to the candidates and the Board.
- G. Report #2 - The second report will be issued after the deadline for receipt of applications. This report will provide information on the pool of candidates, i.e., overall numbers, present employment, doctoral degrees, and regional response to the search.
- H. Screening Applications - The consultant will review the applications in light of the criteria and profile established in 1-C and 1-D above and will organize the applications into three groups: does not meet minimum criteria; meets minimum criteria; exceeds criteria. The consultant will work with the board to establish procedures for the board's evaluation of the applications and their selection of the candidates for interview. In addition, the consultant will deliver all search materials to the board, which will become the property of the board as of that date.
- I. Premium Services –
- a. The Association will develop customized interview questions based on specific district needs as identified at the Initial Meeting in paragraph 1-A above, and based on advertised criteria;

- b. The Association will perform initial interviews and verification of credentials and certifications of all candidates that meet established and advertised criteria;
 - c. The Association will meet with stakeholders, as identified by the board, in one full-day and one evening meeting to seek input as to their concerns relative to the district needs identified in paragraph 1-A above;
 - d. The Association will provide a transition workshop within 90 days of the superintendent's commencement of services to ensure that appropriate goals are established for the superintendent's evaluation;
 - e. The cost for the premium service search is \$12,500.
- J. Contractual Obligations - The Association will have completed its contractual obligations after providing Report #2 and delivering all search materials to the board (Steps 1-A through 1-I).

2. DUTIES OF BOARD

- A. The Board agrees to meet with the consultant to address the parameters of the search as outlined in Initial Visit (see 1-A).
- B. The Board agrees to pay for all costs associated with advertising.
- C. The Board will review and approve a criteria profile (see 1-C and 1-D).
- D. The Board agrees to refer all applicants to the consultant. The Board further agrees to maintain confidentiality throughout the entire search process.
- E. The Board agrees to arrange for proposed forums (see 1-B).
- F. The Board will interview candidates in compliance with the OPMA.
- G. The Board assumes sole responsibility to comply with *P.L. 2018 C. 5, N.J.S.A. 18A:6-7.6 et. seq.*, regarding applicant's current and prior work history.

3. AFFIRMATIVE ACTION.

New Jersey School Boards Association, a public agency and a body corporate and politic, *N.J.S.A. 18A:6-45 et. seq.*, does not discriminate against any employee or applicant for employment and affirmatively acknowledges its legal responsibilities under and complies with *N.J.S.A. 10:5-31 et. seq. (P.L. 1975 c. 127)* and *N.J.A.C. 17:27-1 et seq.* As both parties to this agreement are public agencies, this agreement for goods and services is exempt from the requirements set forth in the afore referenced statute, etc. as set forth in *N.J.A.C. 17:27-2.1*. Notwithstanding the exemption from state law, NJSBA also

complies with policies adopted by the NJSBA Board of Directors and set forth in its Governance and Operations Manual in compliance with *N.J.S.A. 10:5-12 and -31 et. seq.*

4. FEES AND EXPENSES

It is further agreed that for the services listed in Section 1 above, Board agrees to pay the Association \$12,500.00 as follows:

- A. 50% on or before thirty days after the execution of this Agreement;
- B. 50% on or before thirty days after submission of the final report (see 1-G and 1-H) to the Board.

5. TERMINATION

Association or Board shall have the right to terminate this Agreement for any reason upon 30 days written notice by certified mail to the other party. In the event of a termination by either party, services provided to the date of termination shall be paid by the Board, based upon the total hours of service rendered by Association, at \$70.00 per hour for professional time and \$36.50 per hour travel time, but the cost shall not exceed \$12,500.00.

6. VERBAL AGREEMENT

No other agreement or understanding exists between the parties except as expressly set forth in this Agreement. This Agreement may not be modified except by a writing executed by both parties.

7. NONASSIGNABILITY

Neither this Agreement nor any interest herein shall be assigned to other parties.

8. LEGAL REPRESENTATION

The parties hereto are each represented by their own legal counsel. The parties represent that, in their discretion, they have each obtained independent legal review of this Agreement.

The Association and the Association's consultant have not made any representations to the Board and/or any candidate(s) for the position of Superintendent as to whether a vacancy exists in the position of Superintendent.

9. EFFECTIVE DATES

This Agreement shall be effective as of May 11, 2022 and shall continue until the consultants' duties as described in Section 1, A through I have been completed, unless terminated as provided in Section 5.

10. SEVERABILITY

In the event that any provision of this Agreement is held to be void or unenforceable by any court or regulatory authority having jurisdiction thereof, such ruling will not affect the validity of this Agreement; the remaining provisions shall continue to be in full force and effect.

11. NJSBA POLICY

The Parties to this Agreement understand that compliance with all NJSBA policies is critical to NJSBA operations as a public entity. Therefore, the Parties agree to abide by all applicable NJSBA policies, regulations, and Bylaws.

12. CHOICE OF LAWS

This Agreement shall be governed by the laws of the State of New Jersey. The Parties agree that the courts of the State of New Jersey shall be the sole forum in which any legal action concerning or relating to this Agreement shall be brought.

An original, scanned, electronic or facsimile of the parties' signature hereto is deemed admissible in enforcing this agreement.

13. ENTIRE AGREEMENT

This Agreement contains the entire agreement between the parties with respect to the transaction contemplated by this Agreement and supersedes all prior agreements and understandings between the parties with respect to such transaction. It may be executed in any number of counterparts, each of which shall be deemed an original, but such counterparts together shall constitute only one and the same instrument.

**TEANECK
BOARD OF EDUCATION**

**NEW JERSEY SCHOOL BOARDS
ASSOCIATION**

Sebastian Rodriguez Date
President

Irene M. LeFebvre Date
President

Dora Zeno Date
Board Secretary

Lawrence Feinsod, Ed. D. Date
Executive Director



(SENT VIA EMAIL ba@teaneckschools.org
AND VIA REGULAR MAIL)

April 22, 2022

Teaneck Public School District
651 Teaneck Road
Teaneck, NJ 07666

ATT: Ms. Dora Zeno
Interim Business Administrator/Board Secretary

Re: Proposal for Professional Services for Fire Alarm Upgrades at Bryant Elementary School, Whittier Elementary School, and Teaneck High School
D/R Proposal #22-51

Dear Ms. Zeno:

Thank you for this opportunity to provide professional services to the Teaneck Board of Education as Architect of Record. As per our discussions, we understand the scope of work entails the design of school-wide replacements of the fire alarm system at Bryant Elementary School, Whittier Elementary School, and Teaneck High School. the Bryant ES, Whittier ES, and High School. From the existing electric service, we will provide power distribution design to accommodate the new fire alarm system (District requests Silent Knight as basis of design) in compliance with current code requirements.

Based on our understanding of the scope of work, Di Cara | Rubino Architects will provide the following:

I. SCOPE OF SERVICES:

A. Preparation of NJDOE Application:

- Prepare necessary documents to submit the proposed improvement to the NJDOE, including application and schematic plans
- Prepare opinion of probable cost for each project

B. Construction Documents:

- Review existing drawings and survey existing conditions to develop base plan
- Prepare Construction Documents for the project consisting of architectural plans, details, sections, elevations, and electrical drawings and specifications for public bidding
- Plans will be submitted for local code review
- Coordinate with the District's Environmental Consultant, if necessary, for the abatement of any hazardous materials
- Prepare add alternates that may be required



Ms. Dora Zeno
D/R Proposal #22-51
April 22, 2022
Page 2 of 5

C. Bidding & Award:

- Prepare documents for bidding
- Review Requests for Information (RFI)
- Issue addenda, if required, during the bidding period
- Attend mandatory pre-bid conference to answer Contractor questions about the proposed project
- Conduct bid opening
- Review bids and provide analysis of bids to the Board of Education
- Coordinate with Board Attorney

D. Construction Administration:

- Attend scheduled meetings, including pre-construction conference, project meetings, and site visits to review the progress of the work, to monitor that the project is moving along according to the schedule, as well as in accordance with the plans and specifications
- Basic services include one (1) site visit every two weeks, including attendance at bi-weekly job meetings
- Review and respond to request for clarification/interpretation, and other issues and concerns of the Contractors
- Review shop drawings
- Review and approve applications for payment
- Prepare punch list and project close-out documentation
- Review progress of work and project schedule

The Architect shall not be required to make exhaustive or continuous on-site visits to check the quality or quantity of the work or to attend or conduct project job meetings other than on the day of the Architect's scheduled field visit.



Ms. Dora Zeno
D/R Proposal #22-51
April 22, 2022
Page 3 of 5

II. FEE PROPOSAL:

Based on the services outlined above, Di Cara | Rubino Architects respectfully submits the following fee breakdown:

A. NJDOE Application.	\$ 1,800.00
B. Construction Documents.	\$56,400.00
C. Bidding.....	\$ 1,800.00
D. Contract Administration	\$10,000.00
Total Fee	\$70,000.00

Reimbursable expenses are billed in addition to the fees indicated above and generally include postage, overnight mail/courier service, photocopies, printing, plotting, and facsimiles and will be invoiced at 1.15 times the expense.

Exclusions:

The following services are excluded from the firm’s basic services:

- Identification and/or abatement of asbestos or any other hazardous materials
- Surveys
- Testing
- Filing fees, permits, and applications
- Utility assessments or service upgrades
- LRFP amendments
- As-built drawings
- Testing and commissioning of M/E/P systems
- Additional services required by Contractor’s non-performance
- Design effort for value engineering, temporary power, as-built drawings, cost estimating, and emergency power systems
- LEED design services (energy modeling, documentation, commissioning, etc.)

Conditions:

Standard of Care: Services performed by Di Cara | Rubino Architects under this Agreement will be conducted in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, expressed or implied, and no warranty, guarantee, or fiduciary responsibility is included or intended in this Agreement, or in any report, opinion, document or otherwise.



Ms. Dora Zeno
D/R Proposal #22-51
April 22, 2022
Page 4 of 5

Hidden Conditions Verification of Existing Conditions: It is understood by the parties to this Agreement that the remodeling or rehabilitation of an existing structure requires that certain assumptions be made regarding existing conditions that are hidden from view. Because some of these assumptions may not be verifiable without expending additional sums of money or destroying otherwise adequate or serviceable portions of the structure or its equipment, the Owner agrees that, where verification of existing conditions is impractical or impossible, and where the Architect has used reasonable care and diligence in the making of assumptions, the Owner will hold harmless, indemnify, and defend the Architect from and against any and all claims arising out of the professional services provided under this Agreement.

Safety: Di Cara | Rubino Architects is not responsible for the implementation, discharge, or monitoring of construction safety standards or practices. These items are explicitly excluded from our scope.

Hazardous Materials: Di Cara | Rubino Architects is not responsible for identification and/or removal of hazardous materials including, but not limited to, asbestos, lead and contaminated soils.

Limit of Liability: Client agrees that Di Cara | Rubino Architects' liability for any damage on account of any claimed error, omission, wrongful conduct, or professional negligence will be limited to an amount no greater than Di Cara | Rubino Architects' fee. Di Cara | Rubino Architects, its agents, and employees shall not be liable for any lost profits or any claim or demand against Client by any other party. In no event shall Di Cara | Rubino Architects be liable for special, consequential, or exemplary damages or for damages due to delay in the work.

Ownership of Documents: Client may use the documents for the project or purposes contemplated by this agreement. Client may not reuse the documents, or any of Di Cara | Rubino Architects' concepts or approaches in the Proposal to Client, for any extension of the project or other project without our prior written consent. Any unauthorized reuse or extension of Di Cara | Rubino Architects' work is at Clients' sole risk and without liability to Di Cara | Rubino Architects, and Client will indemnify, defend, and hold Di Cara | Rubino Architects harmless from all claims or damages arising from any unauthorized reuse or extension of our work. All documents related to a project will be destroyed in accordance with Di Cara | Rubino Architects' Document Retention Guidelines in effect at that time.

Indemnification/Hold Harmless: The Owner agrees to indemnify, defend and hold harmless Di Cara | Rubino Architects, their respective trustees, officers, employees and agents from and against any and all claims, demands, suits, actions, recoveries, judgments, costs and expenses in connection therewith arising from a third party claim on account of the loss of life, property or injury or damage to the person, body or property of any person or persons whatsoever, which shall arise from or result directly or indirectly in whole or in part by the negligent act of or omission of the Client, and/or anyone directly or indirectly employed by the Client.

Preliminary Budgeting: A preliminary budget will be prepared and issued as part of the scope of work for approval. The budget will be incorporated into submission to the Department of Education. When providing opinions or estimates of probable construction costs upon request of the Board, such budgets are based on DiCara | Rubino Architects' (DRA) experience and qualifications and only represents our judgment as a professional generally familiar with the industry. It is recognized that neither DRA, nor the Board has control over, among other things: (1) the cost of labor, materials or equipment, (2) the



Ms. Dora Zeno
D/R Proposal #22-51
April 22, 2022
Page 5 of 5

Contractor's methods of determining bid prices, (3) competitive bidding, market or negotiating conditions, or (4) costs of governmental approvals. Accordingly, DRA cannot and does not warrant or represent in any manner the actual cost of construction. As such, the Board agrees that DRA cannot be held liable for any damages claimed to have arisen out of construction costs exceeding DRA estimates of same, if any.

Sub-Consultant Charges: In the event that a sub-consultant charge is incurred outside of the original scope of work in this proposal, these additional fees incurred by Di Cara | Rubino Architects will be billed at 1.2x the expense to the Client. These fees are different than reimbursable expenses, which are billed at the stated rate found in this proposal.

Di Cara | Rubino Architects appreciates this opportunity to provide services to the Teaneck School District. If the above is acceptable, please sign below, initial each page, and return a copy for our records.

Sincerely,

DI CARA | RUBINO ARCHITECTS

Roderick G. Watkins, AIA
Principal

JAD/frk

Cc: Anthony D'Angelo – Director of Facilities & Grounds

Accepted by:

Ms. Dora Zeno
Interim Business Administrator/Board Secretary

Date: _____



(SENT VIA EMAIL ba@teaneckschools.org
AND VIA REGULAR MAIL)

April 22, 2022

Teaneck Public School District
651 Teaneck Road
Teaneck, NJ 07666

ATT: Ms. Dora Zeno
Interim Business Administrator/Board Secretary

Re: Proposal for Professional Services for Electrical Service Upgrades at Benjamin Franklin Middle School and Teaneck High School
D/R Proposal #22-52

Dear Ms. Zeno:

Thank you for this opportunity to provide professional services to the Teaneck Board of Education as Architect of Record. As per our discussions, we understand the scope of work entails an electric service upgrade at Benjamin Franklin Middle School and Teaneck High School as follows:

- Benjamin Franklin Middle School
 - The existing 208V/3Φ 1600-amp service will be replaced by a new, 208V/3Φ TBD-amp service. The new electrical service will have the capacity for future air-conditioning upgrades. The final service size will be determined after review of existing electrical service peak kw load and the future air-conditioning load.
 - The existing utility transformers located in the underground vault will be replaced with a pad mounted utility transformer. The new electrical service will be located to reduce the downtime during the upgrade.
 - Approximately ~6 sub-panels throughout the school will be replaced with new. The sub-panel upgrades will be bid as an alternate.
 - Opinion of probable cost: \$430,000
- Teaneck High School
 - The existing 208V/3Φ 3000-amp service will be replaced by a new, 208V/3Φ TBD-amp service. The new electrical service will have the capacity for future air-conditioning upgrades. The final service size will be determined after review of existing electrical service peak kw load and the future air-conditioning load.
 - The existing pad mounted utility transformer will be replaced by the local utility, if required. The new electrical service will be located to reduce the downtime during the upgrade.
 - Approximately ~6 sub-panels throughout the school will be replaced with new. The sub-panel upgrades will be bid as an alternate.
 - Opinion of probable cost: \$700,000



Ms. Dora Zeno
D/R Proposal #22-52
April 22, 2022
Page 2 of 5

Based on our understanding of the scope of work, Di Cara | Rubino Architects will provide the following:

I. SCOPE OF SERVICES:

A. Preparation of NJDOE Application:

- Prepare necessary documents to submit the proposed improvement to the NJDOE, including application and schematic plans
- Prepare opinion of probable cost for each project

B. Construction Documents:

- Review existing drawings and survey existing conditions to develop base plan
- Prepare Construction Documents for the project consisting of architectural plans, details, sections, elevations, and electrical drawings and specifications for public bidding
- Plans will be submitted for local code review
- Coordinate with the District's Environmental Consultant, if necessary, for the abatement of any hazardous materials
- Prepare add alternates that may be required

C. Bidding & Award:

- Prepare documents for bidding
- Review Requests for Information (RFI)
- Issue addenda, if required, during the bidding period
- Attend mandatory pre-bid conference to answer Contractor questions about the proposed project
- Conduct bid opening
- Review bids and provide analysis of bids to the Board of Education
- Coordinate with Board Attorney

D. Construction Administration:

- Attend scheduled meetings, including pre-construction conference, project meetings, and site visits to review the progress of the work, to monitor that the project is moving along according to the schedule, as well as in accordance with the plans and specifications
- Basic services include one (1) site visit every two weeks, including attendance at bi-weekly job meetings
- Review and respond to request for clarification/interpretation, and other issues and concerns of the Contractors
- Review shop drawings
- Review and approve applications for payment



Ms. Dora Zeno
 D/R Proposal #22-52
 April 22, 2022
 Page 3 of 5

- Prepare punch list and project close-out documentation
- Review progress of work and project schedule

The Architect shall not be required to make exhaustive or continuous on-site visits to check the quality or quantity of the work or to attend or conduct project job meetings other than on the day of the Architect's scheduled field visit.

II. FEE PROPOSAL:

Based on the services outlined above, Di Cara | Rubino Architects respectfully submits the following fee breakdown:

A. NJDOE Application.	\$ 2,500.00
B. Construction Documents.	\$82,000.00
C. Bidding.....	\$ 2,500.00
D. Contract Administration	\$15,000.00
Total Fee	\$102,000.00

Reimbursable expenses are billed in addition to the fees indicated above and generally include postage, overnight mail/courier service, photocopies, printing, plotting, and facsimiles and will be invoiced at 1.15 times the expense.

Exclusions:

The following services are excluded from the firm's basic services:

- Identification and/or abatement of asbestos or any other hazardous materials
- Surveys
- Testing
- Filing fees, permits, and applications
- Utility assessments or service upgrades
- LRFP amendments
- As-built drawings
- Testing and commissioning of M/E/P systems
- Additional services required by Contractor's non-performance
- Design effort for value engineering, temporary power, as-built drawings, cost estimating, and emergency power systems
- LEED design services (energy modeling, documentation, commissioning, etc.)



Ms. Dora Zeno
D/JR Proposal #22-52
April 22, 2022
Page 4 of 5

Conditions:

Standard of Care: Services performed by Di Cara | Rubino Architects under this Agreement will be conducted in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, expressed or implied, and no warranty, guarantee, or fiduciary responsibility is included or intended in this Agreement, or in any report, opinion, document or otherwise.

Hidden Conditions Verification of Existing Conditions: It is understood by the parties to this Agreement that the remodeling or rehabilitation of an existing structure requires that certain assumptions be made regarding existing conditions that are hidden from view. Because some of these assumptions may not be verifiable without expending additional sums of money or destroying otherwise adequate or serviceable portions of the structure or its equipment, the Owner agrees that, where verification of existing conditions is impractical or impossible, and where the Architect has used reasonable care and diligence in the making of assumptions, the Owner will hold harmless, indemnify, and defend the Architect from and against any and all claims arising out of the professional services provided under this Agreement.

Safety: Di Cara | Rubino Architects is not responsible for the implementation, discharge, or monitoring of construction safety standards or practices. These items are explicitly excluded from our scope.

Hazardous Materials: Di Cara | Rubino Architects is not responsible for identification and/or removal of hazardous materials including, but not limited to, asbestos, lead and contaminated soils.

Limit of Liability: Client agrees that Di Cara | Rubino Architects' liability for any damage on account of any claimed error, omission, wrongful conduct, or professional negligence will be limited to an amount no greater than Di Cara | Rubino Architects' fee. Di Cara | Rubino Architects, its agents, and employees shall not be liable for any lost profits or any claim or demand against Client by any other party. In no event shall Di Cara | Rubino Architects be liable for special, consequential, or exemplary damages or for damages due to delay in the work.

Ownership of Documents: Client may use the documents for the project or purposes contemplated by this agreement. Client may not reuse the documents, or any of Di Cara | Rubino Architects' concepts or approaches in the Proposal to Client, for any extension of the project or other project without our prior written consent. Any unauthorized reuse or extension of Di Cara | Rubino Architects' work is at Clients' sole risk and without liability to Di Cara | Rubino Architects, and Client will indemnify, defend, and hold Di Cara | Rubino Architects harmless from all claims or damages arising from any unauthorized reuse or extension of our work. All documents related to a project will be destroyed in accordance with Di Cara | Rubino Architects' Document Retention Guidelines in effect at that time.

Indemnification/Hold Harmless: The Owner agrees to indemnify, defend and hold harmless Di Cara | Rubino Architects, their respective trustees, officers, employees and agents from and against any and all claims, demands, suits, actions, recoveries, judgments, costs and expenses in connection therewith arising from a third party claim on account of the loss of life, property or injury or damage to the person, body or property of any person or persons whatsoever, which shall arise from or result directly or



Ms. Dora Zeno
D/R Proposal #22-52
April 22, 2022
Page 5 of 5

indirectly in whole or in part by the negligent act of or omission of the Client, and/or anyone directly or indirectly employed by the Client.

Preliminary Budgeting: A preliminary budget will be prepared and issued as part of the scope of work for approval. The budget will be incorporated into submission to the Department of Education. When providing opinions or estimates of probable construction costs upon request of the Board, such budgets are based on DiCara | Rubino Architects' (DRA) experience and qualifications and only represents our judgment as a professional generally familiar with the industry. It is recognized that neither DRA, nor the Board has control over, among other things: (1) the cost of labor, materials or equipment, (2) the Contractor's methods of determining bid prices, (3) competitive bidding, market or negotiating conditions, or (4) costs of governmental approvals. Accordingly, DRA cannot and does not warrant or represent in any manner the actual cost of construction. As such, the Board agrees that DRA cannot be held liable for any damages claimed to have arisen out of construction costs exceeding DRA estimates of same, if any.

Sub-Consultant Charges: In the event that a sub-consultant charge is incurred outside of the original scope of work in this proposal, these additional fees incurred by Di Cara | Rubino Architects will be billed at 1.2x the expense to the Client. These fees are different than reimbursable expenses, which are billed at the stated rate found in this proposal.

Di Cara | Rubino Architects appreciates this opportunity to provide services to the Teaneck School District. If the above is acceptable, please sign below, initial each page, and return a copy for our records.

Sincerely,

DI CARA | RUBINO ARCHITECTS

Roderick G. Watkins, AIA
Principal

JAD/frk

Cc: Anthony D'Angelo – Director of Facilities & Grounds

Accepted by:

Ms. Dora Zeno
Interim Business Administrator/Board Secretary

Date: _____

List #1

Non-tenured certificated instructional and educational support personnel

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>TITLE</u>	<u>LOCATION</u>	<u>YEARS OF SERVICE</u>
ANDREALA-MARRA	ASHLEY	SPECIAL EDUCATION	BENJAMIN FRANKLIN	4
BANKER	JENNA	PRE-K 3/4	BRYANT	4
CHIU	DOMINIQUE	ART	BENJAMIN FRANKLIN	4
CHO	GYU HO	PHYSICAL EDUCATION	THEODORA LACEY	4
COOPER	GREGORY	TEACHER-DEAN	TEANECK HIGH SCHOOL	4
DEBLOCK	ANDREW	SPECIAL EDUCATION	THOMAS JEFFERSON	4
DETRICK	AMANDA	SPECIAL EDUCATION	BENJAMIN FRANKLIN	4
ELIE	SAMANTHA	MATHEMATICS	BENJAMIN FRANKLIN	4
GARCIA-IGLESIAS	MARIA	SPANISH	HAWTHORNE	4
GORDON	SEAN	GRADE 5	BENJAMIN FRANKLIN	4
JOSEPH	SHARMAINE	GRADE 1	LOWELL	4
LUSCOMBE	JOSHUA	SPECIAL EDUCATION	TEANECK HIGH SCHOOL	4
MCBRYDE	MEGAN	SPECIAL EDUCATION	THOMAS JEFFERSON	4
MEJIA	FELIX	GRADE 4	HAWTHORNE	4
MORALES	AMY	PRE K 4 YR	BRYANT	4
MUNOZ	ANDRES	MATHEMATICS	TEANECK HIGH SCHOOL	4
PEETS	BETTINA	PERFORMING ARTS	TEANECK HIGH SCHOOL	3
PIRRO	SUMMER	MATHEMATICS	TEANECK HIGH SCHOOL	4
RUBIN	BRIELLE	GRADE 6	THOMAS JEFFERSON	4
SANCHEZ	DIANA	ESL	WHITTIER	4
SASMAZ	ESIN	SPECIAL EDUCATION	THOMAS JEFFERSON	4
SHENKIN	DEBORAH	PRE-K 3/4	BRYANT	4
SHEPARD	BRITTANY	KINDERGARTEN	THEODORA LACEY	4
SPADARO	ALLISON	PERFORMING ARTS	BENJAMIN FRANKLIN	4
TAYLOR	CHRISTINE	VOCAL MUSIC	WHITTIER	4
TAYLOR	MICKELL	SPECIAL EDUCATION	BENJAMIN FRANKLIN	4
VALERIANO	JHAZIEL	ENGLISH	TEANECK HIGH SCHOOL	4
WRIGHT	SHANICE	SPECIAL EDUCATION	BENJAMIN FRANKLIN	4
AGUERO	AMIS	SCHOOL NURSE	THEODORA LACEY	3
AHMADEIN	MAGDA	PRE-K 3/4	BRYANT	3
AVELLA	THERESA	CST LDTC	BRYANT	3

BERMEO	NADIA	PRE-K 3/4	BRYANT	3
BLESSING	KELLEY	PERFORMING ARTS	BENJAMIN FRANKLIN	3
CARDONA	DANIELLE	CST SPEECH	LOWELL	3
CHOPRA	CHRISTINA	SPECIAL EDUCATION	THOMAS JEFFERSON	3
DAVIS	STEPHANIE	PRESCHOOL DISABILITY	BRYANT	3
FISHER	LINDSAY	SPECIAL EDUCATION	THOMAS JEFFERSON	3
FLIEGELMAN	MINDY	GRADE 4	WHITTIER	3
GALLOW	MEGAN	CST SOCIAL WORKER	BENJAMIN FRANKLIN	3
GOBJI-HAOUARI	MARYEM	SPECIAL EDUCATION	TEANECK HIGH SCHOOL	3
GRIFFIN	SAMUEL	GRADE 4	HAWTHORNE	3
HAFAEEZ	NISHAT	GRADE 4	LOWELL	3
HART	LAWRENCE	MATHEMATICS	BENJAMIN FRANKLIN	3
HOCHGESANG	JOSEPH	INSTRUMENTAL MUSIC	BENJAMIN FRANKLIN	3
JACOBS	HEATHER	SPECIAL EDUCATION	THOMAS JEFFERSON	3
JANKOWSKI	SAMANTHA	SPECIAL EDUCATION	WHITTIER	3
JONES	SPENCER	SPECIAL EDUCATION	THOMAS JEFFERSON	3
KIELY	JACLYN	FRENCH	THOMAS JEFFERSON	3
KIM	DASOM	VOCAL MUSIC	LOWELL	3
MALINA	YONIT	CST SOCIAL WORKER	TEANECK HIGH SCHOOL	3
MARCELO	GORKI	BUSINESS EDUCATION	TEANECK HIGH SCHOOL	3
MATTIACE	LAUREN	SCHOOL NURSE	BENJAMIN FRANKLIN	3
MAUTE	PAUL	ENGLISH	THOMAS JEFFERSON	3
ORTIZ	JENNIFER	PRE-K 3/4	BRYANT	3
POLLIFRONE	AMANDA	CST PSYCHOLOGIST	WHITTIER	3
PRYCE	ASHLEY	SPECIAL EDUCATION	TEANECK HIGH SCHOOL	3
REESE	KELVIN	SCHOOL COUNSELOR	TEANECK HIGH SCHOOL	3
ROSE	KERRYANN	SPECIAL EDUCATION	THOMAS JEFFERSON	3
THOMAS-SANTANGELO	KIMBERLY	MASTER TEACHER	BRYANT	3
VAN GULICK	ARIELLE	ICS	THEODORA LACEY	3
WATT	LATOYA	MATHEMATICS	TEANECK HIGH SCHOOL	3
WINKELSTEIN	ALEXANDRA	ART	WHITTIER	3
WONG	SELEENE	PRESCHOOL INTERV TCHR	BRYANT	3
WOO	ELIZABETH	SPECIAL EDUCATION	HAWTHORNE	3
ZAMEL	MAHA	PRE-K 3/4	BRYANT	3
ALCOTT	ASHLEY	MATHEMATICS	THOMAS JEFFERSON	2
BETTIS	KHARISMA	GUIDANCE COUNSELOR	TEANECK HIGH SCHOOL	2
CARDONA-RUIZ	ELOISA	SCHOOL NURSE	BRYANT	2

CHAN	CECILIA	SCHOOL NURSE	THOMAS JEFFERSON	2
CONNOLLY	JENNIFER	GRADE 1	LOWELL	2
DANLASKY	CLARISA	PRE-K 3/4	BRYANT	2
DONARGO	LILIANA	PRE-K 3/4	BRYANT	2
ENDEMANO	SANDRA	ENGLISH	THOMAS JEFFERSON	2
FUCARINO	EMILY	SPECIAL EDUCATION	HAWTHORNE	2
GOMEZ RODRIGUEZ	NOEMI	SPECIAL EDUCATION	BRYANT	2
HANNA	AJA	CST PSYCHOLOGIST	SPECIAL SERVICES	2
HARMON	DESTINY	GRADE 3	WHITTIER	2
HERNANDEZ	JOKELDY	PHYSICAL EDUCATION	BENJAMIN FRANKLIN	2
KIM	JENNIFER	SPECIAL EDUCATION	BRYANT	2
LEE	OLIVIA	PRE-K 3/4	BRYANT	2
MANNING	MARIA	CST PSYCHOLOGIST	TEANECK HIGH SCHOOL	2
MELFI	KARISSA	PHYSICAL EDUCATION	TEANECK HIGH SCHOOL	2
MIUCCIO	MICHAEL	SPECIAL EDUCATION	TEANECK HIGH SCHOOL	2
MORIK	AMY	CST SOCIAL WORKER	SPECIAL SERVICES	2
MURPHY	JOSEPH	ESL	THOMAS JEFFERSON	2
PIRRO	KIMBERLY	CST PSYCHOLOGIST	BRYANT	2
RICHARDSON	NICOLA	SPECIAL EDUCATION	HAWTHORNE	2
SAC	LYNN	WORLD LANGUAGE	TEANECK HIGH SCHOOL	2
SINGER	SAMANTHA	PHYSICAL EDUCATION	BENJAMIN FRANKLIN	2
SOSA-JARRETT	CHLOE	ENGLISH	TEANECK HIGH SCHOOL	2
TATORIS	MICHAEL	INSTRUMENTAL MUSIC	THOMAS JEFFERSON	2
ALAWI	NADEEN	GRADE 2	WHITTIER	1
ARIAS	ARISLEIDA	CST PSYCHOLOGIST	BRYANT	1
ARISTIMUNO	LEONARDO	TV & PRODUCTION	TEANECK HIGH SCHOOL	1
BAGAN	MONICA	SPECIAL EDUCATION	THOMAS JEFFERSON	1
BATOG	JOANNA	PRE-K 3/4	BRYANT	1
BOYLE	JAMIE	PERFORMING ARTS	TEANECK HIGH SCHOOL	1
BURNS	ANTOINETTE	SPECIAL EDUCATION	HAWTHORNE	1
CEPEDA	RAFAELINA	WORLD LANGUAGE	BENJAMIN FRANKLIN	1
CUSMANO	CHRISTINA	PHYSICAL EDUCATION	THOMAS JEFFERSON	1
DIALLO	ABDOULAYE	WORLD LANGUAGE	TEANECK HIGH SCHOOL	1
DIAZ	SULETTY	SPECIAL EDUCATION	LOWELL	1
FIGUEROA-HERCULES	YUBY	PRE-K 3/4	BRYANT	1
GUYDEN	LISA	OUTREACH WORKER	LOWELL	1
JAAFAR	DOUNIA	CST PSYCHOLOGIST	THOMAS JEFFERSON	1

JENNINGS	EVA	GRADE 6 MATH	BENJAMIN FRANKLIN	1
KALOUDIS	ARLENE	SPECIAL EDUCATION	BRYANT	1
KAROW	REBECCA	SPECIAL EDUCATION	LOWELL	1
KRITSKY	JENNIFER	MATHEMATICS	TEANECK HIGH SCHOOL	1
LAFOND	ERIN	LIBRARY MEDIA SPEC	BENJAMIN FRANKLIN	1
LAMADRID	LINDA	ENGLISH	BENJAMIN FRANKLIN	1
MATRAGAS	ZARA	GRADE 2	HAWTHORNE	1
NUSSBAUM	ERIKA	PRE-K 3/4	BRYANT	1
OMAR	RANA	SPECIAL EDUCATION	THOMAS JEFFERSON	1
PONNALA	MALLESWARI	SCIENCE	TEANECK HIGH SCHOOL	1
RAMOS	LUCY	CST SPEECH	BRYANT	1
RAZMOLOGOV	JANETTE	PRE-K 3/4	BRYANT	1
RIGG	JAYNE	CST LDTC	TEANECK HIGH SCHOOL	1
RODRIGUEZ	KARELIA	SPECIAL EDUCATION	LOWELL	1
ROZEMBERSKY	ROBIN	PHYSICAL EDUCATION	TEANECK HIGH SCHOOL	1
SALIB	DIANA	CST LDTC	THOMAS JEFFERSON	1
SAN-EMETERIO	CASSANDRA	GRADE 6	THOMAS JEFFERSON	1
SEISE	ANALISSE	CST PSYCHOLOGIST	BENJAMIN FRANKLIN	1
SMITH	D'AISHA	GRADE 5	THOMAS JEFFERSON	1
SMITH	SHANIEKA	MATHEMATICS	TEANECK HIGH SCHOOL	1
SPENCER	SAMANTHA	GRADE 4	WHITTIER	1
SZEWCZYK	ILONA	BEHAVIORIST	SPECIAL SERVICES	1
THOMAS	JUDY ANN	SPECIAL EDUCATION	THOMAS JEFFERSON	1
VALER	LORENA	GRADE 2	HAWTHORNE	1
VIGGIANO	LISA	SPEECH THERAPIST	SPECIAL SERVICES	1
WILLIAMS	MONIQUE	SPECIAL EDUCATION	WHITTIER	1

List #1A

Non-Tenured Administrative Personnel

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>TITLE</u>	<u>YEARS OF SERVICE</u>
JENNETTE	EMILIO	COORDINATOR GRANTS	3
LO GIUDICE	PIERO	PRINCIPAL	3
ZUCKER	LISA	SUPERVISOR - EC	3
JIMENEZ-JOHNSON	CHRISTINE	ASST SUPT C&I	3
WILLIAMS	TERRENCE	PRINCIPAL	3
O'NEILL	JUSTIN	ASSISTANT PRINCIPAL	2
JACOBS	JAHARI	ASSISTANT PRINCIPAL	1
MEDINA	RAMON	SUP. VIS & PERFORMING ARTS	1
SULARZ	ASHLEY	SUP. HUMANITIES & GIFTED	1
TUITE	MAURA	ACTING DIR OF SPED	1
BUXENBAUM	KIM	ASST SUPT EDUCATIONAL SRVCS	1

List #2

Non-Tenured Secretarial Personnel

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>YEARS OF SERVICE</u>
KEA	JENINE	3
MOORE	SHEILA	3
SOOHOO - BUCKINGHAM	REBECCA L.	3
BOGERT	NA'IMAH	2
KHAN	GULSHIR	2
KILGORE	BARBARA	2
LE'	CONCEPCION	2
CASTRO	GREGORY	1
FERNANDEZ	YAMILE	1
GONZALEZ	YARITZA	1
MUNOZ	KAREN	1
NUNEZ	YENNIFFER	1
REID	JASMINE	1
REYES	YESSICA	1