

**REGULAR PUBLIC MEETING
DECEMBER 13, 2023**

I. Salute to the Flag

II. Presiding Officer's Meeting Notice Statement

"I hereby call to order the Regular Public Meeting of the Teaneck Board of Education, held on Wednesday, December 13, 2023, in person inside the Cheryl Miller-Porter Student Center, Teaneck High School located at 100 Elizabeth Ave., Teaneck, NJ 07666, at 7:00 PM. Adequate notice of this meeting has been sent to the Record, filed with the Municipal Clerk and posted on the school district website at www.teaneckschools.org, on November 30, 2023."

III. Roll Call

<i>Board Member</i>	<i>Present</i>	<i>Absent</i>
Ms. Fisher (Victoria) - Vice President		
Mr. Ha (Edward)		
Ms. Hosein (Nadia)		
Dr. Klein (Dennis)		
Mrs. Reyes (Kassandra)		
Mr. Rodriguez (Jonathan)		
Ms. Sanders (Denise)		
Mrs. Williams (Clara)		
Mr. Rodriguez (Sebastian) - President		

<i>Student Board Liaison</i>	<i>Present</i>	<i>Absent</i>
Mostafa Abouganba		
Alfred Lewis		
Liora Pelavin		
Blake Ricketts		

IV. Reaffirmation of District Goals

V. Superintendent's Report

1.
 - Social Emotional Learning/Restorative Practices Framework, Ms. Meadows and Mr. Morgan

VI. Student Liaison Committee Report

VII. Public Comment I (non-Agenda and Agenda Items)

VIII. Board Committee Reports

IX. Agenda Items

X. Public Comment II (non-Agenda and Agenda Items)

XI. New and Old Business

XII. Executive Session

XIII. Adjournment

Teaneck Public Schools

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

Vision: The Teaneck Advantage: Educational Excellence for All

Board Goals

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

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

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

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

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

1. Policy& Regs - Second Reading

THEREFORE BE IT RESOLVED, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the **SECOND READING** of the following Board Policies and Regulations. See page 28.

Bylaw/Policy/Reg. No.	Topic
Policy & Regulation 1642.01	Sick Leave - New (Mandated)
Policy 2422.1	Alternate Physical Education and Waiver - New (Revised)
Policy & Regulation 2419	School Threat Assessment Teams - New (Mandated)
Policy & Regulation 3212	Attendance - Teaching Staff Member - Revised (Mandated)
Policy & Regulation 4212	Attendance (Support Staff Member) Revised (Mandated)

EXPLANATION: Agenda item submitted by Dr. Spencer

2. Policy/Regulations ABOLISHED

THEREFORE BE IT RESOLVED, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves to **ABOLISH** the following Board Policies and Regulations as the legal requirements set forth in Policy and Regulation Guides are now addressed by other Policy and Regulation Guides and are therefore no longer necessary. See page 72.

Bylaw/Policy/Reg. No.	Topic
Policy/Regulation 3432/4432	Sick Leave Teaching Staff /Support Staff (ABOLISHED)
Policy/Regulation 5460.02	Bridge Year Pilot Program (ABOLISHED)
Policy 8540	School Nutrition Programs (ABOLISHED)
Policy 8550	Outstanding Food Service Charges (ABOLISHED)

EXPLANATION: Agenda item submitted by Dr. Spencer

1. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the minutes from the following meetings:
 1. November 8, 2023 - Workshop Public Meeting
 2. November 8, 2023 - Executive Session
 3. November 15, 2023 - Regular Public Meeting
 4. November 15, 2023 - Executive Session

EXPLANATION: Agenda item submitted by Ms. Taylor

2. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education upon the recommendation of the Superintendent, approves provisions of Board Policy #7510 Use of Facilities for the 2023-2024 school year at the reduced facility usage fee of \$350 charged to Lentz and Lentz SAT Prep to hold classes at Teaneck High School for any student taking SAT prep classes through Lentz and Lentz with its continued partnership with the Teaneck Community Education Center for the period of March 2024 - April 2024 from 6:30pm - 9:30pm. The classes will be held on: 3/6, 3/13, 3/20, 3/27, 4/3, 4/17, and 4/24/24. Teaneck resident students will receive a discounted tuition rate of \$445.00 and the non-resident will receive a tuition rate of \$499.00. The custodial rate if charged would be \$1,337.04 and the building usage fee of \$50 per class would be \$350 with a grand total of \$1,687.04.

EXPLANATION: Agenda item submitted by Ms. Taylor

3. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education upon the recommendation of the Superintendent approves the attached Memorandum of Understanding between Bergen Community College (BCC) and Teaneck Public Schools for the purpose of continuing with the Early College Agreement, that enables Teaneck High School students to earn college credit by taking college classes at BCC on campus or online, with the possibility of earning sufficient credits as to be awarded an Associate of Arts or Associate of Science degree upon graduation from High school. See page 76.

EXPLANATION: Agenda item submitted by Dr. Spencer

1. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves submission of the 2023-2024 New Jersey Quality Single Accountability Continuum (NJQSAC) Statement of Assurance (SOA) and the District Performance Review (DPR) for NJQSAC monitoring to the Executive County Superintendent. See page 79.

EXPLANATION: Agenda item submitted by Dr. Spencer

1. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the payment of the claims on the current bills list in the amount of:

November 1, 2023 through November 30, 2023

General	\$10,043,985.00
Special Revenue	\$ 771,354.12
Community Education	\$ 45,430.11
Food Service	\$ 475,855.37
Capital Outlay	\$ 447,406.87

Total Payments **\$11,784,031.92**

EXPLANATION: Agenda item submitted by Ms. Taylor

2. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, has received and accepts the financial reports of the Secretary and Treasurer of School Monies for the months ending September 30, and October 31, 2023 and certifies that the reports indicate that no major account or fund is over expended in violation of N.J.A.C. 6:20-2.13 and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

EXPLANATION: Agenda item submitted by Ms. Taylor

3. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the line item transfers for the months of September and October 2023. See page 110.

EXPLANATION: Agenda item submitted by Ms. Taylor

4. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the attendance of staff members at the **Professional Development and Conferences** listed on the attached summary costing \$5,336.02 (District Funded \$4,401.02 and Grant Funded \$935). See page 114.

EXPLANATION: Agenda item submitted by Ms. Taylor

5. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves **Student Field Trips** listed on the attached listed summary totaling \$2,910 (District Funded \$1,320; Parent Funded \$1,590) See page 119.

EXPLANATION: Agenda item submitted by Ms. Taylor

6. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the attached list of **Student Fundraising Activities**. See page 121.

EXPLANATION: Agenda item submitted by Dr. Spencer

7. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the out-of-district tuition contracts for students requiring Special Education out-of-district placements in accordance with their respective Individualized Educational Plans (IEPs) for the 2023-2024 school year totaling \$229,923.04. See page 125.

EXPLANATION: Agenda item submitted by Dr. Scott

8. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves contracts with clinicians and agencies to provide related services and independent evaluations for the 2023-2024 school year totaling \$55,000. See page 126.

EXPLANATION: Agenda item submitted by Dr. Scott

9. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the 2023-2024 Non-resident tuition contract for KF (Teaneck High School, Grade 12) in accordance with N.J.A.C. 6A:223.2 as indicated in Policy No. 5111 - Eligibility of Resident/Non-Resident Students.

EXPLANATION: Agenda item submitted by Ms. Taylor

10. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the 2023-2024 school year lines of insurance coverage under Northeast School Board Insurance Group (NESBIG):

<u>COVERAGE</u>	<u>PREMIUM</u>	<u>INSURANCE CARRIER</u>	<u>DEDUCTIBLE</u>
PACKAGE POLICY Property Liability Auto Liability UMBRELLA	\$586,959	National Union Fire Ins. Co.	\$5,000 \$2,500 \$2,500
Environmental	\$11,051	Markel	25,000
Excess Liability Unshared Excess Liability Shared	\$65,847	Fireman's Fund	
Accident Policy Board Members Superintendent/Business Administrator	\$130	Zurich	
School Board Legal Employment Practices	\$73,930	XL Capital	35,000 50,000
Cyber	\$19,260	Tokio Marine	50,000
Underground Tank	\$981	Mid-Continent	5,000
Worker's Compensation	\$295,920	NESBIG	
Student Accident	\$93,479	Bollinger	

EXPLANATION: Agenda item submitted by Ms. Taylor

11. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the submission of the New Jersey Department of Education, Division of Early Childhood Services Annual Preschool Program Operational Plan.

EXPLANATION: Agenda item submitted by Ms. Taylor

12. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the following Change Orders and Credit Change order for the Fire Alarm Upgrade Project at Bryant Elementary School. See page 127.

<u>CONTRACTOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ALLOWANCE ADJUSTMENT</u>	<u>CREDIT AMOUNT</u>
Sal Electric Company, Inc.	RFI#001 & 001A Cost for additional conduit and wire for relocated remote amplifier #2	\$20,000	\$4,821	\$13,686
Sal Electric Company, Inc.	Credit for Closeout Balance	\$444,322	\$430,636	(\$13,686)

EXPLANATION: Agenda item submitted by Ms. Taylor

13. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the following Project Credit Change Order Adjustment. See page 129.

PROJECT NO.: 4019A

ARCHITECT: Di Cara Rubino

PROJECT: Fire Alarm Upgrade at Whittier Elementary School

CONTRACTOR: Haig's Service Corporation

DATE: 10/31/2023

<u>CONTRACTOR</u>	<u>DESCRIPTION</u>	<u>ORIGINAL CONTRACT AMOUNT</u>	<u>ADJUSTED CONTRACT AMOUNT</u>	<u>CREDIT AMOUNT</u>
HAIG's Service Corporation	Credit for Closeout Balance	\$425,000	\$405,000	(\$20,000)
	TOTAL	\$425,000	\$405,000	(\$20,000)

EXPLANATION: Agenda item submitted by Ms. Taylor

14. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves its sponsorship to Bryant Elementary Parent Teacher Organization, Lowell Parent Teacher Organization, Hawthorne Parent Teacher Organization, Whittier Parent Teacher Organization, Benjamin Franklin Parent Teacher Association, Thomas Jefferson Parent Teacher Association, and Teaneck High School's Parent Teacher Organization with respect to liability for activities performed in pursuit of supporting students.

EXPLANATION: Agenda item submitted by Ms. Taylor

15. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the agreement with the Boys and Girls Club of Clifton, Inc. to provide the use of its swimming pool for the Teaneck High School swim team's swim practices for the period of November 2023 through February 2024 in the amount of \$9,000.

EXPLANATION: Agenda item submitted by Ms. Taylor

16. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves membership in the Bergen County Region V Council for Special Education for the 2024-2025 school year;

BE IT FURTHER RESOLVED that the Teaneck Board of Education, upon the recommendation of the Superintendent, does hereby accept, adopt, and agree to comply with the Region V Bylaws, designates Dr. Andre D. Spencer, as Teaneck's representative to Region V, and empowers him to cast all votes and take all other actions necessary to represent Teaneck's interest in Region V.

EXPLANATION: Agenda item submitted by Ms. Taylor

17. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the submission of an application for grant funds from the Bergen County Department of Human Services for the FORUM-PASS (Police/Parents and School Students) Juvenile Delinquency Prevention Program which provides group, individual and family counseling, guest speakers, field trips and recreation to Teaneck Middle and High School students for the period of January 1, 2024 through December 31, 2024.

EXPLANATION: Agenda item submitted by Ms. Taylor

18. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, accepts the following donation:

Amount	Donor	Purpose
\$500.00	Matthew Jayes and Henry Ha (Teaneck High School Alumni 2008)	Teaneck High School Spectrum Club

EXPLANATION: Agenda item submitted by Ms. Connie Le

19. **WHEREAS**, the Winter Holiday Express assembly conducted by Educational Productions teaches students about cultivating social-emotional growth through multicultural holiday exploration;

THEREFORE BE IT RESOLVED that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves a contract with Educational Productions to conduct the Winter Holiday Express assembly at Lowell Elementary School in an amount not to exceed \$1,990 (funded with Title IV account code 20 -280- 100- 300- 00- 000- 000).

EXPLANATION: Agenda item submitted by Dr. Scott

20. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves an agreement with Upcycle LLC. for the disposal of antiquated and/or damaged technology equipment. See page 130.

EXPLANATION: Agenda item submitted by Mr. Veni

21. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the Restorative Practices for Educators professional development training, an NJEA initiative including a cooperative of select districts at no cost to participating nor the Teaneck Board of Education for the period December 2023 through June 2024.

EXPLANATION: Agenda item submitted by Dr. Spencer

22. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves a contract agreement for Ohel to provide tiered strategies to best support the behavioral and social-emotional training to the teachers at Torah Academy of Bergen County (TABC) on December 26, 2023 and May 8, 2024 for a total cost of services not to exceed \$2,000 (funded by Title II non-public 20-270-200-320-92-611-000).

EXPLANATION: Agenda item submitted by Dr. Spencer

23. **WHEREAS** the Teaneck Board of Education submitted an application for Bryant Elementary School Interior Alterations to create two preschool classrooms pursuant to Section 5 of the Educational Facilities Construction and Financing Act, P.L. 2000, c. 72 ("EFCFA" or "Act") and the New Jersey Department of Education implementing regulations at N.J.A.C. 6A:26-l et seq.; and

WHEREAS the November 1, 2023 Preliminary Eligible Costs letter from the Office of School Facility Projects for the Bryant Elementary School Interior Alterations states that the application has been deemed complete by the New Jersey Department of Education, Office of School Facility Projects, has been reviewed under the Act and the Regulations; and

WHEREAS the Bryant Elementary School Interior Alterations project qualifies as a school facilities project eligible for State support under the Act, is consistent with the District's approved long-range facilities plan ("LRFP") as approved or as amended, meets the educational adequacy requirements, and is consistent with the District's applicable approved programmatic model contained in the District's approved LRFP, or with the facilities efficiency standard ("FES") and the area allowances per FTE student; and

WHEREAS N.J.A.C.6A:23a-14.1(h)(2) authorizes a district Board of Education to, by board of education resolution, transfer funds to the line items in the capital outlay major account/fund to fund the local share of a school facilities project as determined in accordance with N.J.A.C. 6A:26-3 and approved pursuant to N.J.A.C. 6A:26-3.3;

THEREFORE BE IT RESOLVED that the Teaneck Board of Education, upon the recommendation of the Superintendent, in anticipation of a summer 2024 project commencement, approves a Capital Reserve withdrawal in the amount of the local share of the project, \$249,600, transferring those funds to the Capital Outlay general account to fund the Bryant Elementary School Interior Alterations project. See page 136.

EXPLANATION: Agenda item submitted by Ms. Taylor

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

Name	Position/Location/Position Control	Start Date	Guide/Step	Salary
Jessica Jones	Art Teacher Benjamin Franklin MS PC# 10-10-02/ajc	12/14/2023	TTEA/ BA Step 1	\$56,000
Dinahlee Rodriguez	Special Education Teacher Thomas Jefferson MS PC# 10-11-34/auo	*12/01/2023	TTEA MA+32/Step 5	\$75,300

*Amended Start date

EXPLANATION: Agenda item submitted by Mr. Apollon

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

Name	Position/Location/ PC#	Start date	Guide/Step	Salary
Justin Kea	Part-time Safety Officer District PC#: 53-08-83/cio	12/14/2023	Off-guide	\$22.50 per hour
Michelle Munoz	Part-time Safety Officer District PC#:53-08-83/cio	12/14/2023	Off-guide	\$22.50 per hour
Michael Kervel	Part-time Safety Officer District PC#:53-08-83/cio	12/14/2023	Off-guide	\$22.50 per hour
Lisa Ingrasellino	Human Resource Executive Assistant HRM PC#:	12/01/2023*	Off-Guide	\$70,000

*Amended start date

EXPLANATION: Agenda item submitted by Mr. Apollon

3. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, with regret, approves the retirements of the following staff members:

Name	Position	Years of Service	Effective Date
Charlotte LoSchiavo	Physical Education Teacher	24	07/01/2024
Boswell Findlay	Custodian	25	02/01/2024

EXPLANATION: Agenda item submitted by Mr. Apollon

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

Name	Position	Location	Position Control #	Effective Date
Avarelle Restituyo	SPED Teacher	TJMS	10-11-34/ble	01/28/2024
Dr. Malleswari Ponnala	Science Teacher	THS	10-12-13/aet	01/21/2024
Chauncey Riley	Substitute Safety Officer	Business Office	N/A	11/07/2023
Samantha Lagasi	SPED Teacher	Lowell	10-07-22/bkt	01/16/2024
Donna Harris	SPED Teacher	Bryant	10-06-36/apc	01/05/2024
Elizabeth Robbins	Mathematics Teacher	TJMS	10-11-11/bei	01/26/2024
Amy Nathanson	SPED Teacher	Whittier	10-04-34/arf	02/08/2024

EXPLANATION: Agenda item submitted by Mr. Apollon

5. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the following Substitute Safety Officer at \$22.50 per hour for the 2023-2024 school year:

1. Justin Kea
2. Michelle Munoz
3. Michael Kervel

EXPLANATION: Agenda item submitted by Mr. Apollon

6. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the following high school teachers for assuming a sixth period assignment, on a temporary basis, at their negotiated contractual per class rate, effective September 6, 2023, staff members will receive payment upon submission of appropriate payroll bill form for each pay date, and will receive their payment on the subsequent pay date:

<u>NAME</u>	<u>CLASS</u>	<u>PAY</u>
Lynn Sac	Spanish II	\$90.00
Maria Castano	AP Spanish Language	\$80.00
Abdoulaye Diallo	French I	\$80.00*
Maryem Gobji-Haouari	Resource Center	\$80.00*

* Revised payment

EXPLANATION: Agenda item submitted by Mr. Apollon

7. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the following Extra Work Extra Pay assignment in accordance with TTEA contract for the 2023-2024 school year at Benjamin Franklin Middle School. See page 142.

EXPLANATION: Agenda item submitted by Mr. Apollon

8. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education upon the recommendation of the Superintendent, approves the following Extra Work Extra Pay assignment, for the 2023-2024 school year, at Whittier Elementary School, stipends in accordance with TTEA contract. See page 144.

Name	Activity	Stipend
Destiny Harmon	Safety Patrol	\$1,000.00
Eric Johnson	Digital Media Club	\$1,000.00
Valarie Astor	Drama/ Puppeteering	\$1,000.00
Christine Taylor	Music Makers Club	\$1,000.00

EXPLANATION: Agenda item submitted by Mr. Apollon

9. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education upon the recommendation of the Superintendent, approves the following Extra Work Extra Pay assignment, for the 2023-2024 school year, at Thomas Jefferson Middle School, stipends in accordance with TTEA contract:

Name	Activity	Stipend
Mitsael Trinidad	Jazz Band	\$2,100.00

EXPLANATION: Agenda item submitted by Mr. Apollon

10. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education upon the recommendation of the Superintendent, approves the following Extra Work Extra Pay assignment, for the 2023-2024 school year, at Teaneck High School, stipends in accordance with TTEA contract:

Name	Activity	Stipend
James Bermudez	Fashion Club	\$1800
Beth Fleischer**	Book Club	\$550
Adrienne Williams	Book Club	\$550
Ester Seo	Asian Student Union	\$1,200
Ester Seo	HOSA	\$0.00
Molly Neff	Vocal Director	\$4,500
Linea Rondael *	Vocal Director	\$4,500

**Revised motion 31 from 06-14-2023 agenda. Stipend is now split.

* Revised motion 31 from 06-14-2023 agenda. Molly is replacing Linea.

EXPLANATION: Agenda item submitted by Mr. Apollon

11. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves payment to the following teachers serving as teacher mentors to provisionally certified novice teachers as required under the New Jersey Department of Education Provisional Process, all payments are generated from the mentee's salary through payroll deduction to the teacher mentors at the end of the school year:

Mentee	Mentor	Certification	Location	Mentor Fee
Christina Castelbuono	Brielle Rubin	CEAS	TJMS	\$550
Hea Kang	Lara Barrett	CE	Bryant	\$ 1,000
Ragwa Eleish	Stephanie Paz	CEAS	BFMS	\$550
Jonathan Manzano	Zain Conteh	CE	BFMS	\$ 1,000
Donna Jackson	Munyiva Munguti	CE	BFMS	\$ 1,000

EXPLANATION: Agenda item submitted by Mr. Apollon

12. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves payment to the following teachers to teach the Whittier Elementary School Title I. Teachers will be compensated for 33 hours of work with students during the program, and 10 hours of professional development. Lead teacher/Program Coordinator will be compensated for hours to lead and coordinate the program. Account # 20-231-100-101-22-15-I-4

Name	Position	Hours	Stipend Amount
Valarie Astor	Teacher	43	\$2150
Mindy Fliegelman Marcus	Teacher	43	\$2150
Destiny Harmon	Teacher	43	\$2150
Holly Koehler	Teacher	43	\$2150
Maria Martinez	Teacher	43	\$2150
Willa Rudy	Teacher	43	\$2150
Tatiana Stripling	Teacher	43	\$2150
Annie Matesic	Lead Teacher	72	\$3100
Total			\$18,150

EXPLANATION: Item submitted by Mr. Apollon

13. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the following Title I After School Literacy and Mathematics Program for Lowell Elementary School, effective December 5, 2023 through April 18, 2024. Teachers will receive up to 5.75 hours for professional development on 5 dates. Teachers will work up to 50 hours at \$50 per hour working with students, not to exceed \$2,787.50. The student and program coordinator will work up to 90 hours at \$50 per hour working without students, not to exceed \$4,787.50.

Name	Position	Hours	Stipend Amount (not to exceed)
Lisa Guyden	Program Coordinator/Facilitator	95.75	\$4,787.50
Abigail Aleksa	Instructor	55.75	\$ 2,787.50
Aretha Blake-Arroyo	Instructor	55.75	\$ 2,787.50
Makayla Brown	Instructor	55.75	\$ 2,787.50
Jenifer Connolly	Instructor	55.75	\$ 2,787.50
Natalia Drelich	Instructor	55.75	\$ 2,787.50
Tiffany Echavarria	Instructor	55.75	\$ 2,787.50
Chris Hernandez	Instructor	55.75	\$ 2,787.50
Sharmaine Joseph	Instructor	55.75	\$ 2,787.50
Shireen Ali	Instructor	55.75	\$ 2,787.50
TOTAL:			\$ 29,875.00

EXPLANATION: Agenda item submitted by Mr. Apollon

14. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the following teachers (pending student enrollment) for conducting an After School Reading & Mathematics Support Program (Grades 5 through 8) at Thomas Jefferson Middle School from January 9, 2024, through March 28, 2024, for 1.25hours each Tuesday, Wednesday and Thursday. Mathematics and Language Arts teachers would receive up to (3) hours of professional development training at the rate of \$50/hr. and conduct the program for 45 hours at a rate of \$50/hr. One lead teacher would receive up to 110 hours for administrative duties and professional development at the rate of \$50/hr. Title 1 funds this program.

Account# 20-231-100-101-00-070-000

Name	Position	Hours	Stipend Amount (not to exceed)
Paulette Szalay	Lead Coordinator	110	\$5500
Brandon Vargas	Instructor	48	\$2400
Kerry Ann Rose	Instructor	48	\$2400
Heather Jacobs	Instructor	48	\$2400
Ashley Alcott	Instructor	48	\$2400
Antoinette Bush	Instructor	48	\$2400
Rena San George	Instructor	48	\$2400
Suada Charaf	Instructor	48	\$2400
Dolores Connors	Instructor	48	\$2400
Marison Urena	Substitute Instructor	48	\$2400
Monica Bagan	Substitute Instructor	48	\$2400
TOTAL			\$29,500

EXPLANATION: Item submitted by Mr. Apollon

15. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the following Student Teacher Practicum assignment, for the 2023-2024 school year:

- a. Susie Yang, Montclair State University, assigned to Whittier Elementary School from January 3, 2024 to June 30, 2024.
- b. Taissan Greer, Baylor University, assigned to Thomas Jefferson Middle School from January 3, 2024 to June 30, 2024.

EXPLANATION: Item submitted by Mr. Apollon

16. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves payment to the following staff members to provide services in The Teaneck High School FORUM's Strive Tutoring Program at a rate of \$50 per hour, not to exceed 82 hours and \$4,100 each. The program will take place November 21, 2023 through May 30, 2024.

Name	Position	Total Stipend (Not to exceed)
Andres Munoz	Site Supervisor	\$4,100
Summer Pirro	Site Supervisor	\$4,100

EXPLANATION: Agenda item added by Mr. Apollon

17. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent approves to amend personnel motion #9 on the March 15th, 2023 agenda approving the appointment of staff for the PASS Program (Police/Parents and School Students). Increasing the hours for Jason Juxon-Smith to 125 hours at a rate of \$50 per hour, total cost not to exceed \$6,250 and decreasing the hours for Giannil Jaramillo to 185 at a cost not exceed \$9250 for the period of January 1, 2023 through December 31, 2023.

EXPLANATION: Items submitted by Mr. Apollon

18. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves payment to the following teachers to teach the Bilingual after school program at Teaneck High School. Teacher will be compensated for 30 hours of work with students during the program.

Funded by Title III account #: 20-241-100-101-00-000-000

Name	Position	Hours	Stipend Amount
Abdoulaye Diallo	Mathematics-French	30	\$1500
TOTAL			\$1,500

EXPLANATION: Agenda item submitted by Mr. Apollon

19. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the following individuals to be employed as aides in the Teaneck Community Education SACC (School Age Child Care) program for the 2023-2024 school year.

Name	Position	Hourly Rate
Avian Lorinzo	Aide	\$15.00
Roxana Dempsey	Aide	\$15.00
Yazan Jaber	Aide	\$15.00
Peter Nomhwange	Aide	\$15.00
Alice Brinson	Aide	\$15.00
Asha Jagadeesh	Aide	\$15.00
Saira Qamar	Aide	\$15.00
Lutfu Shamim	Aide	\$15.00
Yennifer Vargas	Aide	\$15.00
Cristian Tabares	Aide	\$15.00
Claudia Connolly	Aide	\$15.00
Cinthya Nunez	Aide	\$15.00
Samina Arshad	Aide	\$15.00

EXPLANATION: Agenda item submitted by Ms. Le

20. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the following amended leave of absence:

EMPLOYEE NO.	TYPE	DATES OF PAID LEAVE	DAYS USED	DATES OF UNPAID LEAVE	DAYS USED	RETURN
5630	Medical Leave	09/01/23 - 10/03/23	20 sick days and personal days	10/04/23 - 12/05/23	41 unpaid days	12/06/23
5600	Maternity Leave	01/02/24 - 01/19/24	13 sick days	01/22/24 - 04/19/24	60 unpaid days	04/22/24
2245	Maternity Leave	01/29/24 - 02/26/24	21 sick days	02/27/24 - 05/24/24	65 unpaid days	05/25/24
3890	Maternity Leave	02/20/24 - 03/11/24	15 sick days and 1.5 personal days	04/15/24 - 06/14/24	44 unpaid days	06/17/24
5653	Maternity Leave	09/05/23 - 09/14/23	8 sick and personal days	09/18/23 - 12/08/23 **	57 unpaid days	12/11/23
1872	Medical Leave	09/05/23 - 10/10/23	33 sick days	10/23/23 - 01/12/24	56 unpaid days	01/16/24

*unpaid with benefits under FMLA/NJFLA

**unpaid and without benefits

** Revised date

21. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the 2023-2024 Accountant job description. See page 146.

EXPLANATION: Agenda Item Submitted by Mr. Apollon

22. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the following long term substitute teacher at \$260 per diem, assigned to a non-tenure track position, effective as indicated, pending criminal history:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Dates</u>	<u>Benefits</u>
Mahmoud Awadallah	6th Grade Teacher	TJMS	12/01/2023 - 03/01/2023	w/o benefits
Todd Sinclair	Athletic Dept. Support	THS	11/27/2023-02/28/2023	w/o benefits

EXPLANATION: Agenda item submitted by Mr. Apollon

23. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, appoints Ms. Iris Hernandez to serve as the Acting Child Study Team Coordinator effective December 1, 2023 through December 22, 2023 or sooner with a pro-rated differential of \$1,200 per month, not to exceed \$12,000.

EXPLANATION: Agenda item submitted by Mr. Apollon

24. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the the following additional staff member as a Home Instructor, on an as needed basis, at \$50 per hour, for the 2023-2024 school year:

Abdoulaye Diallo	Barbara Metzler	Katierose Augustine	Paul Sheppard
Alexandra Cavallo	Elzbieta Biernacka	Kelly Williams	Sean Holland
Andres Munoz	Gorki Marcelo	Kerrie Viray	Vinod Thomas
Ashley Barnes	James Lagomarsino	Kiera Skerritt	Yvette Orgeta-Ulubay
Barbara Finkelstein	John Dean	Maryem Gobji-Haouari	

EXPLANATION: Agenda item submitted by Mr. Apollon

25. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves Emilio Jennette as Acting Coordinator for Federal, State, Local Grants, effective October 30, 2023 through November 15, 2023 at a monthly rate of \$2,079.40 (pro-rated).

EXPLANATION: Agenda item submitted by Mr. Apollon

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

Name	Position	# Years Service	# Sick Days	Value/Day	# Vacation Days	Value/Day	Total Payment
Jacqueline Prince	Math Teacher	31	21	\$75 per diem			\$1,575

EXPLANATION: Agenda item submitted by Mr. Apollon

27. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves payment to the following staff members for conducting Advanced Placement laboratory instruction during zero period for the 2023-2024 school year, total cost not to exceed 2% of base salary:

Name	Course	2023-2024 Salary	Stipend
Kerrie Viray	AP Environmental Science	\$119,835.00	\$2,397.00
Eileen Glassey	AP Chemistry	\$113,850.00	\$ 2,277.00

EXPLANATION: Agenda item submitted by Mr. Apollon

28. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves payment to Jean-Gratien Uwisyaye, French teacher, to revise curriculum documents for French 6, a middle school elective, at the rate of \$1200 as per the TTEA guide. District funded – Account: 11-000-221-110-18-000-000

EXPLANATION: Agenda item submitted by Mr. Apollon.

29. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves Mr. Charles Clark as the Anti-Bullying Specialist at Teaneck High School.

30. **WHEREAS** on April 26, 2023 the Teaneck Board of Education accepted \$330,000 in American Rescue Plan (ARP) Stabilization funding under the New Jersey Department of Human Services Division of Family Development for its licensed Community Education School Age Child Care (SACC) staff for increased wages, compensation, bonus and benefits;

THEREFORE BE IT RESOLVED, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves payment of additional compensation to School Age Child Care (SACC) staff (see attached on page 148) funded by the American Rescue Plan (ARP) Stabilization Grant.

EXPLANATION: Agenda item submitted by Ms. Le and Ms. Taylor

31. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, approves payment to Dr. Michael Rush, in an amount of \$2,500 for serving as an administrative mentor for Dr. Andre D. Spencer.

EXPLANATION: Item submitted by Mr. Apollon

32. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the new hourly rate for School-Age Child Care (SACC) program employees, in compliance with the increase in the minimum wage by the State of New Jersey, effective January 1, 2024. See page 150.

EXPLANATION: Agenda item submitted by Ms. Le and Mr. Apollon

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1642.01 SICK LEAVE

The Board of Education shall grant sick leave in accordance with N.J.S.A. 18A:30-2. All persons holding any office, position, or employment in the school district, who are steadily employed by the Board or who are protected by tenure in their office, position, or employment under the provisions of this or any other law, except persons in the classified service of the civil service under Title 11, Civil Service, of the Revised Statutes shall be allowed sick leave in accordance with N.J.S.A. 18A:30-2.

Pursuant to N.J.S.A. 18A:30-1.a., sick leave is defined as the absence from an employee's post of duty, for any of the following reasons:

1. The employee is personally ill or injured;
2. For diagnosis, care, or treatment of, or recovery from, an employee's mental or physical illness, injury or other adverse health condition, or for preventive medical care for the employee;
3. For the employee to aid or care for a family member of the employee during diagnosis, care, or treatment of, or recovery from, the family member's mental or physical illness, injury or other adverse health condition, or during preventive medical care for the family member;
4. Absence necessary due to circumstances resulting from the employee, or a family member of the employee, being a victim of domestic or sexual violence, if the leave is to allow the employee to obtain for the employee or the family member:
 - a. Medical attention needed to recover from physical or psychological injury or disability caused by domestic or sexual violence;
 - b. Services from a designated domestic violence agency or other victim services organization;



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- c. Psychological or other counseling;
 - d. Relocation; or
 - e. Legal services, including obtaining a restraining order or preparing for, or participating in, any civil or criminal legal proceeding related to the domestic or sexual violence;
- 5. The death of a family member for up to seven days;
 - 6. To attend a child's school-related conference, meeting, function or other event requested or required by a school administrator, teacher, or other professional staff member responsible for the child's education, or to attend a meeting regarding care provided to the child in connection with the child's health conditions or disability;
 - 7. The school or place of care of a child of the employee is closed by order of a public official or because of a state of emergency declared by the Governor due to an epidemic or other public health emergency;
 - 8. The employee has been exposed to a contagious disease or is quarantined for the disease in the employee's immediate household.

N.J.S.A. 18A:30-1, this Policy, and Regulation 1642.01 shall not supersede any law providing collective bargaining rights for school district employees, and shall not reduce, diminish, or adversely affect an employee's collective bargaining rights pursuant to N.J.S.A. 18A:30-1.b.

The Board reserves the right to require of any employee who claims sick leave sufficient proof in accordance with N.J.S.A. 18A:30-4 and Section C. of Regulation 1642.01.



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The Superintendent or designee will prepare rules for the administration of N.J.S.A. 18A:30-1, N.J.S.A. 18A:30-4, this Policy, and Regulation 1642.01, which shall be binding on all employees.

The Superintendent or designee will submit to the Board the names of those employees absent for non-compensable cause or whose claim for sick leave pay cannot be justified. The willful misuse of sick leave may be subject to discipline.

29 U.S.C. 2601 et seq.
N.J.S.A. 18A:30-1; 18A:30-2; 18A:30-4

Adopted:



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R 1642.01 SICK LEAVE

A. Definitions – N.J.S.A. 18A:30-1.c. and 18A:30-4.i.

1. “Certified Domestic Violence Specialist” means a person who has fulfilled the requirements of certification as a Domestic Violence Specialist established by the New Jersey Association of Domestic Violence Professionals.
2. “Child” means a biological, adopted or foster child, stepchild or legal ward of an employee, child of a domestic partner or civil union partner of the employee.
3. “Designated domestic violence agency” means a county-wide organization whose primary purpose is to provide services to victims of domestic violence and which provides services that conform to the core domestic violence services profile as defined by the Division of Child Protection and Permanency in the Department of Children and Families and is under contract with the division for the express purpose of providing the services.
4. “Domestic or sexual violence” means stalking, any sexually violent offense, as defined in N.J.S.A. 30:4-27.26, or domestic violence as defined in N.J.S.A. 2C:25-19 and N.J.S.A. 17:29B-16.
5. “Family member” means a child, grandchild, sibling, spouse, domestic partner, civil union partner, parent, or grandparent of an employee, or a spouse, domestic partner, or civil union partner of a parent or grandparent of the employee, or a sibling of a spouse, domestic partner, or civil union partner of the employee, or any other individual related by blood to the employee or whose close association with the employee is the equivalent of a family relationship.
6. “Health care professional” means any person licensed under Federal, State, or local law or the laws of a foreign nation, to provide health care services, or any other person who has been authorized to provide health care by a licensed health care professional including, but not limited to, doctors, nurses, and emergency room personnel.



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7. “Supervisor” means the building or district administrative staff member designated by the Superintendent who is responsible for supervising the employee.

B. Eligibility for Sick Leave – N.J.S.A. 18A:30-1

1. Sick leave is defined as the absence from an employee's post of duty, for any of the following reasons:
 - a. The employee is personally ill or injured;
 - b. For diagnosis, care, or treatment of, or recovery from, an employee's mental or physical illness, injury or other adverse health condition, or for preventive medical care for the employee;
 - c. For the employee to aid or care for a family member of the employee during diagnosis, care, or treatment of, or recovery from, the family member's mental or physical illness, injury or other adverse health condition, or during preventive medical care for the family member;
 - d. Absence necessary due to circumstances resulting from the employee, or a family member of the employee, being a victim of domestic or sexual violence, if the leave is to allow the employee to obtain for the employee or the family member:
 - (1) Medical attention needed to recover from physical or psychological injury or disability caused by domestic or sexual violence;
 - (2) Services from a designated domestic violence agency or other victim services organization;
 - (3) Psychological or other counseling;
 - (4) Relocation; or



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- (5) Legal services, including obtaining a restraining order or preparing for, or participating in, any civil or criminal legal proceeding related to the domestic or sexual violence;
 - e. The death of a family member for up to seven days;
 - f. To attend a child's school-related conference, meeting, function or other event requested or required by a school administrator, teacher, or other professional staff member responsible for the child's education, or to attend a meeting regarding care provided to the child in connection with the child's health conditions or disability;
 - g. The school or place of care of a child of the employee is closed by order of a public official or because of a state of emergency declared by the Governor, due to an epidemic or other public health emergency; or
 - h. The employee has been exposed to a contagious disease or is quarantined for the disease in the employee's immediate household.
- 2. N.J.S.A. 18A:30-1, Policy 1642.01, and this Regulation shall not supersede any law providing collective bargaining rights for school district employees and shall not reduce, diminish, or adversely affect an employee's collective bargaining rights.
- C. Physician's Certificate Required for Sick Leave – N.J.S.A. 18A:30-4
- 1. In case of sick leave claimed due to personal illness or injury, the Board of Education may require a physician's certificate to be filed with the Secretary of the Board in order to obtain sick leave.



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2. If an employee's need to use sick leave as defined pursuant to N.J.S.A. 18A:30-1 and B. above is foreseeable, the Board requires advance notice of seven (7) calendar days, (not to exceed seven calendar days) prior to the date the leave is to begin, of the intention to use the leave and its expected duration, and the employee shall make a reasonable effort to schedule the use of sick leave in a manner that does not unduly disrupt the operations of the Board.
3. If the reason for the leave is not foreseeable, the Board of Education requires an employee to give notice of the intention as soon as practicable, provided the Board of Education has notified the employee of this requirement.
4. The Board may prohibit an employee from using foreseeable sick leave on certain dates, and require reasonable documentation if sick leave that is not foreseeable is used during those dates.
5. In case of sick leave claimed for three or more consecutive days, the Board may require reasonable documentation that the leave is being taken for a purpose permitted pursuant to N.J.S.A. 18A:30-1.a. and B.1. above.
6. If the leave is permitted under N.J.S.A. 18A:30-1.a.(2) or (3) and B.1.b. or c. above, documentation signed by a health care professional who is treating the employee or the family member of the employee indicating the need for the leave and, if possible, the number of days of leave, shall be considered reasonable documentation.
7. If the leave is permitted under N.J.S.A. 18A:30-1.a.(4) and B.1.d. above because of domestic or sexual violence, any of the following shall be considered reasonable documentation of the domestic or sexual violence:
 - a. Medical documentation;
 - b. A law enforcement agency record or report;
 - c. A court order;



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- d. Documentation that the perpetrator of the domestic or sexual violence has been convicted of a domestic or sexual violence offense;
 - e. Certification from a certified Domestic Violence Specialist or a representative of a designated domestic violence agency or other victim services organization; or
 - f. Other documentation or certification provided by a social worker, counselor, member of the clergy, shelter worker, health care professional, attorney, or other professional who has assisted the employee or family member in dealing with the domestic or sexual violence.
8. If the leave is permitted under N.J.S.A. 18A:30-1.a.(7) and B.1.g. above, a copy of the order of the public official or the determination by the health authority shall be considered reasonable documentation.

D. Sick Leave Charges

- 1. An employee who is absent for fifty-one percent (51%) of their work day shall be charged a full sick day if the employee's reason for absence is covered by N.J.S.A. 18A:30-1.
- 2. A sick leave day once commenced may be reinstated as a working day only with the approval of the Superintendent or designee.
- 3. An employee absent on sick leave on a day when the school is closed early for emergency reasons will be charged with a full sick leave day.
- 4. An employee scheduled for a sick leave absence on a day on which the schools do not open because of an emergency will not be charged with a sick leave day.



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E. Readmission After Disability

1. An employee absent on sick leave, covered under N.J.S.A. 18A:30-1.a.(1); (2); and (8) and B.1.a.; b.; and h., for more than five consecutive working days who wishes to return to work shall submit the signed statement of their physician or institution indicating the employee's fitness to perform their duties.
2. The Board may, at its discretion, require the employee submit to an examination by a physician or institution designated by the Board to confirm the information submitted by the employee's physician or institution.
 - a. The Board shall bear the cost of the examination if the examination is performed by a physician or institution designated by the Board.
3. If the results of the examination conducted pursuant to paragraph E.2. above are inconsistent with the statement of the employee's physician in E.1. above, the employee and the Board shall agree to a third physician or institution to conduct the examination. The Board shall bear the cost of this third examination.

F. Accumulation of Sick Leave

1. If any employee requires in any school year less than the specified number of days of sick leave with pay allowed, all days of such minimum sick leave not utilized that year shall be accumulative to be used for additional sick leave as needed in subsequent years in accordance with N.J.S.A. 18A:30-3.

G. Exhaustion of Sick Leave

1. The Superintendent or designee shall monitor employee accumulated sick leave and charge an employee's accumulated sick leave.
 - a. Sick leave will be charged, first, to the sick leave newly available in the employee's current contract year and, when that sick leave entitlement is exhausted, to the employee's accumulated sick leave.



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H. Records

1. The personnel file of each person employed by this district will include an accurate record of the employee's use and accumulation of sick leave days.
 - a. The Superintendent or designee will maintain the employee's record of accumulated sick leave in accordance with Policy 1642.01 and this Regulation.
2. Each employee's attendance record will record the reason for any absence.

Issued:



2422.1 ALTERNATE PHYSICAL EDUCATION AND WAIVER

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

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

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

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

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

- The student must complete the PE Option II Application Form and return the form to the Physical Education Supervisor for approval by August 1st of each year. (Students currently in the program MUST REAPPLY EVERY YEAR)
- The program must satisfy the New Jersey Student Learning Standards (NJSLS) for Health and Physical Education. The NJSLS may be found on the NJ Department of Education website.
- The program must be taught/organized by a qualified professional/person.
- The program must be a full year and satisfy New Jersey State Statute 18A:35-5, 7 and 8 which requires 150 minutes of participation in physical education weekly.

- The student will not be exempt from Drivers Education or Health.
- Grading is PASS/FAIL based on the professional judgment of the students' Physical Education teacher.

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

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

Process for Physical Education Exemption

1. The parent, guardian or pupil shall make a written request to the principal for permission to receive high school graduation credit for an outside alternative physical education/athletic activity. **Any alternative physical education activity must contain a physical component in order to be considered for waiver.**
 - a. Details on the outside physical education/athletic activity to include location, team, coach, times of practice, times of competition, beginning and ending dates, etc.
 - b. Verification by the coach/advisor and parent/guardian that the physical education/athletic activity meets the goals and objectives of the high school program.
 - i. Course Goals: Comments are to be made related to each course goal and how they will be accomplished by the activity.
 - ii. Content Objectives: Comment generally about the content of the activity relative to the objectives listed. It is not necessary to comment on all activities/sports/dance forms but only those that apply.

- iii. Skill objectives: Comment generally about the skills to be learned.
 - iv. Affective/Career/Affirmative Action objectives: Comment on how all of these objectives are met.
2. The principal and/or appropriate certificated staff members will review the request and determine the appropriateness of the activity to meet the goals and objectives of the school program.
- If it does not, the principal/designee will notify the parent or guardian of the concern.
3. Once approved, the student can be excused from physical education classes.
- a. Exemption applies only to physical education classes; not health classes.
 - b. Exemption applies only during the time period that the alternative physical education/athletic program is in session.
4. The student is to be placed in a course or study hall, as appropriate.
5. The administrator in charge of physical education will work with the advisor/coach on determining proficiencies for a grade. (Pass-Fail will be used.)
6. The permanent school records will indicate credits gained for physical education through an alternative program.
7. The waiver request must be submitted annually as required.

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2419 SCHOOL THREAT ASSESSMENT TEAMS

The Board of Education shall establish a threat assessment team at each school in the district pursuant to N.J.S.A. 18A:17-43.4. The purpose of a threat assessment team shall be to provide school teachers, administrators, and other staff with assistance in identifying students of concern, assessing those students' risk for engaging in violence or other harmful activities, and delivering intervention strategies to manage the risk of harm for students who pose a potential safety risk, to prevent targeted violence in the school, and ensure a safe and secure school environment that enhances the learning experience for all members of the school community.

Threat assessment teams established pursuant to N.J.S.A. 18A:17-43.4.a., this Policy, and Regulation 2419 must be multidisciplinary in membership and, to the extent possible, must include the following individuals:

1. A school psychologist, school counselor, school social worker, or other school employee with expertise in student counseling;
2. A teaching staff member;
3. A ~~school~~ Principal or other senior school administrator;
4. A safe schools resource officer or school employee who serves as a school liaison to law enforcement; and
5. The school safety specialist designated pursuant to N.J.S.A. 18A:17-43.3. and Policy 7440, in the event that the school safety specialist is not already a school administrator or school employee required to be a part of the threat assessment team pursuant to N.J.S.A. 18A:17-43.4.

Additional school employees may serve as regular members of the threat assessment team or may be consulted during the threat assessment process, as determined to be appropriate by the team.



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School Threat Assessment Teams

Nothing contained in N.J.S.A. 18A:17-43.4 shall be construed as affecting the provisions of any collective bargaining agreement or individual contract of employment in effect on the effective date pursuant to N.J.S.A. 18A:17-43.3 (August 1, 2022).

This Policy and Regulation 2419, pursuant to N.J.S.A. 18A:17-43.5, are aligned with the Guidance on the Establishment of Behavioral Threat Assessment and Management Teams (BTAM) 2023 (Guidance) developed by the New Jersey Department of Education (NJDOE) pursuant to N.J.S.A. 18A:17-43.6.

The school district shall structure the threat assessment teams to best meet the needs and resources available, which may include school-based teams and/or district-level teams.

The Superintendent or designee will build a behavioral threat assessment and management program that will: establish a multi-disciplinary team; define prohibited and concerning behaviors; create a central reporting mechanism; define a threshold for law enforcement intervention; establish threat assessment procedures; develop risk management options; create and promote safe school climates; and conduct training for all stakeholders.

The threat assessment and management process will include: the threat assessment team's actions when first learning of a new report or threat; screening the case; gathering information; organizing and analyzing information; making the assessment; developing and implementing a case management/intervention plan; re-assessing and case monitoring; and documenting and closing the case.

When assessing a student whose behavior may pose a threat to the safety of the school community, in the case of a student with an Individualized Education Program (IEP) or 504 Plan, the threat assessment team shall consult with the IEP team or 504 team to determine whether the aberrant behavior is a threat to school safety and is being properly addressed in a manner that is required by N.J.A.C. 6A:14 and all Federal and State special education laws.



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School Threat Assessment Teams

Each member of the threat assessment team must attend training in accordance with N.J.S.A. 18A:17-43.4, this Policy, and Regulation 7440 that is consistent with the Guidance developed by the NJDOE pursuant to N.J.S.A. 18A:17-43.6. Training must be coordinated with the New Jersey Department of Education, Office of School Preparedness and Emergency Planning (OSPEP). The training shall ensure the threat assessment team is able to accurately assess student behavior and to ensure that threat assessment teams do not have a disparate impact on students based on their race, ethnicity, homelessness status, religious belief, gender, gender identity, sexual orientation, or socioeconomic status. The training shall, at a minimum, include training on adverse childhood experiences, childhood trauma, cultural competency, and implicit bias.

Should a threat assessment team become aware of an allegation of HIB when considering or conducting assessments, they must follow Policy 5512 – Harassment, Intimidation, or Bullying for addressing allegations of HIB in alignment with the Anti-Bullying Bill of Rights Act.

Should a threat assessment team become aware of a bias-related act, the team should implement Policy and Regulation 8465 – Bias Crimes and Bias-Related Acts on reporting bias-related acts to law enforcement in accordance with the Memorandum of Agreement Between Education and Law Enforcement Officials and Policy and Regulation 9320 – Cooperation With Law Enforcement Agencies.

Questions and concerns about Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act (HIPAA) protections often arise as part of the threat assessment planning process. The threat assessment teams must understand how to balance the safety of the school with the privacy of individual students. These laws should not be an impediment to threat assessment and management.

N.J.S.A. 18A:17-43.3; 18A:17-43.4; 18A:17-43.5; 18A:17-43.6

Guidance on the Establishment of Behavioral Threat Assessment and Management Teams (BTAM) 2023

Adopted:



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R 2419 SCHOOL THREAT ASSESSMENT TEAMS

A. Definitions

1. “Aberrant behavior” means behavior atypical for the person or situation and causes concern for the safety or well-being of those involved. Aberrant behavior for an individual involves actions, statements, communications, or responses that are unusual for the person or situation; or actions which could lead to violence toward self or others; or are reasonably perceived as threatening or causing concern for the well-being of the person.
2. “Behavioral Threat Assessment and Management (BTAM)” means a proactive approach to identify, assess, and provide appropriate interventions and resources for individuals who display a behavior that elicits concern for the safety of themselves or others. (U.S. Secret Service National Threat Assessment Center.)
3. “Concerning behavior” means an observable behavior that elicits concerns in bystanders regarding the safety of an individual or those around them. Behaviors that may elicit concern can include unusual interests in violent topics, conflicts between classmates, increased anger, increased substance use, or other noteworthy changes in behavior (e.g., depression or withdrawal from social activities). Some concerning behaviors may be defined as prohibited behaviors and should trigger an immediate response. Prohibited behaviors can include threats, weapons violations, and other aggressive or violent behavior. Concerning behavior does not necessarily imply or predict that an individual or group will become violent. Instead, it serves as an indicator that the student may be in need of intervention or increased supports. Proactive intervention and de-escalation are key and should be part of any approach to violence prevention.



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4. “Concerning communication” means unusual, bizarre, threatening, or violent communication made by an individual or a group that elicit concerns for the safety or wellbeing of the individual or others. Concerning communication may allude to violent intentions, violence as a means to solve a problem, justifying violent acts, unusual interest in weapons, personal grievances, or other inappropriate interests. Concerning communications may also allude to hopelessness or suicide. Concerning communications may be made in the form of written or oral statements, gestures, or visual/electronic media. Communications may be considered concerning regardless of whether a direct verbal threat is expressed. Concerning communication does not necessarily imply or predict that an individual or group will become violent. Instead, it serves as an indicator that the student may be in need of intervention or increased supports. Proactive intervention and de-escalation are key and should be part of any approach to violence prevention.
 5. “Multidisciplinary Threat Assessment Team” means a team composed of highly trained school personnel with diverse positions, backgrounds, and experience. The team will receive reports about a concerning person and situations, gather additional information, assess the risk posed to the community, and develop intervention and management strategies to mitigate any risk of harm.
 6. “Targeted violence” means a premeditated act of violence directed at a specific individual, group, or location regardless of motivation and generally unrelated to other criminal activity.
- B. Multidisciplinary Threat Assessment Team
1. Threat Assessment Team Members
 - a. In accordance with N.J.S.A. 18A:17-43.4, the threat assessment team established by the Board of Education shall be multidisciplinary in membership and, to the extent possible, must include the following individuals:
 - (1) A Principal or other senior school administrator;



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- (2) A school psychologist, school counselor, school social worker, or other school employee with expertise in student counseling;
 - (3) A safe-schools resource officer or school employee who serves as a school liaison to law enforcement;
 - (4) The school safety specialist (designated pursuant to N.J.S.A. 18A:17-43.3); and
 - (5) A teaching staff member.
- b. Additional school employees may serve as regular members of the threat assessment team or may be consulted during the threat assessment process, as determined to be appropriate by the team. If a student has an Individualized Education Program (IEP), 504 plan, and/or functional behavioral assessment (FBA) plan, the threat assessment team must consult with the appropriate staff or team to determine whether the reported behavior is already part of known baseline behavior or is already being managed under the student's IEP, 504 plan, or FBA plan and addressed in a manner that is required by N.J.A.C. 6A:14 and all other Federal and State special education laws.
- c. The district may choose to name the threat assessment team in a manner that suits the school community needs.

2. Threat Assessment Team Structure

- a. The district can structure the threat assessment teams to best meet the needs and resources available. This may include:
- (1) **School-Based Teams:** The district may opt to develop teams for each school comprised of those members fulfilling the assigned roles identified in the law in each of its schools.



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- (2) District-Level Team: The district may choose to develop one central team designated to serve each school in cases where staffing at individual schools is not sufficient to meet the membership requirements of the law. In such cases, the district may choose to operate smaller teams trained in the threat assessment process in each school, which can screen cases to determine which situations to refer to the District-Level Team. If the district uses this model, the district must ensure representation of those staff members from the involved school as identified by the law to the fullest extent possible when conducting an assessment.
- (3) District-Level Team and School-Based Teams: The district may have one central team that provides oversight, consistency, and accountability for all threat assessment processes including threats impacting the entire district. School-Based Teams address cases in each school building, while ensuring all information is shared with the District-Level Team.

C. Building a K-12 Behavioral Threat Assessment and Management Program

The district shall implement the following steps in developing a Behavioral Threat Assessment and Management Program.

1. Step 1: Establish a Multidisciplinary Team
 - a. Identify team membership pursuant to N.J.S.A. 18A:17-3.4.
 - b. Designate a team leader.
 - c. Establish team procedures and protocols.
 - d. Meet on a regular basis and as needed.



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2. Step 2: Define Prohibited and Concerning Behaviors
 - a. Establish policy defining prohibited behaviors
 - (1) These definitions should be included in the code of student conduct policy and shared with staff, parents, and students.
 - b. Identify other behaviors for screening or intervention.
 - c. Define threshold for intervention.
 - (1) The threshold should be relatively low so that teams can identify individuals in distress before the behavior escalates into a violent behavior.
3. Step 3: Create a Central Reporting Mechanism
 - a. Establish one or more anonymous reporting mechanisms.
 - (1) Examples include a mobile application, a dedicated email address or phone number, or on the district website.
 - b. Provide training and guidance to encourage reporting.
 - (1) Students, teachers, staff, school resource officers, and parents should be provided awareness training and guidance on recognizing behaviors of concern, their roles and responsibilities in reporting the behavior, and how to report the information.
 - c. Ensure availability to respond.
 - d. Utilize an Initial Report to collect the threat, concerning behavior, etc.
4. Step 4: Define Threshold for Law Enforcement Intervention
 - a. Most reports can be handled by the School-Based Team.



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- b. Establish which behaviors should be referred for law enforcement intervention (e.g., physical violence, threats of violence, etc.).
 - c. **When law enforcement officials become involved with the intervention process, members of the Board shall only be made aware of their involvement for informative purposes, where applicable.**
- 5. Step 5: Establish Threat Assessment Procedures
 - a. Decide how to document cases.
 - b. Create procedures to screen reports, gather information, make assessments, and decide on interventions.
 - c. Develop/adapt threat assessment forms to organize information around the 11 Investigative Questions referenced in D.4. below.
- 6. Step 6: Develop Risk Management Options
 - a. Identify all available resources for creating individualized management plans.
 - (1) The resources and supports the student needs will differ depending on the information gathered during the assessment.
 - (2) Resources to assist the student could take the form of ~~peer support programs or~~ therapeutic counseling to enhance social learning or emotional competency, life skills classes, tutoring in specific academic subjects, or mental health care. Most programs and supports will be available within the school, but the team may need to also access community resources to assist with the managing the student. Identify resources to assist targets/victims.



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- (3) Make efforts to address the safety of any potential targets by altering or improving security procedures for schools or individuals and providing guidance on how to avoid the concerning person.

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- b. Establish points of contact for all resources.

7. Step 7: Create and Promote Safe School Climates

- a. Assess current school climate.

- (1) Anti-Bullying Bill of Rights Act (N.J.S.A. 18A:37-21) requires the school safety team in each school in the district "...to develop, foster, and maintain a positive school climate by focusing on the ongoing, systemic process and practices in the school and to address school climate issues..." and to "review and strengthen school climate and the policies of the school.

- b. Enhance current school climate.

- c. Strengthen students' connectedness.

- (1) Encourage teachers and staff to build positive, trusting relationships with students by actively listening to students and taking an interest in what students say.

- d. Break down "codes of silence" and help students feel empowered to come forward and share concerns and problems with a trusted adult.

- e. Identify clubs or teams at school students can join or encourage students to start their own special interest group.

8. Step 8: Conduct Training for all Stakeholders

- a. The training is for new threat assessment team members, refresher training, and professional development. This



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includes training on the screening and threat assessment forms and procedures.

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- b. Training must be coordinated with the New Jersey Department of Education (NJDOE), Office of School Preparedness and Emergency Planning (OSPEP) to ensure that the threat assessment team is able to accurately assess student behavior and to ensure that threat assessment teams do not have a disparate impact on students based on their race, ethnicity, homelessness status, religious belief, gender, gender identity, sexual orientation, or socioeconomic status. This training includes training on adverse childhood experiences, childhood trauma, cultural competency, and implicit bias.
- c. Awareness training for students, teaching staff members, and all school staff members regarding the recognition of concerning or aberrant behavior in an individual that may represent a threat to the school community.
 - (1) Requests for awareness training can be coordinated by the district's School Safety Specialists through the OSPEP.
- d. Training for parents and other community stakeholders to anonymously report dangerous, violent, or unlawful activity to the district or school.

D. Threat Assessment and Management Process

The district shall implement the following steps in the threat assessment and management process.

1. Step 1: Receive a Report of Concern

- a. When the threat assessment team first learns of a new report of a threat or aberrant or concerning behavior, the team (or one member of the team) should collect initial



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intake information about the behavior, the concerning person (i.e., the person who engaged in the threatening behavior; the person to be assessed), and other information that is readily available.

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2. Step 2: Screen the Case

- a. Screen for imminency (of the threat or concerning behavior) and whether there is a need for a full threat assessment.
 - (1) If the threat assessment team believes the report does present an imminent danger or safety concern, immediately notify law enforcement. Once the emergency has been contained, the team should complete a full threat assessment and make all necessary notifications (i.e., anyone that is or may be directly impacted).
- b. If the team does not believe the report presents an imminent danger or safety concern, determine if there is a need for full threat assessment. If not, document the initial report and screening.
- c. If there is a need for a threat assessment, the team shall proceed with a full threat assessment using the steps outlined in D.3. through 8. below.
- d. The district's Title IX Coordinator must be notified immediately if a report involves sexual harassment, sexual assault, dating violence, stalking, or a domestic violence assault, or if engagement in these actions is uncovered when gathering additional information during the threat assessment process. Notifying the district's Title IX Coordinator is completed parallel to the threat assessment process and does not stop a team from moving forward with gathering information and initiating risk management strategies.

3. Step 3: Gather Information from Multiple Sources



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- a. Gather information about the person displaying the concerning behavior and situation from various sources. These sources can include, but are not limited to, teachers, coaches, parents, and peers.

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4. Step 4: Organize and Analyze

- a. Organize and analyze information using the 11 Investigative Questions detailed in the U.S. Secret Service and U.S. Department of Education threat assessment guide. The form is comprised of 11 investigative questions adapted from the U.S. Secret Services and U.S. Department of Education Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates and can be found at www.secretservice.gov/nod/2559.

5. Step 5: Make the Assessment

- a. Make an assessment about whether the individual of concern poses a threat of violence or self-harm, or if they are otherwise in need of intervention.

6. Step 6: Develop and Implement a Case Management/Intervention Plan

- a. Develop and implement a case management plan to reduce risk.
- b. As needed, refer individual of concern to the local mental health authority or healthcare provider for evaluation and/or treatment.
- c. As needed, refer individual of concern for a full and individual evaluation (FIE) for special education services.

7. Step 7: Re-Assess (Case Monitoring)

- a. Monitor, re-evaluate, and modify plan as needed to ensure that the identified intervention(s) is effective, and the



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individual of concern no longer poses a threat of violence or self-harm.

- b. Re-assessing the person of concern, going through the assessment questions again.

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- c. If there are still concerns, the team shall continue to monitor, adjust plan, and re-assess as needed until there is no longer a concern of harm to self and/or others, and the individual is on a better path.

8. Step 8: Document and Close the Case

- a. When the team's assessment is that the concerning person no longer poses a threat of violence or self-harm, the team can close the case or place it on the in-active status.
- b. The threat assessment team should be sure to document the case, including scheduling any future dates to check-in or follow-up, as needed.
- c. The documentation should be stored in a confidential file, with only authorized personnel having access.

E. Training

1. Each member of the threat assessment team must attend training in accordance with N.J.S.A. 18A:17-43.4. The district may also choose to provide awareness training to school community members on the threat assessment process. The awareness training is also outlined as part of one of the steps of the Building a K-12 Behavior Threat Assessment and Management Program.
2. Threat assessment team membership:
 - a. In accordance with N.J.S.A. 18A:17-43.4, the NJDOE shall provide training through the New Jersey School Safety Specialist Academy. All threat assessment team members must receive training consistent with the training and guidelines provided by the NJDOE. The school safety specialist, is a member of the threat assessment team and



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will assist in ensuring this training is provided to school staff in coordination with OSPEP.

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- b. Each new threat assessment team member must complete training by the OSPEP, which shall include training sessions as instructed by *Ontic/SIGMA as part of the Bureau of Justice Assistance (BJA) STOP School Violence Grant Program*.
- c. The district shall determine membership on the threat assessment team in accordance with N.J.S.A. 18A:17-43.4, including adding and ensuring the training of new members, as needed. The district must ensure all threat assessment team members attend the required initial training and refresher training provided by OSPEP to advance their competency in conducting assessments.
 - (1) These trainings will be offered through the OSPEP for both in person and online platforms.
 - (2) Refresher training will be developed and facilitated by the OSPEP and will be made available through in-person and online platforms, as necessary.
- 3. Awareness Training for Other School Community Stakeholders
 - a. Request for awareness training for school staff members should be directed to the OSPEP email at school.security@doe.nj.gov, which will provide training or coordinate sessions with approved instructors from the U.S. Department of Homeland Security National Threat Evaluation and Reporting Office's Certified Master Training Program.

F. Other Considerations

1. Individualized Education Program (IEP) or 504 Plans



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- a. The district is required by law to meet the needs of students with special needs, who are afforded disciplinary protections not provided to the general education population, to reduce exclusionary practices for special

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education students. When assessing a student whose behavior may pose a threat to the safety of the school community, in the case of a student with an IEP or 504 plan, the threat assessment team shall consult with the IEP team or 504 team to determine whether the aberrant or concerning behavior is a threat to school safety and is being properly addressed in a manner that is required by N.J.A.C. 6A:14 and all Federal and State special education laws. Working with the IEP team or 504 team, the threat assessment team shall determine if the behavior is part of known baseline behavior, or is already being managed under the student's IEP, 504 plan, or FBA plan. If the behavior is not consistent with baseline behaviors or is not able to be effectively managed through current programming, then a threat assessment would need to be conducted. A special education representative must be part of the team and shall engage throughout the process.

2. Allegations of Harassment, Intimidation, & Bullying (HIB) or Bias-Related Acts

- a. Should the threat assessment team become aware of an allegation of HIB when considering or conducting assessments, they must follow Policy 5512 for addressing allegations of HIB in alignment with the Anti-Bullying Bill of Rights Act. Additionally, during the threat assessment process, it is important to recognize that the student may need remedial services (e.g., counseling) to address behavior that may have prompted the need for the threat assessment and to ensure their well-being.
- b. Should a threat assessment team become aware of a bias-related act, they should implement Policy and Regulation 8465 on reporting bias-related acts to law enforcement in accordance with the Memorandum of



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Agreement Between Education and Law Enforcement
Officials and Policy and Regulation 9320.

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3. Information Sharing

- a. The Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act (HIPAA) are two Federal laws protecting the privacy of an individual's personal records. FERPA refers specifically to educational records while HIPAA refers to medical records. Questions and concerns about FERPA and/or the HIPAA protections often arise as part of the threat assessment planning process. It is critical that threat assessment teams understand how to balance the safety of the school with the privacy of individual students. These laws should not be an impediment to threat assessment and management.
- b. Threat assessment teams should consult with the Board Attorney on these elements as needed.

4. Family Education Rights & Privacy Act (FERPA) – Educational Records

- a. FERPA is a Federal law that protects the privacy of student education records. FERPA does, however, authorize school officials to disclose information without consent in emergency situations where the health and/or safety of students is at risk. Relevant information can be released to law enforcement, public health, and medical officials, as well as other schools in the event a student transfers or matriculates. The U.S. Department of Education would not find a school in violation of FERPA for disclosing FERPA-protected information under the health or safety exception as long as the school had a rational basis, based on the information available at the time, for making its determination that there was an articulable and significant threat to the health or safety of the student or other individuals.



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5. Health Insurance Portability and Accountability Act (HIPAA) – Medical and Mental Health Records

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- a. HIPAA protects the confidentiality of information in health records. Confidentiality is held by the patient, not the mental health provider. In cases where HIPAA applies, the following strategies below may assist threat assessment teams in eliminating potential barriers to critical data collection:
 - (1) Ask permission from the student and parent to disclose medical records;
 - (2) Provide information to health and mental professionals; and
 - (3) Ask about duty to warn or duty to protect.
- b. Additionally, medical and mental health providers may disclose protected health information when disclosure:
 - (1) Is necessary to prevent or lessen a serious and imminent threat to health or safety of patient or others and is to someone reasonably able to prevent or lessen the threat; and
 - (2) May include disclosure to law enforcement, or others who can mitigate the threat and disclosure must be consistent with applicable law and standards of ethical conduct.

6. Record Keeping

All documentation from the threat assessment process must be maintained in a confidential and secure location. Maintaining records and preserving evidence throughout the process, assists in the establishment of a legal and behavioral justification for the intervention. Records may be electronic or paper and must be



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maintained in accordance with record retention rules established by the Department of Treasury.

Adopted:



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TEACHING STAFF MEMBERS

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Attendance

Sep 23

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3212 ATTENDANCE

The regular and prompt attendance of teaching staff members is an essential element in the efficient operation of the school district and the educational program. Teaching staff member absenteeism disrupts the educational program and the Board of Education considers attendance an important component of a teaching staff member's job performance.

Teaching staff members shall provide notice for the use of sick time as required in N.J.S.A. 18A:30-4 and Policy and Regulation 1642.01 in accordance with the district's procedure for teaching staff members to report the use of sick leave and other absences. A teaching staff member who fails to give prompt notice of an absence, misuses sick leave, fails to verify an absence in accordance with statute, administrative code, or Board policy; falsifies the reason for an absence; is absent without authorization; is repeatedly tardy; or accumulates an excessive number of absences may be subject to appropriate consequences, which may include, but not be limited to, the withholding of a salary increment, termination, nonrenewal, and/or certification of tenure charges.

Sick leave is defined in accordance with N.J.S.A. 18A:30-1 and Policy and Regulation 1642.01. No teaching staff member will be discouraged from the prudent, necessary use of sick leave and any other leave provided for by statute; administrative code; collective bargaining agreement; an individual employment contract; or the policies of the Board. The Superintendent or Board of Education may require verification to be filed with the Secretary of the Board in order to obtain sick leave in accordance with the provisions of N.J.S.A. 18A:30-4 and Policy and Regulation 1642.01.

The Superintendent, in consultation with administrative staff members, will review the rate of absence among teaching staff members. The review will include the collection and analysis of attendance patterns, the training of teaching staff members in their attendance responsibilities, and the counseling of teaching staff members for whom regular and prompt attendance is a problem.

N.J.S.A. 18A:27-4; 18A:28-5; 18A:30-1; 18A:30-2; 18A:30-4

Adopted:



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TEACHING STAFF MEMBERS

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R 3212 ATTENDANCE

A. Review of Attendance Data

1. A record shall be kept of the attendance of each teaching staff member, including teachers; educational services personnel; administrators; and other certificated staff members. Any absence, for part or all of a school day, shall be recorded along with the reason for the absence. The record will distinguish sick leave, professional days, unpaid leaves of absence, personal leave, bereavement leave, and any other leaves of absences taken by the teaching staff member. The teaching staff member's attendance record will include notation of verification of an absence where such verification is required by the Superintendent or by Policy and Regulation 1642.01. The teaching staff member's rate of absence shall be calculated at least once per school year and entered on the teaching staff member's attendance record. A teaching staff member's attendance record shall be part of the teaching staff member's personnel file.
2. A cumulative attendance record shall be assembled for each school in the school district and also for the school district as required by the New Jersey Department of Education.
3. An attendance summary shall be prepared from the cumulative attendance record. The attendance summary shall show the rate of absence for each school in the district and also for the school district.

B. Attendance Reporting and Improvement Plan

1. Planning



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- a. Each absence of a teaching staff member shall be reported by the teaching staff member in accordance with the school district's procedure.
- b. The absence of a teaching staff member shall be provided to the teaching staff member's Principal or supervisor designated by the Superintendent, as appropriate, who shall determine if a substitute or replacement is required for the period of the absence.
- c. A report of such absences shall also be provided to the Superintendent or designee.
- d. The Principal or supervisor designated by the Superintendent shall determine if an absence requires further verification. Reasons for further verification may include, but are not limited to, the following:
 - (1) A pattern of absences on the same day(s) of the week;
 - (2) A pattern of absences before or after nonworking days;
 - (3) The habitual exhaustion of personal leave.
- e. The Superintendent or designee will meet with Principals and supervisors to discuss attendance records of teaching staff members. The attendance records shall be analyzed for patterns of absences, such as excessive absenteeism in a given department, school, or work place in the school district, among certain groups of teaching staff members, for certain specific causes, or on certain days of the week, month, or year. Specific strategies for reducing the rate of absences shall be developed.

2. Implementation



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- a. The Superintendent or designee or the teaching staff member's Principal or supervisor designated by the Superintendent shall be responsible for implementing a plan for the improvement of teaching staff member attendance.
- b. The teaching staff member's Principal or supervisor designated by the Superintendent shall encourage the regular attendance of teaching staff members in their workplace, school, or department. The teaching staff member's Principal or supervisor designated by the Superintendent shall maintain contact with absent employees and may confer with teaching staff members who return from an absence of any duration.
- c. The Superintendent shall direct Principals and supervisors designated by the Superintendent to incorporate a teaching staff member's attendance record in the teaching staff member's evaluation.
- d. The teaching staff member's Principal or supervisor designated by the Superintendent shall report to the Superintendent or designee any teaching staff member whom the Principal or supervisor designated by the Superintendent suspects of misusing sick leave or falsifying the reasons for an absence.

3. Counseling

- a. The Superintendent, Principal, or supervisor designated by the Superintendent may schedule a conference with a teaching staff member where the number and/or pattern of the teaching staff member's absences or the reasons offered for the teaching staff member's absences may indicate a concern.



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- b. Prior to the giving of any admonition, reprimand, or imposition of discipline of any kind, the Superintendent, Principal, or supervisor designated by the Superintendent shall determine the nature of the absences and consider any extenuating circumstances.
- c. A written report of any attendance conference shall be prepared and retained with the teaching staff member's evaluations. The teaching staff member shall be permitted to examine the report and affix their comments, if any, to evaluation reports.

C. Record of Attendance

- 1. A record shall be kept of the attendance of all teaching staff members, including supervisors. Any absence, for part or all of a school day, shall be recorded with the reason for the absence. A teaching staff member's attendance record shall be part of the teaching staff member's personnel file.
- 2. The record will distinguish sick leave; professional days; unpaid leaves of absences; personal leave; bereavement leave; and any other leaves taken by the teaching staff member. The teaching staff member's attendance record will include notation of verification of an absence where such verification is required by the Superintendent, Policy 1642.01, or any other law or Board policy.
- 3. A teaching staff member's rate of absence shall be calculated at least once per school year and entered on the teaching staff member's attendance record.
- 4. At the end of each school year, the Superintendent of Schools, Principals, and teaching staff members' supervisors designated by the Superintendent will review attendance records for teaching staff members.



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TEACHING STAFF MEMBERS

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D. Attendance Improvement Plan

1. The attendance record prepared for teaching staff members shall be analyzed for patterns of absence, such as excessive absenteeism in a given school or work place, among certain groups of employees, for certain specific causes, or on certain days of the week, month, or year.
2. Specific strategies for reducing the rate of absences shall be developed.
3. The Superintendent shall designate an administrator or supervisor to be responsible for implementing the approved plan for the improvement of teaching staff member attendance in the school district and in schools in the district.
4. The record of a conference(s) dealing with excessive absenteeism may serve as an element in the evaluation of any teaching staff member's performance.

E. In-Service Training

1. The teaching staff member's Principal or supervisor designated by the Superintendent shall meet with teaching staff members at the beginning of each school year to:
 - a. Inform teaching staff members of Board policy and district regulations on attendance;
 - b. Familiarize employees with the procedures to be used in requesting, reporting, and verifying absences; and
 - c. Acquaint teaching staff members with the degree to which attendance will affect evaluation reports.

Issued:



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SUPPORT STAFF MEMBERS

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Attendance

Sep 23

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4212 ATTENDANCE

The regular and prompt attendance of support staff members is an essential element in the efficient operation of the school district and the effective conduct of the educational program. Support staff member absenteeism disrupts the educational program and the Board of Education considers attendance an important component of a support staff member's job performance.

Support staff members shall provide notice for the use of sick time as required in N.J.S.A. 18A:30-4 and Policy and Regulation 1642.01 in accordance with the district's procedure for support staff members to report the use of sick leave and other absences. A support staff member who fails to give prompt notice of an absence, misuses sick leave, fails to verify an absence in accordance with statute, administrative code, or Board policy; falsifies the reason for an absence; is absent without authorization; is repeatedly tardy; or accumulates an excessive number of absences may be subject to appropriate consequences, which may include, but not be limited to, the withholding of a salary increment, termination, nonrenewal, and/or certification of tenure charges.

Sick leave is defined in accordance with N.J.S.A. 18A:30-1 and Policy and Regulation 1642.01. No support staff member will be discouraged from the prudent, necessary use of sick leave and any other leave provided for by statute; administrative code; the collective bargaining agreement; in an individual employment contract; or the policies of the Board. The Superintendent or Board of Education may require verification to be filed with the Secretary of the Board in order to obtain sick leave in accordance with the provisions of N.J.S.A. 18A:30-4 and Policy and Regulation 1642.01.

The Superintendent, in consultation with administrative staff members, will review the rate of absence among support staff members. The review will include the collection and analysis of attendance patterns, the training of support staff members in their attendance responsibilities, and the counseling of support staff members for whom regular and prompt attendance is a problem.

N.J.S.A. 18A:30-1; 18A:30-2; 18A:30-4

Adopted:



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R 4212 ATTENDANCE

A. Review of Attendance Data

1. A record shall be kept of the attendance of each support staff member, including secretarial staff; maintenance and custodial staff; food service staff; other support staff members, and staff members that supervise support staff members. Any absence, for part or all of a school day, shall be recorded along with the reason for the absence. The record will distinguish sick leave, professional days, unpaid leaves of absence, personal leave, bereavement leave, and any other leaves of absences taken by the support staff member. The support staff member's attendance record will include notation of verification of an absence where such verification is required by the Superintendent or by Policy and Regulation 1642.01. The support staff member's rate of absence shall be calculated at least once per school year and entered on the support staff member's attendance record. A support staff member's attendance record shall be part of the support staff member's personnel file.
2. A cumulative attendance record shall be assembled for each department or classification of employees in the school district.
3. An attendance report shall be prepared from the cumulative attendance record. The attendance summary shall show the rate of absence for a department and/or classification of employee.

B. Attendance Reporting and Improvement Plan

1. Planning
 - a. Each absence of a support staff member shall be reported by the support staff member in accordance with the school district's procedure.



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Attendance

- b. The absence of a support staff member shall be provided to the support staff member's Principal or supervisor designated by the Superintendent, as appropriate, who shall determine if a substitute or replacement is required for the period of the absence.
- c. A report of such absences shall also be provided to the Superintendent or designee.
- d. The supervisor designated by the Superintendent shall determine if an absence requires further verification. Reasons for further verification may include, but are not limited to, the following:
 - (1) A pattern of absences on the same day(s) of the week;
 - (2) A pattern of absences before or after nonworking days;
 - (3) The habitual exhaustion of personal leave.
- e. The Superintendent or designee will meet with the support staff member supervisors to discuss attendance records of support staff members. The attendance records shall be analyzed for patterns of absences, such as excessive absenteeism in a given department, school, or work place in the school district, among certain groups of support staff members, for certain specific causes, or on certain days of the week, month, or year. Specific strategies for reducing the rate of absences shall be developed.

2. Implementation

- a. The Superintendent or designee or the support staff member's supervisor designated by the Superintendent, shall be responsible for implementing a plan for the improvement of support staff member attendance.



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SUPPORT STAFF MEMBERS

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Attendance

- b. The support staff member's supervisor designated by the Superintendent shall encourage the regular attendance of the support staff members in their workplace, school, or department. The support staff member's supervisor designated by the Superintendent shall maintain contact with absent employees and may confer with support staff members who return from an absence of any duration.
- c. The Superintendent shall direct support staff member supervisors to incorporate a support staff member's attendance record in the support staff member's evaluation.
- d. The support staff member's supervisor designated by the Superintendent shall report to the Superintendent or designee any support staff member whom the supervisor suspects of misusing sick leave or falsifying the reasons for an absence.

3. Counseling

- a. The Superintendent or supervisor designated by the Superintendent may schedule a conference with a support staff member where the number and/or pattern of the support staff member's absences or the reasons offered for the support staff member's absences may indicate a concern.
- b. Prior to the giving of any admonition, reprimand, or imposition of discipline of any kind, the Superintendent or supervisor designated by the Superintendent shall determine the nature of the absences and consider any extenuating circumstances.
- c. A written report of any attendance conference shall be prepared and retained with the support staff member's evaluations. The support staff member shall be permitted to examine the report and affix their comments, if any, to evaluation reports.



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SUPPORT STAFF MEMBERS

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Attendance

C. Record of Attendance

1. A record shall be kept of the attendance of all support staff members, including supervisors. Any absence, for part or all of a school day, shall be recorded with the reason for the absence. A support staff member's attendance record shall be part of the employee's personnel file.
2. The record will distinguish sick leave; professional days; unpaid leaves of absences; personal leave; bereavement leave; and any other leaves taken by the support staff member. The support staff member's attendance record will include notation of verification of an absence where such verification is required by the Superintendent, Policy 1642.01, or any other law or Board policy.
3. A support staff member's rate of absence shall be calculated at least once per school year and entered on the support staff member's attendance record.
4. At the end of each school year, the Superintendent, School Business Administrator/Board Secretary, and support staff members' supervisors will review attendance records for support staff members.

D. Attendance Improvement Plan

1. The attendance record prepared for support staff members shall be analyzed for patterns of absence, such as excessive absenteeism in a given school or work place, among certain groups of employees, for certain specific causes, or on certain days of the week, month, or year.
2. Specific strategies for reducing the rate of absences shall be developed.
3. The Superintendent shall designate an administrator or supervisor to be responsible for implementing the approved plan for the improvement of support staff member attendance in the school district.



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4. The record of a conference(s) dealing with excessive absenteeism may serve as an element in the evaluation of any support staff member's performance.
- E. In-Service Training
1. The School Business Administrator/Board Secretary or supervisor designated by the Superintendent shall meet with support staff members at the beginning of each school year to:
 - a. Inform support staff members of Board policy and district regulations on attendance;
 - b. Familiarize employees with the procedures to be used in requesting, reporting, and verifying absences;
 - c. Acquaint support staff members with the degree to which attendance will affect evaluation reports.

Issued:



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Summary of Policy/Regulation 3432/4432

– Sick Leave (ABOLISHED)

The District has Policy and Regulation Guides 3342 and 4432 in its Policy Manual, which account for sick leave procedures for Teaching Staff and Support Staff, respectively. Recent amendments to N.J.S.A. 18A:30-1 and N.J.S.A. 18A:30-4 address the requirements for sick leave for school district employees. Policy and Regulation Guides 3432 and 4432 should be abolished as the revisions in N.J.S.A. 18A:30-1 and N.J.S.A. 18A:30-4 make it clear that the provisions of the statute apply to all employees of the school district that receive sick leave under N.J.S.A. 18A:30-2. Strauss Esmay has combined Policy and Regulation Guides 3432 and 4432 into newly developed Policy and Regulation Guides 1642.01 because the provisions of those statutes apply to all employees of the school district receiving sick leave under N.J.S.A. 18A:30-2 equally. Policy and Regulation Guides 3432 and 4432 should be abolished and replaced by Policy and Regulation Guide 1642.01.

Policy and Regulation 3432 and 4432 are abolished

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Summary of Policy/Regulation 5460.02 – Bridge Year Pilot Program Summary (ABOLISHED)

The District has Policy and Regulation Guides 5460.02 – Bridge Year Pilot Program in its Policy Manual. Pursuant to New Jersey education regulations, the last graduating class to be eligible to participate in a Bridge Year would have been the graduating class of 2022. The class of 2022 would have completed their Bridge Year during the 2022-2023 school year. Policy and Regulation Guides 5460.02 should be abolished as students are no longer eligible to elect to participate or are currently participating in a Bridge Year Pilot Program after June 30, 2023.

Policy and Regulation Guide 5460.02 are **abolished**.

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Summary of Policy 8540 – School Nutrition Programs (ABOLISHED)

Policy Guide 8540 addressed requirements for all School Nutrition Programs of the New Jersey Department of Agriculture. Under this previous policy, districts were required to implement a program in which students who did not arrive to school in time for the School Breakfast Program were offered an opportunity to be served breakfast after the beginning of the school day. Policy Guide 8500 addresses the pertinent provisions of the “Working Class Families’ Anti-Hunger Act”, which requires schools to provide free school breakfasts and lunches to students from working class, middle-income families. The revised Policy Guide 8500 is mandated and must be adopted by the Board by districts participating in the National School Lunch Program.

Policy Guide 8540 is **abolished**.

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Summary of Policy 8550 – Outstanding Food Service Charges (ABOLISHED)

The previous Policy Guide 8550 included an option for a district to permit or prohibit students from charging meals. A district that permitted charging of meals must have addressed in its program how it would collect routine payment of meals consistent with the provisions of New Jersey law. Policy Guide 8500 addresses the pertinent provisions of the “Working Class Families’ Anti-Hunger Act”, which requires schools to provide free school breakfasts and lunches to students from working class, middle-income families. The revised Policy Guide 8500 is mandated and must be adopted by the Board by districts participating in the National School Lunch Program.

Policy Guide 8550 is **abolished**.

Memorandum of Understanding between
XXXXXXX High School and
Bergen Community College

This Memorandum of Understanding is hereby made between Bergen Community College, hereinafter referred to as "BCC," and XXXXXXX High School, hereinafter referred to as "XXXXXXX" for the purpose of continuing with the Early College Agreement, that enables XXXXXXX High School students to earn college credits by taking college classes at BCC on campus or online, with the possibility of earning sufficient credits as to be awarded an Associate of Arts or Associate of Science degree upon graduation from high school.

WHEREAS BCC and XXXXXXX desire to continue with the established early college program for the benefit of the students enrolled therein; and

WHEREAS the curriculum will be developed in such a way that students in that program can earn an Associate of Science degree from BCC upon graduation from high school; it will be a mixture of early college, dual enrollment and AP coursework (if applicable) and

WHEREAS both BCC and XXXXXXX are prepared to make certain modifications to their respective programs in order to honor student efforts under the Early College Agreement and to ensure that those efforts may conclude with each student receiving an Associate of Science degree

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth herein, BCC and XXXXXXX hereby agree as follows:

1. The terms of this Memorandum of Understanding shall be incorporated into the final Early College Agreement, to be in effect beginning September 1, 2024. The parties may, by mutual agreement, modify the terms of this Memorandum of Understanding prior to the finalization of the Early College Agreement.
2. BCC and XXXXXXX shall abide and comply with all applicable State and federal law, as well as the policies and regulations of each respective institution, as they apply to the furnishing of data, reports, and other documents as may be required to effectuate the terms of the Early College Agreement.
3. BCC shall provide the facilities, faculty, and staff necessary for the full implementation of the provisions of the Early College Agreement.
4. Students covered under the Early College Agreement shall fulfill all requirements for admission to BCC as matriculation students by July 30, 2024.

5. XXXXXXX (or the attending students) agrees to pay all tuition at the current dual enrollment rate (1/2 the current per credit rate*) and pay the full amount of all related college/course fees, for the Fall 2024 semester and Spring 2025 semester. This amount will be received by BCC on or before the due dates determined by the Registration Office for that semester.

6. XXXXXXX (or the attending students) agrees to purchase all books and supplies selected and approved by BCC to be used for the courses in which the XXXXXXX students covered under the Early College Agreement are currently enrolled or shall be enrolled.

7. The residency requirement for graduating with an Associate degree in the appropriate (or designated) area, under the Early College Agreement shall be considered fulfilled when all remaining credits beyond the courses in which they are currently enrolled that are required for those degrees are taken and completed at the BCC campus as fully admitted matriculating students.

8. BCC agrees to grant XXXXXXX students covered under the Early College Agreement applicable credit for all courses successfully completed.

9. BCC agrees to grant each XXXXXXX student under the Early College Agreement an Associate degree in the appropriate (or designated) area, when all course requirements for that degree have been successfully completed within any applicable time, financial, residency, admission, and enrollment constraints and/or requirements specified within the Early College Agreement.

10. This Memorandum of Understanding shall not constitute a binding precedent by either BCC or XXXXXXX and shall not apply to any other current or future Early College program between BCC and XXXXXXX.

11. This Memorandum of Understanding may be amended or terminated only by the mutual consent of the parties, in writing, and as signed by the appropriate representative of each party.

12. This Memorandum of Understanding may be terminated by either party with a 30-day notice, in writing.

*For schools that are outside of Bergen County or outside New Jersey, the cost would be one-half of the out-of-county or out-of-state tuition rate, respectively,

WITNESS:

Business Administrator Board Secretary

DATED:

XXXXXX BOARD OF EDUCATION

By: _____

Board President

DATED:

WITNESS:

BERGEN COUNTY COMMUNITY COLLEGE REPRESENTATIVE/VPAA

DATED:

BERGEN COMMUNITY COLLEGE PRESIDENT:

BY: _____

Dr. Eric M. Friedman

DATED:

NJ Single Accountability Continuum (NJQSAC)

District Performance Review - School Year 2023- 2024

District Information and Score Summary

District Name and CDS #	Teaneck Public Schools
County Name	Bergen County
District Superintendent Name	Dr. Andre Spencer
District Mailing Address	651 Teaneck Road, Teaneck NJ 07666
Superintendent Email Address	superintendent@teaneckschools.org

DPR Area	District Score	County Score
Instruction and Program	40%	0%
Fiscal Management	85%	0%
Governance	94%	0%
Operations	100%	0%
Personnel	93%	0%

NJQSAC District Performance Review - School Year 2023-24

Instruction and Program		Type District Name Here			
Indicator	Grade Levels	Point Value	District Score Will be supplied by County Office	County Score Enter Actual Scores	Comments
1. The school district's ELA achievement score. The score is comprised of the following: • Overall performance: The proficiency rate of all students in a school district; • Subgroup performance: The proficiency rate of all student subgroups; (Assessment data provided by NJDOE)	K - 8	10	0.0	0.0	
	K - 12	7.5	0.0	0.0	
	9 - 12	15	0.0	0.0	
2. The school district's mathematics achievement score. The score is comprised of the following: • Overall performance: The proficiency rate of all students in a school district; • Subgroup performance: The proficiency rate of all student subgroups. (Assessment data provided by NJDOE)	K - 8	10	0.0	0.0	
	K - 12	7.5	0.0	0.0	
	9 - 12	15	0.0	0.0	
3. The school district's science achievement score: The score is comprised of the following: • Overall performance: The proficiency rate of all students in a school district; • Subgroup performance: The proficiency rate of all student subgroups. (Assessment data provided by NJDOE)	K - 8	10	0.0	0.0	
	K - 12	5	0.0	0.0	
	9 - 12	0	0.0	0.0	
4. The school district's ELA academic progress. • Academic progress is calculated to include subgroup performance by averaging the mSGP of all students with the average of all subgroups' mSGPs. (Assessment data provided by NJDOE)	K - 8	10	0.0	0.0	
	K - 12	7.5	0.0	0.0	
	9 - 12	0	0.0	0.0	

NJQSAC District Performance Review - School Year 2023-24

Instruction and Program		Type District Name Here			
Indicator	Grade Levels	Point Value	District Score Will be supplied by County Office	County Score Enter Actual Scores	Comments
5. The school district's mathematics academic progress. • Academic progress is calculated to include subgroup performance by averaging the mSGP of all students with the average of all subgroups' mSGPs. (Assessment data provided by NJDOE)	K - 8	10	0.0	0.0	
	K - 12	7.5	0.0	0.0	
	9 - 12	0	0.0	0.0	
6. The school district's graduation rate (average of four-year and five-year adjusted cohort graduation rates). • Graduation rate is calculated to include subgroup performance by averaging the combined graduation rate (i.e. the average of the four-year and five-year graduation rates) of all students with the average of all subgroups' combined graduation rates. (Assessment data provided by NJDOE)	K - 8	0	0.0	0.0	
	K - 12	15	0.0	0.0	
	9 - 12	20	0.0	0.0	
7. The school district's measure(s) for school quality and student success is calculated to account for subgroup performance by averaging the rates for all students with the average of all subgroups' rates. (Assessment data provided by NJDOE)	K - 8	10	0.0	0.0	
	K - 12	10	0.0	0.0	
	9 - 12	10	0.0	0.0	
Summary of Achievement Score Indicators	K - 8	60	0.0	0.0	
	K - 12	60	0.0	0.0	
	9 - 12	60	0.0	0.0	

NJQSAC District Performance Review - School Year 2023-24

Instruction and Program		Type District Name Here			
Indicator	Grade Levels	Point Value	District Score Will be supplied by County Office	County Score Enter Actual Scores	Comments
Indicator		Point Value	District Score Yes or N/A = 1 No = 0	County Score Yes or N/A = 1 No = 0	Comments
8. The chief school administrator (CSA) reports participation and performance results of annual Statewide assessments to the district board of education within 60 days of receipt of the finalized information from the Department. The reports include aggregated and disaggregated subgroup data, as well as trend and comparative analyses and appropriate intervention strategies. (N.J.A.C. 6A:8-4.3)		6	1	0	
9. English language arts curriculum and instruction are aligned to the New Jersey Student Learning Standards (NJSLS) in accordance with the Department's curriculum implementation timeline and include the following: (N.J.A.C. 6A:8)					
a. Curriculum designed and implemented to meet grade or grade-level expectations and graduation requirements; b. Integrated accommodations and modifications for special education students, English language learners, students at risk of school failure, gifted and talented students, and students with 504 plans; c. Assessments, including formative, summative, benchmark, and alternative assessments; d. List of core instructional and supplemental materials, including various levels of texts at each grade level; e. Pacing guide; f. Interdisciplinary connections; g. Integration of 21st century skills through NJSLS 9; h. Integration of technology through the NJSLS; and i. Career education.		4	1	0	
10. Mathematics curriculum and instruction are aligned to the NJSLS in accordance with the Department's curriculum implementation timeline and include the following: (N.J.A.C. 6A:8)					

NJQSAC District Performance Review - School Year 2023-24

Instruction and Program		Type District Name Here			
Indicator	Grade Levels	Point Value	District Score Will be supplied by County Office	County Score Enter Actual Scores	Comments
a. Curriculum designed and implemented to meet grade or grade-level expectations and graduation requirements; b. Integrated accommodations and modifications for special education students, English language learners, students at risk of school failure, gifted and talented students, and students with 504 plans; c. Assessments, including formative, summative, benchmark, and alternative assessments; d. List of core instructional and supplemental materials, including various levels of texts at each grade level; e. Pacing guide; f. Interdisciplinary connections; g. Integration of 21st century skills through NJSLS 9; h. Integration of technology through the NJSLS; and i. Career education.		4	1	0	
11. Science curriculum and instruction are aligned to the NJSLS in accordance with the Department's curriculum implementation timeline and include the following: (N.J.A.C. 6A:8)					
a. Curriculum designed and implemented to meet grade or grade-level expectations and graduation requirements; b. Integrated accommodations and modifications for special education students, English language learners, students at risk of school failure, gifted and talented students, and students with 504 plans; c. Assessments, including formative, summative, benchmark, and alternative assessments; d. List of core instructional and supplemental materials, including various levels of texts at each grade level; e. Pacing guide; f. Interdisciplinary connections; g. Integration of 21st century skills through NJSLS 9; h. Integration of technology through the NJSLS; and i. Career education.		4	1	0	
12. Social Studies curriculum and instruction are aligned to the NJSLS in accordance with the Department's curriculum implementation timeline and include the following: (N.J.A.C. 6A:8)					

NJQSAC District Performance Review - School Year 2023-24

Instruction and Program		Type District Name Here			
Indicator	Grade Levels	Point Value	District Score Will be supplied by County Office	County Score Enter Actual Scores	Comments
<p>a. Curriculum designed and implemented to meet grade or grade-level expectations and graduation requirements;</p> <p>b. Integrated accommodations and modifications for special education students, English language learners, students at risk of school failure, gifted and talented students, and students with 504 plans;</p> <p>c. Assessments, including formative, summative, benchmark, and alternative assessments;</p> <p>d. List of core instructional and supplemental materials, including various levels of texts at each grade level;</p> <p>e. Pacing guide;</p> <p>f. Interdisciplinary connections;</p> <p>g. Integration of 21st century skills through NJSLS 9;</p> <p>h. Integration of technology through the NJSLS;</p> <p>i. Career education.</p> <p>j. Amistad Commission mandates* that curricula in kindergarten through grade 12 include the teaching of the African slave trade, slavery in America, the vestiges of slavery in this country, and the contributions of African Americans to this country; and</p> <p>k. Holocaust Commission mandates* that curricula in kindergarten through grade 12 address issues of bias, prejudice, and bigotry, including bullying, through the teaching of the Holocaust and genocide.</p> <p style="text-align: right;">*</p> <p><i>Mandates can be met in content areas other than Social Studies. Being out of compliance with either mandate results in the loss of all points for Social Studies.</i></p>		4	1	0	
13. World languages curricula and instruction are aligned to the NJSLS in accordance with the Department's curriculum implementation timeline and include the following: (N.J.A.C. 6A:8)					

NJQSAC District Performance Review - School Year 2023-24

Instruction and Program		Type District Name Here			
Indicator	Grade Levels	Point Value	District Score Will be supplied by County Office	County Score Enter Actual Scores	Comments
a. Curriculum designed and implemented to meet grade or grade-level expectations and graduation requirements; b. Integrated accommodations and modifications for special education students, English language learners, students at risk of school failure, gifted and talented students, and students with 504 plans; c. Assessments, including formative, summative, benchmark, and alternative assessments; d. List of core instructional and supplemental materials, including various levels of texts at each grade level; e. Pacing guide; f. Interdisciplinary connections; g. Integration of 21st century skills through NJSLS 9; h. Integration of technology through the NJSLS; and i. Career education.		4	1	0	
14. Comprehensive health and physical education curricula and instruction are aligned to the NJSLS in accordance with the Department's curriculum implementation timeline and include the following: (N.J.A.C. 6A:8)					
a. Curriculum designed and implemented to meet grade or grade-level expectations and graduation requirements; b. Integrated accommodations and modifications for special education students, English language learners, students at risk of school failure, gifted and talented students, and students with 504 plans; c. Assessments, including formative, summative, benchmark, and alternative assessments; d. List of core instructional and supplemental materials, including various levels of texts at each grade level; e. Pacing guide; f. Interdisciplinary connections; g. Integration of 21st century skills through NJSLS 9; h. Integration of technology through the NJSLS; and i. Career education.		4	1	0	
15. Visual and performing arts curricula and instruction are aligned to the NJSLS in accordance with the Department's curriculum implementation timeline and include the following: (N.J.A.C. 6A:8)					

NJQSAC District Performance Review - School Year 2023-24

Instruction and Program		Type District Name Here			
Indicator	Grade Levels	Point Value	District Score Will be supplied by County Office	County Score Enter Actual Scores	Comments
a. Curriculum designed and implemented to meet grade or grade-level expectations and graduation requirements; b. Integrated accommodations and modifications for special education students, English language learners, students at risk of school failure, gifted and talented students, and students with 504 plans; c. Assessments, including formative, summative, benchmark, and alternative assessments; d. List of core instructional and supplemental materials, including various levels of texts at each grade level; e. Pacing guide; f. Interdisciplinary connections; g. Integration of 21st century skills through NJSLS 9; h. Integration of technology through the NJSLS; and i. Career education.		4	1	0	
16. Policies and procedures exist to ensure a coordinated system for planning, delivering, measurement, and modification of intervention and referral services is implemented in each school by a multidisciplinary team to address the learning, behavioral, and health needs of all students. (N.J.A.C. 6A:16-8) This requirement may be fulfilled through implementation of the New Jersey Tiered System of Support (NJTSS) or other models such as Response to Intervention (RTI) and Multi-Tiered Systems of Support (MTSS). The system includes:					
a. A continuum of supports and interventions available in each school to support learning, behavior, and health needs; b. Action plans for interventions based on student data and desired outcomes; c. Professional development for multidisciplinary teams and staff who provide interventions; and d. Review and assessment of effectiveness of interventions (e.g., progress monitoring).		6	1	0	
Achievement Score Total		60	0	0	
Curriculum and Policy Total		40	40	0	
Instruction and Program Total		100	40	0	

NJQSAC District Performance Review - School Year 2023-24

Fiscal Management		Type District Name Here		
Indicator	Point Value	District Score Yes or N/A = 1 No = 0	County Score Yes or N/A = 1 No = 0	Comments
1. Monthly district board of education secretary's reports are completed and reconciled without exceptions and submitted to the district board of education within 60 days of the month's end for approval, pursuant to N.J.S.A. 18A:17-9.	6	0	0	
2. A standard operating procedures (SOP) manual for business functions is maintained, updated and implemented pursuant to N.J.A.C. 6A:23A-6.6. The SOP manual includes a system of internal controls in accordance with N.J.A.C. 6A:23A-6.4 to prevent the over-expenditure of line item accounts and to safeguard assets from theft and fraud and includes a section that details purchasing procedures.	8	1	0	
3. The annual audit of its Comprehensive Annual Financial Report (CAFR) and other supporting forms and collections (Auditor's Management Report (AMR), Federal Data Collection Form, and Audit Summary) have been filed by the due date set forth in N.J.S.A. 18A:23-1.	4	1	0	
4. The school district:				
a. Implements a corrective action plan (CAP) that addresses all audit recommendations and is acceptable to the Department (as required):	4	1	0	

NJQSAC District Performance Review - School Year 2023-24

Fiscal Management		Type District Name Here		
Indicator	Point Value	District Score Yes or N/A = 1 No = 0	County Score Yes or N/A = 1 No = 0	Comments
b. Reports no repeat audit findings of a substantive nature in the CAFR or AMR.	4	1	0	
c. Reports no material weaknesses or significant deficiencies in the CAFR or AMR.	4	1	0	
d. Ends the year with no deficit balances and no line item over-expenditures in the general fund, (on the budgetary basis of accounting) special revenue fund, capital projects fund, or debt service fund (other than permitted under State law and GAAP).	4	1	0	
5. Entitlement and discretionary grants are managed and overseen as required. Specifically, the school district:				
a. Submits initial applications, revisions, and final reports for all entitlement and discretionary grants by published due dates and expends Federal funds consistent with the approved indirect cost rate and grant application.	2	1	0	
b. Budgets grant funds according to the approved application and spends grant funds as budgeted. Amendments and budget modifications are completed for charges that exceed the applicable threshold of 10 percent or for modifications that require opening new budget lines.	2	1	0	

NJQSAC District Performance Review - School Year 2023-24

Fiscal Management		Type District Name Here		
Indicator	Point Value	District Score Yes or N/A = 1 No = 0	County Score Yes or N/A = 1 No = 0	Comments
c. Shows evidence of required consultations with nonpublic schools for each required State- and federally funded program and expends nonpublic school allocations as required. If funds are not expended for nonpublic school services, the school district specifies the reason the funds were not spent and provides evidence of consulting with nonpublic schools regarding the use of unexpended funds.	2	1	0	
d. Approves salaries funded by Federal grants as documented in district board of education minutes and maintains the required time and activity reports.	2	1	0	
6. Proper oversight and accounting of capital projects accounted for in Fund 30 are provided. Specifically, the school district:				
a. Maintains separate accounting by project.	4	1	0	
b. Monitors the detailed accounts regularly and oversees change orders to ensure/certify funds are available.	4	1	0	
c. Spends within the authorized amount, unless proper approvals have been received to raise additional funds to augment the authorized amount.	4	1	0	
d. Conducts the proper fiscal close-out of completed projects, including proper transfer of interest earned annually to the debt service and/or general fund.	4	1	0	

NJQSAC District Performance Review - School Year 2023-24

Fiscal Management		Type District Name Here		
Indicator	Point Value	District Score Yes or N/A = 1 No = 0	County Score Yes or N/A = 1 No = 0	Comments
7. Projects consistent with the approved long-range facilities plan are implemented, reviewed, and revised, pursuant to N.J.A.C. 6A:26-2.	2	1	0	
8. County office approval has been granted for emergent projects, pursuant to N.J.A.C. 6A:26-3.14.	2	1	0	
9. Annual health and safety reviews:				
a. Have been conducted once per year in each building using the Annual Facilities Checklist -- Health and Safety Evaluation of School Buildings. (N.J.A.C. 6A:26-6.1, 6.2, 6.3, and 12 and 6A:19-6)	5	1	0	
b. Meet the "100% item" section in the Annual Facilities Checklist - Health and Safety Evaluation of School Buildings, which means all items are in compliance in all buildings.	5	0	0	
c. Meet the "80% item" section Annual Facilities Checklist -- Health and Safety Evaluation of School Buildings, which means at least 80 percent of items are in compliance in all buildings.	2	1	0	

NJQSAC District Performance Review - School Year 2023-24

Fiscal Management		Type District Name Here		
Indicator	Point Value	District Score Yes or N/A = 1 No = 0	County Score Yes or N/A = 1 No = 0	Comments
10. A budget calendar that is developed and shared with the district board of education annually and that reflects all applicable legal and management requirements, pursuant to N.J.S.A. 18A:22-7, is followed. This development timeline includes input from all relevant programmatic staff for requirements and materials needed for teaching and student learning.	6	1	0	
11. All persons employed as a buildings and grounds supervisor, as defined in N.J.S.A. 18A:17-49, possess a valid authorization from the Department to serve as a certified educational facilities manager.	4	1	0	
12. The transfer of funds during the budget year is made in accordance with N.J.S.A. 18A:22-8.1 and 8.2 and complies with all budgetary control provisions, pursuant to N.J.A.C. 6A:23A-16.10.	4	1	0	
13. Fiscal-year cash flow management for all funds is prepared and analyzed on a regular basis to ensure payments can be made on a prompt basis.	4	1	0	
14. Reimbursement requests for Federal grant awards are submitted in a timely manner for the actual amount of incurred expenditures.	4	1	0	

NJQSAC District Performance Review - School Year 2023-24

Fiscal Management		Type District Name Here		
Indicator	Point Value	District Score Yes or N/A = 1 No = 0	County Score Yes or N/A = 1 No = 0	Comments
15. The district board of education approves purchase orders approved by only the purchasing agent and issued in advance of goods received or services rendered and encumbered for the full contractual amount. There are no confirming orders.	4	0	0	
Fiscal Management Total	100	85	0	

NJQSAC District Performance Review - School Year 2023-24

Governance		Type District Name Here		
Indicator	Point Value	District Score Yes or N/A = 1 No = 0	County Score Yes or N/A = 1 No = 0	Comments
1. At least annually, and more frequently if required by changes in case law, regulation, or statute, the district board of education or the advisory board, reviews, updates, and adopts, by resolution, policies, procedures, and by-laws reflective of current statutory and regulatory authority. (N.J.S.A. 18A:11)	8	1	0	
2. The district board of education:				
a. Establishes a policy and a contract with the CSA to annually evaluate him or her based on the adoption of goals and performance measurements that reflect the highest priority is given to student achievement and attention is given to subgroup achievement and each new member has received training on CSA evaluation. N.J.S.A. 18A:17-20.3.	7	1	0	
b. Completes the CSA evaluation by July 1 in accordance with N.J.A.C. 6A:10-8.1(g).	6	1	0	
3. All new, renegotiated, amended, altered, or extended contracts for CSAs, deputy superintendents, assistant superintendents, and school business administrators are submitted to the executive county superintendent (ECS) for review and approval. The district board of education takes no formal action to approve or implement such contracts prior to ECS review and approval. (N.J.S.A. 18A:7-8 and N.J.A.C. 6A:23A-3.1)	6	1	0	
4. The district board of education approves appointments and transfers, and removes or renews certificated and non-certificated officers and employees, only by a roll call majority vote of the district board of education's full membership upon the CSA's recommendation. (N.J.S.A. 18A:27-4.1 and N.J.A.C. 6A:32-4.1 and 4.7)	6	1	0	

NJQSAC District Performance Review - School Year 2023-24

Governance		Type District Name Here		
Indicator	Point Value	District Score Yes or N/A = 1 No = 0	County Score Yes or N/A = 1 No = 0	Comments
5. The district board of education-approved corrective action plans are submitted for any finding or recommendation for all compliance-related reports, consolidated monitoring reports, financial audits, special education reports, etc. The school district has no outstanding monitoring or complaint investigation findings that exceed the required timelines for correction. There is no evidence of the school district not implementing the plan.	7	1	0	
6. The budgeting process and allocation of resources, including grant funding, are aligned with instructional priorities and student needs to provide for a thorough and efficient education as demonstrated by: (N.J.S.A. 18A:7F-6 and 46 and N.J.A.C. 6A:23A-8.1)				
a. Adoption and implementation of written policies and procedures for the budget and financial planning process that are integrated and aligned with school district priorities and planning objectives based on Statewide assessments and applicable strategic plans.	8	1	0	
b. Annually align fiscal goals and budget objectives with curricula that comply with the NJSLS.	8	1	0	
7. The district board of education follows the budget process by: a. Conducting a public hearing on the proposed budget; b. Adopting the budget at a public meeting; c. Providing ongoing information on the budget's status and any revision(s) or emergent conditions; and d. Making the budget available for public notice and inspection. (N.J.S.A. 18A:22-7 and N.J.A.C. 6A:23A-8.1 and 8.2)	8	1	0	

NJQSAC District Performance Review - School Year 2023-24

Governance		Type District Name Here		
Indicator	Point Value	District Score Yes or N/A = 1 No = 0	County Score Yes or N/A = 1 No = 0	Comments
8. The district board of education ensures compliance with all stakeholder engagement requirements pursuant to the Federal grant programs for which the school district receives funds, which shall include but not be limited to grant programs under the Elementary and Secondary Act, the Individuals with Disabilities Education Act, and the Carl D. Perkins Career and Technical Education Act.	6	1	0	
9. The district board of education has established programs and services for all English language learners (ELLs), pursuant to N.J.A.C. 6A:15.	7	1	0	
10. The district board of education implements the Open Public Meetings Act and there have been no findings of noncompliance since the last NJQSAC monitoring. (N.J.S.A. 10:4-6 et seq.)	3	1	0	
11. The district board of education approves the monthly district board of education secretary's and treasurer's reports within 60 days of month's end and, in its minutes, certifies that major funds (general fund, special revenue, and capital projects fund) have not been over-expended. (N.J.A.C. 6A:23A-16.10(c))	6	0	0	
12. Minutes of all meetings, including executive sessions, reflect all district board of education actions and are publicly available within two weeks or by the next district board of education meeting. (N.J.S.A.18A:17-7)	6	1	0	

NJQSAC District Performance Review - School Year 2023-24

Governance		Type District Name Here		
Indicator	Point Value	District Score Yes or N/A = 1 No = 0	County Score Yes or N/A = 1 No = 0	Comments
13. District board of education members and school administrators annually file a timely and properly completed financial and personal/relative disclosure statement. The district board of education annually discusses the School Ethics Act and no district board of education member or administrator has been found in violation of the School Ethics Act. (N.J.S.A. 18A:12-22 and 26)	5	1	0	
14. The district board of education ensures that all students have access to library media services that are connected to classroom studies in each school building including access to computers; school district-approved instructional software; appropriate books, including novels, anthologies, and other reference materials; and supplemental materials that motivate students to read in and out of school and to conduct research. (N.J.A.C. 6A:13-2.1(h))	3	1	0	
Governance Total	100	94	0	

NJQSAC District Performance Review - School Year 2023-24

Operations		Type District Name Here		
Indicator	Point Value	Yes or N/A = 1 No = 0	Yes or N/A = 1 No = 0	Comments
1. The school district’s NJSMART and educator evaluation data files:				
a. Have been certified by established deadlines and provide complete data; and	2	1	0	
b. Have an error rate of less than 1.5 percent for each file –inclusive of student sync errors.	3	1	0	
2. The school district’s County District School (CDS) Information System data:				
a. Have been submitted by established deadlines and no evidence of changes not approved by the Department was reported since the last NJQSAC monitoring; and	1	1	0	
b. Have accurately maintained the required school contacts throughout the year and the school district has submitted to the Department for approval any change requiring district board of education action within five business days of the action.	3	1	0	
3. The school district has a data management process that includes:				
a. Identification of a school district data coordinator, school district contacts for all Department data submission applications, and an internal communication/information dissemination procedure;	2	1	0	
b. Submission of data collection applications via the Department’s website by the established deadlines.	3	1	0	

NJQSAC District Performance Review - School Year 2023-24

Operations		Type District Name Here		
Indicator	Point Value	Yes or N/A = 1 No = 0	Yes or N/A = 1 No = 0	Comments
4. The school district has policies and procedures that require the use of multiple sources of data to monitor student achievement and progress and to evaluate the effectiveness of programs, initiatives, and strategies.	3	1	0	
5. The district board education adopts and annually distributes to staff, parents, and students, policies and procedures to address the equitable application of a code of student conduct that establishes expectations for academic achievement, behavior, and attendance. The policy provides comprehensive tiered behavioral supports and responses to violations that include positive disciplinary practices that minimize exclusionary practices, such as suspension and expulsion; and details students' due process rights. (N.J.A.C. 6A:16-7.1)	5	1	0	
6. Twice per year, the CSA presents to the district board of education a summary of violence, vandalism, substance abuse, and harassment, intimidation and bullying (HIB) incidents submitted on the Department's incident reporting system. The CSA or designee submits the final data verification to the Department by July 15. (N.J.A.C. 6A:16-5.3)	5	1	0	

NJQSAC District Performance Review - School Year 2023-24

Operations	Type District Name Here			
Indicator	Point Value	Yes or N/A = 1 No = 0	Yes or N/A = 1 No = 0	Comments
7. The school district implements a process to ensure the school safety/school climate team in each school, with support from the CSA: (1) reviews and takes action to strengthen school climate policies; (2) educates the community, including students, teachers, staff, and parents, to prevent HIB; (3) provides professional development opportunities that address effective practices of successful school climate programs or approaches; and (4) completes the HIB self-assessment. The CSA submits to the Department the statement of assurance and the district board of education approval date for the HIB self-assessment for each school in the school district by September 30. (N.J.S.A. 18A:17-46 and 18A:37-14 through 18 and N.J.A.C. 6A:16-7.7)	7	1	0	
8. The Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (MOA) has been signed within the past year. There have been no findings of noncompliance since the last NJQSAC monitoring. (N.J.A.C.	6	1	0	
9. The comprehensive alcohol, tobacco, and other drug abuse program includes policies and procedures for the prevention, assessment, intervention, referral for evaluation, referral for treatment, discipline for students using alcohol or other drugs, and continuity of care and supports. (N.J.S.A. 18A:40A and N.J.A.C. 6A:16-3 and 4)	6	1	0	

NJQSAC District Performance Review - School Year 2023-24

Operations		Type District Name Here		
Indicator	Point Value	Yes or N/A = 1 No = 0	Yes or N/A = 1 No = 0	Comments
10. Policies and procedures are established to review and resolve transportation incidents and ensure the safety of students by meeting Motor Vehicle Commission requirements for inspections by bus drivers and evacuation drills. The CSA presents to the district board of education evidence of completion of emergency exit drills. (N.J.A.C. 6A:27-11.1, 11.2, and 12)	6	1	0	
11. Policies and procedures are established to report potentially missing, abused, or neglected children to law enforcement and child welfare authorities; to appoint a school district liaison to law enforcement authorities; and to provide training to school district employees, volunteers, and interns on policies and procedures. There have been no findings of noncompliance since the last NJQSAC monitoring. (N.J.A.C. 6A:16-11)	6	1	0	
12. Comprehensive record of immunizations, required physical examinations and health screenings are maintained to identify the need for medical services for public and nonpublic school students. Health records are kept separately from other student records. There have been no findings of noncompliance since the last NJQSAC monitoring. (N.J.A.C. 6A:16-2.1(a)8, 2.2, and 2.5 and 6A:32-7.4(c))	4	1	0	

NJQSAC District Performance Review - School Year 2023-24

Operations	Type District Name Here			
Indicator	Point Value	Yes or N/A = 1 No = 0	Yes or N/A = 1 No = 0	Comments
13. At least one certified school nurse is employed by the school district (not through a third-party contract). For medically fragile students who require one-to-one clinical nursing services, the school district uses a provider of clinical nursing services who appears on the New Jersey Department of Human Services' directory of private-duty nursing. The district board of education annually adopts a nursing services plan for each school that addresses sufficient nursing requirements and the needs of all students, including nonpublic school students. (N.J.A.C. 6A:16-2.1(b) and 2.5(j)6)	8	1	0	
14. Students removed for disciplinary reasons (e.g., suspension or expulsion) or for chronic or temporary illness have received educational services from a certified instructor who has completed the Department's criminal history record check within five days of a student's removal for disciplinary reasons or within five days after receipt of the school physician's verification of the need for home instruction due to chronic or temporary illness (e.g., home instruction/temporary hospital setting). (N.J.S.A. 18A:6-4.13 and 7.1 and N.J.A.C. 6A:16-7.2, 7.3, and 10.1)	6	1	0	
15. Safety and security plans, procedures, and mechanisms are annually reviewed and revised in consultation with law enforcement, health, social service, and emergency management agencies and other community members, including parents. The CSA has verified in writing that the process has occurred. (N.J.A.C. 6A:16-5.1)	6	1	0	

NJQSAC District Performance Review - School Year 2023-24

Operations		Type District Name Here		
Indicator	Point Value	Yes or N/A = 1 No = 0	Yes or N/A = 1 No = 0	Comments
16. A security drill statement of assurance that accurately represents the monthly security drills were conducted is submitted no later June 30 each year to the Department. (N.J.S.A. 18A:41)	4	1	0	
17. The school district has a comprehensive equity plan (CEP) designed to eliminate discrimination according to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender, religion, disability socioeconomic status, pregnancy, or parenthood that is approved by the Department. Additionally, the school district submits to the Department the annual CEP statement of assurance. (N.J.A.C. 6A:7-1.4)	6	1	0	
18. The district board of education has adopted policies and procedures that require regular attendance of students, expectations of timely arrival, daily attendance when school is in session, and responses to unexcused absences and lateness, and attempt to determine the cause and to provide tiered supports in maintaining regular attendance for all students. (N.J.A.C. 6A:16-7.6)	8	1	0	
Operations Total	100	100	0	

NJQSAC District Performance Review - School Year 2023-24

Personnel		Type District Name Here			
Indicator		Point Value	Yes or N/A = 1 No = 0	Yes or N/A = 1 No = 0	Comments
1. An audit of staff personnel files and other relevant school district records demonstrates that evaluation and staff development processes have occurred in accordance with N.J.A.C. 6A:9C and 6A:10 in the following categories:					
a. Teacher evaluation processes result in complete summative scores, measures of teacher practice, and measures of student growth (SGO and mSGP) (N.J.A.C. 6A:10- 2.4, 4.1, 4.2, 4.3, and 4.4);	100 percent of audited files meets indicators	8	1	0	
	95 to 99 percent of audited files meets indicators	4	0	0	
	Less than 95 percent of audited files meets indicators	0	0	0	
b. School leader evaluation processes result in complete summative scores, measures of principal practice, and measures of student growth (SGO, mSGP, administrator goals) (N.J.A.C. 6A:10- 2.4, 5.1, 5.2, 5.3, and 5.4);	100 percent of audited files meets indicators	6	1	0	
	95 to 99 percent of audited files meets indicators	3	0	0	
	Less than 95 percent of audited files meets indicators	0	0	0	
c. Evaluations of other certificated staff according to regulations (N.J.A.C. 6A:10-2.2, 2.4, 2.5, 6.1, and 6.2);	100 percent of audited files meets indicators	4	1	0	
	95 to 99 percent of audited files meets indicators	2	0	0	
	Less than 95 percent of audited files meets indicators	0	0	0	
d. Evaluation processes for all certificated staff have occurred, including evaluation training and evaluation conferences. (N.J.A.C. 6A:10-2.2)		4	1	0	

NJQSAC District Performance Review - School Year 2023-24

e. School improvement panels have been established in each school and are functioning in accordance with the TEACHNJ Act (N.J.S.A. 18A:6-120) and regulations (N.J.A.C. 6A:9C-5.3 and 6A:10-2.3, 2.5, 3.1, and 3.2); and	4	1	0	
f. Other evaluation structures and processes, including tenure charge proceedings conducted according to the TEACHNJ Act (N.J.S.A. 18A:6-11 and 17.3).	2	1	0	
2. The school district demonstrates supportive conditions for high-quality professional learning and development for teachers, educational services staff, and administrators, aligned to the components of professional development and the New Jersey standards for professional learning and as indicated by the following (N.J.A.C. 6A:9C and 6A:13-2):				
a. An audit of personnel files indicates that required individual professional development plans (PDPs) or corrective action plans (CAPs) are aligned to the professional standards for school leaders or teachers and have been completed for administrators and teachers and are linked to (1) school district, school, team, and/or individual goals, and (2) results from individual performance evaluations. (N.J.A.C. 6A:9C and 6A:10-2.5);	5	1	0	
b. School schedules that include adequate and consistent time for teachers to work together in and across content areas and grade levels to examine student results and to collaborate on addressing student learning needs, such as through professional learning community (PLC) time (N.J.A.C. 6A:9C-3.2 and 3-3 and 6A:13-2.1).	5	1	0	

NJQSAC District Performance Review - School Year 2023-24

<p>c. The school district-level PDP:</p> <ul style="list-style-type: none"> • Details districtwide and school-level professional learning for active staff holding instructional teaching, educational services, and administrative certificates; • Incorporates professional learning that is sustained and job-embedded not exclusively one-time workshops; and • Addresses the NJSLS and the professional standards for teachers and school leaders (N.J.A.C. 6A:8 and 6A:9) and is based on a variety of sources and types of student, educator, and system evidence, including educator evaluation data and school-level PDPs. (N.J.A.C. 6A:9C-4.2) 	5	1	0	
<p>d. The school district allocates resources for educator professional learning and development (e.g., people, time, technology, money) that align to the school district's professional development needs, as stated in the PDP and mentoring plan, beyond the resources designated toward completion of State-mandated professional development topics.</p>	5	1	0	
<p>e. The district mentoring plan: (N.J.A.C. 6A:9C-5)</p> <ul style="list-style-type: none"> • Details support for all non-tenured teachers in their first year of employment through, at minimum, an introduction to school district curricula, student assessment policies, and training on the school district's evaluation rubric; • Describes the process for selecting and assigning one-to-one mentors who meet State eligibility requirements to work with provisional teachers; • Describes how mentors are trained; and • Describes the process by which the administrative office oversees mentor payments. 	3	1	0	
<p>f. Documentation that verifies staff have completed professional development on State-mandated topics required for their assignments. (N.J.S.A. 18A and N.J.A.C. 6A)</p>	2	1	0	

NJQSAC District Performance Review - School Year 2023-24

3. The district board of education has ensured the following staffing practices are followed for all staff requiring provisional certification:

a. Any administrator or educational services staff employed under a certificate of eligibility with advanced standing (CEAS) or a certificate of eligibility (CE) has been registered in the appropriate residency program for his or her endorsement and the school district has applied to the Department's certification office for a provisional certificate before the residency period began. Any teacher with a CEAS or a CE or serving as a long-term substitute (for greater than 60 days) has been registered in the provisional teacher process within 60 days of beginning employment; (N.J.A.C. 6A:9B)	3	1	0	
b. Provisional staff are assigned a mentor, required mentor hours and/or residency hours are tracked, and evaluation is conducted; and (N.J.A.C. 6A:9B-8.4, 6A:9C-5, and 6A:10)	3	1	0	
c. Provisional staff seeking the standard license for teacher of students with disabilities and/or teacher of bilingual education submit annual transcripts from their educator preparation programs (EPPs) to allow school districts to track staff progress toward completion of required coursework. (N.J.A.C.6A:9A and 6A:9B)	3	1	0	
d. All school district-provided information required for a professional staff member to obtain a standard certificate is submitted to the Department within 30 days of the staff member becoming eligible for a standard license. (N.J.A.C. 6A:9B)	2	0	0	

4. The district board of education has ensured the following staffing practices are followed:

a. New employees have a successful criminal history record check prior to employment and are not disqualified for employment; (N.J.S.A. 18A:6-7.1 and 18A:39-19.1)	2	1	0	
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NJQSAC District Performance Review - School Year 2023-24

b. Candidates for employment and employees, when applicable, receive a physical examination and the resulting medical records are maintained in a secure location separate from personnel files; (N.J.S.A. 18A:16-2 and N.J.A.C. 6A:32-6.2 and 6.3)	2	1	0	
c. Approved job descriptions are maintained for every certificated staff member. Certificated staff are appropriately certified for their assignment (N.J.A.C. 6A:9B); and	5	0	0	
d. Accurate staff attendance records are maintained at school district and school levels. The records include the type and date of absence and an analysis of attendance patterns. Any issue(s) identified through the analysis of staff attendance has been addressed in accordance with the district board of education's staff attendance policies.	5	1	0	
e. The length of service for substitute teachers is tracked and placement of substitutes is appropriate. (N.J.A.C. 6A:9B-7)	2	1	0	
5. The position control roster: (N.J.A.C. 6A:23A-6.8)				

NJQSAC District Performance Review - School Year 2023-24

a. Contains the employee name; date of hire; a permanent position tracking number for each employee; a control number for substitute teachers; a control number for overtime; a control number for extra pay; the status of the position (filled, vacant, abolished, etc.); an indication, when available, of whether an employee is retiring in the budget year or not being renewed, including associated costs such as contractual buyouts, severance pay, paid vacation, or sick days, etc.; base salary; step; longevity; guide; stipends by type; overtime; other extra compensation; the benefits paid by the school district, net of employee reimbursements or co-pays, by type of benefit and for FICA and Medicare; the position's full-time equivalent value by location; the date the position was filled; and the date the position was originally created by the district board of education (if the date the position was originally created is not available, the date the person currently filling that position was approved by the district board of education);	6	1	0	
b. Is accurate and up to date; and	5	1	0	
c. Reconciles with the budget.	4	1	0	
6. Documentation and evaluation of administrator practices, as well as an audit of personnel files, including observation reports, indicates that supervision processes are occurring in accordance with N.J.A.C. 6A:10 and result in: a. Professional practices aligned with goal-setting procedures (N.J.A.C. 6A:10-4.2 and 5.2); and b. Supervisory feedback that is timely, targeted, and actionable (N.J.A.C. 6A:10-2.4, 2.5 and 4.4 and 5.4).	5	1	0	
Personnel Total	100	93	0	

NJQSAC District Performance Review - School Year 2023-24

DECLARATION PAGE		Type District Name Here
Type or print the name of the individuals in the district who were members of the NJQSAC Committee and who assisted in the completion of this District Performance Review. (Use additional page if needed.)		
POSITION	NAME	SIGNATURE
Chief School Administrator		
District Administrative Staff		
Teacher		
School Business Administrator		
Curriculum and Instruction Representative		
Local Collective Bargaining Representative		
District Board of Education Member		
By signing below, the Chief School Administrator and Board President are affirming the accuracy of this document.		
Chief School Administrator		
Board of Education President		
Board Resolution Date:		

Line	Budget Category	Account	(col 1)	(col 2)	(col 3)	(col 4)	(col 5)	(col 6)	(col 7)	(col 8)
			Original Budget	Revenues Allowed NJAC - 6A: 23A-13.3(d)	Original Budget For 10% Calc	Maximum Transfer Amount	YTD Net Transfers to / (from)	% Change of Transfers YTD	Remaining Allowable Balance From	Remaining Allowable Balance To
			Data	Data	Col1+Col2	Col3 * .1	9/30/2023 + or - Data	Col5/Col3	Col4+Col5	Col4-Col5
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	11-1XX-100-XXX	25,068,982	0	25,068,982	2,506,898	(61,300)	-0.24%	2,445,598	2,568,198
10300 11160	Total Special Education - Instruction, Total Basic Skills/Remedial – Instruct., Total Bilingual Education – Instruction, Total Undistributed Expend – Speech, OT,, Total Undist. Expend. – Other Supp. Serv	11-2XX-100-XXX	16,596,972	0	16,596,972	1,659,697	209,553	1.26%	1,869,250	1,450,144
12160 40580		11-000-216, 217								
41080										
15180	TOTAL VOCATIONAL PROGRAMS	11-3XX-100-XXX	0	0	0	0	0	0.00%	0	0
17100 17600	Total School-Sponsored Co/Extra Curricul, Total School-Sponsored Athletics – Instr, Total Before/After School Programs, Total Summer School, Total Instructional Alternative Educatio, Total Other Supplemental/At-Risk Program, Total Other Alternative Education Progra, Total Other Instructional Programs - Ins	11-4XX-X00-XXX	1,094,300	0	1,094,300	109,430	4,000	0.37%	113,430	105,430
19620 20620										
21620 22620										
23620 25100										
27100	Total Community Services Programs/Operat	11-800-330-XXX	0	0	0	0	0	0.00%	0	0
29180	Total Undistributed Expenditures - Instr	11-000-100-XXX	15,072,888	0	15,072,888	1,507,289	(330,000)	-2.19%	1,177,289	1,837,289
29680 30620	Total Undistributed Expenditures – Atten, Total Undistributed Expenditures – Healt, Total Undist. Expend. – Guidance, Total Undist. Expend. – Child Study Team, Total Undist. Expend. – Edu. Media Serv.	11-000-211, 213, 218, 219, 222	8,382,950	0	8,382,950	838,295	(4,000)	-0.05%	834,295	842,295
41660 42200										
43620										
43200 44180	Total Undist. Expend. – Improvement of I, Total Undist. Expend. – Instructional St	11-000-221, 223	2,026,242	0	2,026,242	202,624	500	0.02%	203,124	202,124
45300	Support Serv. - General Admin	11-000-230-XXX	1,209,163	0	1,209,163	120,916	144,465	11.95%	265,381	(23,549)
46160	Support Serv. - School Admin	11-000-240-XXX	3,784,419	0	3,784,419	378,442	0	0.00%	378,442	378,442
47200 47620	Total Undist. Expend. – Central Services, Total Undist. Expend. – Admin. Info. Tec	11-000-25X-XXX	1,346,969	0	1,346,969	134,697	16,871	1.25%	151,568	117,826
51120	Total Undist. Expend. – Oper. & Maint. O	11-000-26X-XXX	9,853,882	0	9,853,882	985,388	(156,500)	-1.59%	828,888	1,141,888
52480	Total Undist. Expend. – Student Transpor	11-000-270-XXX	7,671,832	0	7,671,832	767,183	0	0.00%	767,183	767,183
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	11-XXX-XXX-2XX	14,424,561	0	14,424,561	1,442,456	(8,573)	-0.06%	1,433,883	1,451,029
72020	Total Undistributed Expenditures – Food	11-000-310-XXX	0	0	0	0	0	0.00%	0	0
72120 72122	Transfer of Property Sale Proceeds Res., Transfer of Property Sale Proceeds CDL	11-000-520-934	0	0	0	0	0	0.00%	0	0
72160	Increase in Sale/Lease-back Reserve	10-605	0	0	0	0	0	0.00%	0	0
72180	Interest Earned on Maintenance Reserve	10-606	0	0	0	0	0	0.00%	0	0
72200	Increase in Maintenance Reserve	10-606	2,400	0	2,400	240	0	0.00%	240	240
72220	Increase in Current Expense Emergency Re	10-607	0	0	0	0	0	0.00%	0	0
72240 72245	Interest Earned on Current Exp. Emergenc, Increase in Bus Adv. Res. for Fuel Costs, Increase in IMPACT Aid Reserve (General), Increase in IMPACT Aid Reserve (Capital)	10-607	0	0	0	0	0	0.00%	0	0
72246 72247										
72260	TOTAL GENERAL CURRENT EXPENSE		106,535,560	0	106,535,560	10,653,556	(184,984)	-0.17%	10,468,572	10,838,540

District: **Teaneck Board of Education****Monthly Transfer Report NJ**

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Month / Year: **Sep 30, 2023****12/08/23**

Line	Budget Category	Account	(col 1)	(col 2)	(col 3)	(col 4)	(col 5)	(col 6)	(col 7)	(col 8)
			Original Budget	Revenues Allowed NJAC - 6A: 23A-13.3(d)	Original Budget For 10% Calc	Maximum Transfer Amount	YTD Net Transfers to / (from)	% Change of Transfers YTD	Remaining Allowable Balance From	Remaining Allowable Balance To
			Data	Data	Col1+Col2	Col3 * .1	9/30/2023 + or - Data	Col5/Col3	Col4+Col5	Col4-Col5
75880	TOTAL EQUIPMENT	12-XXX-XXX-73X	146,324	0	146,324	14,632	67,027	45.81%	81,660	(52,395)
76260	Total Facilities Acquisition and Constr	12-000-4XX-XXX	538,662	0	538,662	53,866	0	0.00%	53,866	53,866
76320	Capital Reserve – Transfer to Capital Pr	12-000-4XX-931	0	0	0	0	0	0.00%	0	0
76340	Capital Reserve – Transfer to Debt Servi	12-000-4XX-933	0	0	0	0	0	0.00%	0	0
76360	Increase in Capital Reserve	10-604	4,000	0	4,000	400	0	0.00%	400	400
76380 76385	Interest Deposit to Capital Reserve, IMPACT Aid Reserve (Cap) Tr to Cap Proj	10-604	0	0	0	0	0	0.00%	0	0
76400	TOTAL CAPITAL OUTLAY		688,986	0	688,986	68,899	67,027	9.73%	135,926	1,871
83080	TOTAL SPECIAL SCHOOLS	13-XXX-XXX-XXX	0	0	0	0	0	0.00%	0	0
84000 84005	Transfer of Funds to Charter Schools, Transfer of Funds to Renaiss Schools	10-000-100-56X	8,039,558	0	8,039,558	803,956	61,957	0.77%	865,913	741,999
84020	General Fund Contrib. to School-based Bu	10-000-520-930	0	0	0	0	0	0.00%	0	0
84060	GENERAL FUND GRAND TOTAL		115,264,104	0	115,264,104	11,526,410	(56,000)	-0.05%	11,470,410	11,582,410

School Business Administrator Signature

Date

Line	Budget Category	Account	(col 1)	(col 2)	(col 3)	(col 4)	(col 5)	(col 6)	(col 7)	(col 8)
			Original Budget	Revenues Allowed NJAC - 6A: 23A-13.3(d)	Original Budget For 10% Calc	Maximum Transfer Amount	YTD Net Transfers to / (from)	% Change of Transfers YTD	Remaining Allowable Balance From	Remaining Allowable Balance To
			Data	Data	Col1+Col2	Col3 * .1	10/31/2023 + or - Data	Col5/Col3	Col4+Col5	Col4-Col5
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	11-1XX-100-XXX	25,068,982	0	25,068,982	2,506,898	(82,804)	-0.33%	2,424,095	2,589,702
10300 11160	Total Special Education - Instruction, Total Basic	11-2XX-100-XXX	16,596,972	0	16,596,972	1,659,697	175,553	1.06%	1,835,250	1,484,144
12160 40580	Skills/Remedial – Instruct., Total Bilingual Education –	11-000-216, 217								
41080	Instruction, Total Undistributed Expend – Speech, OT,, Total Undist. Expend. – Other Supp. Serv									
15180	TOTAL VOCATIONAL PROGRAMS	11-3XX-100-XXX	0	0	0	0	0	0.00%	0	0
17100 17600	Total School-Sponsored Co/Extra Curricul, Total	11-4XX-X00-XXX	1,094,300	0	1,094,300	109,430	4,000	0.37%	113,430	105,430
19620 20620	School-Sponsored Athletics – Instr, Total Before/After School									
21620 22620	Programs, Total Summer School, Total Instructional									
23620 25100	Alternative Educatio, Total Other Supplemental/At-Risk									
	Program, Total Other Alternative Education Progra, Total Other									
	Instructional Programs - Ins									
27100	Total Community Services Programs/Operat	11-800-330-XXX	0	0	0	0	0	0.00%	0	0
29180	Total Undistributed Expenditures - Instr	11-000-100-XXX	15,072,888	0	15,072,888	1,507,289	(330,000)	-2.19%	1,177,289	1,837,289
29680 30620	Total Undistributed Expenditures – Atten, Total Undistributed	11-000-211, 213,	8,382,950	0	8,382,950	838,295	(18,150)	-0.22%	820,145	856,445
41660 42200	Expenditures – Healt, Total Undist. Expend. – Guidance, Total	218, 219, 222								
43620	Undist. Expend. – Child Study Team, Total Undist. Expend. –									
	Edu. Media Serv.									
43200 44180	Total Undist. Expend. – Improvement of I, Total Undist.	11-000-221, 223	2,026,242	0	2,026,242	202,624	1,000	0.05%	203,624	201,624
	Expend. – Instructional St									
45300	Support Serv. - General Admin	11-000-230-XXX	1,209,163	0	1,209,163	120,916	153,465	12.69%	274,381	(32,549)
46160	Support Serv. - School Admin	11-000-240-XXX	3,784,419	0	3,784,419	378,442	0	0.00%	378,442	378,442
47200 47620	Total Undist. Expend. – Central Services, Total Undist.	11-000-25X-XXX	1,346,969	0	1,346,969	134,697	74,874	5.56%	209,571	59,823
	Expend. – Admin. Info. Tec									
51120	Total Undist. Expend. – Oper. & Maint. O	11-000-26X-XXX	9,853,882	0	9,853,882	985,388	(156,500)	-1.59%	828,888	1,141,888
52480	Total Undist. Expend. – Student Transpor	11-000-270-XXX	7,671,832	0	7,671,832	767,183	2,150	0.03%	769,333	765,033
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	11-XXX-XXX-2XX	14,424,561	0	14,424,561	1,442,456	(8,573)	-0.06%	1,433,883	1,451,029
72020	Total Undistributed Expenditures – Food	11-000-310-XXX	0	0	0	0	0	0.00%	0	0
72120 72122	Transfer of Property Sale Proceeds Res., Transfer of Property	11-000-520-934	0	0	0	0	0	0.00%	0	0
	Sale Proceeds CDL									
72160	Increase in Sale/Lease-back Reserve	10-605	0	0	0	0	0	0.00%	0	0
72180	Interest Earned on Maintenance Reserve	10-606	0	0	0	0	0	0.00%	0	0
72200	Increase in Maintenance Reserve	10-606	2,400	0	2,400	240	0	0.00%	240	240
72220	Increase in Current Expense Emergency Re	10-607	0	0	0	0	0	0.00%	0	0
72240 72245	Interest Earned on Current Exp. Emergenc, Increase in Bus	10-607	0	0	0	0	0	0.00%	0	0
72246 72247	Adv. Res. for Fuel Costs, Increase in IMPACT Aid Reserve									
	(General), Increase in IMPACT Aid Reserve (Capital)									
72260	TOTAL GENERAL CURRENT EXPENSE		106,535,560	0	106,535,560	10,653,556	(184,984)	-0.17%	10,468,572	10,838,540

District: **Teaneck Board of Education**

Monthly Transfer Report NJ

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

12/08/23

Line	Budget Category	Account	(col 1)	(col 2)	(col 3)	(col 4)	(col 5)	(col 6)	(col 7)	(col 8)
			Original Budget	Revenues Allowed NJAC - 6A: 23A-13.3(d)	Original Budget For 10% Calc	Maximum Transfer Amount	YTD Net Transfers to / (from)	% Change of Transfers YTD	Remaining Allowable Balance From	Remaining Allowable Balance To
			Data	Data	Col1+Col2	Col3 * .1	10/31/2023 + or - Data	Col5/Col3	Col4+Col5	Col4-Col5
75880	TOTAL EQUIPMENT	12-XXX-XXX-73X	146,324	0	146,324	14,632	67,027	45.81%	81,660	(52,395)
76260	Total Facilities Acquisition and Constr	12-000-4XX-XXX	538,662	0	538,662	53,866	0	0.00%	53,866	53,866
76320	Capital Reserve – Transfer to Capital Pr	12-000-4XX-931	0	0	0	0	0	0.00%	0	0
76340	Capital Reserve – Transfer to Debt Servi	12-000-4XX-933	0	0	0	0	0	0.00%	0	0
76360	Increase in Capital Reserve	10-604	4,000	0	4,000	400	0	0.00%	400	400
76380 76385	Interest Deposit to Capital Reserve, IMPACT Aid Reserve (Cap) Tr to Cap Proj	10-604	0	0	0	0	0	0.00%	0	0
76400	TOTAL CAPITAL OUTLAY		688,986	0	688,986	68,899	67,027	9.73%	135,926	1,871
83080	TOTAL SPECIAL SCHOOLS	13-XXX-XXX-XXX	0	0	0	0	0	0.00%	0	0
84000 84005	Transfer of Funds to Charter Schools, Transfer of Funds to Renaiss Schools	10-000-100-56X	8,039,558	0	8,039,558	803,956	61,957	0.77%	865,913	741,999
84020	General Fund Contrib. to School-based Bu	10-000-520-930	0	0	0	0	0	0.00%	0	0
84060	GENERAL FUND GRAND TOTAL		115,264,104	0	115,264,104	11,526,410	(56,000)	-0.05%	11,470,410	11,582,410

School Business Administrator Signature

Date

Professional Development

District funded: \$3,811.02**GRAND TOTAL: \$3,811.02**

Name: Natacha Rodriguez**School or Department:** Technology Support Specialist**Conference/Seminar/Workshop:** TECHOSPO 2024**Location:** Atlantic City, NJ**Dates:** 01/24/24 – 01/26/24**Estimated Cost:** \$1,186.02 District funded**EXPLANATION:** To gain training with best practices utilized by other districts throughout the State and be able to network with peers and learn what other districts are doing.

Name: Haquisha Q. Taylor**School or Department:** School Business Administrator**Conference/Seminar/Workshop:** ASBO Int'l Leadership Forum**Location:** San Diego, California**Dates:** 02/08/24 – 02/10/24**Estimated Cost:** \$2,625 - District funded**EXPLANATION:** To gain training with Leadership development programming and will incorporate small and large group training, a DiSC Leadership personality assessment and in depth training on DiSC communication styles.

Professional Development

District Funded – \$590.00***Title II Funded - \$935.00******Total Cost: \$1,525.00***

Name: Nicholas DeBlasio**School or Department:** TJMS**Conference/Seminar/Workshop:** Advanced Behavioral Threat & Management Training**Location:** Bergen County Community College - Lyndhurst, NJ**Dates:** 11/15/23**Estimated Cost:** \$.00

Name: Piero LoGiudice & Jason McDonald**School or Department:** Whittier Elementary**Conference/Seminar/Workshop:** Advanced Behavioral Threat & Management Training**Location:** Bergen County Community College - Lyndhurst, NJ**Dates:** 11/14/2023**Estimated Cost:** \$.00

Name: Megan McBryde & Gillian Iappelli**School or Department:** TJMS**Conference/Seminar/Workshop:** NJIDA – Beyond Decoding: Confronting Comprehension Head On**Location:** Somerset, NJ**Dates:** 12/1/23 & 12/2/23**Estimated Cost:** \$590.00 (District funded)**Explanation:** This conference will discuss the many facets of dyslexia. Participants will address, discuss, and review best practices.

Name: Megan McBryde**School or Department:** TJMS**Conference/Seminar/Workshop:** Breaking Bias: Lessons from the Amistad**Location:** Virtual**Dates:** 1/30/24**Estimated Cost:** \$0.00**Explanation:** This conference offers strategies for teaching African American history from an anti-bias lens.

Name: Mariana Renna**School or Department:** CST**Conference/Seminar/Workshop:** Early Childhood Assessment – Beyond the BDI and WPPSI**Location:** East Windsor, NJ**Dates:** 12/8/23**Estimated Cost:** \$0.00**Explanation:** The participant will learn about several assessments that are appropriate for diverse learners and provide more culturally fair evaluation.

Name: Johanna Reyes
School or Department: Bryant School Nurse
Conference/Seminar/Workshop: Holy Name Hospital: Renewal of Basic Life Support
Location: Teaneck, NJ
Dates: 12/18/23
Estimated Cost: \$0.00
Explanation: This course will allow renewal of Basic life support certification.

Name: Ivy Stern
School or Department: TJMS – Speech Therapist
Conference/Seminar/Workshop: SpeechTherapypd.com
Location: Virtual
Dates: 1/29/24 & 3/18/24
Estimated Cost: \$0.00
Explanation: This course will allow renewal of Basic life support certification.

Name: Piero LoGiudice
School or Department: Whittier Elementary School - Principal
Conference/Seminar/Workshop: New Jersey Coalition for Inclusive Education
Location: Essex County Learning Resource Center
Dates: January 5, 2024
Estimated Cost: No Cost
Substitute Not Required
Explanation: Required session as part of the NJIP Grant of Inclusive Education.

Name: Susan Morton
School or Department: Teaneck High School
Conference/Seminar/Workshop: Qualitative Statistics Workshop
Location: Wesleyan University
Dates: January 9, 2023 & January 10, 2024
Estimated Cost: No Cost
Explanation: Seminar will provide methods for teaching statistics in secondary Psychology courses.

AMENDED DATE

Name: Ann Delaney
School or Department: Whittier Elementary School
Conference/Seminar/Workshop: FUNdations Launch Training – Second (Virtual)
Dates: January 11, 2024
Estimated Cost: \$320.00 – Title II Grant Funded
Substitute Required
EXPLANATION: Initial training for the Foundations® program, a multisensory structured literacy curriculum which teaches the foundational skills of reading.

AMENDED DATE

Name: Samantha Jankowski
School or Department: Whittier Elementary School
Conference/Seminar/Workshop: FUNdations Launch Training – Second (Virtual)
Dates: January 25, 2024
Estimated Cost: \$320.00 – Title II Grant Funded

Substitute Required

EXPLANATION: Initial training for the Foundations® program, a multisensory structured literacy curriculum which teaches the foundational skills of reading.

Name: Stephanie McKee

School or Department: Hawthorne Elementary School

Conference/Seminar/Workshop: New Jersey International Dyslexia Association

Dates: December 1, 2023 & December 2, 2023

Estimated Cost: \$295.00 – Title II Grant Funded

Substitute Not Required

EXPLANATION: Conference will support work with students in need of reading support.

CBI Locations November 2023

PowerHouse Studios	49 E Midland Ave Paramus, NJ 07652	201-265-9060
Space Events	491 South Dean Street Englewood, NJ 07631	201-567-3810
The Flavor Labs	59 E Ridgewood Ave Paramus, NJ 07652	201-272-6544
The Flavor Labs	514 Livingston St Norwood, NJ 07648	201-292-3733
Teaneck Speedway	545 Cedar Ln Teaneck, NJ 07666	201-530-7879
Tac Ops	373 US-46 d110 Fairfield, NJ 07004	973-753-2651

FIELD TRIP

District Funded – \$1,320.00
\$2,910.00**Parent Funded - \$1,590.00****Total Cost:**

Trip Leader(s): Tawana Smith**School/Department:** Hawthorne Elementary**Trip Planned:** Sterling Hill Mine**Destination:** Ogdensburg, NJ**Date(s):** 12/14/2023**Estimated Cost:** \$1,590.00 (Parent Funded)**Explanation:** This field trip supports the science curriculum's lesson of the earth's natural resources, fossils, rocks, and energy.

Trip Leader(s): Suzette Brown, Rosa Lazzizera**School/Department:** Teaneck High School – Business Department**Trip Planned:** DECA Competitive Events**Destination:** Ramapo College, Mahwah, New Jersey**Date(s):** January 11, 2024 (District Funded)**Estimated Cost:** \$320.00**Explanation:** DECA competitive learning activities which are designed to support students interested in the fields of marketing, management and business finance.

Trip Leader(s): Elizabeth Woo, B. Garcia Inglesias, C. Brantley**School/Department:** Hawthorne Elementary School**Trip Planned:** Kindergarten "Omega Man" Assembly**Destination:** Lacey Elementary School – Teaneck, New Jersey**Date(s):** January 24, 2024 (No Funding Required)**Estimated Cost:** \$.00**Explanation:** Hawthorne Kindergarten Students will join Lacey Elementary School students for the Omega Man Assembly.

Trip Leader(s): Molly Neff**School/Department:** Thomas Jefferson Middle School – Choral Department**Trip Planned:** Teaneck High School Choral Festival (**WALKING TRIP**)**Destination:** Teaneck High School, Teaneck, New Jersey**Date(s):** January 25, 2024 (No Funding Required)**Estimated Cost:** \$.00**Explanation:** Thomas Jefferson Middle School Student will participate in choral workshop on technique and teamwork being held during the THS Choral Festival.

Trip Leader(s): Tawana Smith**School/Department:** Hawthorne Elementary**Trip Planned:** TJMS Moving Up Ceremony Rehearsal**Destination:** Teaneck, NJ**Date(s):** 6/11/24**Estimated Cost:** \$500. (District Funded)

FIELD TRIP

Trip Leader(s): Tawana Smith
School/Department: Hawthorne Elementary
Trip Planned: TJMS Moving Up Ceremony
Destination: Teaneck, NJ
Date(s): 6/12/24
Estimated Cost: \$500. (District Funded)

Trip Leader(s): Reginald Pittman
School/Department: BFMS
Trip Planned: Teaneck High School – Choral Festival
Destination: Teaneck, NJ
Date(s): 1/25/24
Estimated Cost: \$0.

Fundraising Activities by School

School or Department: Teaneck High School

Activity: **Winter/Holiday Candy Grams**

Sponsoring Organization: Sophomore Student Council

Name of Sponsors: Katierose Augustine, Staff Member

Participants: Sophomore students would sell to students and faculty

Date(s): December 2023

Location: Teaneck High School Main Lobby

Estimated funds to be raised by this activity: \$250

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for the Class of 2026 activities.

School or Department: Teaneck High School

Activity: **Bake Sale**

Sponsoring Organization: Girls' Tennis

Name of Sponsors: Daniel Olender, Staff Member

Participants: Girls Tennis Players would sell to students

Date(s): December 2023 – June 2024

Location: High School Lobby, once monthly

Estimated funds to be raised by this activity: \$750 for the year.

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for supplies, program enhancements, and retreat activities for Girls' Tennis.

School or Department: Teaneck High School

Activity: **Spring Car Wash**

Sponsoring Organization: Sophomore Student Council

Name of Sponsors: Katierose Augustine, Staff Member

Participants: Sophomore Students would sell to community, students, and faculty.

Date(s): April – May 2024

Location: THS Parking Lot

Estimated funds to be raised by this activity: \$250

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used to support the Class of 2026 activities.

Fundraising Activities by School

School or Department: Teaneck High School

Activity: **Bake Sale**

Sponsoring Organization: National Honor Society

Name of Sponsors: Yaritza Gonzalez, Jahaziel Valeriano, staff members

Participants: NHS members would sell to student body

Date(s): December 15, 2023 – June 14, 2024

Location: Teaneck High School

Estimated funds to be raised by this activity: \$50

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used to facilitate group events, club needs, field trips, and items for NHS ceremonies.

School or Department: Teaneck High School

Activity: **SNAP Online Fundraiser**

Sponsoring Organization: Red Cross Club

Name of Sponsors: Abdoulaye Diallo, staff member

Participants: Club members would sell to student body

Date(s): December 20, 2023 – June 20, 2024

Location:

Estimated funds to be raised by this activity:

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used to fund future activities and scholarships to seniors.

School or Department: Teaneck High School

Activity: **Dance Ensemble Ticket Sales**

Sponsoring Organization: Dance Program – Dance Ensemble

Name of Sponsors: Adria Warfield, staff member

Participants: Dance Department would sell to parents, students, and community

Date(s): January 2 – April 26, 2024

Location: THS auditorium and room 134 (performances January 26 and April 26, 2024)

Estimated funds to be raised by this activity: \$800

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for costumes and necessary items for learning and performing dance.

School or Department: Teaneck High School

Activity: **Talent Showcase**

Sponsoring Organization: Performing Arts Department

Name of Sponsors: Todd Murphy, staff member

Participants: Staff and students would sell to the community

Date(s): January 16 – 18, 2024

Location: THS Student Center 7pm-9pm ticket sales

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used to offset production cost of equipment and costumes.

Fundraising Activities by School

School or Department: Teaneck High School

Activity: **Consignment Shop Fundraising (Donations)**

Sponsoring Organization: Junior Class

Name of Sponsors: Nurdan Musa, staff member

Participants: Students would sell to faculty, students and community

Date(s): January – June 2024

Location: Teaneck High School

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used to defray cost of Junior Class activities, dues, and trips.

School or Department: Teaneck High School

Activity: **SNAP Online Fundraiser**

Sponsoring Organization: Girls' Fencing

Name of Sponsors: Pat Lawrence, staff member

Participants: Donations from supporters of the team to the THS Girls' Fencing Team.

Date(s): December 14, 2024 – January 14, 2024

Location: Online Donations

Estimated funds to be raised by this activity: \$4,000

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used to offset costs of team gear, dinner, and the Scott Rodgers Scholarship fund (awarded to a senior)

School or Department: Thomas Jefferson Middle School

Activity: **Music T-Shirt Sale**

Sponsoring Organization: Music Department

Name of Sponsors: Molly Neff, Mitsael Trinidad, Staff Members

Participants: Music Department would sell to students, parents, and teachers

Date(s): December 2023 – June 14, 2024

Location: THS Parking Lot

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used to benefit the Music Department for future needs.

Fundraising Activities by School

School or Department: Thomas Jefferson Middle School

Activity: **TJMS vs. BFMS Partnership Fundraiser/Faculty Volleyball Game**

Sponsoring Organization: Thomas Jefferson Middle School

Name of Sponsors: Javalda Powell, Robert Davis, Staff Members

Participants: Music Department would sell to students, parents, and teachers

Date(s): December 13 2023 – January 10, 2024

Location: TJMS Gymnasium 3:30 – 5:30 pm (Admissions and Concession Stand)

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used to supplement end of year activities for Class of 2024.

School or Department: Benjamin Franklin Middle School

Activity: **Clothing Drive**

Sponsoring Organization: Tree Machine: Greenraiser

Name of Sponsors: Jahari Jacobs, staff member

Participants: The school community and residents will donate clothing and shoes.

Date(s): January – June 2024

Location: BFMS Parking Lot

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used to provide an Honor Roll breakfast to scholars four times a year to recognize the scholars' academic achievements.

School or Department: Benjamin Franklin Middle School

Activity: **Bake Sale**

Sponsoring Organization: DREAMS Girls Club

Name of Sponsors: Eve Kotkin, staff member

Participants: Club members would sell to students and staff

Date(s): December - April 2024

Location: BFMS main lobby

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for field trips, club attire, and a luncheon.

Student ID#	Placement	Tuition	Start Date	1:1 Aide
100088	Terranova Group / Chapel Hill Academy - 2023-2024 SY	\$55,208.00	11/13/2023	
104305	The Calais School - 2023-2024 SY	\$56,384.04	11/6/2023	
96129	Burlington County Special Service - 2023-2024 SY 1:1 Aide		9/7/2023	\$46,675.00
107854	Sage Allience - 2023-2024 SY	\$71,656.00	11/14/2023	
	Subtotals	\$183,248.04		\$46,675.00
	Grand Total	\$229,923.04		

<u>Student ID#</u>	<u>Placement</u>	<u>Discipline/Rate</u>	<u>NOT TO EXCEED</u>
	Union County Educational Services Commission	Home Instruction program- \$72 per hr.	\$10,000.00
AMENDMENT	Bilingo Speech Therapy LLC	Speech and Language Evaluations. Monolingual Evaluations \$475.00; Bilingual Evaluations \$575.00; Augmentative & Alternative Communication Evaluations \$1000.00	\$25,000.00
AMENDMENT	Dr. Ester Friedman/Dr. Morton Fridman	Psychiatric Evaluation and Report / \$700.00, \$300.00 cancellation/no show	\$20,000.00
		Total	\$55,000.00

Allowance Reduction
Adjustment

DRA Form CA(ARA)

OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
FIELD ☐
OTHER ☐

PROJECT:

Fire Alarm Upgrade at Bryant School

ARA NUMBER: GC-02

DATE 10/31/2023

ARCHITECT'S PROJECT NO.: 4019A

TO CONTRACTOR:

Sal Electric Company, Inc.

83 Fleet Street

Jersey City, New Jersey, 07306

CONTRACT DATE: TBD

CONTRACT FOR: GC

The Contract Allowance is changed as follows:

RFI #s 001 & 001A (PCO-01)

• Cost for additional conduit and wire for relocated remote amplifier #2.

Four Thousand Eight Hundred Thirty One Dollars.....\$4,831.00

The Scope of work is as follows:

Inclusions:

Cost differential of 200' of conduit and wiring from relocated Remote Amplifier #2 to Remote Annunciator #2.

Cost differential of 220' of conduit and wiring from relocated amplifier #2 to FACP.

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

The original Allowance was

\$20,000.00

Net change by previously authorized Allowance Adjustment

\$1,493.00

The Allowance Sum prior to this Adjustment order was

\$18,507.00

The Allowance Sum will be decreased by this Reduction in the amount of

\$4,821.00

The new Allowance Sum including this Adjustment order will be credited back to the TBOE.

\$13,686.00

The Contract Time will be changed by (0) days

The date of Substantial Completion due to this Allowance Adjustment therefore is unchanged.

Di Cara | Rubino Architects

ARCHITECT

30 Galesi Drive

Address

Wayne, New Jersey 07470

Sal Electric Company, Inc.

CONTRACTOR

83 Fleet Street

Address

Jersey City, New Jersey, 07306

Teaneck Board of Education

OWNER

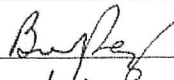
651 Teaneck Road

Address

Teaneck, New Jersey, 07666

BY Reggie Franklin

BY



BY

DATE 10/31/23

DATE

11/6/23

DATE

**CHANGE
ORDER**

AIA DOCUMENT G701

OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
FIELD ☐
OTHER ☐

PROJECT:

Fire Alarm Upgrade at Bryant School
1 E Trylon Avenue, Teaneck NJ 07666

DATE: 31-Oct-23
ARCHITECT'S PROJECT NO.: #4019A

TO CONTRACTOR:

Sal Electric Company, Inc.
83 Fleet Street

CONTRACT DATE: TBD
CONTRACT FOR: GC

Jersey City, NJ 07306

The Contract will change as follows:

Credit for Closeout Balance---\$13,686.00

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

The original Contract Sum was	\$444,322.00
Net change by previously authorized Change orders	\$0.00
The Contract Sum prior to this Change order was	\$444,322.00
The Contract Sum will be decreased by this Change Order in the amount of	(\$13,686.00)
 The new Contract Sum including this Change order will be	 \$430,636.00
 The Contract Time will be unchanged due to this change order.	 (0) days
The date of Substantial Completion therefore is unchanged due to this change order.	(0) days

Di Cara | Rubino Architects

ARCHITECT

30 Galesi Drive

Address

Wayne, New Jersey 07470

Sal Electric Company, Inc.

CONTRACTOR

83 Fleet Street

Address

Jersey City, NJ 07306

Teaneck Board of Education

OWNER

651 Teaneck Road

Address

Teaneck, NJ 07666

BY

Reggie Franklin

DATE 31-Oct-23

BY

Brian Peng

DATE 11/6/23

DATE

**CHANGE
ORDER**

AIA DOCUMENT G701

OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
FIELD ☐
OTHER ☐

PROJECT:

Fire Alarm Upgrade at Whittier School
491 W Englewood Avenue, Teaneck NJ 07666

DATE: 31-Oct-23

ARCHITECT'S PROJECT NO.: #4019B

TO CONTRACTOR:

CONTRACT DATE: TBD

Haig's Service Corporation

CONTRACT FOR: GC

211A Route 22

Green Brook, NJ 08812

The Contract will change as follows:

Credit for Closeout Balance---\$20,000.00

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

The original Contract Sum was	\$425,000.00
Net change by previously authorized Change orders	\$0.00
The Contract Sum prior to this Change order was	\$425,000.00
The Contract Sum will be decreased by this Credit Change Order in the amount of	(\$20,000.00)

The new Contract Sum including this Credit Change order will be	\$405,000.00
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The Contract Time will be unchanged due to this change order.	(0) days
---	----------

The date of Substantial Completion therefore is unchanged due to this change order.	(0) days
---	----------

Di Cara | Rubino Architects

ARCHITECT

30 Galesi Drive

Address

Wayne, New Jersey 07470

BY

Reggie Franklin

DATE 31-Oct-23

Haig's Service Corporation

CONTRACTOR

211A Route 22

Address

Green Brook, NJ 08812

BY 

DATE 12/5/23

Teaneck Board of Education

OWNER

651 Teaneck Road

Address

Teaneck, NJ 07666

DATE

DEVICE	LOCATION	COMPANY	MODEL #	S/N	ISSUE	ASSET TAG	NOTES
Chromebook	THS	Lenovo	N42-20	LR09PNAM	EOL		
Chromebook	THS	Lenovo	N42-20	LR0B7UJX	EOL		
Chromebook	THS	Lenovo	N42-20	LR0B7UVX	EOL		
Laptop	THS	Dell	Latitude E5430	94JGXZ1	EOL		
Desktop	THS	Dell	Optiplex 3060	HQ9X7X2	EOL		
Laptop	THS	Lenovo	ThinkPad T480	PF-1HJKL8	EOL		
Laptop	THS	Lenovo	ThinkPad E560	PF-0PARGA	EOL		
Chromebook	THS	Lenovo	100e	P203DVGG	EOL		
Chromebook	THS	Lenovo	100e	P203DLPK	EOL		
Chromebook	THS	Lenovo	100e	P203DU0G	EOL		
Chromebook	THS	Lenovo	100e	P203DTUA	EOL		
Chromebook	THS	Lenovo	N42-20	LR0B7QFZ	EOL		
Laptop	THS	Dell	Latitude E5430	FK9SVY1	EOL		
Chromebook	THS	Dell	N42-20	LR0B7UMZ	EOL		
Printer	THS	Dell	B2360dn	8DYQSS1	Not Working		
Monitor	THS	Dell	E1911c	CN-ON01VP-64180253-1D5S	EOL		
Monitor	THS	Dell	P170Sb	CN-OTJKG1-74261-17Q-1DFU	Broken		
Monitor	THS	Dell	1707FPt	CN-0CC280-71618-636-C242	EOL		
Monitor	THS	Dell	2007FPb	MX-0G324H-74262-89B-14UL	EOL		
Monitor	THS	Dell	P1913t	CN-0PVGRC-74445-4CU-673U	EOL		
Monitor	THS	Acer	V246HL	MMLXXAA0028190E2218533	EOL		
Monitor	THS	Acer	S220HQL	MMLYKAA0015180C3418505	EOL		
Monitor	THS	Dell	P1913t	CN-0PVGRC-74445-4CU-675U	EOL		
Chromebook	THS	Dell	P22T	3FZFB52	EOL		
Chromebook	THS	Lenovo	100e	P203DPKX	Not Working		
Chromebook	THS	Lenovo	100e	P203D6XS	Not Working		
Chromebook	THS	Dell	P22T	BVRJB52	Not Working		
Chromebook	THS	Lenovo	100e	P203D9EV	Broken		
Chromebook	THS	Lenovo	N42-20	LR09DM7E	Not Working		
Chromebook	THS	Lenovo	100e	P203D7CY	Broken		
Chromebook	THS	Lenovo	100e	P203DAA4	Not Working		
Chromebook	THS	Dell	P22T	7Q47962	Not Working		
Chromebook	THS	Lenovo	100e	P203DQF5	Broken		
Chromebook	THS	Dell	P22T	C3CCB52	Not Working		
Chromebook	THS	Lenovo	N42-20	LR09DL79	Not Working		
Chromebook	THS	Dell	P22T	J8JDB52	Not Working		
Chromebook	THS	Lenovo	N42-20	LR09DM4G	Not Working		
Chromebook	THS	Lenovo	N42-20	LR0B70V2	Not Working		
Chromebook	THS	Dell	P22T	J4CCB52	Not Working		
Chromebook	THS	Dell	P22T	9GNLB52	Not Working		
Chromebook	THS	Lenovo	100e	P203E1AA	Not Working		
Chromebook	THS	Lenovo	N42-20	LR0B71Q8	Not Working		
Monitor	THS	Dell	E1914Hc	CN-04FF47-64180-55R-40ZB	EOL		
Laptop	THS	Dell	P16G	2RS4CT1	EOL		
Laptop	THS	Dell	Latitude E5440	DB4LF12	EOL		
Printer	THS	Dymo	93089	93089-236649	EOL		
Printer	THS	Dymo	93105	93105-0049648	EOL		
Laptop	THS	Dell	Latitude 7300	JDYK1X2	EOL		
Chromebook	THS	Dell	P22T	HLC49B2	EOL		
Monitor	THS	Dell	P2219H	CN-0V7JP5-QDC00-937-25DL-A03	Not Working		
Phone	THS	Yealink	SIP-T42S	3142017091407487	Not Working		
IPad	THS	Apple	A2197	F6MCP2JXMF3N	Broken Screen		
Switch	THS	Meraki	MS350-48	Q2ZP-MBRU-GY8M	EOL		
Switch	THS	Meraki	MS350-48	Q2WP-9WNQ-X2VB	EOL		
Switch	THS	Meraki	MS350-48	Q2ZP-JTQA-DZMZ	EOL		
Switch	THS	Meraki	MS350-48	Q2ZP-RXVV-NKQU	EOL		
Switch	THS	Meraki	MS350-48	Q2ZP-SEGS-FM3N	EOL		
Switch	THS	Meraki	MS350-48	Q2ZP-LXR2-5LVN	EOL		
Switch	THS	Meraki	MS350-48	Q2ZP-RWWE-EVSA	EOL		
Switch	THS	Meraki	MS350-48	Q2ZP-FK4N-MNWN	EOL		
Switch	THS	Meraki	MS350-48	Q2ZP-S2BG-A8TG	EOL		
Switch	THS	Meraki	MS350-48	Q2ZP-N3GF-X8F4	EOL		
Switch	THS	Meraki	MS350-48	Q2ZP-HXJB-V6NX	EOL		
Switch	THS	Meraki	MS350-48	Q2ZP-PAZE-WNXU	EOL		
Switch	THS	Meraki	MS350-48	Q2WP-5RYV-USS3	EOL		
IPad	THS	Apple	A1395	DYVKL3JVDHFW	Broken Screen		
IPad	THS	Apple	A1395	DYTL2AQ4DFHW	EOL		
IPad	THS	Apple	A1458	DMQNF3GPF182	EOL		
IPad	THS	Apple	A1395	DYTKRWZ2DFHW	EOL		
IPad	THS	Apple	A1395	DN6GJXCPDFHW	EOL		
IPad	THS	Apple	A1395	DMPGHSVJDFHW	EOL		
IPad	THS	Apple	A1395	DMPGHT56DFHW	EOL		
IPad	THS	Apple	A1458	DMQNF2QVF18	EOL		
IPad	THS	Apple	A2602	F9H003N9FF	EOL		
Desktop	THS	DELL	Optiplex 3040	2CPLFB2	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-29HY-DGQ4	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-2ATQ-YUFJ	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-2MJA-T457	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-2NFC-4E2Q	EOL		

DEVICE	LOCATION	COMPANY	MODEL #	S/N	ISSUE	ASSET TAG	NOTES
Router/Access Point	THS	Meraki	MR-42	Q2KD-367F-D2K6	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-3ES8-B7E4	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-3JGE-2LAC	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-3P8X-EDA3	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-3PQE-V9RD	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-3YKS-EYPC	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-4CLP-UGFM	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-4EZV-FZJL	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-5MQV-HFBE	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-5MZ4-S2HR	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-5P2J-8QHT	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-69KY-V5ZR	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-6DJL-ZXQX	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-6LAV-YZS2	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-77Z7-LY26	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-7BUY-4T9Z	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-7P7Q-4ZC6	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-7ZU6-HDWL	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-87VK-F2FV	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-8EY6-E2Z2	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-9FLE-2GBU	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-9M25-QDZB	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-9VW6-4PPS	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-A3GX-UNNC	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-AJ35-79UT	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-AQF5-EFCC	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-AUHY-FDXN	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-AZZC-TV82	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-B9XR-4YJW	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-BKZB-BNJ2	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-BTF8-RC6U	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-BWH6-KZ9G	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-BY2C-C9QJ	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-CM7L-EL3X	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-CQAK-63H2	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-CY27-8EM6	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-DDHH-JEQQ	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-DWTA-4TGN	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-E8DE-ZNNC	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-EAJK-CNF4	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-EBKX-886B	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-EVGP-3BHV	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-F2WU-97JH	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-F9WH-GQE3	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-FAXG-3GDZ	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-FC38-LA4D	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-FHLH-MJ36	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-FJUT-QKK9	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-FMKY-9LP9	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-FSY2-KLHJ	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-G38Y-X7R6	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-G85T-CYTN	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-GEEW-R4RC	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-GU6M-QQTP	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-GYDY-CBUG	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-HJEL-MM6A	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-J6NJ-CXM6	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-K5W9-FQTR	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-K7SM-7U7A	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-K7Z8-4TSB	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-KH6Y-838Z	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-KRUE-VFMN	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-MER8-9MUE	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-MR7Z-VF99	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-NEN2-USM2	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-NW23-G6XH	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-NXGV-ECJG	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-PBEN-84SF	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-PC9N-CZVH	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-PPYR-Y423	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-PWXC-5KZJ	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-Q9M6-SRMW	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-QC8C-XSC4	EOL		

DEVICE	LOCATION	COMPANY	MODEL #	S/N	ISSUE	ASSET TAG	NOTES
Router/Access Point	THS	Meraki	MR-42	Q2KD-QWYJ-WTKT	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-QZHG-T8M8	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-R9U7-BN38	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-RGNJ-6DYN	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-RJBK-KD9E	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-RNDP-SCN2	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-RRM7-LW59	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-RUWB-G26X	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-RYK5-X85M	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-S7D2-CD3V	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-SNKU-HVKE	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-T78H-AU5K	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-T8CB-WKKK	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-TUJH3-JDSR	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-TVSL-578Q	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-TXL4-TY2Q	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-U6EF-GM4Z	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-U6PR-FKCA	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-V7G4-AYWH	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-VA3Y-HNSJ	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-VFES-G2AG	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-VK76-9HVS	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-W4Q9-9YTW	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-WCYZ-DSVL	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-X64J-8LL6	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-XLNA-E82C	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-XMJC-6B86	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-XRW9-JEBZ	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-XUKN-EYFC	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-XVBZ-98DZ	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-XWA3-BPWQ	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-XZG7-E4MC	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-Y6XK-L8WZ	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-YEAM-BAMV	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-YPZ8-PSKD	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-Z3K9-LZXR	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-Z49G-ESF2	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-Z62X-8RT6	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-Z96P-K5ZQ	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-Z9LJ-SMV6	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-Z9SA-UMNY	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-ZA7Z-LAD3	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-ZUTY-WYZG	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-Z7P9-ETP3	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-35WH-K232	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-38BV-BKKB	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-3B5F-A2DL	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-3EAK-WD6B	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-43R5-4J87	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-4GUL-SGB5	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-4VLU-W4W2	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-5FA6-7EU2	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-5ZPX-HRT5	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-68E5-3YLW	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-6M74-N2AG	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-6Q97-VKNJ	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-6RVB-PVXG	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-7PHY-HFJP	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-7QFH-93H6	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-7TAK-GCP5	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-7VAK-Y4B7	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-9ECY-XS2F	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-9FYL-XZ3N	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-9RCM-RQ33	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-AVT4-ZWPN	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-AZSG-7X25	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-B92E-9TRB	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-BCCR-CP68	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-C8K8-L4P5	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-CBGZ-QYGF	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-CLY3-4E48	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-EF7X-54JG	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-ET54-Y5Y6	EOL		

DEVICE	LOCATION	COMPANY	MODEL #	S/N	ISSUE	ASSET TAG	NOTES
Router/Access Point	THS	Meraki	MR-42	Q2KD-EXMB-659E	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-FACH-RGC6	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-FDYL-RSAT	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-FKQA-YRAL	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-FZ43-LY3K	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-G4VC-N6BE	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-GGT7-CZ49	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-GQUJ-LJJK	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-GQUS-XG72	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-HDZ8-SY7P	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-J392-X9PD	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-K4HG-4QXN	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-K7VH-KJ6R	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-K7WC-GHNF	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-LUCQ-QFS4	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-M8ZE-2B4M	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-MC5X-S6VG	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-MFZ7-YPQ7	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-P5UL-Q8FJ	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-PAEA-V9QE	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-PYEA-Y6GN	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-QUYL-FVRA	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-QYBM-MVQF	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-RB3K-TPQG	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-REC8-B6P6	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-RKX5-JZSX	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-RLUD-H6M5	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-R5M7-ZA4E	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-SMEP-98LS	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-SMU4-ME66	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-T78X-Q6ES	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-TA28-749A	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-TGWN-7HR6	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-UK69-J226	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-UKEL-GZJU	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-V282-D4DZ	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-VNKL-PWFH	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-WP32-YK3G	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-WRQ8-Q357	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-WS6K-E8MX	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-X6MC-3GB2	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-XB4V-5WVC	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-Y5T9-NF68	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-YL3L-RRZQ	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-YTD3-PAAY	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-ZCT8-RNDB	EOL		
Router/Access Point	THS	Meraki	MR-42	Q2KD-ZL9G-P82E	EOL		
Chromebook	TJ	Lenovo	100e	P203DVNJ	EOL		
Chromebook	TJ	Lenovo	100e	P203D6JC	EOL		
Chromebook	TJ	Lenovo	100e	P203D5ZP	EOL		
Chromebook	TJ	Lenovo	100e	P203DBMM	EOL		
Chromebook	TJ	Lenovo	100e	P203DL07	EOL		
Chromebook	TJ	Lenovo	100e	P203DLJT	EOL		
Chromebook	TJ	Lenovo	100e	P203DU4J	EOL		
Chromebook	TJ	Lenovo	100e	P203D9RU	EOL		
Chromebook	TJ	Lenovo	100e	P203DBRK	EOL		
Chromebook	TJ	Lenovo	100e	P203DFUN	EOL		
Chromebook	TJ	Lenovo	100e	P203DKWJ	EOL		
Chromebook	TJ	Lenovo	100e	P203DP99	EOL		
Chromebook	TJ	Lenovo	100e	P203DKZG	EOL		
Chromebook	TJ	Lenovo	100e	P203DFKY	EOL		
Chromebook	TJ	Lenovo	100e	P203DQAH	EOL		
Chromebook	TJ	Lenovo	100e	P203D9S4	EOL		
Chromebook	TJ	Lenovo	100e	P203D9QW	EOL		
Chromebook	TJ	Lenovo	100e	P203DEF0	EOL		
Chromebook	TJ	Lenovo	100e		EOL		Serial number sticker was removed
Chromebook	TJ	Lenovo	100e		EOL	5554	Serial number sticker was removed
Chromebook	TJ	Lenovo	100e	P203DTN4	EOL		
Chromebook	TJ	Lenovo	N42	LR061L5E	EOL		
Chromebook	TJ	Lenovo	N42	LR09DLA0	EOL		
Security Cam	TJ	Vivitek	FD6111V	0002D104F0EC	EOL		
Security Cam	TJ	Vivitek	FD6111V	0002D104C00F	EOL		
Security Cam	TJ	Vivitek	FD6111V	0002D104F08B	EOL		
Security Cam	TJ	Vivitek	FD836BA-HTV	0002D149018C	EOL		
Security Cam	TJ	Sony	IPX-DDK-1500D	MF9910140066	EOL		

DEVICE	LOCATION	COMPANY	MODEL #	S/N	ISSUE	ASSET TAG	NOTES
Security Cam	TJ	Vivotek	FD6111V	0002D104F06F	EOL		
Security Cam	TJ	Vivotek	FD6111V	0002D104F0F0	EOL		
Security Cam	TJ	Vivotek	FD836BA-HTV	0002D14910B1	EOL		
Security Cam	TJ	Vivotek	FD6111V	0002D104F072	EOL		
Security Cam	TJ	Vivotek	FD6111V	0002D104F10F	EOL		
Security Cam	TJ	Vivotek	FD6111V	0002D104F10A	EOL		
Security Cam	TJ	Vivotek	FD836BA-HTV	0002D149018E	EOL		
Security Cam	TJ	Vivotek	FD836BA-HTV	0002D149018B	EOL		
Security Cam	TJ	Vivotek	FD8369A-V	0002D15FD02C	EOL		
Security Cam	TJ	Vivotek	FD8369A-V	0002D15FD02B	EOL		
Security Cam	TJ	Vivotek	FD8335H	0002D12DE583	EOL		
Security Cam	TJ	Vivotek	FD6111V	0002D104F071	EOL		
Security Cam	TJ	Vivotek	FD836BA-HTV	0002D149018D	EOL		
Security Cam	TJ	Vivotek	FD6111V	0002D104C00LD	EOL		
Security Cam	TJ	Vivotek	FD836BA-HTV	0002D14910B0	EOL		
Security Cam	TJ	Vivotek	FD8369A-V	0002D16078CD	EOL		
Security Cam	TJ	Vivotek	FD836BA-HTV	0002D14910B2	EOL		
Security Cam	TJ	Vivotek	FD6111V	0002D104F10C	EOL		
Security Cam	TJ	Vivotek	FD8369A-V	0002D16078	EOL		
Security Cam	TJ	Vivotek	FD8369A-V	0002D16078CA	EOL		
Security Cam	TJ	Vivotek	FD8369A-V	0002D16078EA	EOL		
Security Cam	TJ	Vivotek	FD836BA-HTV	0002D149115D	EOL		
Security Cam	TJ	Vivotek	FD6111V	0002D104F06E	EOL		
Security Cam	TJ	Vivotek	FD6111V	0002D104BFFE	EOL		
Security Cam	TJ	Vivotek	FD6111V	0002D1054AB2	EOL		
Security Cam	TJ	Vivotek	FD6111V	0002D104F104	EOL		
Security Cam	TJ	IPX			41393 EOL		
Security Cam	TJ	IPX			41389 EOL		
Security Cam	TJ	IPX			41405 EOL		
Security Cam	TJ	IPX			41402 EOL		
Door Camera	TJ	AIPHONE	GT-LDA-L	TB4512Y R	EOL		
Door Camera	TJ	AIPHONE	GT-VA	TB38145 R	EOL		
Door Buzzer	TJ	AIPHONE	GT-SW	TA69157 R	EOL		
Door Buzzer	TJ	AIPHONE	GT-SW	TB37145 R	EOL		
ChromeBook	BF	Lenovo	100e	P203DPRC	Broken Display hinge	05372	
ChromeBook	BF	Lenovo	100e	P203DA43	Broken Display hinge	05601	
ChromeBook	BF	Lenovo			EOL		
ChromeBook	BF	Dell		11			
ChromeBook	BF	Dell	N42-20	LR0B7W2Z	EOL	09682	
ChromeBook	BF	Lenovo	100e	P203D71X	Charging issue	05636	
ChromeBook	BF	Lenovo	100e	P203DQD6	Damaged Keyboard	05272	
ChromeBook	BF	Lenovo	100e	P203DA8Q	Broken display hinge	05419	
ChromeBook	BF	Lenovo	100e	P203E1B1	Damaged display		
ChromeBook	BF	Lenovo	N42-20		EOL		Someone removed the serial number sticker
ChromeBook	BF	Lenovo	100e	P203E0P1	Damaged display	T0735	
ChromeBook	BF	Lenovo	100e	P203DKP6	Damaged display	05467	
ChromeBook	BF	Lenovo	100e	P203E17W	Damaged display	T0883	
ChromeBook	BF	Lenovo	100e	P203DLJ5	Damaged display	09966	
ChromeBook	BF	Lenovo	100e	P203E1AL	Damaged display	10419	
Laptop	BF	dell	Latitude E5440	2M4LF12	EOL	886	
NetWork Camera	BF	Vivotek	FD6111V	FD6111V	EOL		x5
NetWork Camera	BF	Vivotek	FD836BA-HTV	FD836BA-HTV	EOL		x1
NetWork Camera	BF	Vivotek	FD8369A-V	FD8369A-V	EOL		x2
Network Switch	BF	Allied Telesis	AT-GS950/8	AT-GS950/8	EOL		
Monitor	BF	Dell	1708ET		EOL		
laptop	BF	Dell	Latitude e5430	5S9SVY1	EOL		
3-Boxes of Miscellaneous accessories	BF	Mix					used keyboard/mouses/vga cables/power cords
laptop	BF	Dell	vostro 3550	6hcskr1	eol	870	
Printer	BF	Dell	B3460DN	HMRX542	eol		Atlantic 21959
ChromeBook	BF	Lenovo	100e	P203DQ8T	Damaged keyboard	05351	
ChromeBook	WE	Lenovo	N42	LR0B7V1E	EOL	09561	
ChromeBook	WE	Lenovo	N42	LR0B71BL	EOL	667	
ChromeBook	WE	Lenovo	100e	P203CRYQ	Broken display	05648	
ChromeBook	WE	Lenovo	100e	P203DGR3	Broken display	04652	
ChromeBook	WE	Lenovo	100e	P203D9RC	Broken display	05608	
ChromeBook	WE	Lenovo	100e	P203E19H	Keyboard not working	09962	
ChromeBook	WE	Lenovo	100e	P203DXTX9	Damaged display	10390	
ChromeBook	WE	Lenovo	100e	P203DLQG	Damaged display	05403	
ChromeBook	WE	Lenovo	100e	P203E7RV	Damaged keyboard	10422	
ChromeBook	WE	Lenovo	100e	P203DTXN	Damaged keyboard	04733	
ChromeBook	WE	Lenovo	100e	P203D6PK	Damaged display	04631	
ChromeBook	WE	Lenovo	100e	P203D6ZY	Damaged display	10473	
SmarBoard	WE	NewLine TrueTouch	TT-6518RS	Z65U0AXSA1851	EOL		
ChromeBook	WE	Asus	C300M	F7N0CX07065628E	EOL		
ChromeBook	WE	Asus	C300M	F7N0CX070577280	EOL		
ChromeBook	WE	Asus	C300M	F7N0CX073351286	EOL		
ChromeBook	WE	Asus	C300M	F7N0CX010887276	EOL		
ChromeBook	WE	Asus	C300M	F7N0CX038614285	EOL		
ChromeBook	WE	Asus	C300M	F7N0CX07066728C	EOL		
ChromeBook	WE	Asus	C300M	F7N0CX07337728D	EOL		

DEVICE	LOCATION	COMPANY	MODEL #	S/N	ISSUE	ASSET TAG	NOTES
ChromeBook	WE	Asus	C300M	F7N0CX07062328C	EOL		
ChromeBook	WE	Asus	C300M	F7N0CX07334828D	EOL		
SmarBoard	WE	NewLine TrueTouch	TT-6516UB	Z65U0AMS850543	EOL		
Switch	BE	Cisco Systems	1548U		433553 EOL		
Document Camera	BE	Elmo	TT-12		1319457 EOL		
Document Camera	BE	Elmo	TT-12 ID		1367375 EOL		
Projector	BE	Nec	WT610	790005EW	EOL		
Chromebook	LE	Lenovo	100e	P203DGPL	Broken		
Chromebook	LE	Lenovo	100e	P203E82E	Broken		
Chromebook	LE	Lenovo	100e	P203D3U1	Broken		
Chromebook	LE	Lenovo	100e	P203DU5X	Broken		
Chromebook	LE	Lenovo	100e	P203D9FA	Broken		
Chromebook	LE	Lenovo	100e	P203DNXS	Broken		
Desktop	LE	DELL	OPTIPLEX 3010	4L6V6Y1	EOL		
Document Camera	LE	IPEVO	iZiggi_029808	131614BG01110	EOL		
Document Camera	LE	IPEVO	iZiggi_029808	131604BG01055	EOL		
Document Camera	LE	IPEVO	iZiggi_029808	131614BG01110	EOL		
Document Camera	LE	IPEVO	iZiggi_029808	131614BG01111	EOL		
Wireless interactive pen	LE	IPEVO	CSW2-OIIPA3	131647WL00793	EOL		
Wireless interactive pen	LE	IPEVO	CSW2-OIIPA1	131608WI00455	EOL		
Wireless interactive pen	LE	IPEVO	CSW2-OIIPA1	131608WI00450	EOL		
Wireless interactive pen	LE	IPEVO	CSW2-OIIPA1	131608WI00446	EOL		
Wireless interactive pen	LE	IPEVO	CSW2-OIIPA1	131608WI00445	EOL		
Wireless interactive pen	LE	IPEVO	CSW2-OIIPA1	131620WI01596	EOL		
Wireless interactive pen	LE	IPEVO	CSW2-OIIPA3	131903wl00724	EOL		
Printer	LE	DELL	2350dn	B2XNGN1	EOL		
TV CART	LE	Panasonic	PV-M2036	J6AA25927	EOL		
Monitor	LE	DELL	E1912Hc	CN0PY7DC6418036307BB	EOL		
Monitor	LE	DELL	P170St	CN0VHPX37444515J622U	EOL		
Chromebook	LE	Lenovo	100e	P203E8DP	EOL		
Chromebook	LE	Lenovo	100e	P203DM5P	EOL		
Chromebook	HE	Lenovo	100e	P203D6PJ	Doesn't Turn On		
Chromebook	HE	Lenovo	100e	P203D7D8	Keyboard broken		
Chromebook	HE	Lenovo	100e	P203DVH7	Speakers/Keyboad		
Chromebook	HE	Lenovo	100e	P203D9PC	Doesn't Turn On		
Chromebook	HE	Lenovo	100e	P203DM34	Letter broken		
Chromebook	HE	Lenovo	100e	P203DFTU	Broken Hinge		
Chromebook	HE	Asus	C300S	G5N0CX041187186	EOL		
Chromebook	HE	Lenovo	N42-20	LR0B6Y4N	EOL		
Chromebook	HE	Lenovo	N42-20	LR0B71GQ	EOL		
Chromebook	HE	Lenovo	N42-20	LR0B7PKQ	EOL		
Chromebook	HE	Lenovo	N42-20	LR0B7U1X	EOL		
Chromebook	HE	Lenovo	100e	P203DAFT	Broken Hinge		
Chromebook	HE	Lenovo	100e	P203D9HH	EOL		
Chromebook	HE	Lenovo	100e	P203DAAS	Broken		
Chromebook	HE	Lenovo	100e	P203DL08	Utterly Destroyed		
Chromebook	HE	Lenovo	100e	P203DQ7J	Boken Screen		
Chromebook	HE	Dell	P22T	5B1DB52	EOL		
Chromebook	HE	Lenovo	N42-20	LR0613RC	EOL		
Chromebook	HE	Lenovo	N42-20	LR09DL8K	EOL		
Chromebook	HE	Lenovo	N42-20	LR0B7VTN	EOL		
Chromebook	HE	Lenovo	N42-20	LR09PSYB	EOL		
Chromebook	HE	Dell	P22T	Sticker Missing	Broken Screen		
Chromebook	HE	Lenovo	100e	P203D6E2	EOL		
Chromebook	HE	Lenovo	100e	P203DFTPT	Broken Hinge		
Chromebook	HE	Lenovo	100e	P203DETJ	Broken Hinge		
Chromebook	HE	Lenovo	100e	P203D7C7	Broken Hinge		
Chromebook	HE	Lenovo	100e	P203DP5F	Broken Screen		
Chromebook	HE	Lenovo	N42-20	LR09DLLU	Broken Screen		
Chromebook	HE	Lenovo	N42-20	P203D6Z0	Keys 6 & 7		
Chromebook	HE	Dell	P22T	DYQJB52	EOL		
Chromebook	HE	Dell	100e	P203E8F0	Broken Screen		
Chromebook	HE	Asus	C300M	F7N0CX073517280	EOL		
Chromebook	HE	Asus	C300S	G6N0CX10F95325H	EOL		
Chromebook	HE	Lenovo	100e	P203DESM	Broken Keys		
Chromebook	HE	Lenovo	100e	P203DP3W	EOL		
Chromebook	HE	Lenovo	100e	P203DPPG	EOL		
Chromebook	HE	Dell	P22T	9YRJB5?	EOL		last digit of serial number not legible
Chromebook	HE	Lenovo	N42-20	LR0B70WD	EOL		
Chromebook	HE	Lenovo	N42-20	LR0B7V38	EOL		
Chromebook	HE	Lenovo	N42-20	LR0B706N	EOL		
Chromebook	HE	Lenovo	N42-20	LR0B70XP	EOL		
Chromebook	HE	Lenovo	N42-20	LR0B71GW	EOL		
Mobile Cart	WE	Ergotron	ERGIDT-001		EOL	235	
Mobile Cart	WE	Datamation			EOL	642	



State of New Jersey

DEPARTMENT OF EDUCATION

PO Box 500

TRENTON, NJ 08625-0500

PHILIP D. MURPHY

Governor

TAHESHA L. WAY

Lt. Governor

ANGELICA ALLEN-McMILLAN, Ed.D.

Acting Commissioner

November 14, 2023

Dr. Andre Spencer, Superintendent
Bergen County
Teaneck School District No. 5150
651 Teaneck Road
Teaneck, New Jersey 07666

Title: PRELIMINARY ELIGIBLE COST: (PEC) DETERMINATION OF A SCHOOL FACILITIES PROJECT FOR A REGULAR OPERATING DISTRICT SEEKING A GRANT MADE POSSIBLE THROUGH AN ALLOCATION OF FEDERAL AMERICAN RESCUE PLAN ACT DOLLARS IN THE FISCAL YEAR 2023 (FY23) BUDGET.

THIS PROJECT DOES IMPACT EDUCATIONAL ADEQUACY AND IS SUBJECT TO DOE FINAL EDUCATIONAL ADEQUACY REVIEW.

Bryant Elementary School

State Project No. 5150-080-23-PK02

Description: Interior Alteration to create 2 Pre-Kindergarten Classrooms

Dear Dr. Spencer:

Your district has submitted an application for a school facilities project pursuant to Section 5 of the Educational Facilities Construction and Financing Act, P.L. 2000, c. 72 ("EFCFA" or "Act") and the New Jersey Department of Education implementing regulations at N.J.A.C. 6A:26-1 et seq. ("Regulations"). This project application has been deemed complete by the New Jersey Department of Education-Office of School Facility Projects ("Department"), has been reviewed under the Act and the Regulations, and, as a result, the Department now makes the following defeminations regarding the above referenced project.

November 14, 2023

I. Department determinations:

1. This school facilities project qualifies as a school facilities project eligible for State support under the Act.
Yes ☒ No ☐
2. This school facilities project is consistent with the District's approved long-range facilities plan ("LRFP") as approved or as amended.
Yes ☒ No ☐
3. This school facilities project meets the educational adequacy requirements.
Yes ☒ No ☐ Not Applicable ☐
4. This school facilities project is consistent with the District's applicable approved programmatic model contained in the District's approved LRFP, if any, or with the facilities efficiency standard ("FES") and the area allowances per FTE student, and does not exceed the model or the FES, as applicable, except for spaces for which the District is not seeking State support.
Yes ☒ No ☐ Not Applicable ☐
5. This school facilities project or a portion of this project qualifies as new construction because it is needed for ☐ unhoused students or for ☐ another educational adequacy purpose*.
Yes ☐ No ☐ Not Applicable ☒
6. This school facilities project or a portion of this project qualifies as rehabilitation as it is required to keep the school facilities functional for its original purposes or for new purposes but does not increase the gross square footage of the school facility and does not include any routine maintenance or required maintenance but may include capital maintenance.
Yes ☒ No ☐ Not Applicable ☐
7. This school facilities project may be subject to the environmental assessment or environmental impact statement requirements of Executive Order 215.
8. This school facilities project is a new school, and therefore must incorporate the guidelines developed by the United States Green Building Council known as "Leadership in Energy & Environmental Design ("LEED"), Version 2."
Yes ☐ No ☐ Not Applicable ☒

November 14, 2023

II. Description of the approved school facilities project

The approved school facilities project consists of the following components:

- **To convert a large space into 2 Pre-Kindergarten classrooms,**

Building System	Impacted Systems (X)	Description
Demolition	X	
Interior Construction	X	
HVAC	X	
Electrical Distribution	X	
Communications	X	
Soft Costs	X	

November 14, 2023

III. Preliminary eligible costs ("PEC") for the approved school facilities project:

The District's aid percentage as defined in section 3 of the Act, N.J.S.A. 18A:7G-3 is **0.00** % and State share will be equal to 100% of that percentage, except that it will not be less than 40% of final eligible costs.

Pursuant to N.J.S.A. 18A:7G-7 the following is the PEC for the approved school facilities project:

PEC Calculations:

Preliminary Eligible Cost Calculations for SP#:				5150-080-23-PK02	Bryant Elementary School	
	Functional Capacity (FC)	Projected Enrollment (PE)	Unhoused Students (UH)	Area Allowance / FTE Student (AA)	****Maximum or Actual Gross Square Footage (GSF)	Preliminary Eligible Cost (PEC)
*New Construction	0	0	0	0.00	Max: 0	\$ -
					Actual:	\$ -
Other Eligible Costs for Educational Adequacy (Based on \$143/SF)					0	\$ -
**Rehabilitation						\$ 416,000.00
TOTAL PEC						\$ 416,000.00
ROD Grant Only	40.0000%				State Share	\$ 166,400.00
	60.0000%				Local Share	\$ 249,600.00
Ineligible Excess Costs (Based on \$143/SF)					0	\$ -
Ineligible Excess Costs (Based on estimated actual cost for rehabilitation)						\$ -
TOTAL Ineligible Excess Costs						\$ -
Total Project Cost						\$ 416,000.00
*New construction costs are calculated using \$143.00 per square foot times the GSF.						
**The rehabilitation costs are compiled from the architect's line item cost estimate of the scope of work to be performed during the school facilities project.						
FY 23 DAP =		0.0000%		or 40% whichever is greater.		40.0000%
***State share for grant funding, assuming the district elects to receive a grant pursuant to N.J.S.A. 18A:7G-15 instead of state debt service aid pursuant to N.J.S.A. 18A:7G-9. State share is calculated based on the district aid percentage (DAP) at the time of approval as defined in N.J.S.A. 18A:7G-3.						
****The preliminary eligible costs for new construction will be calculated based on the maximum allowable additional gross square footage or the actual gross square footage, whichever is smaller. The final eligible costs may not equal preliminary eligible costs, pursuant to the district's right to appeal preliminary eligible costs under N.J.A.C. 6A:26-3.6. A change in final eligible costs will mean a change in State and local share of those costs.						

Please adjust the EWEG application budget pages to the State Shared amount approved in the above table and resubmit the EWEG application. If you have technical issue please reach out to the eweg help desk @ eweghelp@doe.nj.gov.

- Rehabilitation costs are based on the architect's line item cost estimate of the scope of work to be performed during the school facilities project. These costs have been reviewed and approved by the Department.

November 14, 2023

IV. Actions to be taken

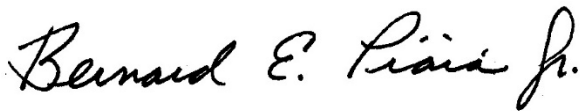
- A. Introduction:** If a district constructs the school facilities project, the district will receive State support in the form of a grant (pursuant to N.J.S.A. 18A:7G-9). The district also has options on whether to accept or appeal the Department's determinations of space eligible for State support and PEC. Further, the district will need to take certain actions since this project is subject to educational adequacy requirements. **Please note that the above review is limited to the spaces in the approved LRFP for the above-referenced school facilities project.**
- B. District elected options:** Thirty (30) days from the date of this PEC letter, the Department will issue a FEC letter with "grant" as the State funding source. If the District does not agree with these elections, they must notify the Department prior to this action.
- C. Educational adequacy and Uniform Construction Code review.** This project **requires** final educational adequacy review, and must apply to the Department for such review, and submit the total review fees, in the amount as determined under N.J.A.C. 6A:26-5.5, **\$ 1,600.00**, to the Department prior to proceeding with review of its construction documents for UCC conformance.
- Note: The district must demonstrate to the Department that extraordinary circumstances require an award of the entire approval project scope in separate phases.
- D. Executive Order 215.** School facilities projects meeting certain State assistance percentage (at least 20% of total project costs) and cost thresholds (total construction costs in excess of \$ 1 million) and not otherwise exempted (exemptions include rehabilitation and new construction not increasing the building's capacity by more than 25 percent) are required to comply with E.O. 215, including the preparation and submission of an environmental assessment or an environmental impact statement as applicable, prior to site preparation and/or construction activity.

November 14, 2023

- E. **Final eligible costs and local support.** A district may seek approval of the estimated local share in its annual budget, capital maintenance budget, board of school estimate, use of federal funds, or other non-state funding sources pursuant to N.J.A.C. 6A:26-3.6. No school facilities project may be constructed unless, if there is a local support amount, such local support has received approval as set forth in N.J.A.C. 6A:26-3.7.

Should you have any questions regarding this matter, contact Anthony Brun by email at tony.brun@doe.nj.gov.

Sincerely,



Bernard E. Piaia, Jr.
Director, Office of School Facility Projects

BEP:ab

c: Secil Onat, Assistant Commissioner, Division of Finance and Business Services
Louis DeLisio, Executive Bergen County Superintendent
Haquisha Taylor, Teaneck Public School District Business Administrator
Kimberly Friddell, Director, Office of Pre-School Education
Roderick Watkins, dicara+rubino architects
Anthony Brun, Office of School Facility Projects

BFMS-EWEP- 23-24

Staff Member	Activity Tier	Stipend
Muniya Munguti	Student Council	\$2000.00
Javalda Powell	Student Council	\$2000.00
Victor Stanic	BFMS Robotics/Steam	\$2100.00
Jessie Gorant	National Junior Honor Society	\$2000.00
Jean Uwisavve	French Club	\$1000.00
Jennifer Henry	Book/Supply Room	\$4000.00
Linda Lamadrid	Yearbook Advisor	\$2500.00
Eileen Mursch	Bridge Club	\$1000.00
Samantha Singer	Intramurals	\$1500.00
Patrick O'Connor	Intramurals	\$1500.00
Latasha Holley-Garcia	Intramurals	\$1500.00
Barbara Finkelstein	Newspaper	\$1125.00
Roberta Weiss	Newspaper	\$1125.00
Kelly Blessing	Drama Club Director	\$2100.00
TBD	Drama Assistant Director	\$1000.00
Reginald Pittman	Chorus 5/6	\$2100.00
Reginald Pittman	Chorus 7/8	\$2100.00
Jessica Bergen	Band 5/6	\$2100.00
Jessica Bergen	Jazz Band	\$1050.00
Joe Hochesang	Jazz Band	\$1050.00
Joe Hochesang	Strings 5/6	\$2100.00
Eve Kotkin	Dreams	\$2200.00
TBD	Gay Straight Alliance	\$1000.00

Tiffany Torres	Mock Trial	\$1500.00
Javalda Powell	Student Services (I Team)	\$1000.00
Mickell Taylor	Film Critics/Photography	\$1000.00
TBD	Botany	\$1000.00
William Mazerolle	Gymnastic/Fitness	\$1000.00
TBD	Environmental Club	\$1000.00
TBD	Math Club	\$1000.00
Tanja Hans	Chess Club	\$1000.00
TBD	Library Council	\$1000.00
Dana Butler	Visual Arts/Dance	\$1050.00
Alyssa Jackson	Visual Arts/Dance	\$1050.00
Mickell Taylor	Athletic Director	\$5000.00
TBD	BF Achievers	\$2200.00
TBD	Spanish Club	\$1000.00

Staff Member	Activity Tier	Stipend
Muniya Munguti	Student Council	\$2000.00
Javalda Powell	Student Council	\$2000.00
Victor Stanic	BFMS Robotics/Steam	\$2100.00
Jessie Gorant	National Junior Honor Society	\$2000.00
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TBD	BF Achievers	\$2200.00
TBD	Spanish Club	\$1000.00

Human Resource Management



POSITION DESCRIPTION

POSITION TITLE: Accountant

ADMINISTRATIVE RELATIONSHIP: Reports to the School Business Administrator

ESSENTIAL QUALIFICATIONS:

1. Bachelor's Degree or equivalent job experience
2. Three (3) years of experience in accounting
3. Three (3) years of prior experience in a public-school business department preferred
4. Deep knowledge of GAAP Accounting
5. Excellent interpersonal and customer service skills necessary for the handling of confidential information and providing high quality service both internally and externally
6. Effective time management, problem-solving, organizational, and written and verbal skills
7. Experience with school accounting software, Microsoft Excel, Microsoft Word, Google suite and other web-based applications
8. Ability to communicate and work effectively with staff, administrators, students, vendors, consultants, professionals, and others in job-related areas
9. Ability to quickly learn and adapt to new procedures, computer applications, and software systems, including those currently used and ones adopted by the district
10. Ability to work independently, as appropriate, analyze a situation accurately, and implement an effective course of action
11. Ability to work effectively as a team member and to collaborate on group projects to ensure their successful completion

Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable.

ESSENTIAL FUNCTIONS OF THE POSITION:

1. Research and resolve billing discrepancies, process payments, maintain files, review open purchase orders monthly.
2. Routinely monitors open purchase orders for missing items. Follow up on orders 60 + days old with vendors, schools or departments. Process all purchase order adjustments as needed such as, cancellations, excess/credits.
3. Prepare and manage tuition contracts and billings on received students.
4. Process outstanding check inquiries with the bank and issue stop payments as needed.
5. Maintain files on all open and paid purchase orders. Review as necessary.

6. Monitors and maintains central office petty cash funds and disburse funds upon request and establishes petty cash funds for all departments.
7. Assist the Payroll Department as needed with monthly medical, dental, disability bills, supplemental payroll, preparation of payroll agency checks and other related tasks.
8. Verify payroll account distribution and post payroll to budget.
9. Assist in other routine duties and Business Office functions as required or assigned by the Assistant Business Administrator or Senior Accountant.
10. Assists in the preparation and submission of federal and state grant reimbursement requests through the state EWEG system.
11. Coordinates closing of books at fiscal year-end including reconciling outstanding purchase orders and reserve accounts to actual commitments and the proper close out of Petty Cash funds.
12. Assist the Business Administrator and/or the designee in preparation of all proposals as required for negotiations.
13. Performs other financial analyses as required by the School Business Administrator/Board Secretary and as may be necessary for budget and negotiations.
14. Perform any other duties as assigned by the Superintendent, as may add to the effectiveness of the education program of the Teaneck Public Schools.

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

SALARY RANGE: \$65,000 - \$80,000

EVALUATION:

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

FOR EMPLOYEES WHO WORKED 2022-23 SCHOOL YEAR			
Tier 1	7,500		started before Jan 1 & worked 5days/wk
Tier 2	6,000		started before Jan 1 & worked 4days/wk
Tier 3	4,500		started before Jan 1 & worked 3days/wk
Tier 4	3,000		started before Jan 1 & worked 2days/wk
Tier 5	3,750		started after Jan 1 & worked 5days/wk
Tier 6	3,000		started after Jan 1 & worked 4days/wk
Tier 7	2,250		started after Jan 1 & worked 3days/wk

	<u>School</u>	<u>Last Name</u>	<u>First Name</u>	<u>Tier</u>	<u>Amount</u>
1	Bryant	Peterkin	Claudette	Tier 1	7,500
2	Bryant	James	Keisha	Tier 1	7,500
3	Bryant	James	Deidra	Tier 1	7,500
4	Bryant	Abbasi	Rubina	Tier 1	7,500
5	Bryant	Brown	Monique	Tier 1	7,500
6	Bryant	Wingster	Sheryl	Tier 1	7,500
7	Bryant	Bano	Saira	Tier 1	7,500
8	Bryant	Harris	Jakiah	Tier 1	7,500
9	Bryant	Abbasi	Rehana	Tier 5	3,750
10	Lacey	Vega-Camacho	Daniela	Tier 6	3,000
11	Lacey	Smith	Jennifer	Tier 1	7,500
12	Lacey	McKee	Jewel	Tier 1	7,500
13	Lacey	Vilorio	Cristabel	Tier 7	2,250
14	Lacey	Murphy	Ajare	Tier 4	3,000
15	Whittier	Tavarez	Angie	Tier 1	7,500
16	Whittier	Recinos	Carmen	Tier 1	7,500
17	Whittier	O'Connor	Ashley	Tier 3`	4,500
18	Whittier	Chandler	Davenport	Tier 1	7,500
19	Whittier	Valerio	Jasmin	Tier 5	3,750
20	Whittier	Emily	Gomez	Tier 5	3,750
21	Hawthorne	Hadnot	Florence	Tier 1	7,500
22	Hawthorne	Bano	Shahida	Tier 1	7,500
23	Hawthorne	Segal	Mona	Tier 3	4,500
24	Hawthorne	Harris	Kyjah	Tier 1	7,500
25	Hawthorne	Warren	Renee	Tier 1	7,500
26	Hawthorne	Colleen	Collins-Reamer	Tier 1	7,500
27	Lowell	Coleman	Patrice	Tier 1	7,500

28	Lowell	Campbell	Linda	Tier 1	7,500
29	Lowell	Turner	Josh	Tier 5	3,750
30	BF	Hamilton	Helen	Tier 1	7,500
31	BF	Harris	Jalen	Tier 1	7,500
32	TJ	Savage	Brenda	Tier 1	7,500
33	TJ	Khan	Gulshir	Tier 1	7,500
34	TJ	Sommer	Bonnie	Tier 1	7,500
35	TJ	Drootin	Claire	Tier 1	7,500
36	TJ	Warren	Raina	Tier 1	7,500
		<u>TOTAL</u>			234,750

Name	Position	Hourly Amount
Sukena Safdar	Aide	\$15.13
Marilyn Garcia Velez	Aide	\$15.13
Sam Jiatz	Aide	\$15.13
Janae Goodman	Aide	\$15.13
Diojairy Baez-Cruz	Aide	\$15.13
Asha Jagadeesh	Aide	\$15.13
Lutfa Shamim	Aide	\$15.13
Vance Steinbergin	Aide	\$15.13
Mariela Batista	Aide	\$15.13
Fernando Vazquez	Aide	\$15.13
Yeniffer Vargas	Aide	\$15.13
Peter Nomhwange	Aide	\$15.13
Avian Lorinzo	Aide	\$15.13
Alice Brinson	Aide	\$15.13
Nadima Qusar	Aide	\$15.13
Christal Terry	Aide	\$15.13
Stephania Sejour	Aide	\$15.13
Roxana Dempsey	Aide	\$15.13

Name	Position	Hourly Amount
Yazan Jabar	Aide	\$15.13
Claudia Connolly	Aide	\$15.13
Cinthya Nunez	Aide	\$15.13
Summer Lewis	Aide	\$15.13
Saira Qamar	Aide	\$15.13
Samina Arshad	Aide	\$15.13
Cristian Tabares	Aide	\$15.13
Lakiay Jonas	Aide	\$15.13