

**REGULAR PUBLIC MEETING
JANUARY 19, 2022**

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, January 19, 2022, held virtually via Zoom app located on the district website, at 8:00 PM. Adequate notice of this meeting has been sent to the Record, filed with the Municipal Clerk and posted on the school district website at www.teaneckschools.org, on January 14, 2022."

III. Roll Call

<i>Board Member</i>	<i>Present</i>	<i>Absent</i>
Ms. Burns (Linda)		
Mr. Clark, Sr. (Harold)		
Mr. Cooper (Damen)		
Ms. Fisher (Victoria)		
Mrs. Gee (Danielle)		
Dr. Klein (Dennis)		
Mr. Rodriguez (Jonathan)		
Mr. Rodriguez (Sebastian)		
Ms. Sanders (Denise)		

IV. Reaffirmation of District Goals

V. Superintendent's Report

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

VII. Board Presentations (If Needed)

VIII. Board Committee Reports (As Available)

IX. Agenda Items

X. Executive Session (Needed)

XI. 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.

POLICY

JANUARY 19, 2022

Be It Resolved, that the Teaneck Board of Education, upon the recommendation of the Superintendent of Schools, approves the FIRST OR SECOND READING following revised or new **Board Policies / Regulations** resolution:

1. Policy Updates - Second Reading

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

P6112 - Reimbursement of Federal and Other Grant Expenditures - (M)

P6471 - School District Travel - (M)

P8561 - Procurement Procedures for School Nutrition Programs - (M) (Revised)

EXPLANATION: The Board approved the First Reading at the Regular Public Meeting held on December 8, 2021. The Summaries of the revisions is attached.

Policy 01 thru 01

<i>Motion:</i>	<i>Second:</i>			
<i>Board Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
Ms. Burns (Linda)				
Mr. Clark, Sr. (Harold)				
Mr. Cooper (Damen)				
Ms. Fisher (Victoria)				
Mrs. Gee (Danielle)				
Dr. Klein (Dennis)				
Mr. Rodriguez (Jonathan)				
Mr. Rodriguez (Sebastian)				
Ms. Sanders (Denise)				

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

1. **School Board Recognition Month in New Jersey January 2022**

Teaneck Board of Education

WHEREAS, The New Jersey School Boards Association has declared January 2022 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The [TEANECK](#) Board of Education is one of 580 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The [TEANECK](#) Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the [TEANECK](#) Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2022 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the [TEANECK](#) Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

2. that the Board approve the minutes of the Public Workshop meeting and the Regular Public meetings held on Wednesdays, December 1, 2021, and December 8, 2021 respectively.

EXPLANATION: The Board approves the minutes from each meeting.

Board Operations 01 thru 02

Motion:	Second:			
Board Member	Yes	No	Abstain	Absent
Ms. Burns (Linda)				
Mr. Clark, Sr. (Harold)				
Mr. Cooper (Damen)				
Ms. Fisher (Victoria)				
Mrs. Gee (Danielle)				
Dr. Klein (Dennis)				
Mr. Rodriguez (Jonathan)				
Mr. Rodriguez (Sebastian)				
Ms. Sanders (Denise)				

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

1. that the Board approves the decisions of the Superintendent regarding, Harassment, Intimidation, and Bullying (HIB) incidents reported to the Board in Executive Session at the January 19, 2022 Regular Public Meeting.

2. That the Board approve Hashtagchoices to conduct a PowerPoint presentation to Benjamin Franklin Middle School's 5th and 6th grade students. The presentation is tailored specifically for 5th and 6th grade students to help raise awareness around the consequences of the choices they make. Students are presented with scenarios that are specifically grade and age appropriate including self-esteem, equality, diversity, mental health and vaping, to name just a few. Every scenario defines what the consequences are, with discussions on both easy choices and difficult choices and how best to make those choices. Students are given choices as to what they would do in these situations, and then their answers are discussed to why they made their choices, and what possible consequences result from those decisions. The presentation aims to emphasize that choices do not need to be made alone; parents, teachers, school counselors, and even friends can be called upon to help them make good, intelligent choices.

EXPLANATION: The presentation is being paid for by the Teaneck Municipal Alliance Against Substance Abuse (TMAASA) and there is no cost to the district. Two facilitators from Hashtagchoices would conduct the presentation. They will present a total of eleven in-person presentations, 30 minutes each, covering each 5th and 6th grade homeroom over the course of two days during the week of January 24, 2022. Teachers will be present in each presentation.

3. that the Board approve the Teaneck Public Schools *Self-Assessment for Determining Grades* (attached) under the Anti-Bullying Bill of Rights Act as required by the New Jersey Department of Education. A grade will be assigned for each school and the District by the Commissioner of Education. Districts are required to post their grades on the website.

Each building developed a binder of documentation including self-assessment by the building safety team, policy and educational informational programs in accordance with the Anti-Bullying Bill of Rights. The binders are available for review in the Guidance Office.

EXPLANATION: The Bryant School Self-Assessment score is low as Anti-Bullying Specialist (ABS) was not assigned for the 2020-2021 school year. Please note, prior to Theodora Smiley Lacey School opening during the 2020-2021 school year, Bryant housed both Pre-K and Kindergarten enabling HIB programs and services to be provided to all students by the counseling support staff that served as the ABS. The situation has since been rectified. An ABS has been assigned at Bryant School to ensure HIB programs and training occur for the 2021-2022 school year and beyond.

School Operations 01 thru 03

<i>Motion:</i>	<i>Second:</i>			
<i>Board Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
Ms. Burns (Linda)				
Mr. Clark, Sr. (Harold)				
Mr. Cooper (Damen)				
Ms. Fisher (Victoria)				
Mrs. Gee (Danielle)				
Dr. Klein (Dennis)				
Mr. Rodriguez (Jonathan)				
Mr. Rodriguez (Sebastian)				
Ms. Sanders (Denise)				

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

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

NOVEMBER 1, 2021 through NOVEMBER 31, 2021

General	\$9,661,302.66
Special Revenue	\$869,307.20
Enterprise	\$40,419.60
Food Service	\$187,168.52
Capital Outlay	\$12,866.20

Total of Approved Payments \$10,771,064.18

EXPLANATION: These bills have been examined by a member of the Finance Committee and were found to be in order for Board approval.

2. that the Board approve 2021-2022 budget transfers which are attached and a part of the official record.

3. **WHEREAS**, the Board of Education has received the Report of the Board Secretary and the Report of the Treasurer of School Monies for the month of November 2021 and determined that both reports are in agreement; and
WHEREAS, in compliance with N.J.A.C. 6A:23A-16.10(c)3 the secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Board of Education except as noted; now
BE IT RESOLVED, that in compliance with N.J.A.C. 6A:23A-16.10(c)4, the Board of Education certifies that, after review of the secretary's monthly financial reports (appropriate section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over-expended in violation of N.J.A.C.6A:23A-16.10(c)4, and that sufficient funds are available to meet the district's financial obligations for the remainder of the year (which would become a part of the Minutes of this meeting); and
BE IT FURTHER RESOLVED, that pursuant to P.L. 2004 Ch. 73 (S-1701), the Board certifies that after a review of the Secretary's Monthly Financial Report and upon consultation with the appropriate district officials, that there is a budgetary transfer that cumulatively exceeded 10% that would require the approval of the Executive County Superintendent. A copy will be send to the County.

4. that the Board approve the attached list of virtual Professional Development for the staff indicated for professional improvement or development, as approved by the Superintendent (District funded \$6,329.45) (Title II Grant Funded \$2,906.21) (Grant Funded \$2,241.19) total cost of \$11,476.85.

EXPLANATION: NJDOE requires approval by the Superintendent and the Board of Education for attendance at and reimbursement for seminars and conferences.

5. that the Board approve the attached list of Student Field Trips, as approved by the Superintendent (FORUM Grant Funded \$0) and (District Funded \$3,240) (Parent Funded \$2,090) total cost \$5,330.00

EXPLANATION: NJDOE requires approval by the Superintendent and the Board of Education for attendance at and payment for student field trips.

6. that the Board approve the attached list of Student Fundraising activities by school.

EXPLANATION: Proposed fundraising activities are approved by the Board.

7. that the Board approve the contracts, for out-of-district tuition, for students who would require a Special Education program during the 2021-2022 school year, as per the attached list.

EXPLANATION: The schools listed would provide services to students in accordance with their respective IEPs.

8. that the Board approve contracts with clinicians and agencies on the attached list who would provide related services and / or independent evaluations during the 2021- 2022 school year.

9. **RISK MANAGEMENT CONSULTANT
PROFESSIONAL SERVICES AGREEMENT**

2022

This Agreement, entered into this 1st day of July 2022 between the Board of Education of TEANECK, (hereinafter referred to as the Board) and the Burton Agency Inc., a Corporation of the State of New Jersey, having its principal office at 44 Bergen Street, Westwood, NJ 07675 (hereinafter referred to as the Consultant).

Witneseth:

WHEREAS, the Board is a member of the Northeast Bergen County School Board Insurance Group (NESBIG) (hereinafter referred to as the Group) and;

WHEREAS, the Consultant has offered to the Board professional risk management consulting services consistent with the industry standard and possesses the requisite education, license, skills and experience and;

WHEREAS, the Board desires professional risk management consulting services and is relying on such representation and;

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

1. The term of this appointment shall commence on July 1, 2022 and shall run until June 30, 2025, and until a successor is appointed and qualified.
2. The Consultant, for and in consideration of the amount stated hereinafter, agrees to provide to the Board as follows:
 - A. Assist the Board in identifying its insurable property and casualty exposures and to recommend professional methods to reduce, assume or transfer the risk of loss.
 - B. Assist the Board in understanding and selecting the insurance coverages available from the Group and otherwise.
 - C. Review with the Board any additional insurance coverages that the Consultant advises should be carried but are not available from the Group.
 - D. Assist the Board in the preparation of applications, statement of values and similar documents requested by the Group, it being understood that this agreement does not include any appraisal work by the Consultant.
 - E. Review the Board's annual insurance assessment as prepared by the Group and assist the Board in preparation of its annual insurance budget.
 - F. Review any loss and engineering reports and generally assist the Board in its loss containment objectives.
 - G. Assist where needed in the settlement of claims.
 - H. Such other matters pertaining to insurance and risk management as may from time to time

be necessary.

3. The Board authorizes the **Group** to pay the Consultant as compensation for services rendered, an amount equal to 6% of the Board's annual insurance assessments for property and casualty insurance and workers' compensation as promulgated by the Group. The said fee shall be paid to the Consultant in four equal payments, at the end of each quarter, by the Fund. (September 30th, December 30th, March 30th and June 30th)

4. The Consultant shall provide proof of insurance in form and amount satisfactory to the Board but which shall, in any case, meet the following minimum requirements:

- (a) General Liability: \$1,000,000
- (b) Worker's Compensation: Statutory requirements to be met
- (c) Auto Liability: Minimum limits of \$1,000,000, must include non-owned auto
- (d) Professional Errors and Omissions: Minimum limit of \$1,000,000

5. For any insurance coverage's authorized by the Board to be placed outside the Group, the Consultant shall receive as compensation the standard brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the Group's assessment in computing the fee outlined in 3 above.

6. This agreement may be terminated by either party at any time by mailing to the other, written notice, certified mail return receipt, calling for termination at not less than thirty (30) days thereafter. In the event of termination of this agreement, the Consultant's fees outlined in 3 above shall be prorated to date of termination

IN WITNESS WHEREOF, this agreement has been executed on this 19th day of January, 2022 for the purposes and the term specified herein.

BOARD OF EDUCATION OF TEANECK, NJ

10. **Whereas**, the New Jersey Department of Education has awarded Teaneck Public Schools \$83,696.00 to be allocated by June 30, 2022.

Whereas, the funds would be used towards addressing emergent projects as well as capital maintenance projects, especially for facilities costs to address COVID-19 concerns.

Be It Resolved that the Board accept grant funds from the New Jersey Department of Education through the New Jersey Schools Development Authority in the amount of \$83,696 in Fiscal Year 2022 and facilitate projects and use the funds to address the COVID-19 concerns.

11. **Whereas**, on December 08, 2021 the District procured quotes from multiple vendors from the State of New Jersey Cooperative Purchasing Contracts. The related services are the removal and replacement of all drinking fountains throughout the district schools with a combination unit that consists of a water fountain and water bottle filling stations. These units are able to reduce the amount of surface contamination while allowing the units to operate as a water cooler.
NOW, THEREFORE BE IT RESOLVED, based on the evaluations of services and lowest available quotes, the Board approve the F.W. WEBB Company for services with contract#HCEC-CAT-19-09 in the amount not to exceed \$60,589.50 see attached quotes.

12. **Whereas**, the district is in need of substitute teachers. Sub Teacher Source (STS) provides the district with high quality sub teachers and a 24/7 access to web based absence management system.
Be It Resolved that the Board approve the contract for STS Sub Teacher Source to provide sub teachers for the district for the school year 2021-2022 in the amount not to exceed \$44,000. (see presentation attached)

13. **Whereas**, the State of New Jersey, in an effort to hire and retain employees in the childcare sector, is offering state licensed providers the opportunity to apply for the \$1000 Hiring and Retention Bonus Grant per child care employee; and

Whereas, funding for the grant is provided by the Federal American Rescue Plan (ARP) and the New Jersey Revitalization Fund in conjunction with the New Jersey Department of Human Services, Division of Family Development; and

Whereas, to be eligible, providers must be state licensed and in good standing with the New Jersey Licensing, Manual of Requirements; and

Whereas, approved providers will be awarded \$1000 per eligible employee which will then be awarded to those employees as a bonus; and

Whereas, eligible employees include those that work directly with the children, have completed specific safety/training courses and required background checks and whose income is less than \$50,000 from the provider.

Whereas, per the above, the Teaneck's Community Education child care staff (SACC staff) are eligible to receive this \$1000 bonus, per employee, and the district applied on their behalf (*see chart below for number of eligible employees & total award amount*) and have received approval notifications from the State. (see list of Employees attached)

Program	# of Employee	Award Amount
Bryant School	7	7,000
Theodora Smiley Lacey	4	4,000
Whittier	5	5,000
Hawthorne	5	5,000
Lowell	4	4,000
Thomas Jefferson	2	2,000
TOTAL		\$27,000

Be It Resolved, that the Teaneck Board of Education accepts receipt of \$27,000 from The New Jersey Hiring and Retention Bonus Grant which will be paid via payroll for each SACC employee pending approval.

14. that the Board approve one (1), virtual professional development session for one (1) hour on understanding, utilizing and implementing the middle school Newsela differentiated reading resource on February 14, 2022 for middle school social studies teachers. Session will not exceed the amount of \$750.00 - Account # 20-483-200-320-57-50-I-0 (CRSSA/ESSER-II).

EXPLANATION: A consultant from Newsela will build teachers' capacity around culturally responsive content and teaching practices aligned to the Newsela resource for middle school social studies teachers.

15. that the Board approve one (1), virtual professional development session for one (1) hour on understanding, utilizing and implementing the Newsela differentiated reading resource on March 7, 2022 for high school language arts, science and social studies teachers. Session will not exceed the amount of \$750.00 - Account # 20-483-200-320-57-50-I-0 (CRSSA/ESSER-II).

EXPLANATION: A consultant from Newsela will build teachers' capacity around culturally responsive content and teaching practices aligned to the Newsela resource for high school language arts, science and social studies teachers.

16. that the Board approve three (3), virtual professional development sessions for a total of (6) hours on Teaching Strategies Gold Assessment Tool. Sessions will take place on February 28, 2022, March 28, 2022 and May 2, 2022 for non-tenured preschool teachers. Sessions will not exceed the total amount of \$3,190.00- Account # 20-483-200-320-57-50-I-0 (CRSSA/ESSER-II).

EXPLANATION: A trainer from Teaching Strategies Gold will provide virtual sessions for non-tenured preschool teachers on understanding and using the preschool Gold assessment tool which focuses on collecting anecdotal notes and observations on the growth of preschool students in the following domains: social -emotional, cognitive, literacy and mathematics.

17. **Whereas** the Board approve for the month of December 2021 the additional funding of \$46,416. for **Chapter 192/193** in accordance with the fees approved by the NJDOE (Breakdown below).

Be it Resolved that the Board approve the New Jersey Department of Education Chapter 192/193 additional funding on an as-needed basis for students attending non-public schools.

Chapter 193	
Initial Exams & Classifications	\$46,416.
Total	\$46,416.

EXPLANATION: The New Jersey Department of Education provides Chapter 192/193 additional funds on an as needed basis for students attending non-public schools.

18. that the Board approve the following surveys needed to satisfy data requirements of the School Climate Transformation Grant: The ED School Climate Surveys (EDSCLS) (Middle School and High School); The ED School Climate Surveys (EDSCLS) for Parents; The ED School Climate Surveys (EDSCLS) for Instructional Staff; The ED School Climate Surveys (EDSCLS) for Non-Instructional Staff; and The ED School Climate Surveys (EDSCLS) Supplemental for Student Behaviors (to be incorporated into each of the middle and high school student surveys).

For those families that do not have access to the internet, hard copies of the student survey will be available as requested. Each survey is voluntary and anonymous.

Survey Links:

The ED School Climate Student Survey (BF):

<https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:b9546860-0764-4a96-b7ab-60d4e25e9ad0>

The ED School Climate Student Survey (TJ):

<https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:5b3ab6f9-93f0-4ecf-9b66-cb9097ee20ae>

The ED School Climate Student Survey (THS):

<https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:6899363c-1894-47c5-ab86-1cebe2e8b739>

The ED School Climate Surveys (EDSCLS) for Parents:

<https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:0f2a29d3-559f-4398-88a3-3600f9a088f1>

The ED School Climate Surveys (EDSCLS) for Instructional Staff:

<https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:3b9969be-5282-46b2-a4de-33a41b2fed5a>

The ED School Climate Surveys (EDSCLS) for Non-Instructional Staff:

<https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:01c83c5e-b5d7-441f-b5e8-2284df2ffa9>

The ED School Climate Surveys (EDSCLS) Supplemental for Student Behaviors:

<https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:df5deacb-3406-4cf2-bef9-91d0bb0614b5>

EXPLANATION: The ED School Climate Surveys (EDSCLS) are a suite of survey instruments developed for schools, school districts, and states by the U.S. Department of Education's National Center for Education Statistics (NCES). Through the EDSCLS, schools nationwide will have access to survey instruments and a survey platform that will allow for the collection and reporting of school climate data across stakeholders at the local level. The surveys will produce school, district, and state-level scores on various indicators of school climate from the perspectives of students, teachers and staff, principals, and parents and guardians. The surveys will satisfy data requirements as per the SCTG. The data will be analyzed and become part of both the grant's interim and annual reports.

19. that the Board approve the Stipulation of Settlement between the parents of Student ID#98973 and the Teaneck Board of Education in the amount of \$96,600.00 to be reimbursed to the parents for placement at the Oak Grove/Waterfall School, from April 2021-December 7, 2021 for 92,400.00 and the cost of the Neuropsychological report conducted by Abby Jenkins, Ph.D for \$4,200.00.

EXPLANATION: Legal settlement reached with the parents and the Teaneck BOE.

20. that the Board approve the Stipulation of Settlement between the parents of Student ID#99988 and the Teaneck Board of Education in the amount of \$30,000.00 to be reimbursed to the parents for unilateral out of district placement.

EXPLANATION: Legal settlement reached with the parents and the Teaneck BOE.

21. that the Board approve the following staff members to participate in cohort 1 of the District funded Orton Gillingham (OG) Multisensory Reading Program. Staff participating in this two-year district-funded program will matriculate in the Fairleigh Dickinson University Orton Gillingham certification program, a 12 credit program nationally accredited by the International Multisensory Structured Language Education Council (IMSLEC). The Spring 2022 Cohort will be funded by IDEA-CCEIS funds.

Cohort 1:

1. Diana Salib
2. Emily Fucarino
3. Samantha Jankowski
4. Monique Williams
5. Breda Dade
6. Diana Sanchez
7. Mindy Fliegelman
8. Amanda Detrick
9. Kelly Misol-Kulig
10. Antoinette Burns
11. Kelly Walsh
12. Spencer Jones
13. Lisa Viggiano
14. Patricia Dent
15. Shellian Mirander

EXPLANATION: The Teaneck Public School District is committed to increasing the number of staff certified in multisensory reading methodology. Educators participating in the district-funded Orton-Gillingham program will develop a structured multisensory plan to teach reading and language skills for the benefit of ALL students. Each educator certified in the Orton-Gillingham multisensory reading pedagogy augments their knowledge, skills and ability to teach struggling readers.

Finance and Budget 01 thru 21

Motion:	Second:			
Board Member	Yes	No	Abstain	Absent
Ms. Burns (Linda)				
Mr. Clark, Sr. (Harold)				
Mr. Cooper (Damen)				
Ms. Fisher (Victoria)				
Mrs. Gee (Danielle)				
Dr. Klein (Dennis)				
Mr. Rodriguez (Jonathan)				
Mr. Rodriguez (Sebastian)				
Ms. Sanders (Denise)				

PERSONNEL

JANUARY 19, 2022

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

1. that the Board approve the following certificated staff appointment for the 2021-2022 school year, following a 90-day probationary period, effective date as indicated, pending criminal history review:
 - a. Jennifer Kritsky, Mathematics Teacher, at an annual salary of \$77,000 (TTEA Guide BA, Step 12) at Teaneck High School, effective December 20, 2021 through June 30, 2022, replacing Kamal Ahmad, resigned (PC# 10-12-11/adj).
 - b. Dr. Malleswari Ponnala, Chemistry Teacher, at an annual salary of \$97,000 (TTEA PhD/step 6) assigned to Teaneck High School effective February 7, 2022 through June 30, 2022, replacing Shama Abdelhadi resigned (PC#: 10-12-13/aet).
 - c. Eric Koenig, Interim Assistant Principal, at an annual salary of \$118,204, Thomas Jefferson Middle School, effective February 01, 2022 through June 30, 2022, replacing Enoch Nyamekye, resigned (PC# 20-11-71/ane).

EXPLANATION: The Board approves the appointment of certificated staff members.

Item a. - Previously approved on the October 13, 2021 Regular Board agenda. Updated to reflect new start date.

Item b. - Previously approved on the December 08, 2021 Regular Board agenda. Updated to reflect updated salary.

2. that the Board approve the following non-certificated staff appointments, following a 90-day probationary period, effective dates as indicated, pending criminal history review:
- a. Jenine Kea, Coordinator of Payroll & Employee Benefits, at an annual salary of \$77,000 (TTEA Sec 12M A/step 8) plus \$8,316 (10.8% of salary for coordinator duties and pension and quarterly reporting differential) assigned to the Business Office, effective October 1, 2021 through June 30, 2022, replacing Caren Spooner, resigned (PC#: 30-17-83/avl).
 - b. Christian Om, Part-Time Technology Support Specialist Level 1, at an hourly rate of \$20 per hour (off-guide), not to exceed 28 hours per week, assigned to Central Administration Office, effective December 13, 2021, replacing Christian Taboada, promoted.
 - c. Karen Munoz, Secretary B, at an annual salary of \$63,000 (TTEA Sec 12M/step 3) assigned to Lowell Elementary School, effective January 31, 2022 through June 30, 2022, replacing Concepcion Le', transferred (PC#: 30-07-71/bbx).
 - d. Karen Kramer, Coordinator of Institutional Advancement and Grant Procurement, at an annual salary of \$80,000 (off-guide), assigned to Business Office, effective February 02, 2022 through June 30, 2022, replacing Natasha Titre, resigned (PC#: 01-17-83/axk).
 - e. Delia Pomales, Secretary B (Payroll & Benefits), at an annual salary of \$71,500 (TTEA Sec 12M/step 1) assigned to Central Office, effective February 22, 2022 through June 30, 2022, new position.
 - f. Jasmine Reid, Secretary B (Transportation), at an annual salary of \$65,750 (TTEA Sec 12M/step 4) assigned to Central Office, effective February 07, 2022 through June 30, 2022, new position.

EXPLANATION: The Board approves the appointment of non-certificated staff.

Item a. - Previously approved on the December 08, 2021 Regular Board agenda. Updated to reflect correct effective date.

Item b. - Previously approved on the December 08, 2021 Regular Board agenda. Updated to reflect new start date.

3. that the Board approve the employment contract for Dora Zeno, Interim School Business Administrator/Board Secretary, at an hourly rate of \$95.00, not to exceed a salary of \$95,000, effective February 01, 2022 through June 30, 2022, subject to approval by the Executive County Superintendent, pending criminal history review.

EXPLANATION: The Board approves the appointment of the Interim School Business Administrator/Board Secretary, subject to the approval of the Executive County Superintendent.

4. that the Board accept the resignation of the following staff members:
 - a. Owen Barnes, Secretary D, FORUM at Teaneck High School, effective April 29, 2022.
 - b. Mohammed Saleh, Director of Technology, Central Office, effective February 11, 2022.

EXPLANATION: The Board accepts the resignation of district staff members.

5. that the Board approve the retirement of the following staff members:
 - a. Kenneth Cieslak, Athletic Trainer, Teaneck High School, effective June 30, 2022, 24 years of service.

EXPLANATION: The Board accepts the separation of staff members from the district.

6. that the Board rescind the appointment of the following individuals for the 2021-2022 school year, effective immediately:
 - a. Keymer Botero, Computer Science Teacher, at an annual salary of \$60,000 (TTEA BA/step 6) assigned to Teaneck High School, effective January 11, 2022 through June 30, 2022, replacing Aishwarya Nair, resigned (PC#: 10-12-11/afb).
 - b. Marilyn Maestre, Secretary B, at an annual salary of \$69,000 (TTEA Sec 12M/step 6) assigned to Lowell Elementary School, effective January 07, 2022 through June 30, 2022, replacing Concepcion Le', transferred (PC#: 30-07-71/bbx).

EXPLANATION: The Board approves rescission of appointments based upon the Superintendent's recommendation. Reason on file in Human Resource Management.

7. that the Board rescind the appointment of the following long term substitute nurse at \$275 per-diem, assigned to a non-tenure track position, effective date as indicated, pending criminal history review:
 - a. Jessica Lompado, January 18, 2022 through April 29, 2022, with no benefits, assigned to Benjamin Franklin Middle School, replacing employee #5314.

EXPLANATION: The Board approves rescission of appointments based upon the Superintendent's recommendation. Reason on file in Human Resource Management.

8. that the Board approve the following leaves of absence for the dates and reasons indicated:
- a. Employee ID #2378, paid maternity leave of absence with benefits, using 45 personal illness days from January 03, 2022 through March 08, 2022, under FMLA. March 09, 2022 through April 29, 2022, unpaid with benefits, under FMLA and NJFLA.
 - b. Employee ID #2279, paid maternity leave of absence with benefits, using 21 personal illness days and 3 personal business days from September 1, 2021 through October 11, 2021, under FMLA. October 12, 2021 through November 23, 2021 paid with benefits, using 29 personal illness days under FMLA and NJFLA. November 24, 2021 through January 21, 2022 paid with benefits, using 33.5 personal illness days under NJFLA. Unpaid child rearing leave of absence with benefits from January 24, 2022 through June 17, 2022.
 - c. Employee ID# 5515, paid maternity leave of absence with benefits, from December 20, 2021 through January 25, 2022, using 19.5 personal illness days under FMLA and NJFLA. January 26, 2022 through April 15, 2022, unpaid with benefits, under NJFLA.
 - d. Employee ID# 5518, paid medical leave of absence with benefits, using 3 personal business days, 7 vacation days and 22.5 personal illness days from January 18, 2022 through March 07, 2022, under FMLA. March 08, 2022 through March 15, 2022, unpaid with benefits, under FMLA.
 - e. Employee ID# 1966, paid medical leave of absence with benefits, using 10 personal illness days from January 03, 2022 through January 14, 2022, under FMLA.
 - f. Employee ID# 2599, paid paternity leave of absence with benefits, using 2 personal business days and 34 personal illness days from January 25, 2022 through March 16, 2022, under FMLA.
 - g. Employee ID# 1098, paid medical leave of absence with benefits, using 16 personal illness days from January 19, 2022 through February 09, 2022, under FMLA.

EXPLANATION: The Board approves leaves based upon the Superintendent's recommendation.

Item a. - Previously approved on the December 08, 2021 Regular Board agenda. Updated to reflect correct end date.

Item b. - Previously approved on the November 10, 2021 Regular Board agenda. Updated to reflect extension.

Item c. - Previously approved on the November 10, 2021 Regular Board agenda. Updated to reflect new start date.

9. that the Board accept the rescission of the following leave of absence for the dates and reasons indicated:
- a. Employee ID# 5432, paid medical leave of absence with benefits, using 1 personal business day and 15 personal illness days from December 20, 2021 through January 18, 2022, under FMLA. January 19, 2022 through February 05, 2022, unpaid with benefits, under FMLA.

EXPLANATION: The Board approves rescission of leave of absence requests based upon the Superintendent's recommendation. Reason on file in Human Resource Management.

10. that the Board approve payment to the following employee who separated from the district for unused vacation/sick days, not to exceed the information listed below:
- a. Yevgenia Miller, Special Education Teacher, 15 personal illness/business days at \$59, **total payment of \$885.**
- b. Fayth Petrucci, Transportation Coordinator (Secretary A), 15 vacation days at \$288.46 and 11.5 vacation days at \$278.85, **total payment \$7,533.68.**

EXPLANATION: The Board approves contractual payouts for employees separating from the district.

11. that the Board approve payment to the following employee who separated from the district for unused vacation/sick days, not to exceed the information listed below:
- a. Melissa Simmons, School Business Administrator/Board Secretary, 45.5 personal illness totaling \$15,000 (max per contract with the Board), and 24.5 vacation days at \$703.85 (20-21 daily rate) totaling \$17,244.32 and 14.58 vacation days at \$713.08 (21-22 daily rate) per day totaling \$10,396.70 **total payment of \$42,641.02.**

EXPLANATION: The Board approves contractual payouts for employees separating from the district.

12. that the Board approve a prorated salary of \$85,000 to Paul Morgan as the Acting Public Safety Coordinator, retroactive to November 22, 2021 through February 25, 2022, replacing employee #5278.

EXPLANATION: The Board approves payment to staff for serving in administrative positions in acting capacity.

13. that the Board approve Paul Morgan, for serving as the Acting COVID Response Coordinator, for the 2021-2022 school year, total stipend amount not to exceed \$7,500, stipend to be funded out of ESSER II grant. Stipend will be prorated for the effective dates November 22, 2021 through February 25, 2022.

EXPLANATION: The Board approves payment to staff members for additional duties while serving in a coordinator role in acting capacity.

14. that the Board approve payment to the following high school teachers, for assuming a sixth period assignment, on a temporary basis, at their negotiated contractual per class rate, effective December 6, 2021, staff members will receive payment upon submission of appropriate payroll bill form for each pay date, and will receive their payment on the subsequent pay date:

<u>Name:</u>	<u>Subject:</u>	<u>Rate:</u>
a. Volodymyr Hunko	Physical Science (Period 2)	\$80.00 (MA+32)
b. Ashley Pryce	Resource Center (Period 2)	\$80.00 (MA+32)
c. Joseph Laborde	Physical Science (Period 5)	\$80.00 (MA+32)
d. Matthew Ramagli	Physical Science (Period 5)	\$80.00 (MA+32)
e. Matthew Maritsch	Physical Science (Period 8)	\$60.00 (BA)
f. Shaneika Smith	Geometry Honors	\$70.00 (MA)

EXPLANATION: The Board approves payment for teachers taking on a sixth period assignment.

15. that the Board approve payment to the following high school teachers, for assuming a seventh period assignment, on a temporary basis, at their negotiated contractual per class rate, effective February 01, 2022, staff members will receive payment upon submission of appropriate payroll bill form for each pay date, and will receive their payment on the subsequent pay date:

<u>Name</u>	<u>Subject</u>	<u>Rate</u>
a. John Occhiogrosso	Financial Algebra	\$80.00 (MA+32)

EXPLANATION: The Board approves payment for teachers taking on a seventh period assignment.

16. that the Board approve payment to Claudia Califano for assuming a sixth period assignment, on a temporary basis, at the negotiated contractual per class rate of \$70, retroactive to December 13, 2021. Ms. Califano will receive payment upon submission of appropriate payroll bill form for each pay date and will receive the payment on the subsequent pay date.

EXPLANATION: The Board approves payment for teachers taking on a sixth period assignment. Ms. Califano will cover classes due to the necrology of a staff member.

17. that the Board approve payment to the following staff members for participating in the Saturday Instrumental program effective January 29, 2022 through May 21, 2022 (4 hours per Saturday from 8:30 AM to 12:30 PM).

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
a. Dasom Kim	Instrumental Music Teacher	\$3,750.00
b. Daniel Bassett	Instrumental Music Teacher	\$3,750.00
c. Corey Moore	Woodwinds Teacher	\$3,750.00
d. Eduardo Sinay	Percussion Teacher	\$3,750.00
TOTAL:		\$15,000.00

EXPLANATION: Teachers will work with fourth grade students to teach elementary instrumental music lessons.

Item a. - Previously approved on the December 08, 2021 Regular Pubic Board agenda. Updated to include new effective start date.

Item b. - Previously approved on the December 08, 2021 Regular Pubic Board agenda. Updated to include new effective start date.

18. that the Board approve Paula Huber as Athletics Treasurer, Extra Work for Extra Pay stipend of \$8,493 in accordance with the TTEA Contract Agreement, for the 2021-2022 school year.

EXPLANATION: The Board approves payment to staff members for extra work throughout the school year.

19. that the Board approve retroactive longevity payment to Dr. Kenneth Cieslak, Athletic Trainer, Teaneck High School, effective September 01, 2017, in the amount of \$1,578.

EXPLANATION: The Board approves the longevity pay of certificated staff based upon years of service provided to the district, per union contract.

20. that the Board approve the following individuals to be paid for work in the Teaneck Community Education Center's SACC (School Age Child Care) program, for the 2021-2022 school year:

Name **Title** **Hourly Rate**

a. Sabrina Hussain Aide \$15.00

EXPLANATION: The district's SACC Program provides families with fee-based before and after school care options at Bryant, Lacey, Hawthorne, Lowell and Whittier Elementary Schools, and after school care at Benjamin Franklin and Thomas Jefferson Middle Schools. This year's program is scheduled to run September 27, 2021 through June 17, 2022 (provided the district does not receive guidance on school closings due to COVID-19).

21. that the Board approve the stipend in the amount of \$12,000 (\$1,000 per month) to Ms. Aneesa Baig, Executive Assistant to the Business Administrator/Board Secretary, for taking on additional responsibilities for the management and administration of OPRA requests, legal correspondence and the monitoring of claims against the district/board in coordination with our legal team and help to facilitate all legal and property insurance matters during the 2021-2022 school year. Of which these duties did not exist at the current volume prior to Ms. Baig's appointment in 2017 as Executive Assistant to the Business Administrator/Board Secretary.

EXPLANATION: The Board approves payment to staff members for additional duties.

22. that the Board approve the following student interns, for the 2021-2022 school year, effective dates as indicated, pending medical clearance, criminal history review and proof of the COVID-19 Vaccination:
- a. Anneleise Morse, Old Dominion University, assigned to Benjamin Franklin Middle School, effective January 18, 2022 through April 29, 2022.
 - b. Allison Brown, William Patterson University, assigned to Thomas Jefferson Middle School, effective January 29, 2022 through May 13, 2022.
 - c. Ryan Donovan, William Patterson University, assigned to Teaneck High School, effective January 29, 2022 through May 09, 2022.
 - d. Bernadette Duran, William Patterson University, assigned to Thomas Jefferson Middle School, effective January 29, 2022 through May 09, 2022.

EXPLANATION: The Board approves college interns satisfying college graduation requirements.

Anneleise Morse will be working under the supervision of Leana Barbosa.

Allison Brown will be working under the supervision of George Prepis.

Ryan Donovan will be working under the supervision of Eric Akselrad.

Bernadette Duran will be working under the supervision of Molly Neff.

23. that the Board approve Amanda Abdelaal, student intern from Montclair State University, as an Athletic Trainer intern at Teaneck High School, effective February 01, 2022 through June 30, 2022, pending medical clearance, criminal history review and proof of the COVID-19 Vaccination.

EXPLANATION: Ms. Abdelaal will be supporting the athletic department as part of her college requirement with Montclair State University. She will be working under the supervision of Dr. Kenneth Cieslak.

24. that the Board approves the clinical placement of New Jersey City University Graduate School Nurse Certification Program student Ashley Marsden, effective February 01, 2022 through June 30, 2022, to fulfill her clinical hours requirement, pending medical clearance, criminal history review and proof of the COVID-19 Vaccination.

EXPLANATION: The Board approves Ms. Marsden, an experienced Registered Nurse studying towards her certification as Certified School Nurse at New Jersey City University, to conduct her student practicum.

25. that the Board approve the following Extra Work for Extra Pay assignment, at Thomas Jefferson Middle School, for the 2021-2022 school year, stipend in accordance with TTEA contract:

<u>Staff Member</u>	<u>Activity</u>	<u>Stipend Amount</u>
a. Lindsay Fisher	National Junior Honor Society	\$932.00
b. Brielle Rubin	Math Club	\$365.50
c. Elizabeth Robbins	Math Club	\$365.50
d. Brielle Rubin	Student Service	\$1,194.00
e. Elizabeth Robbins	Student Service	\$1,194.00
TOTAL:		\$4,051.00

EXPLANATION: The Board approves payment of staff for clubs and activities throughout the school year.

Item a. - Previously approved on the August 25, 2021 Special Agenda. Updated to reflect new staff member. New staff member will replace a previously appointed staff member that can no longer fulfill the assignment.

Item b. - Previously approved on the October 13, 2021 Regular Board Agenda. Updated to reflect split stipend.

Item c. - Previously approved on the October 13, 2021 Regular Board Agenda. Updated to reflect split stipend.

26. that the Board approve the following Extra Work Extra Pay assignment, at Teaneck High School, for the 2021-2022 school year, stipend in accordance with TTEA contract:

<u>Staff Member</u>	<u>Activity</u>	<u>Stipend Amount</u>
a. Jamie Boyle	Technical Director	\$1,764.00
TOTAL:		\$1,764.00

EXPLANATION: The Board approves payment of staff for clubs and activities throughout the school year.

Previously approved on the October 13, 2021 Regular Public Board agenda. New staff member will replace a previously appointed staff member that resigned.

27. that the Board approve the following Extra work Extra Pay Lunch Duty Assignments, for the 2021-2022 school year, stipend in accordance with the TTEA Contract:

Teaneck High School: \$50 per period

Joseph Laborde

EXPLANATION: The Board approves payment of extra work for extra pay stipends for Lunch Duty coverage for educators that forgo their own personal lunch time. This is aligned to the district mitigation efforts of COVID-19.

28. that the Board approve the following athletic coaches for the 2021-2022 school year, stipend in accordance with the TTEA contract, pending approval of NJSIAA and program/activity completion. Stipends will be prorated in the event of cancellation:

<u>Sport</u>	<u>Position</u>	<u>Name</u>	<u>Stipend Amount</u>
a. Boys Basketball (BFMS)	Head Coach	Jokeldy Hernandez	\$3,000.00
b. Boys Basketball	Assistant	Jaden Pinkett	\$5,661.00
c. Girls Basketball	Assistant	Raina Warren	\$5,661.00
d. Winter Cheerleading	Assistant	Whitney Johnson	\$3,000.00
e. Indoor Track	Assistant	James Evans	\$4,529.00
f. Swim	Assistant	Fiona Connell	\$5,661.00
g. Boys Fencing	Head Coach	Joshua Gertner	\$6,795.00
h. Softball	Head Coach	Jolynn Dienno	\$7,927.00
i. Ski Club	Advisor	Veronica Lopez	\$700.00
j. Ski Club	Advisor	Spencer Jones	\$700.00
TOTAL:			\$43,634.00

EXPLANATION: The Board approves the appointment of athletic coaches for the 2021-2022 school year.

29. that the Board approve Barbara Kilgore for services during the 2021-2022 school year, at the following athletics events:

<u>Fall/Winter/Spring Sports</u>	
Girls/Boys/Middle School Soccer	\$60.00
Basketball - Girls High School (two games)	\$85.00 total
Basketball - Middle School (two games)	\$65.00 total
Basketball - Boys High school (three games)	\$100.00 total
<u>Ticket Takers/Sales</u>	
Football	\$60.00
Basketball	\$70.00
Wrestling	\$60.00
<u>Announcer</u>	
Football	\$70.00
Basketball	\$40.00 per game
Wrestling	\$70.00
<u>Non-Carded Official</u>	
Outdoor Track and Field	\$70.00
<u>Clock Operator/Time</u>	
Basketball - High School	\$40.00 per game
Basketball - Middle School	\$30.00 per game
Girls/Boys Volleyball	\$40.00 per game/level
<u>Chain Crew (Football)</u>	
Chain and Marker	\$70.00

EXPLANATION: The Board approves payment to staff for providing services during athletic events.

30. that the Board approve the payment to the following teachers (pending student enrollment) for conducting the Hawthorne Scholars after school program (Grades K-4) at Hawthorne Elementary School from November 30, 2021 through April 7, 2022 on Tuesdays and Thursdays from 3:20 pm to 4:20 pm. Teachers will receive up to 3 hours of professional development on November 16th and November 18th at the rate of \$50 per hour and facilitate the program for 32 hours at the rate of \$50 per hour. One lead teacher will received up to 60 hours for administrative duties and professional development at the rate of \$50 per hour. Title I and IDEA/ARP fund this program.

<u>Name</u>	<u>Hours</u>	<u>Total Stipend (not to exceed)</u>
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a. Victor Hernandez	60	\$3,000.00
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TOTAL:		\$3,000.00
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EXPLANATION: The Board approves payment to employees who participate in after-school instructional programs.

31. that the Board approve payment for the following teachers (pending student enrollment) for conducting an after school academic support program "After the Bell" in Mathematics and Literacy for grades 1-4 at Whittier Elementary School. The program will run on Tuesdays and Thursdays from 2:45 pm - 3:45 pm from November 16, 2021 through April 7, 2022. Teachers will receive up to 21 hours of professional development and lesson planning time at \$50 per hour and 34 hours of instructional time at \$50 per hour. One lead teacher would receive up to 74 hours for administrative duties and professional development at \$50 per hour. Title I and IDEA/ARP fund this program.

<u>Name</u>	<u>Hours</u>	<u>Total Stipend (not to exceed)</u>
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a. Alison Goerg	55	\$2,750.00
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TOTAL:		\$2,750.00
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EXPLANATION: The Board approves payment to employees who participate in after-school instructional programs.

Item a. - Previously approved on the November 10, 2021 Regular Agenda. New staff member will replace a previously appointed staff member that can no longer fulfill the assignment.

Personnel 01 thru 31

Motion:	Second:			
Board Member	Yes	No	Abstain	Absent
Ms. Burns (Linda)				
Mr. Clark, Sr. (Harold)				
Mr. Cooper (Damen)				
Ms. Fisher (Victoria)				
Mrs. Gee (Danielle)				
Dr. Klein (Dennis)				
Mr. Rodriguez (Jonathan)				
Mr. Rodriguez (Sebastian)				
Ms. Sanders (Denise)				

Teaneck Public Schools

Regular Public Meeting

January 19, 2022

Policy - 1.

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

P6112 - Reimbursement of Federal and Other Grant Expenditures - (M)

P6471 - School District Travel - (M)

P8561 - Procurement Procedures for School Nutrition Programs - (M) (Revised)

Explanation:

The Board approved the First Reading at the Regular Public Meeting held on December 8, 2021. The Summaries of the revisions is attached.

ATTACHMENTS:

Description	Type
Policy 6112 - Second Reading	Cover Memo
Policy 6471 - Second Reading	Cover Memo
Policy 8561 - Second Reading	Cover Memo
Summary of P6112, P6471, P8561	Cover Memo

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Reimbursement of Federal and Other
Grant Expenditures

M

6112 REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES

The Cash Management Improvement Act (CMIA) and related Federal regulations require a State to minimize the time elapsing between the transfer of funds from the United States Treasury and the expenditure of funds for program purposes. This requirement applies to grantees such as the State of New Jersey and their subgrantees, such as a school district. The State of New Jersey and school districts must assure funds have been, or will be, spent within a minimal amount of time after having been drawn from the Federal government.

In accordance with this requirement, the New Jersey Department of Education (NJDOE) has implemented a reimbursement request system of payment. The procedures as outlined in the New Jersey Department of Education Policies and Procedures for Reimbursement of Federal and Other Grant Expenditures shall be followed by school districts in submitting reimbursement requests. Reimbursement requests for entitlement grant awards under **the Every Student Succeeds Act (ESSA) Titles I, II A, II D, III, III Immigrant, IV and V of the No Child Left Behind Act (NCLB), the Individuals with Disabilities Education Act (IDEA), and the Carl D. Perkins Career and Technical Education Improvement Act of 2006, and any other program designated by the NJDOE** shall be made using the NJDOE's Electronic Web-Enabled Grant (EWEG) System.

Reimbursement requests by the School Business Administrator/Board Secretary or designee shall be made for individual titles and awards using the payment functionality of the EWEG system. ~~Reimbursement requests shall be made for individual titles and awards and~~ Only one reimbursement request per month may be submitted for an individual title, ~~or award, or subgrant.~~ Reimbursement requests may only be for expenditures that have already occurred or will occur **within three business days of receipt of funds** ~~by the last calendar day of the month in which the request is made.~~

The submission of a reimbursement request constitutes a certification by the School Business Administrator/Board Secretary that the school district has previously made the appropriate expenditures and/or will make the expenditures **within three business days of receipt of funds** ~~by the last calendar day of the month in which the request is made~~ and that the expenditures are allowable and appropriate to the cost objective(s) of the subgrant. ~~Reimbursement requests must be in accordance with approved grant applications.~~



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Reimbursement of Federal and Other Grant Expenditures

The Superintendent ~~of Schools~~ or designee is responsible for submitting an amendment application to the NJDOE for approval if a new budget category for which no funds were previously budgeted or approved has been created. The Superintendent ~~of Schools~~ or designee is responsible for submitting an amendment application to the NJDOE for approval if cumulative transfers among expenditure categories exceed ten percent of the total award ~~or \$50,000 for IDEA, Perkins, and NCLB (per title); whichever is less.~~ **The Superintendent or designee is responsible for monitoring the cumulative ten percent level of fiscal change.**

Reimbursement requests must be in accordance with approved grant applications. A reimbursement request may be submitted at any time after the subgrant has received final NJDOE approval. Reimbursement requests submitted at least ten business days before the end of the month but no later than the fifteenth day of the month will be reviewed and, if approved, processed for payment the first business day of the following month. School districts will normally receive payment by the fifth business day of the month and will be able to track the grant's payment history in EWEG through the payments link of the grant application.

Reimbursement requests must contain a brief description of the expenditures for which reimbursement is being requested. Individual line items need not be detailed. Expenditures must be supported by documentation at the school district level but should not be submitted to the NJDOE with a reimbursement request. The Superintendent ~~of Schools~~ or designee is responsible to maintain supporting documentation for seven years and for making it available to the NJDOE, the United States Department of Education, and/or their authorized representatives upon request. Documentation for salary expenditures is subject to the requirements of the **Federal Uniform Grant Guidance** ~~applicable Federal Office of Management and Budget Circular: A-21, "Cost Principles for Educational Institutions;" A-87, "Cost Principles for State, Local, and Indian Tribal Governments;" A-122, "Cost Principles for Non-Profit Organizations;" and Education Department General Administrative Regulations (EDGAR).~~ Documentation for all other expenditures must include evidence that the expenditures are allowable costs and of the relationship of the expenditure to the subgrant's cost objectives.



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Reimbursement of Federal and Other Grant Expenditures

The NJDOE staff will review reimbursement requests to determine **that** they meet the subgrant's criteria. When a reimbursement request is approved or denied, the school district will receive an email notification through the EWEG system. Approval of a reimbursement request by NJDOE does not imply approval of the expenditures as allowable or appropriate to the subgrant's cost objectives as the approval of expenditures will continue to be processed through the final report. The School Business Administrator/Board Secretary or designee assumes responsibility for assuring that all funds requested through the EWEG system either have already been expended, or will be expended **within three business days of receipt of funds** ~~according to the requirements of the CMIA.~~

New Jersey Department of Education Policies and Procedures for Reimbursement of Federal and Other Grant Expenditures – **March 2014** ~~July 2008~~

Adopted:



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School District Travel
M

6471 SCHOOL DISTRICT TRAVEL

The Board of Education shall implement a Policy and Regulation pertaining to travel expenditures for its employees and Board of Education members that is in accordance with N.J.S.A. 18A:11-12, N.J.A.C. 6A:23A-7, and other rules and procedures the Board of Education deems appropriate pursuant to N.J.A.C. 6A:23A-7.2(a). The Policy and Regulation pertaining to school district travel expenditures incorporates either expressly, in whole or in part, and/or by reference, the laws and regulations contained in N.J.S.A. 18A:11-12 and N.J.A.C. 6A:23A-7.

The Board of Education ensures the effective and efficient use of funds by adopting and implementing policies and procedures that are in accordance with N.J.S.A. 18A:11-12 and New Jersey Department of the Treasury, Office of Management and Budget (OMB) current circulars and any superseding circulars pertaining to travel, meals, events and entertainment, and the additional requirements set forth in N.J.A.C. 6A:23A-7. If any superseding circulars of the OMB conflict with the provisions of these rules, the provisions of the superseding circulars shall govern.

Any sections of State travel regulations as established by the OMB presented as OMB Travel, Entertainment, Meals, and Refreshments Circulars, that conflict with N.J.S.A. 18A:1-1 et seq. shall not be included in Policy and Regulation 6471 nor authorized under N.J.A.C. 6A:23A-7. This includes, but is not limited to, the authority to issue travel charge cards as allowed under the OMB Circulars, but which is not authorized for school districts under New Jersey school law.

The Board of Education shall ensure, through Policy and Regulation 6471, that all travel by its employees and Board of Education members is educationally necessary and fiscally prudent. Policy and Regulation 6471 shall include the requirement that all school district travel expenditures are:

1. Directly related to and within the scope of the employee's or district Board member's current responsibilities and, for school district employees, the school district's professional development plan, the school professional development plan, and employee's individual professional development plan;



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School District Travel

2. For travel that is critical to the instructional needs of the school district or furthers the efficient operation of the school district; and
3. In compliance with State travel payment guidelines as established by the OMB and with guidelines established by the Federal Office of Management and Budget; except any State or Federal regulations and guidelines that conflict with the provisions of Title 18A of the New Jersey Statutes shall not be applicable, including, but not limited to, the authority to issue travel charge cards. The Board of Education shall specify in its travel policy the applicable restrictions and requirements set forth in the State and Federal guidelines, including, but not limited to, types of travel, methods of transportation, mileage allowance, subsistence allowance, and submission of supporting documentation including receipts, checks, or vouchers.

School district travel expenditures shall include, but shall not be limited to, all costs for transportation, meals, lodging, and registration or conference fees directly related to participation in the event.

School district travel expenditures subject to N.J.A.C. 6A:23A-7 shall include costs for all required training and all travel authorized in school district employee contracts and Policy and Regulation 6471. This includes, but is not limited to, required professional development, other employee training and required training for Board members, and attendance at specific conferences authorized in existing employee contracts, provided the travel meets the requirements of N.J.A.C. 6A:23A-7. All such expenditures are subject to the rules in N.J.A.C. 6A:23A-7, including, but not limited to, inclusion in the annual travel limit, prior Board of Education approval, separate tracking as described at N.J.S.A. 18A:11-12.q., and per diem reimbursements.

Travel reimbursements will only be paid upon compliance with all provisions of N.J.A.C. 6A:23A-7 and Policy and Regulation 6471. The Board of Education will not ratify or approve payments or reimbursements for travel after completion of the travel event, except as provided at N.J.A.C. 6A:23A-7.4(d).

The Board of Education shall establish a maximum travel budget in accordance with the requirements outlined in N.J.A.C. 6A:23A-7.3.



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School District Travel

The Board of Education authorizes an annual maximum amount per employee for regular business travel only for which Board of Education approval is not required. The annual maximum shall not exceed \$1,500.00 and shall be subject to the approval requirements in N.J.S.A. 18A:19-1.

All travel requests must be submitted and approved in writing by the Superintendent of Schools and the majority of the Board of Education's full voting membership of the Board, except if the Board of Education has excluded regular business travel from prior approval pursuant to N.J.A.C. 6A:23A-7.3(b), prior to obligating the school district to pay related expenses and prior to attendance at the travel event.

All travel requests for Board members shall require prior approval by a majority of the Board of Education's full voting membership, except where the Board of Education has excluded regular business travel from prior approval pursuant to N.J.A.C. 6A:23A-7.3(b), and the travel shall be in compliance with N.J.S.A. 18A:12-24 and 24.1.

A Board member must recuse himself or herself from voting on travel if the Board member, a member of his or her immediate family, or a business organization in which he or she has an interest has a direct or indirect financial involvement that may reasonably be expected to impair his or her objectivity or independence of judgment. Policy and Regulation 6471 prohibit a Board member from acting in his or her official capacity in any matter in which he or she or a member of his or her immediate family has a personal involvement that is or creates some benefit to the school district Board member or member of his or her immediate family; or undertaking any employment or service, whether compensated or not, that may reasonably be expected to prejudice his or her independence of judgment in the execution of his or her official duties.

The Board of Education excludes from the requirements of prior Board of Education approval any travel caused by or subject to existing contractual provisions, including grants and donations, and other statutory requirements, or Federal regulatory requirements in accordance with the provisions of N.J.A.C. 6A:23A-7.4(d).

The Board of Education requires documentation required in N.J.A.C. 6A:23A-7.5(b) that justifies the number of employees attending an event and the benefits derived from their attendance. Pursuant to N.J.A.C. 6A:23A-7.5(c), the



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School District Travel

school district shall maintain documentation on file that demonstrates compliance with the Board of Education's travel policy, including travel approvals, reports, and receipts for all school district funded expenditures, as appropriate.

The School Business Administrator/Board Secretary shall be responsible for the accounting requirements for travel in accordance with the provisions of N.J.A.C. 6A:23A-7.6.

The Superintendent of Schools is the final approval authority for travel.

Sanctions for a violation of the provisions of N.J.A.C. 6A:23A-7 or this Policy are outlined in N.J.A.C. 6A:23A-7.7 and Regulation 6471.

The Board of Education prohibits the types of travel expenditures not eligible for reimbursement as listed in N.J.A.C. 6A:23A-7.8. and Regulation 6471.

Travel methods shall be in accordance with the provisions of N.J.A.C. 6A:23A-7.9 and Regulation 6471 and the routing of travel shall be in accordance with the provisions of N.J.A.C. 6A:23A-7.10 and Regulation 6471.

Any subsistence allowance shall be in accordance with the provisions of N.J.A.C. 6A:23A-7.11 and Regulation 6471. Meal allowances and incidental expenditures shall be in accordance with N.J.A.C. 6A:23A-7.12 and Regulation 6471.

Reimbursement for out-of-State and high-cost travel shall be made pursuant to N.J.S.A. 18A:11-12, N.J.A.C. 6A:23A-5.9, and Policy and Regulation 6471.

Records and supporting documentation must be completed and maintained as required in N.J.A.C. 6A:23A-7.13 and outlined in Regulation 6471.

The Board of Education shall approve the mileage reimbursement amount to be paid to an employee who has been approved by the Superintendent or designee to use their personal vehicle for school-related business.

N.J.S.A. 18A:11-12
N.J.A.C. 6A:23A-5.9; 6A:23A-7

Adopted:



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Procurement Procedures for School

Nutrition Programs

M

8561 PROCUREMENT PROCEDURES FOR SCHOOL NUTRITION PROGRAMS

The Board of Education adopts this Policy to identify their procurement plan for the United States Department of Agriculture's (USDA) School Nutrition Programs. School Nutrition Programs include, but are not limited to: the National School Lunch Program (NSLP); School Breakfast Program (SBP); Afterschool Snack Program (ASP); Special Milk Program (SMP); Fresh Fruit and Vegetable Program (FFVP); Seamless Summer Option (SSO) of the NSLP; Summer Food Service Program (SFSP); the At-Risk Afterschool Meals component of the Child and Adult Care Food Program (CACFP); and the Schools/Child Nutrition USDA Foods Program.

The Board of Education is ultimately responsible for ensuring all procurement procedures for any purchases by the Board of Education and/or a food service management company (FSMC) comply with all Federal regulations, including but not limited to: 7 CFR Parts 210, 220, 225, 226, 245, 250; 2 CFR 200; State procurement statutes and administrative codes and regulations; local Board of Education procurement policies; and any other applicable State and local laws.

The procurement procedures contained in this Policy will be implemented beginning immediately, until amended. All procurements must maximize full and open competition. Source documentation will be maintained by the School Business Administrator/Board Secretary or designee and will be available to determine open competition, the reasonableness, the allowability, and the allocation of costs.

The Board of Education intentionally seeks to prohibit conflicts of interest in all procurement of goods and services.

A. General Procurement

The procurement procedures will maximize full and open competition, transparency in transactions, comparability, and documentation of all procurement activities. The school district's plan for procuring items for use in the School Nutrition Programs is as follows:



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Procurement Procedures for School Nutrition Programs

1. The School Business Administrator/Board Secretary will ensure all purchases will be in accordance with the Federal Funds Procurement Method Selection Chart – State Agency Form #358. Formal procurement procedures will be used as required by 2 CFR 200.318 through .326 and any State and local procurement code and regulations. Informal procurement procedures (small purchase) will be required for purchases under the most restrictive small purchase threshold.
2. The following procedures will be used for all purchases:

Product/ Services	Estimated Dollar Amount	Procurement Method	Evaluation	Contract Award Type	Contract Duration/ Frequency

B. Micro-Purchase Procedures

1. Public/Charter Schools

Purchases of supplies or services, as defined by 2 CFR 200.67, will be awarded without soliciting competitive price quotations if the price is reasonable in accordance with N.J.S.A. 18A:18A-37(a) and below thresholds established by the State Treasurer for informal receipt of quotations. Purchases will be distributed equitably among qualified suppliers with reasonable prices. Records will be kept for micro-purchases.

2. Non-Public Schools

Purchases of supplies or services, within the Federal micro-purchase threshold (the aggregate amount does not exceed the Federal micro-purchase threshold as set by 2 CFR 200.67) will be awarded without soliciting competitive price quotations if the price is reasonable. Purchases will be distributed equitably among qualified suppliers with reasonable prices. Records will be kept for micro-purchases.



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3. Formal bid procedures will be applied on the basis of:
 - a. **centralized system; and/or**
 - b. **State contract.**
4. Because of the potential for purchasing more than public or non-public informal/small purchase threshold amount, or the Board approved threshold if less, it will be the responsibility of the School Business Administrator/Board Secretary to document the amounts to be purchased so the correct method of procurement will be followed.

C. Formal Procurement

When a formal procurement method is required, the following competitive sealed bid or an Invitation for Bid (IFB) or competitive proposal in the form of a Request for Proposal (RFP) procedures will apply:

1. An announcement of an IFB or a RFP will be placed in the Board designated official newspaper to publicize the intent of the Board of Education to purchase needed items. The advertisement for bids/proposals or legal notice will be published in the official newspaper for at least one day in accordance with the provisions of N.J.S.A. 18A:18A-21.
2. An advertisement in the official newspaper for at least one day is required for all purchases over the school district's small purchase threshold as outlined in Federal Funds Procurement Method Section Chart – State Agency Form #358. The advertisement will contain the following:
 - a. A general description of items to be purchased;
 - b. The deadline for submission of questions and the date written responses will be provided, including addenda to bid specifications, terms, and conditions as needed;
 - c. The date of the pre-bid meeting, if provided, and if attendance is a requirement for bid award;



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Procurement Procedures for School Nutrition Programs

- d. The deadline for submission of sealed bids or proposals; and
 - e. The address of the location where complete specifications and bid forms may be obtained.
3. In an IFB or RFP, each vendor will be given an opportunity to bid on the same specifications.
4. The developer of written specifications or descriptions for procurements will be prohibited from submitting bids or proposals for such products or services.
5. The IFB or RFP will clearly define the purchase conditions. The following list includes requirements, not exclusive, to be addressed in the procurement document:
- a. Contract period for the base year and renewals as permitted;
 - b. The Board of Education is responsible for all contracts awarded (statement);
 - c. Date, time, and location of IFB/RFP opening;
 - d. How the vendor is to be informed of bid acceptance or rejection;
 - e. Delivery schedule;
 - f. Requirements (terms and conditions) the bidder must fulfill in order for bid to be evaluated;
 - g. Benefits to which the Board of Education will be entitled if the contractor cannot or will not perform as required;
 - h. Statement assuring positive efforts will be made to involve small and minority businesses, women's business enterprises, and labor surplus area firms;



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- i. Statement regarding the return of purchase incentives, discounts, rebates, and credits under a cost reimbursement FSMC contract to the Board of Education's nonprofit school food service account;
- j. Contract provisions as required in Appendix II to CFR 200: 2
 - (1) Termination for cause and convenience – contracts in excess of \$10,000;
 - (2) Equal Opportunity Employment – “federally assisted construction contracts”;
 - (3) Davis-Bacon Act – construction contracts in excess of \$2,000;
 - (4) Contract work Hours and Safety Standards – contracts in excess of \$100,000;
 - (5) Right to inventions made under a contract or agreement – if the contract meets the definition of a “funding agreement” under 37 CFR 401.2(a);
 - (6) Clean Air Act – contracts in excess of \$150,000;
 - (7) Debarment and Suspension – all Federal awarded contracts;
 - (8) Byrd Anti Lobbying Amendment – contracts in excess of \$100,000; and
 - (9) Contracts must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
- k. Contract provisions as required in 7 CFR 210.21(f) for all cost reimbursable contracts;



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- l. Contract provisions as required in 7 CFR 210.16(a)(1-10) and 7 CFR 250.53 for food service management company contracts;
- m. Procuring instrument to be used are purchase orders from firm fixed prices after formal bidding;
- n. Price adjustment clause for renewal of multi-year contracts as defined in N.J.S.A. 18A:18A-42. The “index rate” means the annual percentage increase rounded to the nearest half percent in the implicit price deflator for State and local government purchases of goods and services computed and published quarterly by the U.S. Department of Commerce, Bureau of Economic Analysis;
- o. Method of evaluation and type of contract to be awarded (solicitations using an IFB are awarded to the lowest responsive and responsible bidder; solicitations using a RFP are awarded to the most advantageous bidder/offeror with price as the primary factor among factors considered);
- p. Method of award announcement and effective date (if intent to award is required by State or local procurement requirements);
- q. Specific bid protest procedures including contact information of person and address and the date by which a written protest must be received;
- r. Provision requiring access by duly authorized representatives of the Board of Education, New Jersey Department of Agriculture (NJDA), United States Department of Agriculture (USDA), or Comptroller General to any books, documents, papers, and records of the contractor which are directly pertinent to all negotiated contracts;
- s. Method of shipment or delivery upon contract award;



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- t. Provision requiring contractor to maintain all required records for three years after final payment and all other pending matters (audits) are closed for all negotiated contracts;
 - u. Description of process for enabling vendors to receive or pick up orders upon contract award;
 - v. Provision requiring the contractor to recognize mandatory standards/policies related to energy efficiency contained in the Energy Policy and Conservation Act (PL 94-163);
 - w. Signed statement of non-collusion;
 - x. Signed Debarment/Suspension Certificate, clause in the contract or a copy of search results from the System for Award Management (SAM);
 - y. Provision requiring “Buy American” as outlined in CFR Part 210.21(d) and USDA Guidance Memo 38-2017, including specific instructions for prior approval and documentation of utilization of non-domestic food products only;
 - z. Specifications and estimated quantities of products and services prepared by the school district and provided to potential contractors desiring to submit bids/proposals for the products or services requested; and
 - aa. The Board of Education’s Electronic Signature Policy.
6. If any potential vendor is in doubt as to the true meaning of specifications or purchase conditions, questions may be sent to the School Business Administrator/Board Secretary. The School Business Administrator/Board Secretary or designee’s response will be provided in writing to all potential bidders within **two (2)** days.



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- a. The School Business Administrator/Board Secretary will be responsible for providing responses to questions and securing all bids or proposals.
 - b. The School Business Administrator/Board Secretary will be responsible to ensure all Board of Education procurements are conducted in compliance with applicable Federal, State, and local procurement regulations.
 - c. The following criteria will be used in awarding contracts as a result of bids/proposals. Price must be the highest weighted criteria. Examples of other possible criteria include quality, service, delivery, and availability.
7. In awarding a RFP, a set of award criteria in the form of a weighted evaluation sheet will be provided to each bidder in the initial bid document materials. Price alone is not the sole basis for award, but remains the primary consideration among all factors when awarding a contract. Following evaluation and negotiations, a firm fixed price or cost reimbursable contract is awarded.
- a. The contracts will be awarded to the responsible bidder/proposer whose bid or proposal is responsive to the invitation and is most advantageous to the Board of Education, price as the primary, and other factors considered. Any and all bids or proposals may be rejected in accordance with the law.
 - b. The School Business Administrator/Board Secretary or designee is required to sign on the bid tabulation of competitive sealed bids or the evaluation criterion score sheet of competitive proposals signifying a review and approval of the selections.
 - c. The School Business Administrator/Board Secretary shall review the procurement system to ensure compliance with applicable laws.



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- d. The School Business Administrator/Board Secretary or designee will be responsible for documentation that the actual product specified was received.
- e. Any time an accepted item is not available, the School Business Administrator/Board Secretary will select the acceptable alternate. The contractor must inform the School Business Administrator/Board Secretary within one workday if a product is not available. In the event a nondomestic agricultural product is to be provided to the Board of Education, the contractor must obtain, in advance, written approval for the product. The School Business Administrator/Board Secretary must comply with the Buy American Provision.
- f. Full documentation regarding the reason an accepted item was unavailable, and the procedure used in determining acceptable alternates, will be available for audit and review. The person responsible for this documentation is the School Business Administrator/Board Secretary.
- g. The School Business Administrator/Board Secretary is responsible for maintaining all procurement documentation.

D. Small Purchase Procedures

If the amount of purchases for items is less than the school district's small purchase threshold as outlined in the Federal Funds Procurement Method Selection Chart – State Agency Form #358, the following small purchase procedures including quotes will be used. Quotes from a minimum number of three qualified sources will be required.

- 1. Written specifications will be prepared and provided to all vendors.
- 2. Each vendor will be contacted and given an opportunity to provide a price quote on the same specifications. A minimum of three vendors shall be contacted.



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Procurement Procedures for School Nutrition Programs

3. The School Business Administrator/Board Secretary or designee will be responsible for contacting potential vendors when price quotes are needed.
 4. The price quotes will receive appropriate confidentiality before award.
 5. Quotes/Bids will be awarded by the School Business Administrator/Board Secretary. Quotes/Bids will be awarded on the following criteria. Quote/Bid price must be the highest weighted criteria. Examples of other possible criteria include quality, service, delivery, and availability.
 6. The School Business Administrator/Board Secretary will be responsible for documentation of records to show selection of vendor, reasons for selection, names of all vendors contacted, price quotes from each vendor, and written specifications.
 7. The School Business Administrator/Board Secretary or designee will be responsible for documentation that the actual product specified is received.
 8. Any time an accepted item is not available, the School Business Administrator/Board Secretary will select the acceptable alternate. Full documentation will be made available as to the selection of the acceptable item.
 9. The School Business Administrator/Board Secretary or designee is required to sign all quote tabulations, signifying a review and approval of the selections.
- E. Noncompetitive Proposal Procedures
- If items are available only from a single source when the award of a contract is not feasible under small purchase, sealed bid or competitive negotiation, noncompetitive proposal procedures will be used:
1. Written specifications will be prepared and provided to the vendor.



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2. The School Business Administrator/Board Secretary will be responsible for the documentation of records to fully explain the decision to use the noncompetitive proposal. The records will be available for audit and review.
 3. The School Business Administrator/Board Secretary or designee will be responsible for documentation that the actual product or service specified was received.
 4. The School Business Administrator/Board Secretary will be responsible for reviewing the procedures to be certain all requirements for using single source or noncompetitive proposals are met.
 5. The noncompetitive micro-purchase method shall be used for one-time purchases of a new food item if the amount is less than the applicable Federal or State micro-purchase threshold to determine food acceptance by students and provide samples for testing purposes. A record of noncompetitive negotiation purchase shall be maintained by the School Business Administrator/Board Secretary or designee. At a minimum, the record of noncompetitive purchases shall include: item name; dollar amount; vendor; and reason for noncompetitive procurement.
 6. A member or representative of the Board of Education will approve, in advance, all procurements that result from noncompetitive negotiations.
- F. Miscellaneous Provisions
1. New product evaluation procedures will include a review of product labels and ingredients; an evaluation of the nutritional value; taste tests and surveys; and any other evaluations to ensure the new product would enhance the program.
 2. The Board of Education agrees the reviewing official of each transaction will be the School Business Administrator/Board Secretary.



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3. Payment will be made to the vendor when the contract has been met and verified and has met the Board of Education's procedures for payment. (If prompt payment is made, discounts, etc., are accepted.)
4. Specifications will be updated as needed.
5. If the product is not as specified, the following procedure, including, but not limited to, will take place: remove product from service; contact vendor for approved alternate product; or remove product from bid.

G. Emergency Purchases

1. If it is necessary to make a one-time emergency procurement to continue service or obtain goods, and the public exigency or emergency will not permit a delay resulting from a competitive solicitation, the purchase must be authorized using a purchase order signed by the School Business Administrator/Board Secretary. The emergency procedures to be followed for such purchases shall be those procedures used by the school district for other emergency purchases consistent with N.J.S.A. 18A:18A-7. All emergency procurements shall be approved by the School Business Administrator/Board Secretary. At a minimum, the following emergency procurement procedures shall be documented to include, but not be limited to: item name; dollar amount; vendor; and reason for emergency.

H. Purchasing Goods and Services – Cooperative Agreements, Agents, and Third-Party Services (Piggybacking)

1. When participating in intergovernmental and inter-agency agreements the Board of Education will ensure that competitive procurements are conducted in accordance with 2 CFR Part 200.318 through .326 and applicable program regulations and guidance.
2. When utilizing the services of a co-op, agent, or third party the Board of Education will ensure that the following conditions have



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been met and considered as one source of pricing in addition to other prices:

- a. All procurements were subject to full and open competition and were made in accordance with Federal/State/local procurement requirements;
- b. The existing contract allows for the inclusion of additional Board of Educations that were not contemplated in the original procurement to purchase the same supplies/equipment through the original award;
- c. The specifications in the existing contract meets their needs and that the items being ordered are in the contract;
- d. The awarded contract requires all the Federally required certifications; e.g. Buy American, debarment, restrictions on lobbying, etc.;
- e. The agency will confirm the addition of their purchasing power (goods or services) to the procurement in scope or services does not create a material change, resulting in the needs to re-bid the contract;
- f. Administrative costs (fees) for participating in the agreement are adequately defined, necessary and reasonable, and the method of allocating the cost to the participating agencies must be specified;
- g. The Buy American provisions are included in the procurement of food and agricultural products; and
- h. The agreement includes the basis for and method of allocating each discount, rebate, or credit and how they will be returned to each participating agency when utilizing a cost-reimbursable contract.



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I. Records Retention

1. The Board of Education shall agree to retain all books, records, and other documents relative to the award of the contract for three years after final payment. If there are audit findings that have not been resolved, the records shall be retained beyond the three-year period as long as required for the resolution of the issues raised by the audit. Specifically, the Board of Education shall maintain, at a minimum, the following documents:
 - a. Written rationale for the method of procurement;
 - b. A copy of the original solicitation;
 - c. The selection of contract type;
 - d. The bidding and negotiation history and working papers;
 - e. The basis for contractor selection;
 - f. Approval from the State agency to support a lack of competition when competitive bids or offers are not obtained;
 - g. The basis for award cost or price;
 - h. The terms and conditions of the contract;
 - i. Any changes to the contract and negotiation history;
 - j. Billing and payment records;
 - k. A history of any contractor claims;
 - l. A history of any contractor breaches; and
 - m. Any other documents as required by N.J.S.A. 18A:18A – Public School Contracts Law.



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J. Code of Conduct for Procurement

1. All procurements must ensure there is open and free competition and adhere to the most restrictive Federal, State, and local requirements. The Board of Education seeks to conduct all procurement procedures in compliance with stated regulations and to prohibit conflicts of interest and actions of employees engaged in the selection, award, and administration of contracts. All procurements will be in accordance with this Policy and all applicable provisions of N.J.S.A. 18A:18A – Public School Contracts Law.
2. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal, State, or local award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent; any member of his or her immediate family, his or her partner; or an organization which employs or is about to employ any of the parties indicated herein has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
3. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value.
4. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity. Based on the severity of the infraction, the penalties could include a written reprimand to their personnel file, a suspension with or without pay, or termination.
5. All questions and concerns regarding procurement solicitations, contract evaluations, and contract award, shall be directed to the School Business Administrator/Board Secretary.



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Procurement Procedures for School
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K. Food Service Management Company (FSMC)

1. In the operation of the school district's food service program, the school district shall ensure that a FSMC complies with the requirements of the Program Agreement, the school district's Free and Reduced School Lunch Policy Statement, all applicable USDA program policies and regulations, and applicable State and local laws. In order to operate an a la carte food service program, the FSMC shall agree to offer free, reduced price, and full price reimbursable meals to all eligible children.
2. The school district shall monitor the FSMC billing invoices to ensure compliance with Federal and State procurement regulations.
3. In accordance with N.J.S.A. 18A:18A-5a.(22), RFPs are required in all solicitations for a FSMC.

N.J.S.A. 18A:18A – Public School Contracts Law
New Jersey Department of Agriculture
“Procurement Procedures for School Food
Authorities” Model Policy – September 2018

Adopted:





**NEW JERSEY
POLICY ALERT**
Policy Alert and Support System

P 6112 – Reimbursement of Federal and Other Grant Expenditures (M) (Revised)

R 6112 – Reimbursement of Federal and Other Grant Expenditures (M) (Revised)

The American Recovery and Reinvestment Act (ARRA) requires school districts to have a formal Board approved policy concerning requests for reimbursement by Federal grants to be submitted to the New Jersey Department of Education (NJDOE) for review. The NJDOE has published a revised policy and procedure guidance, New Jersey Department of Education Policies and Procedures for Reimbursement of Federal and Other Grant Expenditures, which necessitated revisions in Policy and Regulation Guides 6112. The revisions align the Policy and Regulation Guide with the NJDOE guidance and include changes such as: reimbursement requests may only be for expenditures that have already occurred or will occur within three business days of receipt of funds, no longer by the last calendar day of the month in which the request was made; and the \$50,000 threshold for submitting amendment applications has been removed leaving the only threshold as more than 10% of the total award. The current NJDOE policy and procedure guidance does not reference the Federal Uniform Grant Guidance, which replaced the United States Education Department General Administrative Regulations (EDGAR). These Guides have also been revised to reference the Federal Uniform Grant Guidance. Policy and Regulation Guides 6112 are mandated as the NJDOE requires a policy and regulation/procedure for ARRA monitoring.

Policy and Regulation Guides 6112 are **MANDATED**



**NEW JERSEY
POLICY ALERT**
Policy Alert and Support System

P 6471 – School District Travel (M) (Revised)

R 6471 – School District Travel (M) (Revised)

N.J.A.C. 6A:23A-7 – School District Travel Policies and Procedures has been amended with several sections of the subchapter being re-written. These administrative code sections were re-written to align with the State of New Jersey Department of the Treasury, Office of Management and Budget (OMB) Circular 16-11. Subsequently, the New Jersey OMB released OMB Circular 20-04, which supersedes Circular 16-11, with minor revisions.

The existing Policy and Regulation Guides 6471 have been re-written to provide the details included in N.J.A.C. 6A:23A-7. Policy Guide 6471 includes the following two options available to a Board of Education:

1. The Board may establish an annual maximum amount per employee for regular business travel not requiring prior Board approval; and
2. The Board may exclude from prior approval travel that is in an existing employment contract.

In addition, Policy Guide 6471 requires the Board to designate a final approval authority for travel who must be the Superintendent and/or the School Business Administrator.

The shortened Policy Guide 6471 and expanded comprehensive Regulation Guide 6471 include essentially the same provisions included in the existing Policy Guide 6471 with the major difference being the new Policy Guide 6471 is brief, with all the details now included in the revised Regulation Guide 6471. The revised Policy and Regulation Guides should replace the existing Policy and Regulation Guides 6471.

Policy and Regulation Guides 6471 are mandated and must be approved by the Board.

Policy Guide 6471 is **MANDATED**
Regulation Guide 6471 is **MANDATED**



**NEW JERSEY
POLICY ALERT**
Policy Alert and Support System

P 8561 – Procurement Procedures for School Nutrition Programs (M) (Revised)

The New Jersey Department of Agriculture (NJDA) has been conducting audits of school districts to verify compliance with the new Federal regulations regarding procurement procedures for the United States Department of Agriculture's (USDA) School Nutrition Programs. Strauss Esmay worked with the first school district in the State audited under these new requirements and the NJDA to develop Policy Guide 8561 to ensure compliance with the USDA's new regulations.

Policy Guide 8561 was provided to school districts in Policy Alert 215 – April 2018 and revised in Policy Alert 216 – July 2018, Policy Alert 217 – January 2019, Policy Alert 219 – August 2019, and Policy Alert 221 – September 2020 to include minor revisions released by the NJDA. Strauss Esmay has recently been notified by the New Jersey Department of Agriculture (NJDA) that "Form 358 – Federal Funds Procurement Method Selection Chart" (Form 358) was recently updated. Based on advice from the NJDA and the fact the Chart is updated frequently, Strauss Esmay recommends school districts remove this Chart from the Policy Guide. The revised Policy Guide 8561 now incorporates the Chart by reference and going forward, school districts can access the current Chart on the NJDA webpage and will not need a Policy revision every time the Chart is revised by the USDA.

Strauss Esmay has only included four pages of Policy Guide 8561. The first three pages contain minor edits to remove any reference to the Policy Guide's "Appendix", which is no longer attached to the Policy Guide. The revisions are located in Sections A.1., C.2 and D. of Policy Guide 8561. We have also included the "Appendix" page, entirely struck through to indicate a district should now remove the Appendix as an attachment to the Policy Guide.

Please be advised the NJDA has requested general procurement questions be directed to Emma Davis-Kovacs at (609) 984-1438 or emma.davis-kovacs@ag.nj.gov. Questions specifically dealing with food service management company (FSMC) contracts should be directed to Nani Lepicard at (609) 984-0698 or nani.lepicard@ag.nj.gov.

School districts participating in any USDA School Nutrition Program, either self-operated or with a FSMC, are required to adopt Policy Guide 8561; therefore, Policy Guide 8561 is mandated for those school districts. School districts not participating in a USDA School Nutrition Program are not required to adopt this Policy Guide.

Policy Guide 8561 is **MANDATED**

Teaneck Public Schools

Regular Public Meeting
January 19, 2022
School Operations and Curriculum - 3.

that the Board approve the Teaneck Public Schools *Self-Assessment for Determining Grades* (attached) under the Anti-Bullying Bill of Rights Act as required by the New Jersey Department of Education. A grade will be assigned for each school and the District by the Commissioner of Education. Districts are required to post their grades on the website.

Each building developed a binder of documentation including self-assessment by the building safety team, policy and educational informational programs in accordance with the Anti-Bullying Bill of Rights. The binders are available for review in the Guidance Office.

Explanation:

The Bryant School Self-Assessment score is low as Anti-Bullying Specialist (ABS) was not assigned for the 2020-2021 school year. Please note, prior to Theodora Smiley Lacey School opening during the 2020-2021 school year, Bryant housed both Pre-K and Kindergarten enabling HIB programs and services to be provided to all students by the counseling support staff that served as the ABS. The situation has since been rectified. An ABS has been assigned at Bryant School to ensure HIB programs and training occur for the 2021-2022 school year and beyond.

ATTACHMENTS:

Description	Type
Theodora Smiley Lacey Self-Assessment	Cover Memo
Bryant School Self-Assessment	Cover Memo
Hawthorne School Self-Assessment	Cover Memo
Lowell School Self-Assessment	Cover Memo
Whittier School Self-Assessment	Cover Memo
BFMS Self-Assessment	Cover Memo
TJMS Self-Assessment	Cover Memo
THS Self-Assessment	Cover Memo

New Jersey Department of Education

School Self-Assessment for Determining Grades under the *Anti-Bullying Bill of Rights Act*

School Name: Theodora Smiley Lacey Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021



School Name: Theodora Smiley Lacey Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)		
Indicators		Score (0-3)
A.	The school annually <i>established</i> HIB programs, approaches or other initiatives.	3
B.	The school annually <i>implemented</i> and documented HIB programs, approaches, or other initiatives.	3
C.	The school annually <i>assessed</i> HIB programs, approaches or other initiatives.	3
D.	The school's HIB programs, approaches or other initiatives were designed to <i>create school-wide</i> conditions to prevent and address HIB.	3
E.	The school safety/school climate team (SS/SCT) <i>identified patterns</i> of HIB and <i>reviewed</i> school climate and school policies for the prevention of HIB.	3
SUB-TOTAL (possible 15)		15

Core Element #2: Training on the BOE-approved HIB Policy and Procedures (N.J.S.A. 18A:37-17b and c)		
Indicators		Score (0-3)
A.	School employees, contracted service providers and volunteers were provided <i>training</i> on the HIB policy.	3
B.	The HIB policy training included instruction on preventing HIB on the basis of <i>protected categories</i> enumerated in the ABR and <i>other distinguishing characteristics</i> that may incite incidents of discrimination or HIB.	3
C.	The HIB policy was <i>discussed</i> with students, in accordance with the district's process for these discussions.	3
SUB-TOTAL (possible 9)		9

School Name: Theodora Smiley Lacey Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)		
Indicators		Score (0-3)
A.	Each teaching staff member completed at least 2 hours of <i>instruction in suicide prevention that included information on HIB</i> , in each five-year professional development period.	3
B.	Each teaching staff member completed at least 2 hours of <i>instruction on HIB prevention</i> , in each five-year professional development period.	3
C.	The school anti-bullying specialist (ABS) was given <i>time during the usual school schedule</i> to participate in in-service training in preparation to act as the ABS.	3
D.	The members of the school safety/school climate team (SS/SCT) were provided with professional development in effective practices of successful school climate programs or approaches.	3
E.	School building leaders* have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.	3
SUB-TOTAL (possible 15)		15

Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)		
Indicators		Score (0-3)
A.	The school <i>provided ongoing, age-appropriate instruction</i> on preventing HIB in accordance with the New Jersey Student Learning Standards	3
B.	The school observed the " <i>Week of Respect</i> ," during the week beginning with the first Monday in October of each year, <i>recognizing the importance of character education</i> by providing age-appropriate instruction focusing on HIB prevention.	3
SUB-TOTAL (possible 6)		6

School Name: Theodora Smiley Lacey Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)		
Indicators		Score (0-3)
A.	The principal <i>appointed</i> a school anti-bullying specialist (ABS).	3
B.	The ABS <i>met</i> at least two times per school year with the district anti-bullying coordinator (ABC).	3
C.	The school safety/school climate team (SS/SCT) <i>met</i> at least two times per school year 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 including HIB.	3
SUB-TOTAL (possible 9)		9

Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A: 37-15b(6)(a))		
Option A		
Indicators		Score (0-3)
A.	The school <i>implemented</i> the district's procedure for reporting HIB that includes all required elements.	3
B.	The school <i>implemented</i> the district's procedure for reporting new information on a prior HIB report.	3
SUB-TOTAL (possible 6)		6

School Name: Theodora Smiley Lacey Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))		
Option A		
Indicators		Score (0-3)
A.	<i>Notification</i> to parents of alleged offenders and alleged victims in each reported HIB incident.	3
B.	<i>Completion</i> of the investigation within 10 school days of the written incident report.	3
C.	Preparation of a <i>written report</i> on the findings of each HIB investigation	3
D.	Indicator D. Results of the investigation reported to the chief school administrator (CSA) within 2 <i>school days</i> of completion of the investigation.	3
SUB-TOTAL (possible 12)		12

Core Element #8: HIB Reporting (N.J.S.A. 18A:17- 46)		
Indicators		Score (0-3)
A.	The school has a <i>procedure</i> for <i>ensuring</i> that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.	3
B.	The official grades received from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE.	3
SUB-TOTAL (possible 6)		6

TOTAL SCORE (possible 78)		78
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New Jersey Department of Education

School Self-Assessment for Determining Grades under the *Anti-Bullying Bill of Rights Act*

School Name: William Cullen Bryant School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021



School Name: William Cullen Bryant School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)		
Indicators		Score (0-3)
A.	The school annually <i>established</i> HIB programs, approaches or other initiatives.	1
B.	The school annually <i>implemented</i> and documented HIB programs, approaches, or other initiatives.	0
C.	The school annually <i>assessed</i> HIB programs, approaches or other initiatives.	0
D.	The school's HIB programs, approaches or other initiatives were designed to <i>create school-wide</i> conditions to prevent and address HIB.	1
E.	The school safety/school climate team (SS/SCT) <i>identified patterns</i> of HIB and <i>reviewed</i> school climate and school policies for the prevention of HIB.	0
SUB-TOTAL (possible 15)		2

Core Element #2: Training on the BOE-approved HIB Policy and Procedures (N.J.S.A. 18A:37-17b and c)		
Indicators		Score (0-3)
A.	School employees, contracted service providers and volunteers were provided <i>training</i> on the HIB policy.	1
B.	The HIB policy training included instruction on preventing HIB on the basis of <i>protected categories</i> enumerated in the ABR and <i>other distinguishing characteristics</i> that may incite incidents of discrimination or HIB.	1
C.	The HIB policy was <i>discussed</i> with students, in accordance with the district's process for these discussions.	1
SUB-TOTAL (possible 9)		3

School Name: William Cullen Bryant School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)

Indicators		Score (0-3)
A.	Each teaching staff member completed at least 2 hours of <i>instruction in suicide prevention that included information on HIB</i> , in each five-year professional development period.	3
B.	Each teaching staff member completed at least 2 hours of <i>instruction on HIB prevention</i> , in each five-year professional development period.	3
C.	The school anti-bullying specialist (ABS) was given <i>time during the usual school schedule</i> to participate in in-service training in preparation to act as the ABS.	0
D.	The members of the school safety/school climate team (SS/SCT) were provided with professional development in effective practices of successful school climate programs or approaches.	0
E.	School building leaders* have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.	3
SUB-TOTAL (possible 15)		9

Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)

Indicators		Score (0-3)
A.	The school <i>provided ongoing, age-appropriate instruction</i> on preventing HIB in accordance with the New Jersey Student Learning Standards	3
B.	The school observed the " <i>Week of Respect</i> ," during the week beginning with the first Monday in October of each year, <i>recognizing the importance of character education</i> by providing age-appropriate instruction focusing on HIB prevention.	0
SUB-TOTAL (possible 6)		3

School Name: William Cullen Bryant School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)		
Indicators		Score (0-3)
A.	The principal <i>appointed</i> a school anti-bullying specialist (ABS).	0
B.	The ABS <i>met</i> at least two times per school year with the district anti-bullying coordinator (ABC).	0
C.	The school safety/school climate team (SS/SCT) <i>met</i> at least two times per school year 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 including HIB.	0
SUB-TOTAL (possible 9)		0

Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A: 37-15b(6)(a))		
Option B		
Indicators		Score (0-3)
A.	The school has a process for ensuring that staff are implementing the district's procedure for reporting HIB that includes all required elements.	3
B.	The school fosters a positive school climate that encourages reports of all concerning behaviors, including HIB, AND implements effective prevention strategies which resulted in no incidents of HIB.	1
SUB-TOTAL (possible 6)		4

School Name: William Cullen Bryant School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))
Option B

Indicators		Score (0-3)
A.	Responsible staff are knowledgeable about the process to notify parents of alleged offenders and alleged victims in each reported HIB incident and how to implement the process.	2
B.	The school has a process in place to ensure completion of each investigation within 10 school days of the written incident report.	2
C.	The school has a process in place to prepare a written report on the findings of each HIB investigation.	2
D.	The school has a procedure for reporting the results of each investigation to the chief school administrator (CSA) within 2 school days of completion of the investigation.	3
SUB-TOTAL (possible 12)		9

Core Element #8: HIB Reporting (N.J.S.A. 18A:17- 46)

Indicators		Score (0-3)
A.	The school has a <i>procedure for ensuring</i> that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.	2
B.	The official grades received from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE.	3
SUB-TOTAL (possible 6)		5

TOTAL SCORE (possible 78)		35
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New Jersey Department of Education

School Self-Assessment for Determining Grades under the *Anti-Bullying Bill of Rights Act*

School Name: Nathaniel Hawthorne Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021



School Name: Nathaniel Hawthorne Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)		
Indicators		Score (0-3)
A.	The school annually <i>established</i> HIB programs, approaches or other initiatives.	3
B.	The school annually <i>implemented</i> and documented HIB programs, approaches, or other initiatives.	3
C.	The school annually <i>assessed</i> HIB programs, approaches or other initiatives.	3
D.	The school's HIB programs, approaches or other initiatives were designed to <i>create school-wide</i> conditions to prevent and address HIB.	3
E.	The school safety/school climate team (SS/SCT) <i>identified patterns</i> of HIB and <i>reviewed</i> school climate and school policies for the prevention of HIB.	3
SUB-TOTAL (possible 15)		15

Core Element #2: Training on the BOE-approved HIB Policy and Procedures (N.J.S.A. 18A:37-17b and c)		
Indicators		Score (0-3)
A.	School employees, contracted service providers and volunteers were provided <i>training</i> on the HIB policy.	3
B.	The HIB policy training included instruction on preventing HIB on the basis of <i>protected categories</i> enumerated in the ABR and <i>other distinguishing characteristics</i> that may incite incidents of discrimination or HIB.	3
C.	The HIB policy was <i>discussed</i> with students, in accordance with the district's process for these discussions.	3
SUB-TOTAL (possible 9)		9

School Name: Nathaniel Hawthorne Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)

Indicators		Score (0-3)
A.	Each teaching staff member completed at least 2 hours of <i>instruction in suicide prevention that included information on HIB</i> , in each five-year professional development period.	3
B.	Each teaching staff member completed at least 2 hours of <i>instruction on HIB prevention</i> , in each five-year professional development period.	3
C.	The school anti-bullying specialist (ABS) was given <i>time during the usual school schedule</i> to participate in in-service training in preparation to act as the ABS.	3
D.	The members of the school safety/school climate team (SS/SCT) were provided with professional development in effective practices of successful school climate programs or approaches.	3
E.	School building leaders* have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.	3
SUB-TOTAL (possible 15)		15

Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)

Indicators		Score (0-3)
A.	The school <i>provided ongoing, age-appropriate instruction</i> on preventing HIB in accordance with the New Jersey Student Learning Standards	3
B.	The school observed the " <i>Week of Respect</i> ," during the week beginning with the first Monday in October of each year, <i>recognizing the importance of character education</i> by providing age-appropriate instruction focusing on HIB prevention.	3
SUB-TOTAL (possible 6)		6

School Name: Nathaniel Hawthorne Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)		
Indicators		Score (0-3)
A.	The principal <i>appointed</i> a school anti-bullying specialist (ABS).	3
B.	The ABS <i>met</i> at least two times per school year with the district anti-bullying coordinator (ABC).	3
C.	The school safety/school climate team (SS/SCT) <i>met</i> at least two times per school year 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 including HIB.	3
SUB-TOTAL (possible 9)		9

Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A: 37-15b(6)(a))		
Option B		
Indicators		Score (0-3)
A.	The school has a process for ensuring that staff are implementing the district's procedure for reporting HIB that includes all required elements.	3
B.	The school fosters a positive school climate that encourages reports of all concerning behaviors, including HIB, AND implements effective prevention strategies which resulted in no incidents of HIB.	3
SUB-TOTAL (possible 6)		6

School Name: Nathaniel Hawthorne Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))
Option B

Indicators		Score (0-3)
A.	Responsible staff are knowledgeable about the process to notify parents of alleged offenders and alleged victims in each reported HIB incident and how to implement the process.	3
B.	The school has a process in place to ensure completion of each investigation within 10 school days of the written incident report.	3
C.	The school has a process in place to prepare a written report on the findings of each HIB investigation.	3
D.	The school has a procedure for reporting the results of each investigation to the chief school administrator (CSA) within 2 school days of completion of the investigation.	3
SUB-TOTAL (possible 12)		12

Core Element #8: HIB Reporting (N.J.S.A. 18A:17- 46)

Indicators		Score (0-3)
A.	The school has a <i>procedure for ensuring</i> that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.	3
B.	The official grades received from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE.	3
SUB-TOTAL (possible 6)		6

TOTAL SCORE (possible 78)		78
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New Jersey Department of Education

School Self-Assessment for Determining Grades under the *Anti-Bullying Bill of Rights Act*

School Name: James Russell Lowell Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021



School Name: James Russell Lowell Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)		
Indicators		Score (0-3)
A.	The school annually <i>established</i> HIB programs, approaches or other initiatives.	3
B.	The school annually <i>implemented</i> and documented HIB programs, approaches, or other initiatives.	3
C.	The school annually <i>assessed</i> HIB programs, approaches or other initiatives.	3
D.	The school's HIB programs, approaches or other initiatives were designed to <i>create school-wide</i> conditions to prevent and address HIB.	3
E.	The school safety/school climate team (SS/SCT) <i>identified patterns</i> of HIB and <i>reviewed</i> school climate and school policies for the prevention of HIB.	3
SUB-TOTAL (possible 15)		15

Core Element #2: Training on the BOE-approved HIB Policy and Procedures (N.J.S.A. 18A:37-17b and c)		
Indicators		Score (0-3)
A.	School employees, contracted service providers and volunteers were provided <i>training</i> on the HIB policy.	3
B.	The HIB policy training included instruction on preventing HIB on the basis of <i>protected categories</i> enumerated in the ABR and <i>other distinguishing characteristics</i> that may incite incidents of discrimination or HIB.	3
C.	The HIB policy was <i>discussed</i> with students, in accordance with the district's process for these discussions.	3
SUB-TOTAL (possible 9)		9

School Name: James Russell Lowell Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)

Indicators		Score (0-3)
A.	Each teaching staff member completed at least 2 hours of <i>instruction in suicide prevention that included information on HIB</i> , in each five-year professional development period.	3
B.	Each teaching staff member completed at least 2 hours of <i>instruction on HIB prevention</i> , in each five-year professional development period.	3
C.	The school anti-bullying specialist (ABS) was given <i>time during the usual school schedule</i> to participate in in-service training in preparation to act as the ABS.	3
D.	The members of the school safety/school climate team (SS/SCT) were provided with professional development in effective practices of successful school climate programs or approaches.	3
E.	School building leaders* have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.	3
SUB-TOTAL (possible 15)		15

Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)

Indicators		Score (0-3)
A.	The school <i>provided ongoing, age-appropriate instruction</i> on preventing HIB in accordance with the New Jersey Student Learning Standards	3
B.	The school observed the " <i>Week of Respect</i> ," during the week beginning with the first Monday in October of each year, <i>recognizing the importance of character education</i> by providing age-appropriate instruction focusing on HIB prevention.	3
SUB-TOTAL (possible 6)		6

School Name: James Russell Lowell Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)		
Indicators		Score (0-3)
A.	The principal <i>appointed</i> a school anti-bullying specialist (ABS).	3
B.	The ABS <i>met</i> at least two times per school year with the district anti-bullying coordinator (ABC).	3
C.	The school safety/school climate team (SS/SCT) <i>met</i> at least two times per school year 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 including HIB.	3
SUB-TOTAL (possible 9)		9

Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A: 37-15b(6)(a))		
Option B		
Indicators		Score (0-3)
A.	The school has a process for ensuring that staff are implementing the district's procedure for reporting HIB that includes all required elements.	3
B.	The school fosters a positive school climate that encourages reports of all concerning behaviors, including HIB, AND implements effective prevention strategies which resulted in no incidents of HIB.	3
SUB-TOTAL (possible 6)		6

School Name: James Russell Lowell Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

**Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))
Option B**

Indicators		Score (0-3)
A.	Responsible staff are knowledgeable about the process to notify parents of alleged offenders and alleged victims in each reported HIB incident and how to implement the process.	3
B.	The school has a process in place to ensure completion of each investigation within 10 school days of the written incident report.	3
C.	The school has a process in place to prepare a written report on the findings of each HIB investigation.	3
D.	The school has a procedure for reporting the results of each investigation to the chief school administrator (CSA) within 2 school days of completion of the investigation.	3
SUB-TOTAL (possible 12)		12

Core Element #8: HIB Reporting (N.J.S.A. 18A:17- 46)

Indicators		Score (0-3)
A.	The school has a <i>procedure for ensuring</i> that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.	3
B.	The official grades received from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE.	3
SUB-TOTAL (possible 6)		6

TOTAL SCORE (possible 78)		78
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New Jersey Department of Education

School Self-Assessment for Determining Grades under the *Anti-Bullying Bill of Rights Act*

School Name: John Greenleaf Whittier Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021



School Name: John Greenleaf Whittier Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)		
Indicators		Score (0-3)
A.	The school annually <i>established</i> HIB programs, approaches or other initiatives.	3
B.	The school annually <i>implemented</i> and documented HIB programs, approaches, or other initiatives.	3
C.	The school annually <i>assessed</i> HIB programs, approaches or other initiatives.	3
D.	The school's HIB programs, approaches or other initiatives were designed to <i>create school-wide</i> conditions to prevent and address HIB.	3
E.	The school safety/school climate team (SS/SCT) <i>identified patterns</i> of HIB and <i>reviewed</i> school climate and school policies for the prevention of HIB.	3
SUB-TOTAL (possible 15)		15

Core Element #2: Training on the BOE-approved HIB Policy and Procedures (N.J.S.A. 18A:37-17b and c)		
Indicators		Score (0-3)
A.	School employees, contracted service providers and volunteers were provided <i>training</i> on the HIB policy.	3
B.	The HIB policy training included instruction on preventing HIB on the basis of <i>protected categories</i> enumerated in the ABR and <i>other distinguishing characteristics</i> that may incite incidents of discrimination or HIB.	3
C.	The HIB policy was <i>discussed</i> with students, in accordance with the district's process for these discussions.	3
SUB-TOTAL (possible 9)		9

School Name: John Greenleaf Whittier Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)		
Indicators		Score (0-3)
A.	Each teaching staff member completed at least 2 hours of <i>instruction in suicide prevention that included information on HIB</i> , in each five-year professional development period.	3
B.	Each teaching staff member completed at least 2 hours of <i>instruction on HIB prevention</i> , in each five-year professional development period.	3
C.	The school anti-bullying specialist (ABS) was given <i>time during the usual school schedule</i> to participate in in-service training in preparation to act as the ABS.	3
D.	The members of the school safety/school climate team (SS/SCT) were provided with professional development in effective practices of successful school climate programs or approaches.	3
E.	School building leaders* have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.	3
SUB-TOTAL (possible 15)		15

Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)		
Indicators		Score (0-3)
A.	The school <i>provided ongoing, age-appropriate instruction</i> on preventing HIB in accordance with the New Jersey Student Learning Standards	3
B.	The school observed the " <i>Week of Respect</i> ," during the week beginning with the first Monday in October of each year, <i>recognizing the importance of character education</i> by providing age-appropriate instruction focusing on HIB prevention.	3
SUB-TOTAL (possible 6)		6

School Name: John Greenleaf Whittier Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)		
Indicators		Score (0-3)
A.	The principal <i>appointed</i> a school anti-bullying specialist (ABS).	3
B.	The ABS <i>met</i> at least two times per school year with the district anti-bullying coordinator (ABC).	3
C.	The school safety/school climate team (SS/SCT) <i>met</i> at least two times per school year 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 including HIB.	3
SUB-TOTAL (possible 9)		9

Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A: 37-15b(6)(a))		
Option A		
Indicators		Score (0-3)
A.	The school <i>implemented</i> the district's procedure for reporting HIB that includes all required elements.	3
B.	The school <i>implemented</i> the district's procedure for reporting new information on a prior HIB report.	3
SUB-TOTAL (possible 6)		6

School Name: John Greenleaf Whittier Elementary School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))		
Option A		
Indicators		Score (0-3)
A.	<i>Notification</i> to parents of alleged offenders and alleged victims in each reported HIB incident.	3
B.	<i>Completion</i> of the investigation within 10 school days of the written incident report.	3
C.	Preparation of a <i>written report</i> on the findings of each HIB investigation	3
D.	Indicator D. Results of the investigation reported to the chief school administrator (CSA) within 2 <i>school days</i> of completion of the investigation.	3
SUB-TOTAL (possible 12)		12

Core Element #8: HIB Reporting (N.J.S.A. 18A:17- 46)		
Indicators		Score (0-3)
A.	The school has a <i>procedure</i> for <i>ensuring</i> that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.	3
B.	The official grades received from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE.	3
SUB-TOTAL (possible 6)		6

TOTAL SCORE (possible 78)		78
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New Jersey Department of Education

School Self-Assessment for Determining Grades under the *Anti-Bullying Bill of Rights Act*

School Name: Benjamin Franklin Middle School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021



School Name: Benjamin Franklin Middle School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)		
Indicators		Score (0-3)
A.	The school annually <i>established</i> HIB programs, approaches or other initiatives.	3
B.	The school annually <i>implemented</i> and documented HIB programs, approaches, or other initiatives.	3
C.	The school annually <i>assessed</i> HIB programs, approaches or other initiatives.	3
D.	The school's HIB programs, approaches or other initiatives were designed to <i>create school-wide</i> conditions to prevent and address HIB.	3
E.	The school safety/school climate team (SS/SCT) <i>identified patterns</i> of HIB and <i>reviewed</i> school climate and school policies for the prevention of HIB.	3
SUB-TOTAL (possible 15)		15

Core Element #2: Training on the BOE-approved HIB Policy and Procedures (N.J.S.A. 18A:37-17b and c)		
Indicators		Score (0-3)
A.	School employees, contracted service providers and volunteers were provided <i>training</i> on the HIB policy.	3
B.	The HIB policy training included instruction on preventing HIB on the basis of <i>protected categories</i> enumerated in the ABR and <i>other distinguishing characteristics</i> that may incite incidents of discrimination or HIB.	3
C.	The HIB policy was <i>discussed</i> with students, in accordance with the district's process for these discussions.	3
SUB-TOTAL (possible 9)		9

School Name: Benjamin Franklin Middle School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)

Indicators		Score (0-3)
A.	Each teaching staff member completed at least 2 hours of <i>instruction in suicide prevention that included information on HIB</i> , in each five-year professional development period.	3
B.	Each teaching staff member completed at least 2 hours of <i>instruction on HIB prevention</i> , in each five-year professional development period.	3
C.	The school anti-bullying specialist (ABS) was given <i>time during the usual school schedule</i> to participate in in-service training in preparation to act as the ABS.	3
D.	The members of the school safety/school climate team (SS/SCT) were provided with professional development in effective practices of successful school climate programs or approaches.	3
E.	School building leaders* have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.	3
SUB-TOTAL (possible 15)		15

Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)

Indicators		Score (0-3)
A.	The school <i>provided ongoing, age-appropriate instruction</i> on preventing HIB in accordance with the New Jersey Student Learning Standards	3
B.	The school observed the " <i>Week of Respect</i> ," during the week beginning with the first Monday in October of each year, <i>recognizing the importance of character education</i> by providing age-appropriate instruction focusing on HIB prevention.	3
SUB-TOTAL (possible 6)		6

School Name: Benjamin Franklin Middle School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)		
Indicators		Score (0-3)
A.	The principal <i>appointed</i> a school anti-bullying specialist (ABS).	3
B.	The ABS <i>met</i> at least two times per school year with the district anti-bullying coordinator (ABC).	3
C.	The school safety/school climate team (SS/SCT) <i>met</i> at least two times per school year 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 including HIB.	3
SUB-TOTAL (possible 9)		9

Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A: 37-15b(6)(a))		
Option A		
Indicators		Score (0-3)
A.	The school <i>implemented</i> the district's procedure for reporting HIB that includes all required elements.	3
B.	The school <i>implemented</i> the district's procedure for reporting new information on a prior HIB report.	3
SUB-TOTAL (possible 6)		6

School Name: Benjamin Franklin Middle School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))
Option A

Indicators		Score (0-3)
A.	<i>Notification</i> to parents of alleged offenders and alleged victims in each reported HIB incident.	3
B.	<i>Completion</i> of the investigation within 10 school days of the written incident report.	3
C.	Preparation of a <i>written report</i> on the findings of each HIB investigation	3
D.	Indicator D. Results of the investigation reported to the chief school administrator (CSA) within <i>2 school days</i> of completion of the investigation.	3
SUB-TOTAL (possible 12)		12

Core Element #8: HIB Reporting (N.J.S.A. 18A:17- 46)

Indicators		Score (0-3)
A.	The school has a <i>procedure</i> for <i>ensuring</i> that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.	3
B.	The official grades received from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE.	3
SUB-TOTAL (possible 6)		6

TOTAL SCORE (possible 78)		78
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New Jersey Department of Education

School Self-Assessment for Determining Grades under the *Anti-Bullying Bill of Rights Act*

School Name: Teaneck High School
District Name: Teaneck School District
School Year: July 1, 2020 - June 30, 2021



School Name: Teaneck High School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)		
Indicators		Score (0-3)
A.	The school annually <i>established</i> HIB programs, approaches or other initiatives.	3
B.	The school annually <i>implemented</i> and documented HIB programs, approaches, or other initiatives.	3
C.	The school annually <i>assessed</i> HIB programs, approaches or other initiatives.	3
D.	The school's HIB programs, approaches or other initiatives were designed to <i>create school-wide</i> conditions to prevent and address HIB.	3
E.	The school safety/school climate team (SS/SCT) <i>identified patterns</i> of HIB and <i>reviewed</i> school climate and school policies for the prevention of HIB.	3
SUB-TOTAL (possible 15)		15

Core Element #2: Training on the BOE-approved HIB Policy and Procedures (N.J.S.A. 18A:37-17b and c)		
Indicators		Score (0-3)
A.	School employees, contracted service providers and volunteers were provided <i>training</i> on the HIB policy.	3
B.	The HIB policy training included instruction on preventing HIB on the basis of <i>protected categories</i> enumerated in the ABR and <i>other distinguishing characteristics</i> that may incite incidents of discrimination or HIB.	3
C.	The HIB policy was <i>discussed</i> with students, in accordance with the district's process for these discussions.	3
SUB-TOTAL (possible 9)		9

School Name: Teaneck High School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)

Indicators		Score (0-3)
A.	Each teaching staff member completed at least 2 hours of <i>instruction in suicide prevention that included information on HIB</i> , in each five-year professional development period.	3
B.	Each teaching staff member completed at least 2 hours of <i>instruction on HIB prevention</i> , in each five-year professional development period.	3
C.	The school anti-bullying specialist (ABS) was given <i>time during the usual school schedule</i> to participate in in-service training in preparation to act as the ABS.	3
D.	The members of the school safety/school climate team (SS/SCT) were provided with professional development in effective practices of successful school climate programs or approaches.	3
E.	School building leaders* have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.	3
SUB-TOTAL (possible 15)		15

Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)

Indicators		Score (0-3)
A.	The school <i>provided ongoing, age-appropriate instruction</i> on preventing HIB in accordance with the New Jersey Student Learning Standards	3
B.	The school observed the " <i>Week of Respect</i> ," during the week beginning with the first Monday in October of each year, <i>recognizing the importance of character education</i> by providing age-appropriate instruction focusing on HIB prevention.	3
SUB-TOTAL (possible 6)		6

School Name: Teaneck High School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)		
Indicators		Score (0-3)
A.	The principal <i>appointed</i> a school anti-bullying specialist (ABS).	3
B.	The ABS <i>met</i> at least two times per school year with the district anti-bullying coordinator (ABC).	3
C.	The school safety/school climate team (SS/SCT) <i>met</i> at least two times per school year 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 including HIB.	3
SUB-TOTAL (possible 9)		9

Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A: 37-15b(6)(a))		
Option A		
Indicators		Score (0-3)
A.	The school <i>implemented</i> the district's procedure for reporting HIB that includes all required elements.	3
B.	The school <i>implemented</i> the district's procedure for reporting new information on a prior HIB report.	3
SUB-TOTAL (possible 6)		6

School Name: Teaneck High School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))
Option A

Indicators		Score (0-3)
A.	<i>Notification</i> to parents of alleged offenders and alleged victims in each reported HIB incident.	3
B.	<i>Completion</i> of the investigation within 10 school days of the written incident report.	3
C.	Preparation of a <i>written report</i> on the findings of each HIB investigation	3
D.	Indicator D. Results of the investigation reported to the chief school administrator (CSA) within <i>2 school days</i> of completion of the investigation.	3
SUB-TOTAL (possible 12)		12

Core Element #8: HIB Reporting (N.J.S.A. 18A:17- 46)

Indicators		Score (0-3)
A.	The school has a <i>procedure</i> for <i>ensuring</i> that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.	3
B.	The official grades received from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE.	3
SUB-TOTAL (possible 6)		6

TOTAL SCORE (possible 78)		78
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New Jersey Department of Education

School Self-Assessment for Determining Grades under the *Anti-Bullying Bill of Rights Act*

School Name: Teaneck High School
District Name: Teaneck School District
School Year: July 1, 2020 - June 30, 2021



School Name: Teaneck High School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)		
Indicators		Score (0-3)
A.	The school annually <i>established</i> HIB programs, approaches or other initiatives.	3
B.	The school annually <i>implemented</i> and documented HIB programs, approaches, or other initiatives.	3
C.	The school annually <i>assessed</i> HIB programs, approaches or other initiatives.	3
D.	The school's HIB programs, approaches or other initiatives were designed to <i>create school-wide</i> conditions to prevent and address HIB.	3
E.	The school safety/school climate team (SS/SCT) <i>identified patterns</i> of HIB and <i>reviewed</i> school climate and school policies for the prevention of HIB.	3
SUB-TOTAL (possible 15)		15

Core Element #2: Training on the BOE-approved HIB Policy and Procedures (N.J.S.A. 18A:37-17b and c)		
Indicators		Score (0-3)
A.	School employees, contracted service providers and volunteers were provided <i>training</i> on the HIB policy.	3
B.	The HIB policy training included instruction on preventing HIB on the basis of <i>protected categories</i> enumerated in the ABR and <i>other distinguishing characteristics</i> that may incite incidents of discrimination or HIB.	3
C.	The HIB policy was <i>discussed</i> with students, in accordance with the district's process for these discussions.	3
SUB-TOTAL (possible 9)		9

School Name: Teaneck High School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)

Indicators		Score (0-3)
A.	Each teaching staff member completed at least 2 hours of <i>instruction in suicide prevention that included information on HIB</i> , in each five-year professional development period.	3
B.	Each teaching staff member completed at least 2 hours of <i>instruction on HIB prevention</i> , in each five-year professional development period.	3
C.	The school anti-bullying specialist (ABS) was given <i>time during the usual school schedule</i> to participate in in-service training in preparation to act as the ABS.	3
D.	The members of the school safety/school climate team (SS/SCT) were provided with professional development in effective practices of successful school climate programs or approaches.	3
E.	School building leaders* have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.	3
SUB-TOTAL (possible 15)		15

Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)

Indicators		Score (0-3)
A.	The school <i>provided ongoing, age-appropriate instruction</i> on preventing HIB in accordance with the New Jersey Student Learning Standards	3
B.	The school observed the " <i>Week of Respect</i> ," during the week beginning with the first Monday in October of each year, <i>recognizing the importance of character education</i> by providing age-appropriate instruction focusing on HIB prevention.	3
SUB-TOTAL (possible 6)		6

School Name: Teaneck High School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)		
Indicators		Score (0-3)
A.	The principal <i>appointed</i> a school anti-bullying specialist (ABS).	3
B.	The ABS <i>met</i> at least two times per school year with the district anti-bullying coordinator (ABC).	3
C.	The school safety/school climate team (SS/SCT) <i>met</i> at least two times per school year 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 including HIB.	3
SUB-TOTAL (possible 9)		9

Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A: 37-15b(6)(a))		
Option A		
Indicators		Score (0-3)
A.	The school <i>implemented</i> the district's procedure for reporting HIB that includes all required elements.	3
B.	The school <i>implemented</i> the district's procedure for reporting new information on a prior HIB report.	3
SUB-TOTAL (possible 6)		6

School Name: Teaneck High School

District Name: Teaneck School District

School Year: July 1, 2020 - June 30, 2021

Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))
Option A

Indicators		Score (0-3)
A.	<i>Notification</i> to parents of alleged offenders and alleged victims in each reported HIB incident.	3
B.	<i>Completion</i> of the investigation within 10 school days of the written incident report.	3
C.	Preparation of a <i>written report</i> on the findings of each HIB investigation	3
D.	Indicator D. Results of the investigation reported to the chief school administrator (CSA) within <i>2 school days</i> of completion of the investigation.	3
SUB-TOTAL (possible 12)		12

Core Element #8: HIB Reporting (N.J.S.A. 18A:17- 46)

Indicators		Score (0-3)
A.	The school has a <i>procedure</i> for <i>ensuring</i> that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.	3
B.	The official grades received from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE.	3
SUB-TOTAL (possible 6)		6

TOTAL SCORE (possible 78)		78
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Teaneck Public Schools
Regular Public Meeting
January 19, 2022
Finance and Budget - 2.

that the Board approve 2021-2022 budget transfers which are attached and a part of the official record.

Explanation:

ATTACHMENTS:

Description	Type
Transfer November 30, 2021	Cover Memo

FINANCE & BUDGET

MOTION # 2

Teaneck Board of Education Transfer List
Transfers 11/30/2021

		DESCRIPTION	AMOUNT TRANSFERRED	
ACCOUNT			From	To
19432	11-000-262-610-89-53-1-D	FURNITURE SUPPLIES/GENERAL	(15,000.00)	
19432	11-216-100-610-36-40-C-6	SUPPLIES/PSD		15,000.00
			\$ (15,000.00)	\$ 15,000.00
EXPLANATION: Fund PSD Supplies Adjustment				
19433	11-000-230-100-82-19-D-D	SUBS.OT/ASST.SUPT.EDUCL/SECYS	(5,000.00)	
19433	11-000-230-530-86-51-2-D	UTILITIES/TELEPHONE, TELECOM		2,940.00
19433	11-000-230-610-88-49-D-D	SUPPLIES ASST SUPT EDECL SVC		2,060.00
			\$ (5,000.00)	\$ 5,000.00
EXPLANATION: FundPaytofSpcEdCellPhoneUse Adjustment				
19438	11-190-100-610-18-40-T-H	GENERAL INSTRUCT'L SUPPLIES	(5,692.61)	
19438	12-000-240-730-71-32-T-H	EQUIP/THS/ADMIN		5,692.61
			\$ (5,692.61)	\$ 5,692.61
EXPLANATION: THS-ID Printer Equip Adjustment				
19439	11-190-100-340-86-50-2-D	PRCH'D TECH'L SERV/PC REPAIRS	(20,000.00)	
19439	11-000-252-610-86-49-2-D	SUPPLIES & MATERIALS/TECH-NTWK		20,000.00
			\$ (20,000.00)	\$ 20,000.00
EXPLANATION: TECHDPT-SupplyPurchases Adjustment				
19450	20-250-200-500-60-46-C-C	IDEA CCEIS OTHER PURCHASE SVCS	(310.00)	
19450	20-250-200-300-60-46-C-C	IDEA CCEIS PROF.& TECH SERVICE		310.00
			\$ (310.00)	\$ 310.00
EXPLANATION: IDEA Balance Adj 21-22 Adjustment				
19477	11-000-100-568-49-62-C-C	TUIT/STATE FACILITIES	(51,792.00)	
19477	11-000-100-566-49-61-C-C	TUITN/PRIV SCH/SP'L ED		46,792.00
19477	11-000-100-567-49-61-C-C	TUITN/PRIV SCH/SP ED/OUT STATE		5,000.00
			\$ (51,792.00)	\$ 51,792.00
EXPLANATION: SpcSvs-ShefaSchIPO+Prvte Adjustment				
19480	11-000-100-562-49-61-C-C	TUITN/PUB SCH/SP'L ED	(109,946.00)	
19480	11-000-100-567-49-61-C-C	TUITN/PRIV SCH/SP ED/OUT STATE	(8,797.95)	
19480	11-000-100-565-49-64-C-C	TUITN/BERGEN BOSS		118,743.95
			\$ (118,743.95)	\$ 118,743.95
EXPLANATION: BO-CNB #1 11/21 Adjustment				
19481	11-000-221-105-85-19-I-D	SUBS.OT/SECRETARIAL C&I	(35,000.00)	
19481	11-000-223-110-72-19-H-C	SP'L ED/SUBS/CONF		35,000.00
			\$ (35,000.00)	\$ 35,000.00
EXPLANATION: BO-CNB #2 11/21 Adjustment				
19484	11-000-270-512-46-52-0-C	FIELD TRIP/WORK PRGM THS	(20,000.00)	
19484	11-000-270-160-83-19-0-D	SUBS/OT/TRANSPORTATION		20,000.00
			\$ (20,000.00)	\$ 20,000.00
EXPLANATION: BO-CNB #5 11/21 Adjustment				
19485	11-000-251-590-84-50-H-R	PRCH SERV/RECRUITMENT/HRM	(6,200.00)	
19485	11-000-251-330-83-50-0-0	PRCH'D PROF'L SERVICES/OSBM		(6,200.00)
			\$ (6,200.00)	\$ (6,200.00)
EXPLANATION: BO-CNB #6 11/21 Adjustment				
19487	20-218-100-321-61-50-K-K	PRE-K/PURCH PROF ED SVC	(33,000.00)	
19487	20-218-200-590-61-50-K-K	MISC. PURCH. SERVICES/T.E.L.C.		33,000.00
			\$ (33,000.00)	\$ 33,000.00
EXPLANATION: BO-CNB #8 11/21 Adjustment				
19488	11-219-100-320-38-58-C-D	HOME INSTR/SE/OTHR PROF	(8,000.00)	
19488	11-219-100-101-38-10-H-D	OTHR SAL/HOME INSTR/SPED		8,000.00
			\$ (8,000.00)	\$ 8,000.00

FINANCE & BUDGET

MOTION # 2

Teaneck Board of Education Transfer List

Transfers 11/30/2021

ACCOUNT	DESCRIPTION	AMOUNT TRANSFERRED	
		From	To
EXPLANATION: BO-CNB #9 11/21 Adjustment			

 FINANCE COMMITTEE SIGNATURE

 DATE

Teaneck Public Schools

Regular Public Meeting

January 19, 2022

Finance and Budget - 4.

that the Board approve the attached list of virtual Professional Development for the staff indicated for professional improvement or development, as approved by the Superintendent (District funded \$6,329.45) (Title II Grant Funded \$2,906.21) (Grant Funded \$2,241.19) total cost of \$11,476.85.

Explanation:

NJDOE requires approval by the Superintendent and the Board of Education for attendance at and reimbursement for seminars and conferences.

ATTACHMENTS:

Description	Type
C&I Professional Development Jan 2022	Cover Memo
Professional Development - Spec Ed	Cover Memo

Professional Development

Name: Lisa Zucker
School or Department: Teaneck Early Learning Center
Conference/Seminar/Workshop: Early Childhood Leadership Seminar
Location: Virtual Conference
Dates: January 19, February 16, March 16, March 23, April 20, May 18, June 15, 2022
Estimated Cost: \$300.00 – No Substitute Required – District Funded

Name: David Deubel
School or Department: Bryant Elementary School
Conference/Seminar/Workshop: Early Childhood Leadership Seminar
Location: Virtual Conference
Dates: January 19, February 16, March 16, March 23, April 20, May 18, June 15, 2022
Estimated Cost: \$300.00 – No Substitute Required – District Funded

Name: Dr. Christine Jimenez-Johnson
School or Department: Assistant Superintendent of Curriculum and Schools
Conference/Seminar/Workshop: Early Childhood Leadership Seminar
Location: Virtual Conference
Dates: January 19, February 16, March 16, March 23, April 20, May 18, June 15, 2022
Estimated Cost: \$300.00 – No Substitute Required – District Funded

Name: Frank Piccininni
School or Department: Thomas Jefferson Middle School
Conference/Seminar/Workshop: Enhancing Your Social Studies Instruction: Practical Strategies (6-12)
Location: Virtual Conference
Dates: Online-Three months to complete once registered
Estimated Cost: \$159.00 – No Substitute Required – District Funded

Name: Ramon Medina
School or Department: Supervisor of Visual and Performing Arts
Conference/Seminar/Workshop: Culturally Responsive Practices and Leadership
Location: Virtual Conference
Dates: February 1, 2022
Estimated Cost: \$125.00 – No Substitute Required – District Funded

Name: Jahaziel Valeriano
School or Department: Teaneck High School
Conference/Seminar/Workshop: Teaching Writing in High School: Exploring the Role of Demonstration, Conferring and Mentor Texts
Location: Virtual Conference
Dates: January 26-28, 2022
Estimated Cost: \$650.00 – Substitute Required – District Funded

Professional Development

Name: Maryem Gobji-Haouari
School or Department: Teaneck High School
Conference/Seminar/Workshop: Teaching Writing in High School: Exploring the Role of Demonstration, Conferring and Mentor Texts
Location: Virtual Conference
Dates: January 26-28, 2022
Estimated Cost: \$650.00 –Substitute Required – District Funded

Name: Chi Young Jang
School or Department: Whittier Elementary School
Conference/Seminar/Workshop: Public Wilson Reading System Advanced Strategies for Multisensory Structured Language Group Instruction Course
Location: Virtual Conference
Dates: February 15-17, 2022
Estimated Cost: \$649.00 – No Substitute Required – Title II Grant Funded

Name: Rolando Monserrat
School or Department: Supervisor of Science
Conference/Seminar/Workshop: Making Crosscutting Concepts Explicit
Location: Raritan Valley Community College, Branchburg, New Jersey
Dates: February 2, 2022
Estimated Cost: \$170.50 – No Substitute Required – Title II Grant Funded

Name: Joseph Laborde
School or Department: Teaneck High School
Conference/Seminar/Workshop: Making Crosscutting Concepts Explicit
Location: Raritan Valley Community College, Branchburg, New Jersey
Dates: February 2, 2022
Estimated Cost: \$170.50 – No Substitute Required – Title II Grant Funded

Name: Eileen Glassey
School or Department: Teaneck High School
Conference/Seminar/Workshop: Making Crosscutting Concepts Explicit
Location: Raritan Valley Community College, Branchburg, New Jersey
Dates: February 2, 2022
Estimated Cost: \$170.50 –Substitute Required – Title II Grant Funded

Name: Tony Thomas
School or Department: Teaneck High School
Conference/Seminar/Workshop: Making Crosscutting Concepts Explicit
Location: Raritan Valley Community College, Branchburg, New Jersey
Dates: February 2, 2022
Estimated Cost: \$170.50 –Substitute Required – Title II Grant Funded

Professional Development

Name: James Pruden
School or Department: Thomas Jefferson Middle School
Conference/Seminar/Workshop: Making Crosscutting Concepts Explicit
Location: Raritan Valley Community College, Branchburg, New Jersey
Dates: February 2, 2022
Estimated Cost: \$169.73 –Substitute Required – Title II Grant Funded

Name: Antoinette Bush
School or Department: Thomas Jefferson Middle School
Conference/Seminar/Workshop: Making Crosscutting Concepts Explicit
Location: Raritan Valley Community College, Branchburg, New Jersey
Dates: February 2, 2022
Estimated Cost: \$169.73 –Substitute Required – Title II Grant Funded

Name: Stephanie Paz
School or Department: Benjamin Franklin Middle School
Conference/Seminar/Workshop: Making Crosscutting Concepts Explicit
Location: Raritan Valley Community College, Branchburg, New Jersey
Dates: February 2, 2022
Estimated Cost: \$161.61 –Substitute Required – Title II Grant Funded

Name: Walter Hickey
School or Department: Benjamin Franklin Middle School
Conference/Seminar/Workshop: Making Crosscutting Concepts Explicit
Location: Raritan Valley Community College, Branchburg, New Jersey
Dates: February 2, 2022
Estimated Cost: \$161.61 –Substitute Required – Title II Grant Funded

Name: Samantha Lagasi
School or Department: Lowell Elementary School
Conference/Seminar/Workshop: Making Crosscutting Concepts Explicit
Location: Raritan Valley Community College, Branchburg, New Jersey
Dates: February 2, 2022
Estimated Cost: \$161.12 –Substitute Required – Title II Grant Funded

Name: Gerald Henry
School or Department: Whittier Elementary School
Conference/Seminar/Workshop: Making Crosscutting Concepts Explicit
Location: Raritan Valley Community College, Branchburg, New Jersey
Dates: February 2, 2022
Estimated Cost: \$161.33 –Substitute Required – Title II Grant Funded

Name: Mei Linh La-Mui
School or Department: Theodora Smiley Lacey School
Conference/Seminar/Workshop: Making Crosscutting Concepts Explicit
Location: Raritan Valley Community College, Branchburg, New Jersey
Dates: February 2, 2022
Estimated Cost: \$171.90 –Substitute Required – Title II Grant Funded

Professional Development

Name: Kristen Nunez

School or Department: Hawthorne Elementary School

Conference/Seminar/Workshop: Making Crosscutting Concepts Explicit

Location: Raritan Valley Community College, Branchburg, New Jersey

Dates: February 2, 2022

Estimated Cost: \$169.59 –Substitute Required – Title II Grant Funded

Name: Amber Halpern

School or Department: Hawthorne Elementary School

Conference/Seminar/Workshop: New Jersey Association for Gifted Children Conference
2022

Location: Mercer County Community College, West Windsor Township, New Jersey

Dates: March 18, 2022

Estimated Cost: \$248.59 –Substitute Not Required – Title II Grant Funded

Professional Development

Name: Keshia Golding-Cooper

School or Department: Teaneck High School - Guidance Director

Conference/Seminar/Workshop: HIB Law Update - NJPSA/FEA

Location: Virtual

Dates: 2/09/2022

Estimated Cost: \$125.00 (District funded)

Explanation: This webinar will address the recent case law and legislation that will impact Anti-Bullying Bill of Rights.

Name: Keshia Golding-Cooper

School or Department: Teaneck High School – Guidance Director

Conference/Seminar/Workshop: Legal One Anti-Bullying Professional Advanced Certificate of Mastery

Location: Virtual

Dates: February 2022 (25 hour self-paced webinar)

Estimated Cost: \$999.00 (District funded)

Explanation: This webinar is relevant to the Guidance Director's job responsibilities.

Name: Adrienne Williams

School or Department: Teaneck High School – Guidance Suite

Conference/Seminar/Workshop: Legal One Anti-Bullying Professional Advanced Certificate of Mastery

Location: Virtual

Dates: January 24, 2022

Estimated Cost: \$287.19 (Grant funded)

Explanation: This webinar is relevant to SAC job responsibilities.

Name: Dr. Kim Buxenbaum

School or Department: Central Office

Conference/Seminar/Workshop: NJPSA/FEA Webinar – School Attorney Ethics Presentation

Location: via Zoom

Dates: 12/15/2021

Estimated Cost: \$40.00 (District funded)

Explanation: This webinar will discuss Tenure & Seniority Law, the new law, and the significant changes it makes.

Name: Dr. Kim Buxenbaum

School or Department: Central Office

Conference/Seminar/Workshop: NJPSA/FEA Webinar – Tenure & Seniority Law

Location: via Zoom

Dates: 1/12/2022

Estimated Cost: \$40.00 (District funded)

Explanation: This professional development will provide detailed information regarding preparing for Mediation, Due Process, Post-trial briefs and more.

Name: Dr. Kim Buxenbaum
School or Department: Central Office
Conference/Seminar/Workshop: Special Education: Mediation/Due Process
Location: via Zoom
Dates: 11/17/2021
Estimated Cost: \$125.00 (District funded)
Explanation: This professional development will provide detailed information regarding preparing for Mediation, Due Process, Post-trial briefs and more.

Name: Dr. Kim Buxenbaum
School or Department: Central Office
Conference/Seminar/Workshop: 2022 NJPSA/FEA/NJASCD Conference
Location: Borgata – Atlantic City, NJ
Dates: 3/24 and 3/25/2022
Estimated Cost: \$742.15 (District funded)
Explanation: Workshop sessions will cover various topics such as climate and culture, curriculum and instruction, assessments and more.

Name: Dr. Maura Tuite
School or Department: Central Office
Conference/Seminar/Workshop: NJPSA/FEA: School Employment Law
Location: Webinar
Dates: 2/09/2022
Estimated Cost: \$40.00 (District funded)
Explanation: This professional development will provide detailed information regarding what's new in school employment law as well as legislative & regulatory enactments affecting school employees.

Name: Dr. Maura Tuite
School or Department: Central Office
Conference/Seminar/Workshop: 2022 NJPSA/FEA/NJASCD Conference
Location: Borgata – Atlantic City, NJ
Dates: 3/24 and 3/25/2022
Estimated Cost: \$742.15 (District funded)
Explanation: Workshop sessions will cover various topics such as climate and culture, curriculum and instruction, assessments and more.

Name: Sheliann Mirander
School or Department: Central Office
Conference/Seminar/Workshop: 2022 NJPSA/FEA/NJASCD Conference
Location: Borgata – Atlantic City, NJ
Dates: 3/24 and 3/25/2022
Estimated Cost: \$742.15 (District funded)
Explanation: Workshop sessions will cover various topics such as climate and culture, curriculum and instruction, assessments and more.

Name: Dr. Maura Tuite
School or Department: Central Office
Conference/Seminar/Workshop: Special Education: Mediation/Due Process
Location: via Zoom

Dates: 11/17/2021

Estimated Cost: \$125.00 (District funded)

Explanation: This professional development will provide detailed information regarding preparing for Mediation, Due Process, Post-trial briefs and more.

Name: Sheliann Mirander

School or Department: Central Office

Conference/Seminar/Workshop: Special Education: Mediation/Due Process

Location: via Zoom

Dates: 11/17/2021

Estimated Cost: \$125.00 (District funded)

Explanation: This professional development will provide detailed information regarding preparing for Mediation, Due Process, Post-trial briefs and more.

Name: Emilio Jennette

School or Department: Educational Services – Central Office

Conference/Seminar/Workshop/Vendor: FEA – Reducing Significant Disproportionality

Dates: December 7, 2021 (Virtual)

Estimated Cost: \$75.00 (Funded with Title II Funds: 20-270-200-320-19-50-I-0)

Explanation: Allowable professional development based on 21/22 Title II identified needs (Public and Non-public).

Name: Rabbi Bezalel A. Stechler (Head of School)

School or Department: Heichal Hatorah (Non-Public)

Conference/Seminar/Workshop/Vendor: Midwinter Principals Conference 2021 – Torah Umesorah, Trump Doral, Miami, Florida

Dates: December 26th, 27th, and 28th, 2021

Estimated Cost: \$1,879.00 (Funded with Title II Non-Public Funds: 20-270-200-320-92-50-I-H)

Explanation: Allowable professional development based on 21/22 Title II identified needs (Public and Non-public).

Teaneck Public Schools

Regular Public Meeting

January 19, 2022

Finance and Budget - 5.

that the Board approve the attached list of Student Field Trips, as approved by the Superintendent (FORUM Grant Funded \$0) and (District Funded \$3,240) (Parent Funded \$2,090) total cost \$5,330.00

Explanation:

NJDOE requires approval by the Superintendent and the Board of Education for attendance at and payment for student field trips.

ATTACHMENTS:

Description	Type
C&I Field Trips Jan 2022	Cover Memo
Field Trips Jan 2022 - Spec Ed	Cover Memo

Field Trips

Name: Elzbieta Biernacka, Allen Gonzalez, Angela Avery-deVlugt, Zain Conteh, Amy Moran, Eva Jennings, Erin Lafond, Paula Fischkelta, Ashley Andreala, Angelina Cusack, Colleen Pagan, Vatrell Graves, Roberta Weiss, Diana Spain, Leslie Cornejo, Alfonso Smith, Clarice Swinney, Sharlene Campell-Taffe, Janet Graham, Ann Marie Burrell-Thomas, Asma Toske, Claudia Connelly, Rabia Sohail

School or Department: Benjamin Franklin Middle School

Trip Planned: Raritan Valley Community College Planetarium

Location: Branchburg, New Jersey

130 Students

Date(s): March 4, 2022

Depart: 9:30 AM

Return: 2:00 PM

Estimated Cost: \$2,810- Substitute Required (Parent Funded -\$2,090 District Funded-\$720)

EXPLANATION: The students in 6th grade will learn about planets, constellations, stars, galaxies and Black Holes and participate in hands-on workshops and a scavenger hunt at the planetarium.

FIELD TRIPS

Trip Leader(s): Danielle Amato

School/Department: Teaneck High School (MD/Transition Classes)

Trip Planned: Bowler City

Destination: Hackensack, NJ

Dates: 1/26, 2/16, 3/09, 4/06, 5/04, and 6/08/2022

Estimated Cost: \$2,520. (District funded)

EXPLANATION: The students in the Autism/MD and Transition classes would participate in structured community outings and activities as part of the curriculum. The activities would provide an opportunity for students to practice skills needed for daily living and be rewarded for positive group participation. Transition students would demonstrate their ability to perform in the community, and use the skills learned in class.

Teaneck Public Schools
Regular Public Meeting
January 19, 2022
Finance and Budget - 6.

that the Board approve the attached list of Student Fundraising activities by school.

Explanation:

Proposed fundraising activities are approved by the Board.

ATTACHMENTS:

Description	Type
Student Fundraising	Cover Memo

Fundraising Activities by School

School or Department: Teaneck High School

Activity: **Krispy Kreme: Donut Fundraiser**

Sponsoring Organization: Student Council

Name of sponsors: Natasha Green

Participants: Senior Student Council Cabinet, Parents, Students & Staff

Date(s): February 2022 - March 2022

Location: Online

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

Funds to sponsoring organization: 50%

EXPLANATION: The funds will be used to help with the cost of the senior prom (DJ).

School or Department: Teaneck High School

Activity: **Candy Gram**

Sponsoring Organization: HEAL Club

Name of sponsors: A. Cavallo

Participants: HEAL Members, Students & Staff

Date(s): February 1 – February 11, 2022

Location: Student Center During Lunches

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

Funds to sponsoring organization: 100%

EXPLANATION: The funds will be used to support future HEAL events.

School or Department: Teaneck High School

Activity: **Krispy Kreme: Donut Fundraiser**

Sponsoring Organization: Senior Class

Name of sponsors: Ashley Price

Participants: Senior Class, Friends, Family, Parents, & Staff

Date(s): February 1 – February 24, 2022

Location: In-Person & Virtually

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

Funds to sponsoring organization: 60%

EXPLANATION: The funds will be used to help with the cost of the senior prom (tickets).

School or Department: Teaneck High School

Activity: **Chipotle Fundraiser**

Sponsoring Organization: Senior Class

Name of sponsors: Ashley Price

Participants: Senior Class, Friends, Family, Parents, & Staff

Date(s): January 22, 2022 5pm – 9pm

Location: Englewood Restaurant

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

Funds to sponsoring organization: 33%

EXPLANATION: The funds will be used to help with the cost of the senior prom (photo booth).

Fundraising Activities by School

School or Department: Teaneck High School

Activity: **Double Good Popcorn**

Sponsoring Organization: Boys Volleyball Team

Name of sponsors: Ashley Price

Participants: The Team, Family, Friends, Students & Teachers

Date(s): January 31 – March 1, 2022

Location: Online Fundraiser

Estimated funds to be raised by this activity: \$700

Funds to sponsoring organization: 50%

EXPLANATION: The funds will be used to support the team activities, equipment and end of season dinner.

School or Department: Teaneck High School

Activity: **Fan Cloth**

Sponsoring Organization: Boys Volleyball Team

Name of sponsors: Ashley Pryce

Participants: The Team, Family, Friends and Students

Date(s): March 7 – March 31, 2022

Location: Online Fundraiser

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

Funds to sponsoring organization: 60%

EXPLANATION: The funds will be used to support the team activities, gear and equipment and end of season dinner.

School or Department: Teaneck High School

Activity: **Bake Sale: Cookies & Cupcakes**

Sponsoring Organization: THS Red Cross Club

Name of sponsors: Abdoulaye Diallo

Participants: The Red Cross Club, Students and Staff/Faculty

Date(s): January 20 – June 20, 2022

Location: Afterschool

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

Funds to sponsoring organization: 100%

EXPLANATION: The funds will be used to support future club activities and scholarships to seniors.

School or Department: Benjamin Franklin Middle School

Activity: **Refreshments: Empanadas, Water & Snacks**

Sponsoring Organization: Student Council

Name of sponsors: Elzbieta Biernacka, Kelly Blessing & Rafaelina Cepeda

Participants: Student Council Members, Students & Staff

Date(s): January 20, 2022

Location: Main Lobby: After Dismissal

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

Funds to sponsoring organization: 100%

EXPLANATION: The funds will be used to support student body activities for all grades.

Fundraising Activities by School

School or Department: Benjamin Franklin Middle School

Activity: **Bake Sale**

Sponsoring Organization: Student Council

Name of sponsors: Elzbieta Biernacka, Kelly Blessing & Rafaelina Cepeda

Participants: Student Council Members, Students & Staff

Date(s): March 16, 2022

Location: Main Lobby: After Dismissal

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

Funds to sponsoring organization: 100%

EXPLANATION: The funds will be used to support student body activities for all grades.

School or Department: Teaneck High School

Activity: **Girl Scout Cookies**

Sponsoring Organization: Studio 2B

Name of sponsors: Gianni Hidalgo

Participants: Registered Girl Scouts, Studio 2B Members, Family, Friends & Staff

Date(s): January 27 – May 31, 2022

Location: Vary Locations

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

Funds to sponsoring organization: 25%

EXPLANATION: The funds will be used to offset the cost of necessary items, projects, activities, and trips the club will do during the year.

School or Department: Teaneck High School

Activity: **Holiday Theme Gifts and Snacks**

Sponsoring Organization: MD Program

Name of sponsors: Michelle Doonan, Lisa Viggiano, Paulette Green

Participants: MD Program Members, Students & Staff/Faculty

Date(s): February 14, 2022

Location: Life Skills Center Classroom

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

Funds to sponsoring organization: 100%

EXPLANATION: The funds will be used for supplies, community-based instructions and admissions.

Teaneck Public Schools

Regular Public Meeting

January 19, 2022

Finance and Budget - 7.

that the Board approve the contracts, for out-of-district tuition, for students who would require a Special Education program during the 2021-2022 school year, as per the attached list.

Explanation:

The schools listed would provide services to students in accordance with their respective IEPs.

ATTACHMENTS:

Description	Type
Tuitions	Cover Memo

TUITIONS

<u>Student ID#</u>	<u>Placement</u>	<u>Tuition</u>	<u>Start Date</u>	<u>1:1 Aide</u>
106825	Sage Day	\$40,304.93	12/16/2021	
106401	1st Cerebral Palsy of NJ - 2021-2022SY	\$1,589.50	12/14/2021	
98269	Bergen County Special Services		9/9/2021	\$49,500.00
104448	Bergen County Special Services		9/9/2021	\$49,500.00
96287	Bergen County Special Services		9/9/2021	\$49,500.00
105229	Bergen County Special Services		9/9/2021	\$49,500.00
104765	Flex School	\$58,218.00	9/9/2021	
99415	New Alliance Academy	\$71,586.00	10/11/2021	
	Total	\$ 171,698.43		\$ 198,000.00
	Grand Total	\$ 369,698.43		

Teaneck Public Schools

Regular Public Meeting

January 19, 2022

Finance and Budget - 8.

that the Board approve contracts with clinicians and agencies on the attached list who would provide related services and / or independent evaluations during the 2021- 2022 school year.

Explanation:

ATTACHMENTS:

Description	Type
Clinicians	Cover Memo

CLINICIANS

<u>Student ID#</u>	<u>Placement</u>	<u>Discipline/Rate</u>	<u>NOT TO EXCEED</u>
	Bergen Passaic Pediatric Neurology		\$5,000.00

Teaneck Public Schools

Regular Public Meeting

January 19, 2022

Finance and Budget - 11.

Whereas, on December 08, 2021 the District procured quotes from multiple vendors from the State of New Jersey Cooperative Purchasing Contracts. The related services are the removal and replacement of all drinking fountains throughout the district schools with a combination unit that consists of a water fountain and water bottle filling stations. These units are able to reduce the amount of surface contamination while allowing the units to operate as a water cooler.

NOW, THEREFORE BE IT RESOLVED, based on the evaluations of services and lowest available quotes, the Board approve the F.W. WEBB Company for services with contract#HCECSC-CAT-19-09 in the amount not to exceed \$60,589.50 see attached quotes.

Explanation:

ATTACHMENTS:

Description	Type
Quotes	Cover Memo



F.W. WEBB COMPANY

180 CENTENNIAL AVENUE
PISCATAWAY, NJ 08854
Phone: 732-545-1018 Fax: 732-545-9879

This is your **Quotation** from F.W. Webb Company. **Contract:** HCESC-CAT-19-09
Please review the products listed on this quotation for accuracy and completeness.

Quotation number: 74154356	Ship to: Teaboama 1315 Taft Road Teaneck, NJ 07666 201-803-5620	Bill to: Teaboama 1315 Taft Road Teaneck, Nj 07666 201-803-5620
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Quote Date :
12/07/2021

Cust.Nbr: 179306	Customer PO: 102104	Rel:	Job:	Quoted By: CHARM	Requested: 12/07/2021
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LINE #	ORDER QTY	DESCRIPTION	LIST	DISC%	PRICE	EXT PRICE
1	62	Elkay ELKLZS8WSLK Btl Filg Stn Ezh2o Fltr Lt Gg Ada 19" CAUTION CAUTION 2 BOXES = 1PC MUST SHIP BOTH MUST BE WRAPPED COMPONENTS ARE: LZS8WSL(1 EACH) LZWSR (1 EACH)			977.250	\$60,589.50
2		8 WEEK LEAD TIME				

Subtotal	\$60,589.50
Shipping	\$0.00
Handling	\$0.00
Tax	\$0.00
Total	\$60,589.50

Thank you for the opportunity to provide product pricing to meet your business needs.

Please visit our website for additional products or information <http://www.fwwebb.com>

This Quotation is valid for 15 days after the above Quote Date.

* Restocking fees may apply on any Special Order Items.

Please Note: This email was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message.

FEL-SECAUCUS, NJ (F3020)
50 MEADOWLANDS PARKWAY
SECAUCUS, NJ 07094-0000

Phone: 201-305-4100
Fax: 201-863-3701

Deliver To:
From: Thomas Carrera
Comments:

12:31:30 DEC 08 2021

Page 1 of 1

FERGUSON ENTERPRISES LLC #501
Price Quotation
Phone: 201-305-4100
Fax: 201-863-3701

DEC 8 2021

Bid No: B599848
Bid Date: 12/08/21
Quoted By: TAC

Cust Phone: 201-833-5516
Terms: NET 10TH PROX

Customer: TEANECK BOARD OF EDUCATION
ONE MERRISON STREET
TEANECK, NJ 07666

Ship To: TEANECK BOARD OF EDUCATION
1315 TAFT ROAD
TEANECK, NJ 07666

Cust PO#:

Job Name: ESCNJ 20/21-47

Item	Description	Quantity	Net Price	UM	Total
3978617	LF EZH2O COLR KIT ESCNJ 20/21-47	62	1400.300	EA	86818.60
Net Total:					\$86818.60
Tax:					\$0.00
Freight:					\$0.00
Total:					\$86818.60

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

CONTACT YOUR SALES REPRESENTATIVE IMMEDIATELY FOR ASSISTANCE WITH DBE/MBE/WBE/SMALL BUSINESS REQUIREMENTS.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>
Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with *NP in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.

HOW ARE WE DOING? WE WANT YOUR FEEDBACK!

Scan the QR code or use the link below to
complete a survey about your bids:

<https://survey.medallia.com/?bidsorder&fc=501&on=200614>



Teaneck Public Schools

Regular Public Meeting

January 19, 2022

Finance and Budget - 12.

Whereas, the district is in need of substitute teachers. Sub Teacher Source (STS) provides the district with high quality sub teachers and a 24/7 access to web based absence management system.

Be It Resolved that the Board approve the contract for STS Sub Teacher Source to provide sub teachers for the district for the school year 2021-2022 in the amount not to exceed \$44,000. (see presentation attached)

Explanation:

ATTACHMENTS:

Description	Type
Sub Teacher Source	Cover Memo

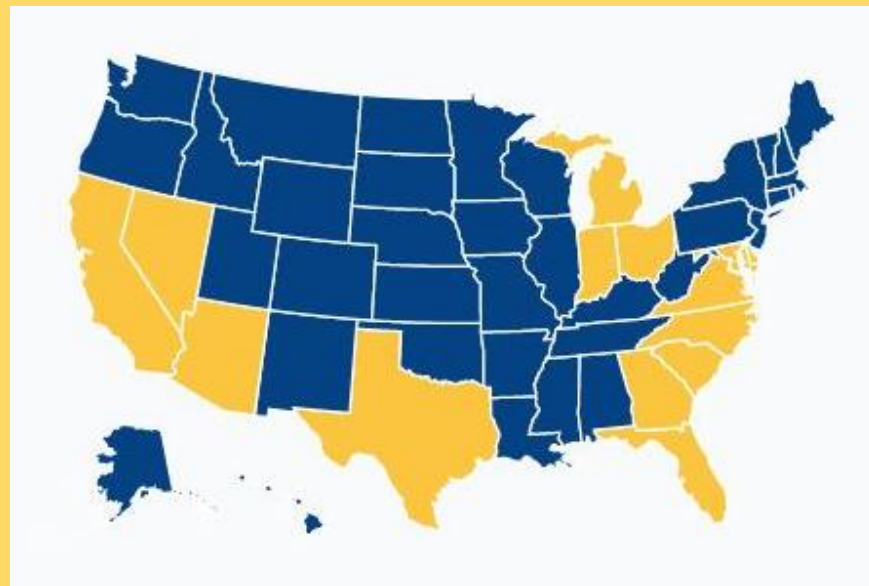


Sub Teacher Source

Connecting schools with high quality Guest Teachers



Who is Sub Teacher Source?



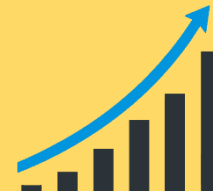
Filling Open Orders is What We Do

Over 40 years of successful staffing experience! Our Education team includes certified teachers and former Administrators



The Right Fit and the Right Time

We staff substitute teachers for public, private, and charter school districts!



Steady and Consistent Growth

We have expanded into 13 states already, but we are currently working to service all 50!

About Our Services:



We provide:

- 24/7 access to web based absence management system
- a Guest Teacher database independent of any current sub provider.

The STS Difference:

- No start up fees and no requirements on sub usage
- No fixed charges- You only pay for the subs you've utilized through STS
- Partnering with us does not conflict with any current providers- it would only enhance your options
- We exhaust every effort to get your orders filled!

The Reality for School Districts Today:

- Combining Classes
- Taking Teacher Prep Hours
- Pulling admin and support staff away from daily responsibilities




- This means that one absence can affect up to six other teachers. This leads to:
 - less planning time
 - teacher burn out
 - low teacher morale
 - low teacher retention rate


What happens when you are unable to cover all absences?


How to Request an STS Sub:

- Online portal that allows you to request a sub at any time of day!
- A text message goes out to all of our subs in your district as soon as you place an order into STS!
- As orders age, our service team jumps in to contact available subs




Request Day Substitute

School:  Date of Request 10/19/2021 3:38:46 PM


Teacher to Replace:  Reason for Replacement:

Class Level:  Subject:

Location: Report To:

Type:  Start Time:  End Time: 

Click below to select from calendar the dates for which a substitute is required

Selected Dates: 

Preferred Sub: Preferred Sub Lock Down Time (minutes):

Sub Notes:

Highly recommended to use: add additional need to know information about the class. "bring gym shoes," "traveling from class to class," "report to the lower elementary office on first floor after lunch for second half of day."

Fill Rate Accelerator ?

Sub Replacement Setting

In the event of sub cancellation, is a replacement sub needed for this assignment?

☐ Yes ☒ No

By checking "NO", you agree that if the assigned substitute calls off this assignment, a daily order will NOT be created for ISS to send sub coverage. YOU are responsible for entering a daily request if coverage is needed for this assignment at any point. If at any time you wish to undo this order setting, contact placement@isscompanies.com

Compliance on Demand!

► Our “Compliance on Demand” feature provides easy to use solutions for your compliance requirements.



**Pin-Point
Recruiting for
your school**

Application
Screening

Qualification Phase
(background check,
transcripts, interviews)

Sub Online
Training/Orientation

Professional
Development

Sub Profiles: Know who will be in your school
with instant access to substitute profiles:

Substitutes With Assignments At Your Schools

Start Date: 10/19/2021 End Date: 06/30/2022 Show All << Back

☒ Export to Excel

	Name ↑	Assgn. History	Last W...	First W...	Cell	Email
Sub Audit Packet UCD References	Danger, Will Robinson	View	10/19/2021	7/26/2021		dangerwillrobinson@gmail.com
Sub Audit Packet UCD References	Substitute, Iwerk	View	10/19/2021	6/14/2021		iwerk.dallas+sub@gmail.com

1 - 2 of 2 items

See each substitute's required documentation for your State. Paperwork includes each document needed to be disclosed to schools for State and Company compliance purposes pertaining to substitute teachers.

See the substitute's work history at your school for the current school year.

Review and Approve Timesheets

1 Week Ending Pick the week 2021-10-24 **2** School Pick the school ISS School

Select Assigned Sub Select Sub Clear Filters

Select the end date of the timesheet week and school you would like to approve and review the time entries. Use the "Edit" button to mark any overtime hours or changes. Once the entries are correct, either click "Approve All" or check the "Approved?" checkbox for the approved time entries and click to "Save Selected".

4 Approve All Save Selected Clear All Please submit timesheets by Friday at 4:00 PM **5** Finalize and Email submit


3 Review Approve Export to Excel

	Date...	Sub	Abs...	Overtime	Bonus ...	Pay ...	Start...	End ...	Type	Assign	Approv
Edit	10/18/2021	Danger, Will Robinson	ISS School, Teacher 100		\$0.00	Full Pay	7:45 AM	4:15 PM	Full Day	Long Term	Pendi
Edit	10/18/2021	Substitute, lwerk	Teacherl... ISS Teacher		\$0.00	Full Pay	7:45 AM	4:15 PM	Full Day	Long Term	Pendi
Edit	10/19/2021	Danger, Will Robinson	ISS School, Teacher 100		\$0.00	Full Pay	7:45 AM	4:15 PM	Full Day	Long Term	Pendi

Easily review
and approve
timesheets
online

► Complete time sheets on line. Once approved, it's emailed right to our payroll department!

Additional Absence Management features:



Preferred Sub

Make successful subs that work well at your school a preferred sub, and they will have first notification of the job request as soon as it's put into the system.

Fill Rate Accelerator

This gives schools the option to add an additional incentive amount to the substitute pay for those harder to fill jobs.



Partner with STS



■ **Service
Agreement**

■ **District and
Admin System
Training**

■ **Order!**

Once complete you will be able to access our portal, where we ask our partner schools to give us 30-45 days to build up a diverse sub pool for your schools.

Teaneck Public Schools

Regular Public Meeting

January 19, 2022

Finance and Budget - 13.

Whereas, the State of New Jersey, in an effort to hire and retain employees in the childcare sector, is offering state licensed providers the opportunity to apply for the \$1000 Hiring and Retention Bonus Grant per child care employee; and

Whereas, funding for the grant is provided by the Federal American Rescue Plan (ARP) and the New Jersey Revitalization Fund in conjunction with the New Jersey Department of Human Services, Division of Family Development; and

Whereas, to be eligible, providers must be state licensed and in good standing with the New Jersey Licensing, Manual of Requirements; and

Whereas, approved providers will be awarded \$1000 per eligible employee which will then be awarded to those employees as a bonus; and

Whereas, eligible employees include those that work directly with the children, have completed specific safety/training courses and required background checks and whose income is less than \$50,000 from the provider.

Whereas, per the above, the Teaneck's Community Education child care staff (SACC staff) are eligible to receive this \$1000 bonus, per employee, and the district applied on their behalf (*see chart below for number of eligible employees & total award amount*) and have received approval notifications from the State. (see list of Employees attached)

Program	# of Employees	Award Amount
Bryant School	7	7,000
Theodora Smiley Lacey	4	4,000
Whittier	5	5,000
Hawthorne	5	5,000
Lowell	4	4,000
Thomas Jefferson	2	2,000
TOTAL		\$27,000

Be It Resolved, that the Teaneck Board of Education accepts receipt of \$27,000 from The New Jersey Hiring and Retention Bonus Grant which will be paid via payroll for each SACC employee pending approval.

Explanation:

ATTACHMENTS:

Description

SACC Employees List

Type

Cover Memo

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>SCHOOL</u>
Peterkin	Claudette	Bryant
James	Keisha	Bryant
James	Deidra	Bryant
Abbasi	Rubina	Bryant
Brown	Monique	Bryant
Sanchez	Destiny	Bryant
Wingster	Sheryl	Bryant
Hadnot	Florence	Hawthorne
Bano	Shahida	Hawthorne
Segal	Mona	Hawthorne
Watson	Michele	Hawthorne
Johnson	Akilah	Hawthorne
Talmadge	Jennifer	Lacey
Perch	Norris	Lacey
Griffin	Rosalind	Lacey
Sommer	Bonnie	Lacey
O'Connor	Ashley	Lowell
Turner	Feona	Lowell
Coleman	Patrice	Lowell
Murphy	Ajare	Lowell
Hamilton	Helen	TJ
Khan	Gulshir	TJ
Harris	Jalen	Whittier
Clyde	Kalimah	Whittier
Tavaraz	Angie	Whittier
Valerio	Jasmin	Whittier
Severino	Grey	Whittier

Teaneck Public Schools

Regular Public Meeting

January 19, 2022

Finance and Budget - 17.

Whereas the Board approve for the month of December 2021 the additional funding of \$46,416. for **Chapter 192/193** in accordance with the fees approved by the NJDOE (Breakdown below).

Be it Resolved that the Board approve the New Jersey Department of Education Chapter 192/193 additional funding on an as-needed basis for students attending non-public schools.

Chapter 193	
Initial Exams & Classifications	\$46,416.
Total	\$46,416.

Explanation:

The New Jersey Department of Education provides Chapter 192/193 additional funds on an as needed basis for students attending non-public schools.

ATTACHMENTS:

Description	Type
Chapter 192/193	Cover Memo

CH192/193 Funding Statement and Additional Funding Request

12/16/2021

*UNOFFICIAL Funding Statement **

County: 03-BERGEN

District: 5150-TEANECK TWP

2021-22 FUNDING STATEMENT FOR SERVICES UNDER CHAPTERS 192 & 193 LAWS OF 1977 AS AMENDED

STATE AID AMOUNTS FOR SERVICES UNDER CHAPTER 192

<u>Program</u>	<u>2021-22 Rate/Pupil</u>	<u>Pupils</u>	<u>Alloc. for each Service 2021-22</u>	<u>Add'l Pupils</u>	<u>Additional 2021-22 Funding</u>	<u>Total 2021-22 Funding to Date</u>
Compensatory Education*	\$995.33 X	131 =	\$117,350.00	11	\$7,883.00	\$125,233.00
E.S.L.*	\$1,015.00 X	23 =	\$21,011.00	7	\$5,116.00	\$26,127.00
Transportation*			\$19,215.00		\$0.00	\$19,215.00
Total Alloc. for CH.192 Services - 2021-22			\$157,576.00		\$12,999.00	\$170,575.00 (A)

* Prorated at 90%

STATE AID AMOUNTS FOR SERVICES UNDER CHAPTER 193

<u>Program</u>	<u>2021-22 Rate/Pupil</u>	<u>Pupils</u>	<u>Alloc. for each Service 2021-22</u>	<u>Add'l Pupils</u>	<u>Additional 2021-22 Funding</u>	<u>Total 2021-22 Funding to Date</u>
Initial Exam & Class.*	\$1,326.17 X	67 =	\$88,853.00	35	\$46,416.00	\$135,269.00
Annual Exam & Class.*	\$380.00 X	422 =	\$160,360.00	0	\$0.00	\$160,360.00
Corrective Speech*	\$930.00 X	77 =	\$71,610.00	8	\$5,952.00	\$77,562.00
Supplemental Instr.*	\$826.00 X	154 =	\$127,204.00	0	\$0.00	\$127,204.00
Total Alloc. for CH.193 Services - 2021-22			\$448,027.00		\$52,368.00	\$500,395.00 (B)

* Prorated at 100%

Total CH. 192/193 Allocation Payable (A + B): \$670,970.00

Calculated Monthly Payments:

SEP	\$60,561.00	NOV	\$60,561.00	JAN	\$69,898.00	MAR	\$69,898.00	MAY	\$69,898.00
OCT	\$60,560.00	DEC	\$69,898.00	FEB	\$69,898.00	APR	\$69,898.00	JUN	\$69,900.00

[Back to Report Menu](#)

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