

**WORKSHOP AGENDA  
NOVEMBER 8, 2023**

**I. Salute to the Flag**

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

"I hereby call to order the Public Work Session Meeting of the Teaneck Board of Education, held on Wednesday, November 8, 2023, virtually via the 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](http://www.teaneckschools.org), on January 5, 2023."

**III. Roll Call**

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

**IV. Reaffirmation of District Goals**

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

- 2023 NJSLA Data Presentation, Ms. Dent

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

**VII. Agenda Items**

**VIII. Public Comment II (Agenda and Non-Agenda Items)**

**IX. New and Old Business**

**X. Executive Session (If 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.

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

Bylaw/Policy/Reg. No.	Topic
Policy 6620	Petty Cash - Revised (Mandated)
Regulation 5200	Attendance - Revised (Mandated)

See page 19.

EXPLANATION: Agenda item submitted by Dr. Spencer

2. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the **FIRST READING** of the following Board Policies and Regulations. See page 37.

Bylaw/Policy/Reg. No.	Topic
Policy & Regulation 1642.01	Sick Leave - New (Mandated)
Policy 2422	Alternate Physical Education and Waiver - New (Revised)
Policy & Regulation 2419	School Threat Assessment Teams - New (Mandated)
Policy & Regulation 3212	Attendance - Teaching Staff Member - Revised (Mandated)
Policy & Regulation 4212	Attendance (Support Staff Member) Revised (Mandated)

EXPLANATION: Agenda item submitted by Dr. Spencer

1. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the minutes from the following meetings:
  1. October 11, 2023 - Workshop Public Meeting
  2. October 18, 2023 - Regular Public Meeting
  3. October 18, 2023 - Executive Session

EXPLANATION: Agenda item submitted by Ms. Taylor

2. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the change from half-day to full-day school closings for students on December 4, 2023 and March 11, 2024 for professional development days for all District staff. See District Calendar page 77.

EXPLANATION: Agenda item submitted by Dr. Spencer

3. **WHEREAS**, a plaque will be erected at the site of the creation of the centralized sixth grade school (1964-1972) William Cullen Bryant School;

**THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, in collaboration with Teaneck Township Council and Historic Preservation Commission, agrees to the historical plaque and marker at William Cullen Bryant School, in an amount not to exceed \$3,750.

EXPLANATION: Agenda item submitted by Dr. Spencer

1. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the Bergen Reads volunteers for the 2023-2024 school year, pending criminal history review. See page 79.

EXPLANATION: Agenda item submitted by Mr. Morgan

2. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves an agreement with the Heroes and Cool Kids Mentoring Program, a program with former professional athletes now in its thirteenth year, for high school and middle school students in an amount not to exceed \$5,000.

EXPLANATION: Agenda item submitted by Dr. Spencer

3. **WHEREAS** the Teaneck Public Schools in Teaneck, New Jersey hereby enrolls as a member of the New Jersey State Interscholastic Athletic Association (NJSIAA), and is authorized to participate in the approved athletic activities sponsored by the NJSIAA; and

**WHEREAS** the Board of Education of Teaneck Public Schools and the Chief School Administrator hereby adopt as its own policy and agree to be governed by the Constitution, Bylaws, Rules and Regulations of the NJSIAA; and

**WHEREAS** the Board of Education of Teaneck Public Schools recognizes that NJSIAA must rely upon the voluntary compliance by its member schools in enforcing the eligibility standards set forth in NJSIAA Bylaws, Article V; and

**WHEREAS** the Principal of each member school has the affirmative obligation to report to the NJSIAA any violations of these standards; and

**WHEREAS** the fact that a school has disclosed that there has been an eligibility violation will not relieve the affected school of sanctions that may be imposed against it, pursuant to Article X of the NJSIAA Bylaws, including the forfeiture of games or events; and

**WHEREAS** the failure to disclose an eligibility violation may be grounds for imposing additional sanctions upon the offending school; and

**WHEREAS** a school must maintain a status of "Member in Good Standing" as outlined in the Principal's Affidavit to remain eligible for NJSIAA activities and tournaments.

**THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves membership in the New Jersey State Interscholastic Athletic Association (NJSIAA).

EXPLANATION: Agenda item submitted by Dr. Scott

4. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves a complimentary dance performance of "The Nutcracker," a school assembly performed by the Nunnbetter Dance Theatre, at Benjamin Franklin Middle School on December 7, 2023.

EXPLANATION: Agenda item submitted by Dr. Scott

5. **WHEREAS** the Teaneck Board of Education acknowledges that the following schools have conducted their **first** emergency school bus exit drill in accordance with N.J.A.C. 6A:27- 11.2 for the 2023-2024 school year.

**THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the emergency bus drills for all schools listed and submits said drills for approval to the Executive County Superintendent per NJDOE requirement. See page 80.

EXPLANATION: Agenda item submitted by Ms. Taylor

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

**October 1, 2023 through October 31, 2023**

General	\$10,768,968.48
Special Revenue	\$ 919,696.00
Community Education	\$ 37,725.52
Food Service	\$ 13,102.27
Capital Outlay	\$ 479,403.00

Total Payments           **\$12,218,895.27**

EXPLANATION: Agenda item submitted by Ms. Taylor

2. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the attendance of staff members at the **Professional Development and Conferences** listed on the attached summary costing \$6,001.55 (District Funded \$2,815.85, Grant Funded \$3,185.70). See page 82.

EXPLANATION: Agenda item submitted by Ms. Taylor

3. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves **Student Field Trips** listed on the attached summary totaling \$11,743.01. (District Funded \$8,650.89; PASS Grant Funded \$3,092.12) See page 88.

EXPLANATION: Agenda item submitted by Ms. Taylor

4. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the attached list of **Student Fundraising Activities**. See page 93.

EXPLANATION: Agenda item submitted by Dr. Spencer

5. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves out-of-district tuition contracts for students requiring Special Education out-of-district placements in accordance with their respective Individualized Educational Plans (IEPs) for the 2023-2024 school year totaling \$521,410.58. See page 100.

EXPLANATION: Agenda item submitted by Dr. Scott.

6. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves contracts with clinicians and agencies to provide related services and independent evaluations for the 2023-2024 school year totaling \$24,622. See page 101.

EXPLANATION: Agenda item submitted by Dr. Scott.

7. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the 2024-2025 Tentative Budget Development calendar. See page 102.

EXPLANATION: Agenda item submitted by Ms. Taylor.

8. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent approves Web and Identity Monitoring services for Dr. Howard M. Knoff for July 1, 2023 through June 30, 2024 in the amount of \$359.88.

EXPLANATION: Agenda item submitted by Ms. Taylor.

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

Estimated Value	Donor	Purpose
\$293.85	Jewish Federation of Northern New Jersey - Gil King Memorial Library Book Fund	Purchase of books for the Teaneck High School Library
\$250	Hackensack University Medical Center - Department of Radiology	Purchase of supplies for the Teaneck High School Cheerleading Team
\$5,000	Teaneck Creek Conservancy	Benjamin Franklin Middle Schools students to create a nature-based art experience at the Puffin Gallery and throughout local Teaneck businesses
\$5,000	Dr. Elise Bourne-Busby Retired Teaneck Public Schools Administrator	Bryant Elementary School Family Resource Center
\$240	Mr. Jay Levin Teaneck Resident Author of <i>Images of America Teaneck</i>	All Teaneck Public Schools campuses

EXPLANATION: Agenda item submitted by Dr. Scott



10. **WHEREAS**, all physical education teachers, by code, have to be CPR, AED and First Aid certified/trained in order to work with and/or teach students.

**THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves an agreement with Jason Puch, CPR Trainer from Holy Name Hospital, for two-hour CPR, AED and First Aid certification/trainings to take place on December 2, 2023 and December 4, 2023 not to exceed \$3,500. Account #: 11-402-100-590-14-000-000.

EXPLANATION: Agenda item submitted by Dr. Scott.

11. **THEREFORE BE IT RESOLVED**, the Teaneck Board of Education, upon the recommendation of the Superintendent, approves agreements with the contractors/vendors listed below for presenting social emotional skills and anti-bullying performances at the respective schools. Funded by Title IV #20 280- 100 -300- 00 0-00- 000.

Performance Date	School	Contractor/Vendor	Not to Exceed
1/24/2024	Hawthorne Elementary	JhasHeart	\$1,500
TBA	Benjamin Franklin Middle School	#Hashtag Choice Programs	\$1,710
TBA	Hawthorne & Lacey Schools	Educational Productions	\$2,485

EXPLANATION: Agenda item submitted by Dr. Scott.

12. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves an agreement with Heinemann, a division of Houghton Mifflin Harcourt to provide Math Expressions Blended Coaching for an amount not to exceed \$4,500. Funded from Title II non-public allocation.

EXPLANATION: Agenda item submitted by Ms. Taylor.

13. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves an agreement with The Center for Initiatives in Jewish Education to provide mathematics instruction training to the teachers at the Yeshivat He'Atid in an amount not to exceed \$1,200 funded by Title II non-public allocation.

EXPLANATION: Agenda item submitted by Ms. Taylor

14. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the settlement between the parents of Student ID#100088 and the Teaneck Board of Education for a one-time lump sum payment of \$4,500 for compensatory education and related services.

EXPLANATION: Agenda item submitted by Dr. Scott.

15. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the agreement with CDW Amplified for Education, Inc., for the district's Google Workspace for Education Plus domain and related applications for the 2023 -2024 school year totaling \$19,800. See page 103.

EXPLANATION: Agenda item submitted by Mr. Veni.

16. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the agreement with Gaggle.Net, Inc. (Gaggle) for self-harm related communications within the district's Google Domain for the 2023- 2024 school year totaling \$34,320. See page 105.

EXPLANATION: Agenda item submitted by Mr. Veni.

17. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves an agreement with Upcycle LLC. for the disposal of antiquated and/or damaged technology equipment. See page 107.

EXPLANATION: Agenda item submitted by Mr. Veni.

18. **WHEREAS**, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting required maintenance activities for each of its public school facilities; and

**WHEREAS**, all past and planned activities keep school facilities open and safe for use and keep system warranties valid;

**THEREFORE BE IT RESOLVED**, that the Teaneck Board o District, upon the recommendation of the Superintendent, hereby authorizes the School Business Administrator to submit the 2023-2024 Comprehensive Maintenance Plan to the New Jersey Department of Education.

EXPLANATION: Agenda item submitted by Ms. Taylor.

19. **WHEREAS**, the Teaneck School district has a middle school student that has been deemed homeless under the McKinney Vento law;

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

**THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the tuition agreement with the Hackensack School District, for student ID#7586129840. The 2023-2024 tuition amount to be received from the Hackensack School District is \$87,690 for Special Education out-of-district student services.

EXPLANATION: Agenda item submitted by Dr. Scott

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

Name	Position/Location/Position Control	Start Date	Guide/Step	Salary
Ellen Buechel	School Nurse Hawthorne School PC#10-05-74/aqz	11/27/2023	TTEA MA/Step 9	\$77,600
Maria Carola	Kindergarten Teacher Lacey School PC#:10-03-61/cmx	10/30/2023	TTEA BA/ Step 9	\$67,250*
Tasja Hanz	Science Teacher/ Benjamin Franklin MS PC#10-10-13/alg	10/13/2023**	TTEA PHD/Step 4	\$92,200

\*Salary Amended

\*\*Amended Start date

EXPLANATION: Agenda item submitted by Mr. Apollon.

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

Name	Position/Location/ PC#	Start date	Guide/Step	Salary
Ernesto Taveras	Technology Support Specialist Level 1 PC#:09-08-86/ckq	11/16/2023	Off-guide	\$54,000
Jose Diaz	Technology Support Specialist Level 1 PC#: 09-08-86/ckp	11/16/2023	Off-guide	\$52,000
Jasmine Reid	Conf. Payroll Assistant Business Office PC#: 30-17-83/cmc	11/16/2023	Off-guide	\$67,338
Delia Pomales	Conf. Employee Benefits Secretary Human Resources PC#:	11/16/2023	Off-guide	\$80,000
Jane Niven	Manager of Federal, State and Local Grants Business Office PC#:02-15-81/chw	11/16/2023	Off-guide	\$89,811
Todd Burns	Part-time Safety Officer District PC#: TBD	11/16/2023	Off-guide	\$22.50 per hour
Manuel Castellanos	Part-time Safety Officer District PC#: TBD	11/16/2023	Off-guide	\$22.50 per hour
Jamal Gause	Part-time Safety Officer District PC#: TBD	11/16/2023	Off-guide	\$22.50 per hour

EXPLANATION: Agenda item submitted by Mr. Apollon.

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

Name	Position	Years of Service	Effective Date
Thomas Papaleo	Middle School Teacher	23	February 1, 2024
Jessie Gorant	Middle School Teacher	31	July 1, 2024
James DiMicelli	LLD Teacher	18	June 14, 2024

EXPLANATION: Agenda item submitted by Mr. Apollon.

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

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Position Control #</u>	<u>Effective Date</u>
Lorena Meadows	Director of Guidance, Career Services and Vocational Education	Central Administration	20-12-73/bpl	12/22/2023
Jennifer Wahler	Speech-Language Pathologist	Lacey	10-19-39/cln	12/08/2023

EXPLANATION: Agenda item submitted by Mr. Apollon.

5. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves staff members to participate in and instruct at the Lowell and Hawthorne Family Math Nights on November 28, 2023 funded by Title IA 20-231-200-100-22-15-1-7. See page 123.

EXPLANATION: Agenda item submitted by Mr. Apollon.

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

Name	Activity	Stipend
Sharon Bellin	Girls Who Code	Volunteer
Adina Lefkowitz	Girls Who Code	Volunteer

EXPLANATION: Agenda item submitted by Mr. Apollon.

7. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the following Extra Work Extra Pay assignment in accordance with TTEA contract for the 2023-2024 school year at Benjamin Franklin Middle School. See page 125.

EXPLANATION: Agenda item submitted by Mr. Apollon.

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

Name	Class	Pay
Jean Uwisayve	French	\$80.00
Lynn Sac	Spanish II	\$90.00
Maria Castano	AP Spanish Language	\$80.00

EXPLANATION: Agenda item submitted by Mr. Apollon.

9. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the following high school staff members participation in the Freshman Orientation Program held on August 24, 2023. See page 127.

EXPLANATION: Agenda item submitted by Mr. Apollon.

10. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves FORUM staff serving as chaperones on field trips sponsored by the Teaneck Recreation Department, during the 2023-2024 school year. See page 128.

EXPLANATION: Agenda item submitted by Mr. Apollon.

11. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the following Substitute Secretaries at \$15 per hour for the 2023-2024 school year:

1. Linda Alford-Fennell
2. Joanne Clemons
3. Mary Faller

EXPLANATION: Agenda item submitted by Mr. Apollon.

12. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the 2023-2024 Director of Guidance and Career & Technical Education job description. See page 129.

EXPLANATION: Agenda Item Submitted by Mr. Apollon.

13. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves Emilio Jennette as Acting Coordinator for Federal, State, Local Grants, effective October 9, 2023 through October 27, 2023 at a monthly rate of \$2,079.40.

EXPLANATION: Agenda item submitted by Mr. Apollon.

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

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Dates</u>	<u>Benefits</u>
Sarah Flowers	Grade 4 Teacher	Lowell	10/24/23 - 12/15/23	w/o benefits
Tyler Williams	English Teacher	Teaneck High School	10/18/23 - 01/07/24	w/o benefits

EXPLANATION: Agenda item submitted by Mr. Apollon

15. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves an annual auto allowance for Connie Le, Director of Partnerships, Outreach and Special Projects, in the amount of \$465 for the 2023-2024 school year.

EXPLANATION: Agenda item submitted by Mr. Apollon.

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

Name	Position	# Years Service	# Sick Days	Value/Day	# Vacation Days	Value/Day	Total Payment
Karla Starks	Comptroller	34	225.5 days	\$100 per diem \$20,000.00 max.	50 days max.	19 days @ \$484.89 per diem  25 days @ \$499.44 per diem  6 days @ \$514.42  Total: \$24,785.47	\$44,785.47
Jennifer Ahearn	Math Teacher	16	33.5	\$75 per diem			\$2,513
Susan O'toole	Math Teacher	36	279	\$81 per diem			\$20,000 max.

EXPLANATION: Agenda item submitted by Mr. Apollon



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

Employee #	Type	Dates of Paid Leave	Days Used	Dates of Unpaid Leave with Benefits	Days Used	Return
2226	Maternity			09/01/23 - 11/22/23	54 days	11/27/23
0368	FMLA			10/18/23 - 01/19/24	61 days	01/22/24
2456	Medical*	10/16/23-12/22/23	48 sick days			12/26/23
5653	Maternity	09/05/23-09/14/23	8 sick & personal days	09/18/23-12/01/23**	50 days	12/04/23

\*Medical leave extension, initial leave approved on the August 23rd Board Agenda.

\*\* Revised date

EXPLANATION: Agenda item submitted by Mr. Apollon

18. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves longevity per the TTEA collective bargaining agreement for the 2023-2024 school year. See page 135.

EXPLANATION: Agenda item submitted by Mr. Apollon

19. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the following mentors to provisionally certified novice teachers as required under the New Jersey Department of Education Provisional Teaching Process:

Mentee	Position	Mentor	School
Christina Castelbuono	6th Grade, ELA and SS Teacher	Brielle Rubin	TJMS
Hea Kang	Pre-K Teacher	Lara Barrett	Bryant
Ragwa Eleish	Science Teacher	Stephanie Paz	BFMS
Jonathan Manzano	Elementary Teacher	Zain Conteh	BFMS
Donna Jackson	Social Studies Teacher	Munyiva Munguti	BFMS

EXPLANATION: Agenda item submitted by Mr. Apollon.

20. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves Bryan Hacken, a William Paterson University student intern for the 2023-2024 school year, pending medical clearance and criminal history review.

EXPLANATION: Agenda item submitted by Mr. Apollon

21. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the following the salary guide horizontal movement effective September 1, 2023.

<b>Name</b>	<b>From 23-24 Guide/Step</b>	<b>From 23- 24 Salary</b>	<b>To 23-24 Guide/Step</b>	<b>To 23-24 Salary</b>
Abdoulaye Diallo	MA step 6	\$68,800.00	MA+32 step 6	\$76,800.00

EXPLANATION: Agenda item submitted by Mr. Apollon.

POLIC

Teaneck  
Board of Education

Section: Finances  
6620. PETTY CASH (M)  
Date Created: March 2012  
Date Edited: Sept 2023

6620. PETTY CASH (M)

M

A petty cash system for the Teaneck Public Schools will be authorized as follows:

1. Individual school and department petty cash accounts may be established at the discretion of the School Business Administrator/Board Secretary as follows, with cash operating fund balances indicated:

High School	\$ 300 maximum
Middle Schools	\$ 300 maximum
Elementary Schools	\$ 300 maximum
O & M Department	\$ 350 maximum
School Business Adminstrator/Board Secretary or Designee	\$ 300 maximum

The total aggregate of all these funds will not exceed \$750.

2. The Principal/Designee shall be responsible for the receipt and deposit of all funds collected in his/her school and shall administer an accounting system for such funds. The Director/Designee of the Operations and Maintenance Department shall be responsible for the handling and accounting of the respective department funds.
3. The maximum amount to be paid from any individual petty cash account in any one instance should not exceed \$60 without prior approval. These accounts will not be reimbursable more than once a month upon proper completion and submission of a bill form by the administrator in charge.
4. The rules and regulations for operation of these funds will be established by the School Business Administrator/Board Secretary consistent with good fiscal management and the rules and regulations of the State Department of Education and the policies of the Board.

N.J.S.A. 18A:19-13; 18A:23-2; 18A:17-34  
N.J.A.C. 6A:23-2.9 et seq.; 6A:23A-16.8

Adopted:

© 2023 [Strauss Esmay Associates, LLP](#)  
1886 Hinds Road, Suite 1, Toms River, NJ 08753  
ph: (732)255-1500 fax: (732)255-1502

# REGULATION GUIDE

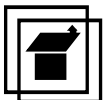
STUDENTS  
R 5200/page 1 of 14  
Attendance  
Sept 23  
M

## R 5200 ATTENDANCE

### A. Attendance Recording

#### 1. School Register (N.J.A.C 6A:32-8.1)

- a. The Board of Education shall carefully and accurately track enrollment and attendance of all students in a manual school register format or in an electronic format of the school district's choosing.
- b. The Commissioner will issue and publish on the Department's website guidance for recording student attendance in all public schools of the State operated by district Boards of Education, except adult high schools.
- c. Student attendance shall be recorded in the school register during school hours on each day in session, pursuant to N.J.A.C. 6A:32-8.3. An employee designated by the Superintendent shall keep in the school register, attendance of all students, and shall maintain the attendance records in accordance with N.J.A.C. 6A:32-8 and the guidance at N.J.A.C. 6A:32-8.1(c) and A.1.b. above.
- d. A student who has been placed on home instruction shall have their attendance status recorded on the regular register for the program in which the student is enrolled. The student shall be marked absent for the period beginning the first day the student is unable to attend school and ending the day before the first instructional day at the student's place of confinement. Absences shall not be recorded for the student while on home instruction, provided the hours of instruction are not less than required by N.J.A.C. 6A:14-4.8 and 4.9 and 6A:16-10.1 and 10.2. The number



# REGULATION GUIDE

STUDENTS  
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of possible days in membership for a student on home instruction shall be the same as for other students in the program in which the student is enrolled.

- (1) “Days in membership” means the number of school days in session in which a student is enrolled. A student's membership begins on the first possible day of attendance following enrollment during the school year, notwithstanding the actual day the student was recorded as present for the first time.

## 2. Day in Session (N.J.A.C. 6A:32-8.3)

- a. A day in session shall be a day on which the school is scheduled to provide instruction and students are under the guidance and direction of a teacher(s) engaged in the teaching process. A day on which school is closed for reasons such as holidays and teachers’ institutes, or inclement weather not under conditions set forth at N.J.A.C. 6A:32-13, shall not be considered a day in session.
- b. A day in session shall consist of not less than four hours, exclusive of recess and lunch periods, except that one continuous session of two and one-half hours may be considered a full day in Kindergarten.

## 3. Student Attendance (N.J.A.C. 6A:32-8.4)

- a. For all State attendance submissions, a student shall be recorded as present, absent, or excused for a State-excused absence, pursuant to N.J.A.C. 6A:32-8.4(e) and A.3.e. below, on every day the school is in session after the student enrolls until the date the student is transferred to another school or officially leaves the school district.



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- b. A record of attendance of all students shall be kept in accordance with N.J.A.C. 6A:32-8.1(c) and A.1.b. above. The employee designated by the Superintendent shall keep the attendance records according to N.J.A.C. 6A:32-8 and the guidance issued by the Commissioner in accordance with N.J.A.C. 6A:32-8.1(c) and A.1.b. above.
- c. A student enrolled in a school shall be recorded in the school register as present if the student participates in instruction or instruction-related activities for at least half a day in session whether the student is physically on school grounds, at an approved off-grounds location, or in a virtual or remote instruction setting, pursuant to N.J.A.C. 6A:32-13.
- d. A student enrolled in a school who is not participating in instruction or instruction-related activities pursuant to N.J.A.C. 6A:32-8.4(c) and A.3.c. above shall be recorded in the school register as absent, unless the student is recorded as a State-excused absence, pursuant to N.J.A.C. 6A:32-8.4(e) and A.3.e. below.
- e. State-excused absences shall be as follows:
  - (1) Religious observance, pursuant to N.J.S.A. 18A:36-14, 15, and 16.
    - (a) The Commissioner, with approval of the State Board of Education, shall annually prescribe a list of religious holidays on which it shall be mandatory to excuse students for religious observance upon the written request signed by the parent or person standing in loco parentis;
  - (2) Participation in observance of Veterans Day, pursuant to N.J.S.A. 18A:36-13.2;



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- (3) Participation in district board of election membership activities, pursuant to N.J.S.A. 18A:36-33;
  - (4) Take Our Children to Work Day;
  - (5) College visit(s), up to three days per school year for students in grades eleven and twelve; and
  - (6) Closure of a busing school district that prevents a student from having transportation to the receiving school.
- f. For absences that do not meet the criteria at N.J.A.C. 6A:32-8.4(e) and A.3.e. above, the Board may adopt policies that establish locally approved or excused absences consistent with N.J.A.C. 6A:16-7.6 for the purposes of expectations and consequences regarding truancy, student conduct, promotion, retention, and the award of course credit. However, an absence designated as excused by the Board pursuant to N.J.A.C. 6A:16-7.6 shall be considered as an absence in the submission to the State for the purpose of chronic absenteeism reporting, as set forth at N.J.A.C. 6A:32-8.6.
4. Average Daily Attendance (N.J.A.C. 6A:32-8.5)
- The average daily attendance rate in a district school or program of instruction for a school year shall be the total number of the days present of all enrolled students, divided by the number of days in membership of all enrolled students. The student average daily attendance means the total number of days that a student is present in the school divided by the total possible number of days in session.
5. Absentee and Chronic Absenteeism Rates (N.J.A.C. 6A:32-8.6)
- a. A student's absentee rate shall be determined by subtracting the student's total number of days present from the student's days in membership and dividing the result by the student's days in membership.



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- (1) State-excused absences shall not be included in a student's days in membership for purposes of calculating a student's absentee rate.
  - b. If a student's absentee rate is equal to or greater than ten percent, the student shall be identified as chronically absent.
  - c. Each school with ten percent or more of its enrolled students identified as chronically absent shall develop a corrective action plan to improve absenteeism rates. In accordance with N.J.S.A. 18A:38-25.1, the school will annually review and revise the corrective action plan and present the revisions to the Board, until the percentage of students who are chronically absent is less than ten percent.
- B. Unexcused Absences That Count Toward Truancy/Excused Absences for Board Policy
  1. Notwithstanding the requirement of reporting student absences in the school register for State and Federal reporting purposes, "excused" and "unexcused" student absences for the purpose of expectations and consequences regarding truancy, student conduct, promotion, retention, and the award of course credit is a Board decision outlined in Policy 5200 and this Regulation.
  2. N.J.A.C. 6A:16-7.6(a)3 requires the Board of Education policies and procedures contain, at a minimum, a definition of unexcused absence that counts toward truancy, student conduct, promotion, retention, and the award of course credit.
    - a. "An unexcused absence that counts toward truancy" is a student's absence from school for a full or a portion of a day for any reason that is not an "excused absence" as defined in B.2.b. below.





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b. “An excused absence” is a student’s absence from school for a full day or a portion of a day for the observance of a religious holiday pursuant to N.J.S.A. 18A:36-14 through 16, or any absence for the reasons listed below:

- i. College visit(s), up to three days per school year for students in grades eleven and twelve
- ii. Take Our Children to Work Day;
- iii. Religious observance, pursuant to N.J.S.A. 18A:36-14 through 16;
- iv. Participation in observance of Veterans Day, pursuant to N.J.S.A. 18A:36-13.2;
- v. Participation in district board of election membership activities, pursuant to N.J.S.A. 18A:36-33;
- vi. Closure of a busing school district that prevents a student from having transportation to the receiving school;

C. Notice to School of a Student’s Absence

1. The parent or adult student shall notify the school office before the school day when the student will not be in school.
2. The parent of the student or an adult student who will attend the morning session, but will not attend the afternoon session shall provide notice to the school office before the start of the afternoon session.
3. The parent of a student or an adult student shall notify the school office of a future absence if the absence is foreseeable.



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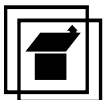
4. In accordance with N.J.S.A. 18A:36-25.6, if a student is determined to be absent from school without valid excuse, and if the reason for the student's absence is unknown to school personnel, the Principal or designee shall immediately attempt to contact the student's parent to notify the parent of the absence and determine the reason for the absence.

## D. Readmission to School After an Absence

1. A student returning from an absence of any length of time must provide a written statement to the Principal or designee that is dated and signed by the parent or adult student listing the reason for the absence.
2. A student who has been absent by reason of having or being suspected of having a communicable disease may be required to must present to the school nurse written evidence of being free of a communicable disease.
3. The Superintendent of Schools or designee may require a student who has been absent from school due to a suspension or other reason concerning the student's conduct to receive a medical examination by a physician regarding the student's physical and/or mental fitness to return to school.
  - a. The Superintendent or designee will notify the student's parent of the specific requirements of the medical examination prior to the student's return to school.

## E. Instruction

1. Teachers will cooperate in the preparation of home assignments for students who anticipate an absence of three school days duration.
2. Students absent for any reason are expected to make up the work missed. The parent or student is responsible for requesting missed assignments and any assistance required. Teachers will provide make-up assignments as necessary.



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3. In general, students will be allowed a reasonable amount of time as determined by the teacher to make up the work missed.
4. A student who missed a test or an exam shall be offered an opportunity to take the test, exam, or an appropriate alternate test.
5. A student who anticipates an absence due to a temporary or chronic health condition may be eligible for home instruction in accordance with Policy 2412. The parent must request home instruction.

F. Denial of Course Credit

1. The teacher will determine the credit to be awarded a student for make-up work. Where class participation is a factor in the learning process, the teacher may consider a student's absence in determining a final grade, except absences for the observance of a religious holiday or absence for a student's suspension from school will not adversely affect the student's grade. The teacher may record an incomplete grade for a student who has not had a full opportunity to make up missed work.

G. School District Response To Unexcused Absences During the School Year That Count Toward Truancy (N.J.A.C. 6A:16-7.6(a)4.)

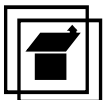
1. For up to four cumulative unexcused absences that count toward truancy, the Principal or designee shall:
  - a. Make a reasonable attempt to notify the student's parent of each unexcused absence prior to the start of the following school day;
  - b. Make a reasonable attempt to determine the cause of the unexcused absence, including through contact with the student's parent(s);



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- c. Identify, in consultation with the student's parents, needed action designed to address patterns of unexcused absences, if any, and to have the child return to school and maintain regular attendance;
  - d. Proceed in accordance with the provisions of N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-11, if a potential missing or abused child situation is detected; and
  - e. Cooperate with law enforcement and other authorities and agencies, as appropriate;.
2. For between five and nine cumulative unexcused absences that count toward truancy, the Principal or designee shall:
- a. Make a reasonable attempt to notify the student's parent(s) of each unexcused absence prior to the start of the following school day;
  - b. Make a reasonable attempt to determine the cause of the unexcused absence, including through contact with the student's parent(s);
  - c. Evaluate the appropriateness of action taken pursuant to N.J.A.C. 6A:16-7.6(a)4.i.(3) and G.1.c. above;
  - d. Develop an action plan to establish outcomes based upon the student's patterns of unexcused absences and to specify the interventions for supporting the student's return to school and regular attendance, which may include any or all of the following:
    - (1) Refer or consult with the building's Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
    - (2) Conduct testing, assessments, or evaluations of the student's academic, behavioral, and health needs;
    - (3) Consider an alternate educational placement;



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- (4) Make a referral to or coordinate with a community-based social and health provider agency or other community resource;
    - (5) Refer to a court or court program pursuant to N.J.A.C. 6A:16-7.6(a)4.iv. and G.4. below;
    - (6) Proceed in accordance with N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-11, if a potential missing or abused child situation is detected; and
    - (7) Engage the student's family.
  - e. Cooperate with law enforcement and other authorities and agencies, as appropriate.
- 3. For cumulative unexcused absences of ten or more that count toward truancy, a student between the ages of six and sixteen is truant, pursuant to N.J.S.A. 18A:38-25, and the Principal or designee shall:
  - a. Make a determination regarding the need for a court referral for the truancy, per N.J.A.C. 6A:16-7.6(a)4.iv. and G.4. below;
  - b. Continue to consult with the parent and the involved agencies to support the student's return to school and regular attendance;
  - c. Cooperate with law enforcement and other authorities and agencies, as appropriate; and
  - d. Proceed in accordance with N.J.S.A. 18A:38-28 through 31, Article 3B, Compelling Attendance at School, and other applicable State and Federal statutes, as required; and



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4. A court referral may be made as follows:
  - a. When unexcused absences that count toward truancy are determined by school officials to be violations of the compulsory education law, pursuant to N.J.S.A. 18A:38-25, and the Board of Education's policies, in accordance with N.J.A.C. 6A:16-7.6(a), the parent may be referred to Municipal Court;.
    - (1) A written report of the actions the school has taken regarding the student's attendance shall be forwarded to the Municipal Court; or
  - b. When there is evidence of a juvenile-family crisis, pursuant to N.J.S.A. 2A:4A-22.g, the student may be referred to Superior Court, Chancery Division, Family Part;.
    - (1) A written report of the actions the school has taken regarding the student's attendance shall be forwarded to the Juvenile-Family Crisis Intervention Unit.
5. For a student with a disability, the attendance plan and its punitive and remedial procedures shall be applied, where applicable, in accordance with the student's Individual Education Program (IEP), pursuant to 20 U.S.C. §§1400 et seq., the Individuals with Disabilities Education Act; the procedural protections set forth in N.J.A.C. 6A:14; accommodation plan under 29 U.S.C. §§794 and 705(20); and individualized healthcare plan and individualized emergency healthcare plan, pursuant to N.J.A.C. 6A:16-2.3(b)3.xii.
6. All receiving schools pursuant to N.J.A.C. 6A:14-7.1(a), shall act in accordance with N.J.A.C. 6A:16-7.6(a)4.i. and G.1. above for each student with up to four cumulative unexcused absences that count toward truancy.
  - a. For each student attending a receiving school with five or more cumulative unexcused absences that count toward truancy, the absences shall be reported to the sending school district.



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- (1) The sending school district shall proceed in accordance with the Board of Education's policies and procedures pursuant to N.J.A.C. 6A:16-7.6(a) and the provisions of N.J.A.C. 6A:16-7.6(a)4.ii. through iv. and G.2. through G.4. above and N.J.A.C. 6A:16-7.6(b) and G.5. above, as appropriate.

## H. Discipline

1. Students may be denied participation in co-curricular activities and/or athletic competition if the Board establishes attendance standards for participation.
2. No student who is absent from school for observance of a religious holiday may be deprived of any award or of eligibility for or opportunity to compete for any award because of the absence.

## I. Recording Attendance

1. Teachers must accurately record the students present, tardy, or absent each day in each session or each class. Attendance records must also record students' attendance at out-of-school curricular events such as field trips.
2. A record shall be maintained of each excused absence and each unexcused absence that counts toward truancy as defined in Policy 5200 and this Regulation 5200.
3. A student's absence for observance of a religious holiday will not be recorded as such on any transcript or application or employment form.



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## J. Appeal

1. Students may be subject to appropriate discipline for their school attendance record.
2. A student who has been retained at grade level for excessive absences may appeal that action in accordance with Policy 5410.
3. A student who has been dropped from a course and/or denied course credit for excessive absences may appeal that action in accordance with the following procedures:
  - a. The student shall file a written appeal to the Principal or designee within five school days of receiving notice of the action. The appeal should state the reasons for each absence, any documentation that may support reducing the number of absences for the purposes of course credit, and reasons why the student should either continue to be enrolled in the course or receive course credit for a class the student completed.
  - b. The Principal or designee will respond in writing no later than seven school days after receiving the student's appeal.
  - c. If the student is not satisfied, the student may submit a written request to the Principal for consideration by an Attendance Review Committee.
  - d. On a student's request for consideration by an Attendance Review Committee, the Principal shall convene an Attendance Review Committee. The Attendance Review Committee shall meet informally to hear the student's appeal. The student's parent and teacher(s) may attend the meeting.
  - e. The Attendance Review Committee shall decide the appeal and inform the student in writing within seven school days of the meeting.





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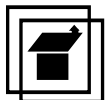
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- f. The student may appeal an adverse decision of the Attendance Review Committee to the Superintendent, the Board of Education, and the Commissioner of Education in accordance with Policy 5710, - Student Grievance and N.J.S.A. 18A. An appeal to the Attendance Review Committee shall be considered to have exhausted the first two steps of the grievance procedure outlined in Policy 5710.

## K. Attendance Records

1. Attendance records for the school district and each school will be maintained and attendance rates will be calculated as required by the New Jersey Department of Education. The school district will comply with all attendance requirements and any improvement plans as required by the Department of Education.

Adopted:



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## 1642.01 SICK LEAVE

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

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

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



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

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

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



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

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

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

Adopted:



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## R 1642.01 SICK LEAVE

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

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



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

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

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



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



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





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

## D. Sick Leave Charges

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



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## E. Readmission After Disability

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

## F. Accumulation of Sick Leave

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

## G. Exhaustion of Sick Leave

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



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## H. Records

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

Issued:



2422.1 ALTERNATE PHYSICAL EDUCATION AND WAIVER

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

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

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

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

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

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

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

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

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

#### Process for Physical Education Exemption

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

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

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## 2419 SCHOOL THREAT ASSESSMENT TEAMS

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

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

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

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



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

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

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

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

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

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





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

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

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

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

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

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

Adopted:



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## R 2419 SCHOOL THREAT ASSESSMENT TEAMS

### A. Definitions

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



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

- (1) A Principal or other senior school administrator;



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

## 2. Threat Assessment Team Structure

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



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

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

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

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



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



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- b. Establish which behaviors should be referred for law enforcement intervention (e.g., physical violence, threats of violence, etc.).
- 5. Step 5: Establish Threat Assessment Procedures
  - a. Decide how to document cases.
  - b. Create procedures to screen reports, gather information, make assessments, and decide on interventions.
  - c. Develop/adapt threat assessment forms to organize information around the 11 Investigative Questions referenced in D.4. below.
- 6. Step 6: Develop Risk Management Options
  - a. Identify all available resources for creating individualized management plans.
    - (1) The resources and supports the student needs will differ depending on the information gathered during the assessment.
    - (2) Resources to assist the student could take the form of peer support programs or therapeutic counseling to enhance social learning or emotional competency, life skills classes, tutoring in specific academic subjects, or mental health care. Most programs and supports will be available within the school, but the team may need to also access community resources to assist with the managing the student. Identify resources to assist targets/victims.
    - (3) Make efforts to address the safety of any potential targets by altering or improving security procedures for schools or individuals and providing guidance on how to avoid the concerning person.



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- b. Establish points of contact for all resources.
- 7. Step 7: Create and Promote Safe School Climates
  - a. Assess current school climate.
    - (1) Anti-Bullying Bill of Rights Act (N.J.S.A. 18A:37-21) requires the school safety team in each school in the district “...to develop, foster, and maintain a positive school climate by focusing on the ongoing, systemic process and practices in the school and to address school climate issues...” and to “review and strengthen school climate and the policies of the school.
  - b. Enhance current school climate.
  - c. Strengthen students’ connectedness.
    - (1) Encourage teachers and staff to build positive, trusting relationships with students by actively listening to students and taking an interest in what students say.
  - d. Break down “codes of silence” and help students feel empowered to come forward and share concerns and problems with a trusted adult.
  - e. Identify clubs or teams at school students can join or encourage students to start their own special interest group.
- 8. Step 8: Conduct Training for all Stakeholders
  - a. The training is for new threat assessment team members, refresher training, and professional development. This includes training on the screening and threat assessment forms and procedures.





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

## D. Threat Assessment and Management Process

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

### 1. Step 1: Receive a Report of Concern

- a. When the threat assessment team first learns of a new report of a threat or aberrant or concerning behavior, the team (or one member of the team) should collect initial intake information about the behavior, the concerning person (i.e., the person who engaged in the threatening behavior; the person to be assessed), and other information that is readily available.



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## 2. Step 2: Screen the Case

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

## 3. Step 3: Gather Information from Multiple Sources

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



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4. Step 4: Organize and Analyze
  - a. Organize and analyze information using the 11 Investigative Questions detailed in the U.S. Secret Service and U.S. Department of Education threat assessment guide. The form is comprised of 11 investigative questions adapted from the U.S. Secret Services and U.S. Department of Education Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates and can be found at [www.secretservice.gov/nod/2559](http://www.secretservice.gov/nod/2559).
5. Step 5: Make the Assessment
  - a. Make an assessment about whether the individual of concern poses a threat of violence or self-harm, or if they are otherwise in need of intervention.
6. Step 6: Develop and Implement a Case Management/Intervention Plan
  - a. Develop and implement a case management plan to reduce risk.
  - b. As needed, refer individual of concern to the local mental health authority or healthcare provider for evaluation and/or treatment.
  - c. As needed, refer individual of concern for a full and individual evaluation (FIE) for special education services.
7. Step 7: Re-Assess (Case Monitoring)
  - a. Monitor, re-evaluate, and modify plan as needed to ensure that the identified intervention(s) is effective, and the individual of concern no longer poses a threat of violence or self-harm.
  - b. Re-assessing the person of concern, going through the assessment questions again.



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

## 8. Step 8: Document and Close the Case

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

## E. Training

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



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- b. Each new threat assessment team member must complete training by the OSPEP, which shall include training sessions as instructed by *Ontic/SIGMA as part of the Bureau of Justice Assistance (BJA) STOP School Violence Grant Program*.
- c. The district shall determine membership on the threat assessment team in accordance with N.J.S.A. 18A:17-43.4, including adding and ensuring the training of new members, as needed. The district must ensure all threat assessment team members attend the required initial training and refresher training provided by OSPEP to advance their competency in conducting assessments.
  - (1) These trainings will be offered through the OSPEP for both in person and online platforms.
  - (2) Refresher training will be developed and facilitated by the OSPEP and will be made available through in-person and online platforms, as necessary.

## 3. Awareness Training for Other School Community Stakeholders

- a. Request for awareness training for school staff members should be directed to the OSPEP email at [school.security@doe.nj.gov](mailto:school.security@doe.nj.gov), which will provide training or coordinate sessions with approved instructors from the U.S. Department of Homeland Security National Threat Evaluation and Reporting Office's Certified Master Training Program.

## F. Other Considerations

### 1. Individualized Education Program (IEP) or 504 Plans

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



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

2. Allegations of Harassment, Intimidation, & Bullying (HIB) or Bias-Related Acts
  - a. Should the threat assessment team become aware of an allegation of HIB when considering or conducting assessments, they must follow Policy 5512 for addressing allegations of HIB in alignment with the Anti-Bullying Bill of Rights Act. Additionally, during the threat assessment process, it is important to recognize that the student may need remedial services (e.g., counseling) to address behavior that may have prompted the need for the threat assessment and to ensure their well-being.
  - b. Should a threat assessment team become aware of a bias-related act, they should implement Policy and Regulation 8465 on reporting bias-related acts to law enforcement in accordance with the Memorandum of Agreement Between Education and Law Enforcement Officials and Policy and Regulation 9320.



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School Threat Assessment Teams

## 3. Information Sharing

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

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

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

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



# REGULATION GUIDE

PROGRAM

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School Threat Assessment Teams

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

## 6. Record Keeping

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

Adopted:





# POLICY GUIDE

## TEACHING STAFF MEMBERS

3212/page 1 of 1

Attendance

Sep 23

M

### 3212 ATTENDANCE

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

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

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

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

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

Adopted:



# REGULATION GUIDE

TEACHING STAFF MEMBERS

R 3212/page 1 of 5

Attendance

Sep 23

M

## R 3212 ATTENDANCE

### A. Review of Attendance Data

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

### B. Attendance Reporting and Improvement Plan

1. Planning



# REGULATION GUIDE

## TEACHING STAFF MEMBERS

R 3212/page 2 of 5

### Attendance

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

## 2. Implementation



# REGULATION GUIDE

## TEACHING STAFF MEMBERS

R 3212/page 3 of 5

### Attendance

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

### 3. Counseling

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



# REGULATION GUIDE

## TEACHING STAFF MEMBERS

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### Attendance

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

#### C. Record of Attendance

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



# REGULATION GUIDE

TEACHING STAFF MEMBERS

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Attendance

## D. Attendance Improvement Plan

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

## E. In-Service Training

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

Issued:



# POLICY GUIDE

## SUPPORT STAFF MEMBERS

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Attendance

Sep 23

M

### 4212 ATTENDANCE

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

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

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

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

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

Adopted:



# REGULATION GUIDE

SUPPORT STAFF MEMBERS

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Attendance

Sep 23

M

## R 4212 ATTENDANCE

### A. Review of Attendance Data

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

### B. Attendance Reporting and Improvement Plan

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





# REGULATION GUIDE

## SUPPORT STAFF MEMBERS

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### Attendance

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

## 2. Implementation

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



# REGULATION GUIDE

## SUPPORT STAFF MEMBERS

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### Attendance

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

### 3. Counseling

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



# REGULATION GUIDE

## SUPPORT STAFF MEMBERS

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Attendance

### C. Record of Attendance

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

### D. Attendance Improvement Plan

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



# REGULATION GUIDE

## SUPPORT STAFF MEMBERS

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### Attendance

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

Issued:











# Teaneck Public Schools 2023 - 2024 District Calendar

<div><div>SEPTEMBER 2023</div><table><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr><tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr><tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr><tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr><tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr></table><div>16 – School Days for Students 18 – Teacher/Paraprofessionals/10 month secretaries</div></div>	S	M	T	W	Th	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	<div><div>SEPTEMBER</div><div>1 Teachers/Paraprofessionals &amp; 10 Month Secretaries Report 4 <b>District Closed – Labor Day</b> 5 Supt. Convocation on September 5 6 Schools Open/StudentsReturn/Orientation 15 <b>District Closed – Rosh Hashanah</b> 19 Bryant Back to School Night - 6 pm 21 Lacey Back to School Night - 6 pm 25 <b>District Closed – Yom Kippur</b> 26 Middle School Back to School Night - 7pm 28 Elementary Back to School Night - 6:30 pm</div></div>	<div><div>FEBRUARY</div><div>6 Lacey Parent/Teacher Conferences 10 Lunar New Year 15 Elementary Parent/Teacher Conferences (Virtual) 19 <b>District Closed – Presidents’ Day</b> 22 THS Parent/Teacher Conferences (Virtual) 27 Middle School Parent/Teacher Conferences (Virtual)</div></div>	<div><div>FEBRUARY 2024</div><table><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr><tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr><tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr><tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr><tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td></td><td></td></tr></table><div>20 – School Days for Students 20 – Teacher/Paraprofessionals/10 month secretaries</div></div>	S	M	T	W	Th	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29									
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<div><div>OCTOBER 2023</div><table><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr><tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr><tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr><tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr><tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr></table><div>22 – School Days for Students 22 – Teacher/Paraprofessionals/10 month secretaries</div></div>	S	M	T	W	Th	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					<div><div>OCTOBER</div><div>9 4 hour session for Students/Staff PD PM 12 THS Back to School Night – 6:15 pm 24 <b>State of the District</b></div></div>	<div><div>MARCH</div><div>11 4 hour session for Students/ Staff PD (PM) 21 Bryant Parent/Teacher Conferences (Virtual) 29 <b>District Closed - Good Friday</b></div></div>	<div><div>MARCH 2024</div><table><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr><tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr><tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr><tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr><tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr><tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table><div>20 – School Days for Students 20 – Teacher/Paraprofessionals/10 month secretaries</div></div>	S	M	T	W	Th	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						
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182 School Days for Students  
 184 Work Days for Teacher/Paraprofessionals/  
 10 Month Secretaries

 School begins/ends for School Staff      School begins/ends for Students  
 4 hour session for Student/Staff PD/BTS Night/Parent/Teacher Conferences  
 District Closed      Schools Closed      High School Graduation

This calendar includes two (2) emergency days. Any additional days needed will be made up during spring recess. The Board of Education and the District Administration reserve the right to make adjustments to the school calendar when it is deemed necessary.

JULY 2023							JULY		AUGUST		AUGUST 2023						
S	M	T	W	Th	F	S	4 District Closed (Independence Day Observed)		21-25 Superintendent's PD Days 29-31 New Teacher Orientation		S	M	T	W	Th	F	S
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**2023 Board Meeting Dates – Please see District web site for locations and start times.**

#### WORKSHOP

N/A  
 September 13, 2023  
 October 11, 2023  
 November 8, 2023  
 December 6, 2023

#### REGULAR

August 23, 2023 (Special Public Meeting)  
 September 20, 2023  
 October 18, 2023  
 November 15, 2023  
 December 13, 2023

*Reorganization Meeting – Wednesday, January 3, 2024*



Board Approved: April 26, 2023

<b>Bergen Reads Volunteers 2023-24</b>	
<b>Last Name</b>	<b>First Name</b>
Allen	Francine
Caraballo	Kelvin
Donoghue	Chris
Friedman	Sheila
Ghaly	Haidy
Kanrich	Susan
Lewiskin	Gloria
Limbardo	Tracy
Lliviganay	Jennifer
Simon	Cecily
Spiegel	Susan
Timko	Nikki
Williams	Rina

**WHEREAS**, the Teaneck Board of Education acknowledges that the following schools have conducted the emergency school bus exit drill in accordance with N.J.A.C. 6A:27- 11.2. School administrators are required to conduct two (2) emergency exit drills during the school year for all students transported to/from school and;

**THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent approves the emergency bus drills for all schools listed and submit the approval to the Executive County Superintendent per NJDOE requirement.

<b><u>SCHOOL</u></b>	<b><u>LOCATION</u></b>	<b><u>DATE AND TIME OF DRILL</u></b>	<b><u>STAFF PRESENT</u></b>	<b><u>BUS ROUTES</u></b>
Theodora Lacey School	Edgemont Terrace	October 17, 2023 @ 8:32 am	Leslie King, Chanon McDuffie, Kelly Cambridge, Kate Augusto, Anna Hernandez, Earl Lozado, Amis Aguero	3A, 3B, V3A, V3B
Bryant Elementary	1 E. Tryon Ave	October 10, 2023 @ 8:30 am	David Deubel, Peter Farg	BV1, BV2, BV3, BV4, Route 6 Buses D&E
Hawthorne Elementary	Lucy Avenue for big buses, Fycke Lane for vans	October 12, 2023 @ 8:15 am	Emilio Jennette, Amber Halpern, Annie Vincenti, Anisa Khan, Zara Matragas, Leakhena Ky, Jaqwaysia Edge, and Paraprofessionals	Route #5 Buses A, B, C and Vans A,B, C (HV1)
Lowell Elementary	Parking Lot at Lowell 1025 Lincoln Place front and back	October 10, 2023 @ 8:40 am	Dasom Kim, Maureen Pafford, D. Kaczynski, Lisa Sgambati, K. Rodriguez	Route 7 Buses A, B, C, D, E and Vans LV1, LV2, LV4 & LOW1L
Whittier Elementary	W. Englewood Avenue (Buses) & Essex Road (Vans)	October 12, 2023 @ 7:45 am	Piero LoGiudice, Linda Harrison, James DiMicelli, Christine Taylor, Samantha Monique Williams, Alisha Montoya, Alexandra Bial, Amy Nadyanson	Route 4 Buses A, B, C, D, E, F; Vans WV1, WV2, WV3 & WV4



Benjamin Franklin Middle School	1315 Taft Road	October 5, 2023 and October 6, 2023 @ 3:00 pm	Marina Williams,	Vans BF2, BF3, BF4, BF5, BF6
Thomas Jefferson Middle School	Fycke Lane Parking Lot	October 9, 2023 @ 12:54 pm	Ramon Ortiz, Mr. DeBlasio	TJ1 TJ2 TJ3
Teaneck High School	100 Elizabeth Avenue	October 23, 2023 @ 2:55 pm	Justin O'Neill	Vans THS1, THS2, THS3, THS1L

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Professional Development		
<b>Grant Funded - \$3,185.70</b>	<b>District Funded - \$2,815.85</b>	<b>Total Cost: \$6,001.55</b>

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**Name:** Eric Akselrad

**School or Department:** Teaneck High School

**Conference/Seminar/Workshop:** Rutgers University – Center for Historical Analysis: Freedom Summer

**Location:** Rutgers University – New Brunswick, New Jersey

**Date:** January 26, 2024

**Estimated Cost:** \$93.62 – Title II Grant Funded  
Substitute Required

**EXPLANATION:** This workshop will draw on film, music, and primary sources to examine the work of civil rights organizations, citizens of Mississippi, and student volunteers who came together to challenge segregation in 1964 during a movement titled, “Freedom Summer”. This movement is taught as part of the United States History II Course in Teaneck High School. Primary and secondary sources will be shared for classroom use.

---

**Name:** Eric Akselrad

**School or Department:** Teaneck High School

**Conference/Seminar/Workshop:** Rutgers University – Center for Historical Analysis: New Histories of the American Soldier during World War II

**Location:** Rutgers University – New Brunswick, New Jersey

**Date:** March 1, 2024

**Estimated Cost:** \$93.62 – Title II Grant Funded  
Substitute Required

**EXPLANATION:** This workshop will examine the ethnic and racial politics and experiences of soldiers; the attitudes of service personnel towards enemies, allies, the goals of war, and the home front; and the role played by social science expertise in guiding the US war effort. Primary and secondary sources will be shared for classroom use.

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**Name:** Eric Akselrad

**School or Department:** Teaneck High School

**Conference/Seminar/Workshop:** Rutgers University – Center for Historical Analysis: New Teaching the American Revolution during the 250<sup>th</sup> Anniversary of the War and Independence.

**Location:** Rutgers University – New Brunswick, New Jersey

**Date:** May 3, 2024

**Estimated Cost:** \$93.62 – Title II Grant Funded  
Substitute Required

**EXPLANATION:** This workshop will examine recent work that has fundamentally changed the ways scholars understand the American Revolution. Content is addressed in the United States History I course. Primary and secondary sources will be shared for classroom use.

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**Name:** Gervonn Romney Rice

**School or Department:** Bryant School

**Conference/Seminar/Workshop:** Preschool Community Parent Involvement Specialists Training – Three Part Series

**Location:** Learning Resource Center – Central, Trenton, New Jersey

**Dates:** October 5, 2023, February 29, 2024, April 25, 2024

**Estimated Cost:** \$284.92 – Preschool Grant Funded  
Substitute Not Required

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**Professional Development**

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**EXPLANATION:** This a three-part training for preschool community parent involvement specialists to support best practices related to family engagement.

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**Name:** Frank Piccininni

**School or Department:** Thomas Jefferson Middle School

**Conference/Seminar/Workshop:** New Jersey Council for History Education – 29<sup>th</sup> History Conference at Princeton University

**Dates:** December 1, 2023

**Estimated Cost:** \$95.00 – Title II Grant Funded

Substitute Required

**EXPLANATION:** Annual conference sponsored by the New Jersey Council for History Education.

---

**Name:** Barbara Kilgore

**School or Department:** Bryant School

**Conference/Seminar/Workshop:** Preschool Community Parent Involvement Specialists Training – Three Part Series

**Location:** Learning Resource Center – Central, Trenton, New Jersey

**Dates:** October 5, 2023, February 29, 2024, April 25, 2024

**Estimated Cost:** \$284.92 – Preschool Grant Funded

Substitute Not Required

**EXPLANATION:** This a three-part training for preschool community parent involvement specialists to support best practices related to family engagement.

---

**Name:** Terrie Roberts

**School or Department:** Teaneck High School, Benjamin Franklin Middle School, and Thomas Jefferson Middle School

**Conference/Seminar/Workshop:** New Jersey Association of School Librarians Fall Conference - 2023

**Location:** Atlantic City, New Jersey

**Dates:** December 4, 2023 & December 5, 2023

**Estimated Cost:** \$1083.35 – District Funded

Substitute Not Required

**EXPLANATION:** Annual conference for School Librarians.

---

**Name:** Jennifer Arias

**School or Department:** Lowell Elementary School

**Conference/Seminar/Workshop:** FUNdations Launch Training - Kindergarten

**Dates:** November 28, 2023

**Estimated Cost:** \$320.00 – Title II Grant Funded

Substitute Required

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

---

**Name:** Samantha Lagasi

**School or Department:** Lowell Elementary School

**Conference/Seminar/Workshop:** FUNdations Launch Training – First (Virtual)

**Dates:** November 27, 2023

**Estimated Cost:** \$320.00 – Title II Grant Funded

Substitute Required

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

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**Professional Development**

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**Name:** Samantha Spencer

**School or Department:** Lowell Elementary School

**Conference/Seminar/Workshop:** FUNdations Launch Training – Second (Virtual)

**Dates:** December 6, 2023

**Estimated Cost:** \$320.00 – Title II Grant Funded

Substitute Required

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

---

**Name:** Carrie Williams

**School or Department:** Lowell Elementary School

**Conference/Seminar/Workshop:** FUNdations Launch Training – Second (Virtual)

**Dates:** November 30, 2023

**Estimated Cost:** \$320.00 – Title II Grant Funded

Substitute Required

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

---

**Name:** Tiffany Echavarria

**School or Department:** Lowell Elementary School

**Conference/Seminar/Workshop:** FUNdations Launch Training – Second (Virtual)

**Dates:** December 11, 2023

**Estimated Cost:** \$320.00 – Title II Grant Funded

Substitute Required

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

---

**Name:** Samantha Jankowski

**School or Department:** Whittier Elementary School

**Conference/Seminar/Workshop:** FUNdations Launch Training – Second (Virtual)

**Dates:** November 30, 2023

**Estimated Cost:** \$320.00 – Title II Grant Funded

Substitute Required

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

---

**Name:** Ann Delaney

**School or Department:** Whittier Elementary School

**Conference/Seminar/Workshop:** FUNdations Launch Training – Second (Virtual)

**Dates:** December 11, 2023

**Estimated Cost:** \$320.00 – Title II Grant Funded

Substitute Required

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

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**Professional Development**

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**Name:** Shellian Mirander

**School or Department:** Director of Special Education & Nursing Services Elementary

**Conference/Seminar/Workshop:** NJPSA/FEA Director's Toolkit – Monroe Township, NJ

**Dates:** 11/17/2023

**Estimated Cost:** \$0.00

**EXPLANATION:** This conference will cover current legal updates on Child Find, screening, and the District's responsibility on implementing comprehensive assessment procedures and practice.

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**Name:** Shellian Mirander

**School or Department:** Director of Special Education & Nursing Services Elementary

**Conference/Seminar/Workshop:** NJCIE's Community of Practice – East Orange, NJ

**Dates:** 4/12/2024

**Estimated Cost:** \$0.00

**EXPLANATION:** This program provides the opportunity to learn from experts in the field, network, and share best practices on how to create an inclusive learning environment.

---

**Name:** Amis Aguero

**School or Department:** Lacey School Nurse

**Conference/Seminar/Workshop:** Holy Name Hospital – Basic Life Support Renewal Certification

**Dates:** 12/18/2023

**Estimated Cost:** \$95.00 District funded

**EXPLANATION:** This course trains participants to promptly recognize several life-threatening emergencies, reinforces rescue techniques for adult, child, and infants, as well as deliver appropriate ventilations and provide early use of an AED.

---

**Name:** Colette Brantley

**School or Department:** Hawthorne School Elementary Outreach

**Conference/Seminar/Workshop:** NJ State Bar Foundation – Elementary PEER Mediation

**Dates:** 12/12/2023

**Estimated Cost:** \$0.00

**EXPLANATION:** This training will explore how to implement and sustain a student-based peer mediation program.

---

**Name:** Mary Joyce Laqui

**School or Department:** THS Special Education Teacher

**Conference/Seminar/Workshop:** National Education Association Minority and Women's Leadership

**Dates:** 12/08/2023

**Estimated Cost:** \$0.00

**EXPLANATION:** This conference will discuss the impact of racial inequities in education and to provide strategies for coalition building around racial, social, and economic equity in order to create safe and equitable learning environments.

---

**Name:** Breda Dade

**School or Department:** Whittier – Speech Language Therapist

**Conference/Seminar/Workshop:** SpeechTherapypd.com – Communication Disorders in Multicultural Populations

**Dates:** 12/14/2023

**Estimated Cost:** \$0.00

**EXPLANATION:** This course will provide training to assess and treat students who speak other languages.

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**Professional Development**

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**Name:** Connie Le

**School or Department:** Central Office – Director of Partnership, Outreach & SP

**Conference/Seminar/Workshop:** NJSBA – Annual Workshop

**Dates:** 10/23/23-10/25/23

**Estimated Cost:** \$380.70

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**Name:** Danette Coston

**School or Department:** Whittier Elementary School

**Conference/Seminar/Workshop:** Behavioral Threat Assessment Training

**Location:** Bergen Community College - Paramus, New Jersey

**Date:** November 14, 2023

**Estimated Cost:** \$6.49 (District Funded)

**Substitute Not Required**

**EXPLANATION:** This training will provide school teams with a proactive approach to identifying, assessing, and providing appropriate interventions and resources for individuals who display a behavior that elicits concern for the safety of themselves or others.

---

**Name:** Dr. Tracy Nagengast

**School or Department:** Whittier Elementary School

**Conference/Seminar/Workshop:** Behavioral Threat Assessment Training **Location:**

Bergen Community College - Paramus, New Jersey

**Date:** November 14, 2023

**Estimated Cost:** \$6.49 (District Funded)

**Substitute Not Required**

**EXPLANATION:** This training will provide school teams with a proactive approach to identifying, assessing, and providing appropriate interventions and resources for individuals who display a behavior that elicits concern for the safety of themselves or others.

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**Name:** Ralph Locke

**School or Department:** Whittier Elementary School

**Conference/Seminar/Workshop:** Behavioral Threat Assessment Training

**Location:** Bergen Community College - Paramus, New Jersey

**Date:** November 14, 2023

**Estimated Cost:** \$6.49 (District Funded)

**Substitute Not Required**

**EXPLANATION:** This training will provide school teams with a proactive approach to identifying, assessing, and providing appropriate interventions and resources for individuals who display a behavior that elicits concern for the safety of themselves or others.

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**Professional Development**

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**Name:** Nick Campestre, Natasha Green, Justin O'Neill, Margot Todman-Mack

**School or Department:** Teaneck High School

**Conference/Seminar/Workshop:** Behavioral Threat Assessment Training

**Location:** Bergen Community College - Paramus, New Jersey

**Date:** November 14, 2023

**Estimated Cost:** \$29.32 (District Funded)

**Substitute Not Required**

**EXPLANATION:** This training will provide school teams with a proactive approach to identifying, assessing, and providing appropriate interventions and resources for individuals who display a behavior that elicits concern for the safety of themselves or others.

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**Name:** James Lagomarsino, Susie Cipriano, Pedro Valdes, III

**School or Department:** Teaneck High School

**Conference/Seminar/Workshop:** Behavioral Threat Assessment Training

**Location:** Bergen Community College - Paramus, New Jersey

**Date:** November 15, 2023

**Estimated Cost:** \$21.99 (District Funded)

**Substitute Not Required**

**EXPLANATION:** This training will provide school teams with a proactive approach to identifying, assessing, and providing appropriate interventions and resources for individuals who display a behavior that elicits concern for the safety of themselves or others.

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**Name:** Nicholas Veni

**School or Department:** Director of Technology

**Conference/Seminar/Workshop:** NJASA New Jersey Association of School Administrators

**Location:** Atlantic City, NJ

**Dates:** 01/21/24 – 01/26/24

**Estimated Cost:** \$1,186.02 District Funded

**EXPLANATION:** To gain training with best practices utilized by other districts throughout the State and be able to network with peers and learn what other districts are doing.

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**Field Trips**

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**District Funded – \$8,650.89 - PASS Grant Funded - \$3,092.12 –  
Total Cost: \$11,743.01**

**Name:** Allison Norris, Kristin Nunez, Antoinette Vincenti, Christopher Coles, Anise Khan, Nicola Richardson, 12 Parent Chaperones

**School or Department:** Hawthorne Elementary School

**Trip Planned:** Liberty State Science Center

**Location:** Jersey City, New Jersey

**Number of Students:** 60 students

**Date(s):** November 16, 2023

**Depart:** 9:00 AM

**Return:** 2:15 PM

**Estimated Cost:** No Cost to District

**Substitute Required**

**EXPLANATION:** Students will participate in an interactive exploration of the activities related to forces, motion and electromagnetism.

---

**Name:** Maika Schulman

**School or Department:** Teaneck High School

**Trip Planned:** Bergen Community College – Moses Center: LGBTQ Youth Leadership Summit

**Location:** Bergen Community College, 400 Paramus Road, Paramus, New Jersey 07652

**Number of Students:** 5

**Date(s):** December 1, 2023

**Depart:** 8:00 AM

**Return:** 3:00 PM

**Estimated Cost:** \$450 – District Funded

**Substitute Required**

**EXPLANATION:** The Teaneck High School Spectrum Club will participate in The Seeds of Change LGBTQ Youth Leadership Summit held at Bergen Community College.

---

**Name:** Carole Petite Bielen, Lynn Sac, Kerrie Viray, Marissa London

**School or Department:** Teaneck High School

**Trip Planned:** Winter Education Tour of Quebec City, Canada

**Location:** Quebec City, Canada

**Number of Students:** 38

**Date(s):** March 5, 2024 - March 8, 2024 **Depart:** 3/5/24 - 6:00 AM **Return:** 3/8/24 - 6:00 PM

**Estimated Cost:** No Cost to the District

**Substitute Required**

**EXPLANATION:** Students currently taking a French course at Teaneck High School will tour Quebec City for an immersive experience in the culture.

---

**AMEND**

**Trip Leader(s):** Danielle Amato and Michelle Doonan

**School/Department:** Teaneck High School

**Trip Planned:** Teaneck Cinemas

**Destination:** Teaneck, NJ

**Date(s):** 11/17/23, 12/15/23, 1/04/24, 3/08/24, 5/30/24

**Estimated Cost:** \$1,260.00 (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 in correlation with IEP driven goals.



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**Field Trips**

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**AMEND**

**Trip Leader(s):** Danielle Amato and Michelle Doonan

**School/Department:** Teaneck High School

**Trip Planned:** Bowler City

**Destination:** Hackensack, NJ

**Date(s):** 11/01/23, 11/29/23, 1/10/24, 2/07/24, 3/13/24, 4/24/24, 5/15/24, and 6/05/24

**Estimated Cost:** \$840.00 (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 in correlation with IEP driven goals.

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**Trip Leader(s):** Colleen Pagan, Vatrell Graves, Amanda Detrick, and Ashley Andreala-Marra

**School/Department:** Benjamin Franklin Middle School

**Trip Planned:** Demerast Farms

**Destination:** Hillsdale, NJ

**Date(s):** 10/27/2023

**Estimated Cost:** \$522.00 (District Funded)

**Explanation:** To improve, generalize, and maintain targeted behavior and social skills. Benefits IEP driven goals.

---

**Trip Leader(s):** Colleen Pagan and Vatrell Graves

**School/Department:** Benjamin Franklin Middle School

**Trip Planned:** Bowler City

**Destination:** Hackensack, NJ

**Date(s):** 11/1/23, 11/29/23, 1/10/24, 2/7/24, 3/13/24, 4/24/24, 5/15/24, 6/5/24

**Estimated Cost:** \$1,440.00 (District Funded)

**Explanation:** To improve, generalize, and maintain targeted behavior and social skills. Benefits IEP driven goals.

---

**Trip Leader(s):** Colleen Pagan and Vatrell Graves

**School/Department:** Benjamin Franklin Middle School

**Trip Planned:** Monster Mini Golf

**Destination:** Paramus, NJ

**Date(s):** 2/15/24

**Estimated Cost:** \$199.39 (District Funded)

**Explanation:** To improve, generalize, and maintain targeted behavior and social skills. Benefits IEP driven goals.

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**Field Trips**

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**Trip Leader(s):** Colleen Pagan, Vatrell Graves, Amanda Detrick, and Ashley Andreala-Marra

**School/Department:** Benjamin Franklin Middle School

**Trip Planned:** Overpeck Park

**Destination:** Leonia, NJ

**Date(s):** 6/7/24 **Raindate:** 6/10/24

**Estimated Cost:** \$.00

**Explanation:** To improve, generalize, and maintain targeted behavior and social skills. Benefits IEP driven goals.

---

**Trip Leader(s):** Colleen Pagan, Vatrell Graves, Amanda Detrick, and Ashley Andreala-Marra

**School/Department:** Benjamin Franklin Middle School

**Trip Planned:** Turtle Back Zoo

**Destination:** West Orange, NJ

**Date(s):** 5/23/24

**Estimated Cost:** \$552.00 (District Funded)

**Explanation:** To improve, generalize, and maintain targeted behavior and social skills. Benefits IEP driven goals.

---

**Trip Leader(s):** Colleen Pagan, Vatrell Graves, Amanda Detrick, and Ashley Andreala-Marra

**School/Department:** Benjamin Franklin Middle School

**Trip Planned:** Bergan Pac

**Destination:** West Orange, NJ

**Date(s):** 3/26/24 and 5/16/24

**Estimated Cost:** \$758.00 (District Funded)

**Explanation:** To improve, generalize, and maintain targeted behavior and social skills. Benefits IEP driven goals.

---

**Trip Leader(s):** Colleen Pagan and Vatrell Graves

**School/Department:** Benjamin Franklin Middle School

**Trip Planned:** Teaneck Cinemas

**Destination:** Teaneck, NJ

**Date(s):** 11/17/23, 12/15/23, 1/4/24, 3/8/24, 5/30/24

**Estimated Cost:** \$1,200.00 (District Funded)

**Explanation:** To improve, generalize, and maintain targeted behavior and social skills. Benefits IEP driven goals.

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**Field Trips**

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**Trip Leader(s):** Colleen Pagan and Vatrell Graves

**School/Department:** Benjamin Franklin Middle School

**Trip Planned:** Garden State Plaza

**Destination:** Paramus, NJ

**Date(s):** 12/7/2023

**Estimated Cost:** \$0.00

**Explanation:** To improve, generalize, and maintain targeted behavior and social skills. Benefits IEP driven goals.

---

**Trip Leader(s):** Colleen Pagan and Vatrell Graves

**School/Department:** Benjamin Franklin Middle School

**Trip Planned:** Stop and Shop

**Destination:** Teaneck, NJ

**Date(s):** 10/23/23, 11/27/23, 12/18/23, 1/22/24, 2/26/24, 3/18/24, 4/22/24, and 5/13/24

**Estimated Cost:** \$0.00

**Explanation:** To improve, generalize, and maintain targeted behavior and social skills. Benefits IEP driven goals.

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**Trip Leader(s)** Giannil Jaramillo, Jason Juxon-Smith, Jessica Murphy

**School/Department:** THS - FORUM

**Trip Planned:** High Exposure Rock Climbing

**Destination:** Northvale, NJ

**Date(s):** 12/18/2023

**Estimated Cost:** \$829.00 – PASS Grant Funded

**Explanation:** Students attend the trips as an incentive for participation as well as practicing positive socialization in the community.

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**Trip Leader(s)** Javalda Powell, Nick Campestre, Jessica Murphy

**School/Department:** THS - FORUM

**Trip Planned:** High Exposure Rock Climbing

**Destination:** Northvale, NJ

**Date(s):** 12/19/2023

**Estimated Cost:** \$829.00 – PASS Grant Funded

**Explanation:** Students attend the trips as an incentive for participation as well as practicing positive socialization in the community.

---

**Trip Leader(s)** Giannil Jaramillo, Jason Juxon-Smith, Jessica Murphy

**School/Department:** THS - FORUM

**Trip Planned:** Dave & Buster's

**Destination:** Wayne, NJ

**Date(s):** 12/20/2023

**Estimated Cost:** \$717.06 – PASS Grant Funded

**Explanation:** Students attend the trips as an incentive for participation as well as practicing positive socialization in the community.

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**Field Trips**

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**Trip Leader(s)** Javalda Powell, Nick Campestre, Jessica Murphy

**School/Department:** THS - FORUM

**Trip Planned:** Dave & Buster's

**Destination:** Wayne, NJ

**Date(s):** 12/21/2023

**Estimated Cost:** \$717.06 – PASS Grant Funded

**Explanation:** Students attend the trips as an incentive for participation as well as practicing positive socialization in the community.

---

**Trip Leader(s):** Colleen Pagan and Vatrell Graves

**School/Department:** Benjamin Franklin Middle School

**Trip Planned:** American Dream Mall

**Destination:** East Rutherford, NJ

**Date(s):** 2/2/2024

**Estimated Cost:** \$0.00

**Explanation:** To improve, generalize, and maintain targeted behavior and social skills. Benefits IEP driven goals.

---

**Trip Leader(s):** Colleen Pagan and Vatrell Graves

**School/Department:** Benjamin Franklin Middle School

**Trip Planned:** Sensory Tae Kwon Do

**Destination:** Bergenfield, NJ

**Date(s):** 10/20/23, 1/19/24, 3/22/24, 5/3/24

**Estimated Cost:** \$1,600.00 (District Funded)

**Explanation:** To improve, generalize, and maintain targeted behavior and social skills. Benefits IEP driven goals.

---

**Trip Leader(s):** Colleen Pagan, Vatrell Graves, Amanda Detrick, and Ashley Andreala-Marra

**School/Department:** Benjamin Franklin Middle School

**Trip Planned:** Liberty Science Center

**Destination:** Jersey City, NJ

**Date(s):** 12/21/23

**Estimated Cost:** \$1,479.50 (District Funded)

**Explanation:** To improve, generalize, and maintain targeted behavior and social skills. Benefits IEP driven goals.

---

**Name:** Charles Clark, James Belluzi, Vance Steinbergen

**School or Department:** Teaneck High School

**Trip Planned:** Heroes and Cool Kids Training - Mentoring Program (High School to Middle School)

**Location:** Bergen Community College - Lyndhurst Campus

**Number of Students:** 45 Students

**Date(s):** December 5, 2023 **Depart:** 8:15 AM **Return:** 2:30 PM

**Estimated Cost:** \$450.00

**Substitutes Required**

**EXPLANATION:** Mentoring training for high school students to support middle school students.

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**Fundraising Activities by School**

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School or Department: Teaneck High School

Activity: **Bake Sale**

Sponsoring Organization: French Club

Name of Sponsors: Carole Petit-Bielen, Staff Member

Participants: Club Members would sell to families, students, and staff

Date(s): November 16, 2023 – June 5, 2024

Location: THS lobby (first floor 2:55 pm on Tuesdays & Wednesdays)

Estimated funds to be raised by this activity: \$5,000

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for the cost of field trips, French CLEP and AP tests, and baking supplies.

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School or Department: Teaneck High School

Activity: **Bake Sale**

Sponsoring Organization: Studio 2B

Name of Sponsors: Gianni Jaramillo, FORUM Staff Member

Participants: Club Advisor would sell to students and staff

Date(s): November 16, 2023 – June 14, 2024

Location: THS lunchtime and after school

Estimated funds to be raised by this activity:

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for Mother-Daughter Brunch & Empowerment Camp guest speakers, senior gifts, sashes and Girl Scout Patches. Activities, projects, trips, apparel, club bonding supplies and refreshments.

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School or Department: Teaneck High School

Activity: **Holiday Candy Gram Sale (candy canes)**

Sponsoring Organization: Studio 2B

Name of Sponsors: Gianni Jaramillo, FORUM Staff Member

Participants: Club Advisor would sell to students and staff

Date(s): December 11 - 22, 2023

Location: THS lunchtime

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for Mother-Daughter Brunch & Empowerment Camp guest speakers, senior gifts, sashes and Girl Scout Patches. Activities, projects, trips, apparel, club bonding supplies and refreshments.

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**Fundraising Activities by School**

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School or Department: Teaneck High School

Activity: **February Candy Gram Sale (candy canes)**

Sponsoring Organization: Studio 2B

Name of Sponsors: Giannil Jaramillo, FORUM Staff Member

Participants: Club Advisor would sell to students and staff

Date(s): February 5 - 14, 2023

Location: THS lunchtime

Estimated funds to be raised by this activity: \$120

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for Mother-Daughter Brunch & Empowerment Camp guest speakers, senior gifts, sashes and Girl Scout Patches. Activities, projects, trips, apparel, club bonding supplies and refreshments.

---

School or Department: Teaneck High School

Activity: **Girl Scout Cookie Sale**

Sponsoring Organization: Studio 2B

Name of Sponsors: Giannil Jaramillo, FORUM Staff Member

Participants: Registered Girl Scouts would sell to students, staff, friends, family and community

Date(s): January 2 – May 31, 2024

Location: THS lunchtime

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for Mother-Daughter Brunch & Empowerment Camp guest speakers, senior gifts, sashes and Girl Scout Patches. Activities, projects, trips, apparel, club bonding supplies and refreshments.

---

School or Department: Teaneck High School

Activity: **Studio 2B T-Shirts Sale**

Sponsoring Organization: Studio 2B

Name of Sponsors: Giannil Jaramillo, FORUM Staff Member

Participants: Advisor would sell to Studio 2B Members

Date(s): November 16 – June 14, 2024

Location: THS lunchtime

Estimated funds to be raised by this activity: \$150

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for Mother-Daughter Brunch & Empowerment Camp guest speakers, senior gifts, sashes and Girl Scout Patches. Activities, projects, trips, apparel, club bonding supplies and refreshments.

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**Fundraising Activities by School**

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School or Department: Teaneck High School

Activity: **Ticket Sales for Studio 2B Mother-Daughter Brunch**

Sponsoring Organization: Studio 2B

Name of Sponsors: Giannil Jaramillo, FORUM Staff Member

Participants: Advisor would sell to Studio 2B Members, family, staff and community

Date(s): April 1 – May 11, 2024

Location: THS lunchtime

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for Mother-Daughter Brunch & Empowerment Camp guest speakers, senior gifts, sashes and Girl Scout Patches. Activities, projects, trips, apparel, club bonding supplies and refreshments.

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School or Department: Teaneck High School

Activity: **Makeovers**

Sponsoring Organization: Fashion Club

Name of Sponsors: James Bermudez, Staff Member

Participants: Club Members would sell to students

Date(s): November 20, 2023

Location: THS Student Center after school

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for supplies for the Fashion Show.

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School or Department: Teaneck High School

Activity: **Pat's Delights Pie Sales**

Sponsoring Organization: Teaneck Terpsichoreans

Name of Sponsors: Ms. Mayers, Staff Member

Participants: Students would sell to the community

Date(s): November 20 – 30, 2023

Location: THS and Community

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for gear, costumes, and snacks for student in the Terpsichorean program.

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**Fundraising Activities by School**

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School or Department: Teaneck High School

Activity: **Chipotle Restaurant Food Sale**

Sponsoring Organization: Teaneck Terpsichoreans

Name of Sponsors: Ms. Mayers, Staff Member

Participants: Students would sell to the community

Date(s): January 15, 2024

Location: Online or in-person food purchase at Chipotle Restaurant

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for gear, costumes, and snacks for student in the Terpsichorean program.

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School or Department: Teaneck High School

Activity: **Fan Cloth Sale (Teaneck Terpsichorean and Teaneck Gear)**

Sponsoring Organization: Teaneck Terpsichoreans

Name of Sponsors: Ms. Mayers, Staff Member

Participants: Students would sell to the community

Date(s): November 16 – January 15, 2024

Location: Students would sell to community

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for registration fees for students in the Terpsichorean program.

---

School or Department: Teaneck High School

Activity: **Double Good Popcorn**

Sponsoring Organization: Teaneck Terpsichoreans

Name of Sponsors: Ms. Mayers, Staff Member

Participants: Students would sell to the community

Date(s): November 20 – 30, 2023

Location: Online

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for gear, costumes, and snacks for student in the Terpsichorean program.

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**Fundraising Activities by School**

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School or Department: Teaneck High School

Activity: **Double Good Popcorn Sale**

Sponsoring Organization: Performing Arts Department

Name of Sponsors: Todd Murphy, Staff Member

Participants: Staff and students would sell to community

Date(s): February 5-9, 2024

Location: Teaneck community

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

Funds to sponsoring organization 100%

EXPLANATION: The funds would be used to supplement production cost of two main stage shows a year.

---

School or Department: Teaneck High School

Activity: **Variety Amateur Showcase Tickets**

Sponsoring Organization: Performing Arts Department

Name of Sponsors: Todd Murphy, Staff Member

Participants: Staff and students would sell to community

Date(s): January 18, 2024

Location: THS Student Center (7pm – 9pm) 1/18/24 (Tickets \$20; Student \$10)

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

Funds to sponsoring organization 100%

EXPLANATION: The funds would be used to supplement production cost of two main stage shows a year.

---

School or Department: Teaneck High School

Activity: **Bake Sale**

Sponsoring Organization: THS Book Club

Name of Sponsors: Beth Fleischer, Adrienne Williams, Staff Members

Participants: Book Club members would sell to students

Date(s): November 2023

Location: THS second floor, front corridor, at 2:50 pm

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

Funds to sponsoring organization 100%

EXPLANATION: The funds would be used for book supplies and refreshments for the Book Club meetings.

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**Fundraising Activities by School**

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School or Department: Benjamin Franklin Middle School

Activity: **Candy Gram/Carnation Sale for Valentine's Day**

Sponsoring Organization: Student Council

Name of Sponsors: Javalda Powell, Muniyiva Munguti, Staff Members

Participants: Student Council would sell to students and staff

Date(s): February 5 – February 14, 2024

Location: BFMS Cafeteria at lunchtime

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used to purchase items for the eighth grade dance and other activities.

---

School or Department: Benjamin Franklin Middle School

Activity: **Concession Stand for Basketball Games (and other school events)**

Sponsoring Organization: Student Council

Name of Sponsors: Javalda Powell, Muniyiva Munguti, Staff Members

Participants: Student Council would sell to students, staff and families at events

Date(s): November 27, 2023 – May 31, 2024

Location: BFMS during basketball games or before, after and during intermission

Estimated funds to be raised by this activity: \$150

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used to purchase items for the eighth grade dance and other activities.

---

School or Department: Benjamin Franklin Middle School

Activity: **Krispy Kreme Donuts Sale**

Sponsoring Organization: Student Council

Name of Sponsors: Javalda Powell, Muniyiva Munguti, Staff Members

Participants: Student Council would sell to students, staff

Date(s): November 20 – December 20, 2023

Location: Pre-sale orders; pickup at BFMS

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for Mother-Daughter Brunch & Empowerment Camp guest speakers, senior gifts, sashes and Girl Scout Patches. Activities, projects, trips, apparel, club bonding supplies and refreshments.

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**Fundraising Activities by School**

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School or Department: Benjamin Franklin Middle School

Activity: **Girl Scout Cookie Sale**

Sponsoring Organization: Girl Scouts (BF Stars)

Name of Sponsors: Javalda Powell, Latasha Holley-Garcia, Staff Member

Participants: Registered BF Girl Scouts would sell to students, staff, friends, family & community

Date(s): January 2 – May 31, 2024

Location: will vary

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for troop activities and refreshments for events. In addition, to offset the cost of necessary items, projects, activities and club trips during the year.

---

School or Department: Benjamin Franklin Middle School

Activity: **Bake Sale**

Sponsoring Organization: Power Boys

Name of Sponsors: Javalda Powell, Staff Member

Participants: Club Members would sell to students and faculty

Date(s): December 1, 2023 – May 31, 2024

Location: BFMS Lobby after school

Estimated funds to be raised by this activity: \$150

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for club activities and refreshments for events. In addition, to offset the cost of necessary items, projects, activities and club trips during the year.

---

School or Department: Benjamin Franklin Middle School

Activity: **Bake Sale**

Sponsoring Organization: Empower Book Club

Name of Sponsors: Javalda Powell, Staff Member

Participants: Club Members would sell to students and faculty

Date(s): December 1, 2023 – May 31, 2024

Location: BFMS Lobby after school

Estimated funds to be raised by this activity: \$150

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for club activities and refreshments for events. In addition, to offset the cost of necessary items, projects, activities and club trips during the year.

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<u>Placement</u>	<u>Tuition</u>	<u>Start Date</u>	<u>1:1 Aide</u>
Academy 360 - Upper School (Spectrum 360) - 2023-2024 SY and ESY	\$87,971.65	7/5/2023	\$37,925.00
Academy 360 - Upper School (Spectrum 360) - 2023-2024 SY and ESY	\$87,971.65	7/5/2023	\$37,925.00
Sage alliance - 2023-2024 SY	\$71,656.00	9/5/2023	
New Beginnings 2023-2024 SY	\$78,624.00	9/5/2023	\$50,960.00
New Beginnings 2023-2024 SY and ESY 2023	\$91,584.00	7/5/2023	\$59,360.00
The Greater Egg Harbor Regional High School	\$18,000.00	9/5/2023	
The Deron School of NJ	\$53,653.28	11/1/2023	\$31,950.00
Sub-totals	\$489,460.58		\$31,950.00
Grand Total	\$521,410.58		

<u>Placement</u>	<u>Discipline/Rate</u>	<u>NOT TO EXCEED</u>
OT For Kids, LLC	OT \$40 per hr	\$20,000.00
	OT \$150 per hr	
Learnwell	Home instruction	\$4,622.00
	Total	\$24,622.00

**TEANECK PUBLIC SCHOOLS  
TENTATIVE 2024-2025  
BUDGET DEVELOPMENT SCHEDULE**

<b>DATE OF INITIATION</b>	<b>DISTRICT ACTION</b>	<b>PERSON(S) RESPONSIBLE</b>	<b>COMPLETION DATE</b>
October 2023	CSI Active for 2023-2024 Budget Projections	Business Administrator	11/6/23
November 2023	Business Administrator communicates and reviews District Budget timelines and objectives with Principals, Supervisors, and Directors	Business Administrator	11/30/23
December 2023	Principals, Supervisors, Directors, Coordinators, and Assistant Superintendent prepare School and Department-Level Budgets	Principals, Supervisors, Directors, Coordinators, and Assistant Superintendent	12/6/23
December 2023	Administration reviews Budget Planning with Finance Committee	Superintendent, Business Administrator, Assistant Superintendent, and HR Director	12/13/23
January 2024	Review Instructional, Operational, and Capital Budget Requests	Superintendent, Business Administrator, Assistant Superintendent, and HR Director	1/17/24
January 2024	Budget Update to Finance Committee	Superintendent, Business Administrator, Assistant Superintendent, and HR Director	1/31/23
February 2024	State Budget Address	Governor	2/28/24
February 2024	Draft Budget to TBOE for review and feedback	Superintendent and Business Administrator	2/28/24
March 2024	Budget Presentation Development	Business Administrator	3/6/24
March 2024	Finance Committee Budget Review	Superintendent and Business Administrator	3/13/24
March 2024	TBOE Adoption of Tentative Budget	TBOE	3/20/24
March 2024	Filing of Tentative Budget with Executive County Superintendent for Approval	Business Administrator	3/27/24
April 2024	Budget Presentations to Community Groups	Superintendent and Business Administrator	4/10/24
April 2024	Advertise Notice of Budget Public Hearing	Business Administrator	4/17/24
April 2024	TBOE Budget Public Hearing and Adoption	TBOE	<b>4/24/24</b>
April 2024	Post <b>User-Friendly</b> Budget on District website	Business Administrator	4/25/24
May 2024	TBOE Tax Levy Certification to County Board of Taxation	Business Administrator	<b>5/22/24</b>



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<b>Prepared For</b>	<b>Estimate Date</b>	<b>Estimate Number</b>
Teaneck School District 1 Merrison Street Teaneck, NJ 07666	09/07/2023	0025130

Description	Rate	Qty	Line Total
GOO-EDP-0018 Google Workspace for Education Plus - Multi Year - Google Workspace for Education Plus - 3 Year Annual Pay - Less Than 10k Licenses (Student): Google Workspace for Education Plus ; <span><p>Contract: Educational Services Commission of New Jersey (ESCNJ/AEPA-22G)</p></span>  Licensed Domains: students.teaneckschools.org,teaneckschools.org License Term: 2023-09-15 - 2024-09-14	\$4.50	4400	\$19,800.00
GOO-EDP-0013 Google Workspace for Education Plus - Multi Year - Google Workspace for Education Plus - 3 Year (Staff): Google Workspace for Education Plus Licensed Domains: students.teaneckschools.org,teaneckschools.org License Term: 2023-09-15 - 2024-09-14	\$0.00	1100	\$0.00
Subtotal			19,800.00
Tax			0.00
Estimate Total (USD)			\$19,800.00

### Notes

Expecting a quote from Amplified IT? Amplified IT is now a part of CDW! We're moving all of the Amplified IT's products on to CDW's systems. This means quotes and invoices will come from CDW and Purchase Orders need to be made out to CDW. Unfortunately we will no longer be able to accept Purchase Orders made out to Amplified IT for these products. If you have any questions ask your Account Manager or GCS rep.

Student Enrollment Verification Letters are required for all first time Education Standard and Education Plus orders. These letters confirm the number of students at your institution. This must align with the number of licenses you intend to buy, and must be returned with your PO before we complete your order.

Please note as required by Google you must purchase Google Workspace for Education and Google Voice from the same Reseller. All quotes are subject to Google confirmation of staff or student population size.

**Terms**

About Us <https://www.cdwg.com/content/cdwg/en/about/overview.html>

Privacy Policy <https://www.cdwg.com/content/cdwg/en/terms-conditions/privacy-notice.html>

Terms and Conditions <https://www.cdwg.com/content/cdwg/en/terms-conditions.html>

Please send purchase orders to [cdwg@amplifiedit.com](mailto:cdwg@amplifiedit.com) or fax to 757-585-3550. If possible, please also include a copy of your organization's tax-exempt certificate with your purchase order. An exemption certificate is required to process Google Voice orders.

This email was sent by CDW Government LLC. All information and offers are subject to the CDW•G Terms and Conditions, and CDW•G policies.

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**Gaggle.Net, Inc.**  
5050 Quorum Drive, Suite 700  
Dallas, TX 75254  
800-288-7750  
www.gaggle.net

## CONTRACT FOR SERVICES

Contract Number: Q-114963

This contract by and between Gaggle.Net, Inc. (Gaggle) and Teaneck Public Schools - Teaneck NJ (Customer) for good and valuable consideration as set forth hereby agree and contract as follows:

### 1. Services Provided by Gaggle

Gaggle shall provide the Customer with services pursuant to the purchasing arrangement for the duration of the contract term unless the service changes. In the event of change of services, the terms of this agreement remain the same however pricing may vary. Gaggle will notify the Customer of any resulting changes in pricing prior to increase and service change.

### 2. Contract Term Service

Commencement Date: 7/1/2023  
Service End Date: 6/30/2024  
Contract End Date: 6/30/2024

### 3. Services and Payment

Full annual payment is due and payable upon receipt of invoice. Invoices outstanding for over 60 days are subject to a 1% late payment penalty. Customer is responsible for any and all taxes associated with services. If Customer wishes to begin installation before the contract term start date, Customer may be required to pay a pro-rated cost for early started services. Gaggle will notify the Customer of any charges prior to the early commencement of services.

This agreement provides for fixed pricing over the term of contract. The parties recognize that the number of accounts may vary over the term of the contract. No amendment to pricing shall take place unless the number of active accounts varies by more than 20% from the original contract numbers.

Pricing described in this contract may be reviewed and adjusted annually to reflect changes in the Producer Price Index published by the United States Bureau of Labor Statistics.

### 4. Incorporation by Reference

Upon the commencement of service; Gaggle's applicable Quote, Invoice, Terms of Service, Service Level Agreement, Privacy Policy, Student Data Privacy Notice, along with future engagements, additional products, and renewals of service; are hereby acknowledged and incorporated by reference.

We respectfully require a signed contract on file before the start of any services.

NOTE:

\_\_\_\_\_  
Authorized Representative of Gaggle

\_\_\_\_\_  
Authorized Representative for Teaneck  
Public Schools - Teaneck NJ

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## Gaggle Quote Number: Q-114963

DESCRIPTION	LINK	NOTES	QUANTITY	UNIT PRICE	DISCOUNT	NET UNIT PRICE	NET TOTAL
Gaggle Safety Management - Google - Student	<a href="#">Learn More</a>	Email and Drive	4,400	\$6.00	\$1.00	\$5.00	\$22,000.00
Gaggle Safety Management - Google Hangouts - Student	<a href="#">Learn More</a>		4,400	\$3.00	\$0.20	\$2.80	\$12,320.00
<b>TOTAL:</b>							<b>\$34,320.00</b>

DEVICE	LOCATION	COMPANY	MODEL #	S/N	ISSUE	ASSET TAG	NOTES
IPAD	THS	APPLE	MW752LL/A	F6MCC2SRMF3N	Broken Screen		
DESKTOP	THS	DELL	OptiPlex 7020	BL6SR52	EOL		
DESKTOP	THS	DELL	Optiplex 780	3WB5VR1	EOL		
DESKTOP	THS	DELL	Optiplex 760	HHFFKK1	EOL		
DESKTOP	THS	DELL	Optiplex 720	91QYS52	EOL		
DESKTOP	THS	DELL	Optiplex 720	91NZS52	EOL		
LAPTOP	THS	DELL	Latitude E6430	2R6CZW1	EOL		
LAPTOP	THS	DELL	Latitude E5440	462LF12	EOL		
NAS	THS	NETGEAR	ReadyNAS 2100	2A6109RW001AC	EOL		
NVR	THS	HIKVISION	DS-7716NI-I4/16P	d24149544	EOL		
DESKTOP	THS	DELL	OPTIPLEX 3060	232GPY2	EOL		
DESKTOP	THS	DELL	OPTIPLEX 7020	1VN4V62	EOL		
LAPTOP	THS	DELL	LATITUDE E5440	BL2LF12	EOL		
DESKTOP	THS	DELL	OPTIPLEX 780	3W80VR1	EOL		
IPAD	THS	APPLE	A1395	DYTL28E2DFHW	EOL		
IPAD	THS	APPLE	A1474	DMPPHJAEFK10	BROKEN		
IPAD	THS	APPLE	A2602	TDGQKVXKN7	BROKEN		
SERVER	THS	HP	PROLIANT DL360E GEN 8	mxq41907n6	EOL		
SWITCH	THS	CISCO	MS350-48FP	q2zp-z8zp-hkuk	EOL		
SWITCH	THS	CISCO	MS350-48FP	q2zp-ywec-z7b7	EOL		
SWITCH	THS	CISCO	MS350-48FP	q2zp-l7b7-a4z8	EOL		
SWITCH	THS	CISCO	MS350-48FP	q2zp-mxuf-rwdv	EOL		
SWITCH	THS	CISCO	MS350-24FP	q2wp-as3y-cjq9	EOL		
SWITCH	THS	CISCO	MS350-24FP	q2wp-ncwe-uwa9	EOL		
DESKTOP	THS	DELL	OPTIPLEX 7020	911TS52	EOL		
DESKTOP	THS	DELL	OPTIPLEX 7020	90MYS52	EOL		
DESKTOP	THS	DELL	OPTIPLEX 7020	91JQS52	EOL		
Security Camera	THS	IPX camera		TD8716740032	EOL		
Security Camera	THS	IPX camera		C6716840118	EOL		
Security Camera	THS	IPX camera		TDC716740002	EOL		
Security Camera	THS	IPX camera		TD8716740034	EOL		
Security Camera	THS	IPX camera		TD8716740036	EOL		
Security Camera	THS	IPX camera		TD8716740031	EOL		
Security Camera	THS	IPX camera		TD8716740035	EOL		
Security Camera	THS	IPX camera		TD3716840055	EOL		
Security Camera	THS	IPX camera		TDC716740027	EOL		
Security Camera	THS	IPX camera		TD8716740089	EOL		
Security Camera	THS	IPX camera		TD8716740033	EOL		
Security Camera	THS	Axis camera	0240-001-02	00408C8C76FA	EOL		
Security Camera	THS	Axis camera	0240-001-02	00408C8C156B	EOL		
Security Camera	THS	Axis camera	0240-001-02	00408C8C1917	EOL		
Security Camera	THS	Axis camera	0240-001-02	00408C8C76F6	EOL		
Security Camera	THS	Toshiba camera		0002D12E4C82	EOL		
Security Camera	THS	Toshiba camera		0002D12E4C45	EOL		
Security Camera	THS	Toshiba camera		0002D12E4C4C	EOL		
Security Camera	THS	Toshiba camera		0002D12A0D08	EOL		
Security Camera	THS	Toshiba camera		0002D12E4C83	EOL		
Security Camera	THS	Toshiba camera		0002D12E4C80	EOL		
Security Camera	THS	Toshiba camera		0002D12E4C84	EOL		
Security Camera	THS	Toshiba camera		0002D12E4C87	EOL		
Security Camera	THS	Toshiba camera		0002D12A0D07	EOL		
Security Camera	THS	Toshiba camera		0002D12E4C7F	EOL		
Security Camera	THS	Toshiba camera		0002D12E4C85	EOL		
Security Camera	THS	Toshiba camera		0002D12E4C88	EOL		
Security Camera	THS	vivotek camera		0002D104F0DF	EOL		
Security Camera	THS	vivotek camera		0002D104F0F1	EOL		
Security Camera	THS	vivotek camera		0002D104F086	EOL		
Security Camera	THS	vivotek camera		0002D16078CB	EOL		
Security Camera	THS	vivotek camera		0002D15FD03D	EOL		
Security Camera	THS	vivotek camera		0002D152FE32	EOL		
Security Camera	THS	vivotek camera		0002D104F108	EOL		
Security Camera	THS	vivotek camera		0002D104F109	EOL		
Security Camera	THS	vivotek camera		0002D104F0E7	EOL		
Security Camera	THS	vivotek camera		0002D104F0FF	EOL		
Security Camera	THS	vivotek camera		0002D1048414	EOL		
Security Camera	THS	vivotek camera		0002D15FD074	EOL		
Security Camera	THS	vivotek camera		0002D104F085	EOL		
Security Camera	THS	vivotek camera		0002D104F0DE	EOL		
Security Camera	THS	vivotek camera		0002D104F0FD	EOL		
Security Camera	THS	vivotek camera		0002D104F0E1	EOL		
Security Camera	THS	vivotek camera		0002D152FE31	EOL		
Security Camera	THS	vivotek camera		0002D104F0F6	EOL		
Security Camera	THS	vivotek camera		0002D104F0E9	EOL		
Security Camera	THS	vivotek camera		0002D104F0E8	EOL		
Security Camera	THS	vivotek camera		0002D104F0F7	EOL		
Security Camera	THS	vivotek camera		0002D104F0FC	EOL		
Security Camera	THS	vivotek camera		0002D152FE2F	EOL		
Security Camera	THS	vivotek camera		0002D13948FD	EOL		
Security Camera	THS	vivotek camera		0002D104F105	EOL		
Security Camera	THS	vivotek camera		0002D104F0F2	EOL		
Security Camera	THS	vivotek camera		0002D104F06C	EOL		
Security Camera	THS	vivotek camera		0002D152FE34	EOL		
Security Camera	THS	vivotek camera		0002D152FE33	EOL		
Security Camera	THS	vivotek camera		0002D104F0EA	EOL		
Security Camera	THS	vivotek camera		0002D104F0FA	EOL		
Security Camera	THS	vivotek camera		0002D15FD03C	EOL		

DEVICE	LOCATION	COMPANY	MODEL #	S/N	ISSUE	ASSET TAG	NOTES
Security Camera	THS	vivotek camera		0002D104F0F9	EOL		
Security Camera	THS	vivotek camera		0002D1054AB0	EOL		
Security Camera	THS	vivotek camera		0002D1048415	EOL		
Security Camera	THS	vivotek camera		0002D104F06B	EOL		
Security Camera	THS	vivotek camera		0002D104F0F4	EOL		
Security Camera	THS	vivotek camera		0002D104F040	EOL		
Security Camera	THS	vivotek camera		0002D104F03D	EOL		
Security Camera	THS	vivotek camera		0002D13A6BAE	EOL		
Security Camera	THS	vivotek camera		0002D104F03F	EOL		
Security Camera	THS	vivotek camera		0002D104F03E	EOL		
Security Camera	THS	vivotek camera		0002D104F0F5	EOL		
Security Camera	THS	vivotek camera		0002D104F083	EOL		
Security Camera	THS	vivotek camera		0002D152FE35	EOL		
Security Camera	THS	vivotek camera		0002D104F106	EOL		
Security Camera	THS	vivotek camera		0002D104F0F3	EOL		
Security Camera	THS	vivotek camera		0002D104F0E0	EOL		
Security Camera	THS	vivotek camera		0002D152FE30	EOL		
DESKTOP	THS	DELL	OPTIPLEX 780	3WB5VR1	EOL		
DESKTOP	THS	DELL	OPTIPLEX 7020	912XS52	EOL		
CHROMEBOOK	THS	ASUS C300S	7265NGW	g5n0cx041164186	EOL		
LAPTOP	THS	DELL	LATITUDE E5400	H9C5LK1	EOL		
LAPTOP	THS	DELL	LATITUDE E5400	4R9J0L1	EOL		
LAPTOP	THS	DELL	LATITUDE E5400	5R9J0L1	EOL		
CHROMEBOOK	THS	ASUS C300S	7265NGW	g5n0cx041164186	EOL		
LAPTOP	THS	DELL	LATITUDE E5400	3KK8LK1	EOL		
CHROMEBOOK	THS	ASUS C300S	7265NGW	g5n0cx04079418d	EOL		
CHROMEBOOK	THS	ASUS C300S	7265NGW	g5n0cx040814186	EOL		
CHROMEBOOK	THS	ASUS C300S	7265NGW	g5n0cx04099518a	EOL		
LAPTOP	THS	DELL	LATITUDE E5400	89C5LK1	EOL		
LAPTOP	THS	DELL	LATITUDE E5400	8r9j0l1	EOL		
CHROMEBOOK	THS	ASUS C300S	7265NGW	g5n0cx04080018g	EOL		
CHROMEBOOK	THS	ASUS C300S	7265NGW	g5n0cx040983186	EOL		
CHROMEBOOK	THS	ASUS C300S	7265NGW	f7n0cx07064928f	EOL		
CHROMEBOOK	THS	ASUS C300S	7265NGW	g5n0cx04028518h	EOL		
CHROMEBOOK	THS	ASUS C300S	7265NGW	g5n0cx040863188	EOL		
CHROMEBOOK	THS	ASUS C300S	7265NGW	g5n0cx040991187	EOL		
CHROMEBOOK	THS	ASUS C300S	7265NGW	g5n0cx04042018a	EOL		
CHROMEBOOK	THS	ASUS C300S	7265NGW	g5n0cx04026818e	EOL		
DESKTOP	THS	DELL	OPTIPLEX 3090	3SQ1QW1	EOL		
DESKTOP	THS	DELL	OPTIPLEX 755	2G0WHH1	EOL		
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z21SFJWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z217JJWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z21SCJWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z21SQJWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z216XJWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z21XGJWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z21SAJWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z21SHJWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z21SKJWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z21SEJWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z21S9JWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z21SBJWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z21SLJWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z21S8JWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z20W5JWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z21SRJWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z21SPJWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z21S6JWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z21SMJWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z21S7JWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z217MJWF2	EOL		Water Damage
DESKTOP	THS	APPLE	iMac (Retina 4K, 21.5-inch, 2019)	C02Z216TJWF2	EOL		Water Damage
ID SCANNER	THS	DATACARD	CP160 PLUS	N/A	EOL		
DESKTOP	THS	DELL	OPTIPLEX 3010	7QMTX1	EOL		
PRINTER	THS	DELL	B2360DN	h3bzss1	EOL		
PRINTER	THS	DELL	2350DN	9lwgg1	EOL		
PRINTER	THS	DELL	2350DN	88zdg1	EOL		
PRINTER	THS	HP	LASERJET P4015N	cndy261425	EOL		
DESKTOP	THS	DELL	OPTIPLEX 7020	7FWQS52	EOL		
Monitor	THS	Dell	E1911C	cn0n01vp6418021915bb	EOL		
Monitor	THS	Dell		CN0D549H744438BAA646	EOL		
Monitor	THS	Dell	E1914HC	CN04FF0476418055K7ADB	EOL		
Monitor	THS	Dell	E1914HC	CN04FF476418055K417B	EOL		
Monitor	THS	Dell	E1914HC	CN04FF476418055K4J5B	EOL		
Monitor	THS	Dell	E1914HC	CN04FF476418055K4V4B	EOL		
Monitor	THS	Dell	E1914HC	CN04FF476418055K4VRB	EOL		
Monitor	THS	Dell	E1914HC	CN04FF476418055K4V8B	EOL		
Monitor	THS	Dell	E1914HC	CN04FF476418055K7AMB	EOL		
Monitor	THS	Dell	E1914HC	CN04FF476418055R41UB	EOL		
Monitor	THS	Dell	E1914HC	CN0R16JC7287235FCG3M	EOL		
Monitor	THS	Dell	E1914HC	CN04FF476418055K50JB	EOL		
Monitor	THS	Dell	E1914HC	CN04FF476418055R41TB	EOL		
Monitor	THS	Dell	E1914HC	CN04FF476418055K7A5B	EOL		
Monitor	THS	Dell	E1914HC	CN04FF476418055K4VCB	EOL		
Monitor	THS	Dell	E1914HC	CN04FF476418055K7A3B	EOL		
Monitor	THS	Dell	E1914HC	CN04FF476418055K4VAB	EOL		

DEVICE	LOCATION	COMPANY	MODEL #	S/N	ISSUE	ASSET TAG	NOTES
Monitor	THS	Dell	E1914HC	CN06JX4Y641802BD20YL	EOL		
Monitor	THS	Dell	E1914HC	CN0TJKG17426117Q0EUU	EOL		
Monitor	THS	Dell	E1914HC	CN04FF476418055K7A8B	EOL		
Monitor	THS	Dell	E1914HC	CN04FF476418055R410B	EOL		
Monitor	THS	Dell	E1914HC	CN0C2JMK7444597K821L4	EOL		
Monitor	THS	Dell	E1914HC	CN06JX4Y641803C9330L	EOL		
MONITOR	THS	DELL	E1911C	cn0n01vp6418021915jb	EOL		
MONITOR	THS	DELL	1707FPV7	N/A	EOL		
MONITOR	THS	DELL	1908WFP1	CN0GPP0047287283S0VVS	EOL		
MONITOR	THS	DELL	p170sb	CN0TJKG17426117Q1DDU	EOL		
MONITOR	THS	DELL	1707FPT	cn0cc2807161871ebc78	EOL		
SWITCH	THS	CISCO	MS350-24P	q2wp-6npd-ukkb	EOL		
SWITCH	THS	CISCO	MS350-24P	q2wp-4v7k-wjyg	EOL		
SWITCH	THS	CISCO	MS350-24P	q2wp-6w5g-ruzg	EOL		
UPS	THS	EATON	SP1500RT	g102g26001	DAMAGED		
ACCESS POINT	THS	CISCO	MERAKI MR42	q2kd-up9g-y5yk	DAMAGED		
DESKTOP	THS	DELL	OPTIPLEX 7020	913WS52	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09l92zlmxb7724006	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09llaflrmxb7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09llkwnlrmb7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09ll05lrmxb7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09llc6lrmxb7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09llazlrmxb7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09ll9dlrmxb7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr0b71mxlrmxb8613003	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr0b7w4alrmxb8619001	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr0b7vllrmxb8619001	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09dm7mlrmxb762400l	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr0b7v1lrmxb8619001	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09dlbzlrmxb762400l	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09dlaelrmxb762400l	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09pnfmlrmxb780300a	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09dl8wlrmxb762400l	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr0b6xm7lrmxb8612002	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09lksglrmxb7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr0b6yaulrmxb8612002	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09dlm5lrmxb762400l	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr0b70salrmxb8613003	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr0b71n8lrmxb8613003	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09dlalrmxb762400l	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr0b7v32lrmxb8619001	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09dm3klrmxb762400l	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr061mb3lrmxb670900b	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09pnewlrmxb780300a	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09llc4lrmxb7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09l8yxlrmxb7724006	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09llaflrmxb7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09lld9lrmxb7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09llblrmxb7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09llaflrmxb7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09ll9klrmxb7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09ll9lrmxb7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr09dmrplrmxb762400l	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr0b6y4plrmxb8612002	EOL		
CHROMEBOOK	THS	LENOVO	N42	lr0b7v15lrmxb8619001	EOL		
CHROMEBOOK	THS	LENOVO	N42	LR09DLM1LRNXB762400L	EOL		
CHROMEBOOK	THS	LENOVO	N42	LR0B7W3ULRNXB8619001	EOL		
CHROMEBOOK	THS	LENOVO	N42	LR061L5MLRNXB670900B	EOL		
CHROMEBOOK	THS	LENOVO	N42	LR0B7VU2LRNXB8619001	EOL		
CHROMEBOOK	THS	LENOVO	N42	LR09DLGQLRNXB762400L	EOL		
CHROMEBOOK	THS	LENOVO	N42	LR09DKR3LRNXB762400L	EOL		
CHROMEBOOK	THS	LENOVO	N42	LR0B7V3HLRNXB8619001	EOL		
CHROMEBOOK	THS	LENOVO	N42	LR09D0TDLRNXB7623017	EOL		
CHROMEBOOK	THS	LENOVO	N42	LR09LKV8LRNXB7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	LR09LLB5LRNXB7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	LR09LLB8LRNXB7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	LR09LLAELRNXB7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	LR09LLBZLRNXB7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	LR09LLBHLRNXB7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	LR09LLCRLRNXB7725007	EOL		
CHROMEBOOK	THS	LENOVO	N42	LR0B71FLLRNXB8613003	EOL		
CHROMEBOOK	THS	LENOVO	100E	p203dalsp29yb8a06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	p203dehwp29yb8a06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	p203dvlwp29yb8a06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	p203daeqp29yb8a06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	p203dg70p29yb8a06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	p203e89lp29yb8a06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	p203d7k8p29yb8a06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	p203e8fcp29yb8a06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	p203e17fp29yb8a06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	p203dgbkp29yb8a06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	p203dgvcp29yb8a06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	p203d9txp29yb8a06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	P203DTP7P29YB8A06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	P203D6P7P29YB8A06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	P203DAM7P29YB8A06001	EOL		

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CHROMEBOOK	THS	LENOVO	100E	P203D6U5P29YB8A06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	P203E14EP29YB8A06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	p203e1b4p29yb8a06001	eol		
CHROMEBOOK	THS	LENOVO	100E	p203dedsp29yb8a06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	P203DEAVP29YB8A06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	P203D6JSP29YB8A06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	p203dklvp29yb8a06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	p203dkz2p29yb8a06001	EOL		
CHROMEBOOK	THS	LENOVO	100E	p203e105p29yb8a06001	EOL		
Desktop	TJ	DELL	Optiplex 3010	F5TZ8Y1	EOL		
Desktop	TJ	DELL	Optiplex 3010	F60Z8Y1	EOL		
Desktop	TJ	DELL	Optiplex 390	BCVH5V1	EOL		
Desktop	TJ	DELL	Optiplex 3010	F5ZY8Y1	EOL		
Desktop	TJ	DELL	Optiplex 3010	F60Y8Y1	EOL		
Desktop	TJ	DELL	Optiplex 3010	F5ZZ8Y1	EOL		
Desktop	TJ	DELL	Optiplex 3010	F5VZ8Y1	EOL		
Desktop	TJ	DELL	Optiplex 3010	F5ZX8Y1	EOL		
Printer	TJ	DELL	Dell 235dn	HGVGGN1	EOL		
Desktop	TJ	DELL	Optiplex 3010	F5TZ8Y1	EOL		
Desktop	TJ	DELL	Optiplex 3010	F63Z8Y1	EOL		
Projector	TJ	Texas Instruments	TX551	FPC4250ABBAAD0838	EOL		
Projector	TJ	Texas Instruments	TX551	FPC4237ABBAAC1064	EOL		
Monitor	TJ	DELL	E1912Hc	cn04ff476418055r413b	EOL		
Monitor	TJ	DELL	E1912Hc	cn04ff476418055k4w3b	EOL		
Monitor	TJ	DELL	E1912Hc	cn04ff476418055r40sb	EOL		
Monitor	TJ	DELL	E1912Hc	CN0PY7DC6418036307DB	EOL		
Monitor	TJ	DELL	E1912Hc	CN04FF476418055K4HQB	EOL		
Monitor	TJ	DELL	E1912Hc	CN04FF476418055K4W5B	EOL		
Monitor	TJ	DELL	E1912Hc	CN04FF476418055K4K4B	EOL		
Monitor	TJ	DELL	E1912Hc	CN04FF476418055K4HPB	EOL		
Monitor	TJ	DELL	E1912Hc	CN04FF476418055R40TB	EOL		
Monitor	TJ	DELL	E1912Hc	CN04FF476418055K4J0B	EOL		
Monitor	TJ	DELL	E1912Hc	CN04FF476418055R40DB	EOL		
Monitor	TJ	DELL	E1912Hc	CN04FF476418055K4VBB	EOL		
Monitor	TJ	DELL	E1912Hc	CN04FF476418055K79CB	EOL		
Monitor	TJ	DELL	E1912Hc	CN04FF476418055K4HJB	EOL		
Monitor	TJ	DELL	E1912Hc	CN04FF476418055K4JGB	EOL		
Monitor	TJ	DELL	E1912Hc	CN0PY7DC6418036304SB	EOL		
Monitor	TJ	DELL	E1912Hc	CN04FF476418055R412B	EOL		
Monitor	TJ	DELL	E1912Hc	CN04FF476418055R40UB	EOL		
Monitor	TJ	DELL	E1912Hc	CN04FF476418055K765B	EOL		
Monitor	TJ	DELL	E1912Hc	CN04FF476418055K6VPB	EOL		
Monitor	TJ	DELL	E1911C	cn0n01vp6418021915wb	EOL		
Desktop	TJ	DELL	Optiplex 390	J348KS1	EOL		
Monitor	TJ	DELL	U2410f	MX-OC592M-72875-2C5-8FGL	EOL		
Desktop	TJ	DELL	Optiplex 760	7GW2NK1	EOL		
Desktop	TJ	DELL	Optiplex 760	D6X2NK1	EOL		
Projector	TJ	DELL	1510x	GL9XF22	EOL		
Monitor	TJ	DELL	E1914Hc	CN04FF476418055K4HVB	EOL		
Monitor	TJ	DELL	E1914Hc	CN04FF476418055K4JUB	EOL		
Monitor	TJ	DELL	E1911C	CN0N01VP64180219171B	EOL		
Desktop	TJ	DELL	Optiplex390		EOL		
Monitor	TJ	DELL	1908FPb	CN0DY840466337752K4U	EOL		
Monitor	TJ	DELL	1908FPb	CN0C182J7444596CCRNS	EOL		
Printer	TJ	DELL	B230dn	3nrmss1	EOL		
Printer	TJ	DELL	2330dn	6BKQSG1	EOL		
Mac	TJ	Apple	M6497	DVE9334203	EOL		
Mac	TJ	Apple	a1010	4H449N40PLX	EOL		
Mac	TJ	Apple	M6497	DVE334220	EOL		
Mac	TJ	Apple	A1010	4h449ncxplx	EOL		
Mac	TJ	Apple	M6497	DVA6334226	EOL		
Mac	TJ	Apple	A1010	4H449N9EPLX	EOL		
Mac	TJ	Apple	M6497		EOL		
Chromebook	TJ	Lenovo	100e	P203D6W7	EOL		
Chromebook	TJ	Lenovo	100e	P203DBQV	EOL		
Chromebook	TJ	Lenovo	100e	p203e8j4	EOL		
Chromebook	TJ	Lenovo	100e	p203d68w	EOL		
Chromebook	TJ	Lenovo	n42	LR09DL9BLRNXB762400L	EOL		
Chromebook	TJ	Lenovo	n42	p203dtw2	EOL		
Chromebook	TJ	Lenovo	n42	p203d6b3	EOL		
Chromebook	TJ	Lenovo	n42	p203eg0j	EOL		
Chromebook	TJ	Lenovo	n42	p203dgg7	EOL		
Chromebook	TJ	Lenovo	n42	p203dejb	EOL		
Chromebook	TJ	Lenovo	n42	p203dny1	EOL		
Chromebook	TJ	Lenovo	n42	p203dp9r	EOL		
Chromebook	TJ	Lenovo	n42	p203d70L	EOL		
Chromebook	TJ	Lenovo	100e	p203dlkh	EOL		
Laptop	TJ	DELL	latitude e5430	7p8chv1	EOL		
Laptop	TJ	DELL	latitude e5430	hdnsvy1	EOL		
Chromebook	TJ	Lenovo	N42	LR0B7VKA	EOL		
Chromebook	TJ	Lenovo	N42	LR09DL9C	EOL		
Laptop	TJ	DELL	latitude e5430	7S6CZW1	EOL		
Laptop	TJ	DELL	latitude e5430	C1RRVY1	EOL		
Laptop	TJ	DELL	latitude e5430	2NGSVY1	EOL		
Laptop	TJ	DELL	Latitude e5400	bfyh111	EOL		
Laptop	TJ	DELL	Latitude e6430	jr6czw1	EOL		

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Chromebook	TJ	Lenovo	100e	p203d6kh	EOL		
Chromebook	TJ	Lenovo	100e	p203dekk	EOL		
Chromebook	TJ	Lenovo	100e	p203d71w	EOL		
Chromebook	TJ	Lenovo	100e	p203dfwn	EOL		
Chromebook	TJ	Lenovo	100e	p203duqc	EOL		
Chromebook	TJ	Lenovo	100e	p203dtnb	EOL		
Chromebook	TJ	Lenovo	100e	p203d603	EOL		
Chromebook	TJ	Lenovo	100e	p203dtwx	EOL		
Chromebook	TJ	Lenovo	100e	p203dea9	EOL		
Chromebook	TJ	Lenovo	100e	p203dq5l	EOL		
Laptop	TJ	DELL	latitude e5430	9n8chv1	EOL		
Laptop	TJ	DELL	latitude e5430	dtksvy1	EOL		
Laptop	TJ	DELL	Latitude e5400	2KK8LK1	EOL		
Chromebook	BF	Lenovo	100e	P203DGLU	Damaged display	10278	
Chromebook	BF	Lenovo	100e	P203DKY8	Broken display	5540	
Chromebook	BF	Lenovo	100e	P203E0YF	Damaged display	T0745	
Chromebook	BF	Lenovo	100e	P203DVQC	Damaged display	05129	
Chromebook	BF	Lenovo	100e	P203DALW	Broken display	10485	
Chromebook	BF	Lenovo	100e	P203DU0L	Damaged display	05006	
Chromebook	BF	Lenovo	100e	P203DV4E	Damaged display	05016	
Chromebook	BF	Lenovo	100e	P203DPT3	Broken display	T1961	
Chromebook	BF	Lenovo	100e	P203DKZ3	Broken display	10366	
Chromebook	BF	Lenovo	100e	P203DLHW	Damaged display	09957	
Chromebook	BF	Lenovo	100e	P203LDQ64	Broken display	04950	
Chromebook	BF	Lenovo	100e	P203DV1J	Broken display	05357	
Printer	BF	Dell	2350dn	2P0FGN1	Fading text	T1172/838	Atlantic Equipment ID# PH 21961
Chromebook	BF	Lenovo	100e	P203E8HD	no power	04927	
Chromebook	BF	Lenovo	100e	P203DES7	Broken display	T0753	
Chromebook	BF	Lenovo	100e	P203DVGU	Damaged display	04878	
Chromebook	BF	Lenovo	N42-20	LR09DLAY	EOL		
Chromebook	BF	Lenovo	100e	P203DTZ3	Wifi issue	T1765	
Chromebook	BF	Lenovo	N42-20	LR09DKU5	EOL		
Chromebook	BF	Lenovo	100e	P203DQGV	keyboard not working	T0945	
Chromebook	BF	Dell		281DB52	EOL		
Chromebook	BF	Lenovo	100e	P203DQE6	Damaged display hinge	05445	
Chromebook	BF	Lenovo	100e	P203DP8C	Damaged display hinge	04961	
Chromebook	BF	Lenovo	100e	P203DQ3V	Damaged display	05376	
Chromebook	BF	Lenovo	100e	P203D73A	Damaged display		
Chromebook	BF	Lenovo	100e	P203DTZK	Damaged display hinge	09997	
Chromebook	BF	Lenovo	100e	P203DEG1	Damaged keyboard	T0891	
Chromebook	BF	Lenovo	100e	P203E184	Damaged display hinge	T0736	
Chromebook	BF	Lenovo	100e	P203DQ9G	Damaged display	04980	
Chromebook	BF	Lenovo	100e	P203DU5Q	Damaged display		
Chromebook	BF	Lenovo	100e	P203DQCK	Damaged display hinge	05353	
Chromebook	BF	Lenovo	100e	P203DU0L	Device wont turn on	05006	
Chromebook	BF	Lenovo	100e	P203DQE4	Damaged display hinge	05023	
Chromebook	BF	Lenovo	100e	P203DU0N	Device wont turn on	10290	
Chromebook	BF	Lenovo	100e	P203DVDN	Device wont turn on	05104	
Chromebook	BF	Lenovo	100e	P203DFGT	Damaged display Hinge	04745	
Chromebook	BF	Lenovo	100e	P203DVJ6	Damaged display Hinge	04942	
Chromebook	BF	Lenovo	100e	P203DQAL	wont charge	05112	
Chromebook	BF	Lenovo	100e	P203D9ES	wont charge	05864	
Chromebook	BF	Lenovo	100e	P203DL05	Damaged display Hinge	05810	
Chromebook	BF	Lenovo	100e	P203DTVA	Damaged keyboard	T0907	
Chromebook	BF	Lenovo	100e	P203DQAJ	Damaged keyboard	05377	
Chromebook	BF	Lenovo	N42-20	LR0B7VH6	EOL	09754	
Chromebook	BF	Lenovo	N42-20	LR061L4J	EOL		
Chromebook	BF	Lenovo	100e	P203DUW5	Damaged display Hinge	05017	
Chromebook	BF	Lenovo	100e	P203DFGM	Damaged keyboard	05699	
Chromebook	BF	Lenovo	100e	P203DQ5S	Damaged display Hinge	04947	
Keyboards	BF	Dell			Used keybaord		All keyboards are in a box
Chromebook	BF	Lenovo	100e	P203DAYW	keyboard not working	05614	
Desktop	WE	Dell	Vostro	2RJZNV1	EOL		
Desktop	WE	Dell	OptiPlex 3010	D45V6Y1	EOL	527	
Desktop	WE	Dell	OptiPlex 3010	3C8FDX1	EOL		
Desktop	WE	Dell	OptiPlex 3010	D42V6Y1	EOL	480	
Desktop	WE	Dell	OptiPlex 3010	D43T6Y1	EOL	521	
Desktop	WE	Dell	OptiPlex 3010	D46W6Y1	EOL	510	
Desktop	WE	Dell	OptiPlex 3010	D40W6Y1	EOL	629	
Printer	WE	Dell	2350dn	9X0KGN1	EOL	630	Atlantic Equipment ID# PH21997
Desktop	WE	Dell	OptiPlex 3010	D44W6Y1	EOL	639	
Desktop	WE	Dell	OptiPlex 3010	D44X6Y1	EOL	534	
Desktop	WE	Dell	OptiPlex 3010	D47T6Y1	EOL	532	
Laptop	WE	Dell	Latitude E5430	25GSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	FGLSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	3DHSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	BR2SVY1	EOL		
Laptop	WE	Dell	Latitude E5430	6WLSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	BKCSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	BDHSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	1PLSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	61RRVY1	EOL		
Laptop	WE	Dell	Latitude E5430	D2NSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	HVHSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	CFZRVY1	EOL		
Laptop	WE	Dell	Latitude E5430	1GHSVY1	EOL		



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Laptop	WE	Dell	Latitude E5430	9GMSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	F2MSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	B6JSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	JVJSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	2G0SVY1	EOL		
Laptop	WE	Dell	Latitude E5430	BMHSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	5FJSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	DSL SVY1	EOL		
Laptop	WE	Dell	Latitude E5430	DSGSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	20LSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	1K3SVY1	EOL		
Laptop	WE	Dell	Latitude E5430	9WMSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	6LHSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	CSJSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	5SGSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	G0LSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	C0NSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	5FLSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	9HNSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	98NSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	8X8MKX1	EOL		
Laptop	WE	Dell	Latitude E5430	CGPSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	91JSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	J91SVY1	EOL		
Laptop	WE	Dell	Latitude E5430	5Q2SVY1	EOL		
Laptop	WE	Dell	Latitude E5430	3VLSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	60HSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	H6LSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	35BSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	8WYRVY1	EOL		
Laptop	WE	Dell	Latitude E5430	F6HSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	1FKSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	CFKSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	7NHSVY1	EOL		
Laptop	WE	Dell	Latitude E5430	70RRVY1	EOL		
Desktop	WE	Dell	optiPlex 3010	D40X6Y1	EOL	503	
Chromebook	WE	Lenovo	100e	P203D6KF	Broken Display hinge	10400	
Chromebook	WE	Lenovo	N42-20	LR0B7QDR	EOL	09500	
Chromebook	WE	Lenovo	N42-20	LR061L4D	EOL		
Chromebook	WE	Lenovo	N42-20	LR0B7UWN	EOL	09514	
Wireless AP	WE	Meraki	MR 42	Q2KD-2763-LFXB	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-2X3V-YA8T	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-3E8F-WAHN	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-3SDX-7CNS	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-4PLM-XNPT	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-5VJ9-E3RZ	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-5YAQ-S8U6	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-68C2-2U5J	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-6RGX-G58K	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-84V2-2EDP	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-99LF-K6WP	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-9LTE-UTXQ	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-ABDK-LAUJ	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-AGNL-U77D	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-B8UM-2BJS	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-BVBU-54QW	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-BY6B-SGC4	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-CCMX-T4CT	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-CZGP-G5QY	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-D3J8-U3BN	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-DFVG-Q6X4	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-DTJP-6366	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-DV2A-7XE8	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-F68T-DVPF	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-FQPB-QFHC	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-GRLM-CZ8S	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-HAGW-6LQM	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-J9HS-82SB	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-JE6M-L3YT	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-K5JZ-6L9W	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-LB5G-W7D6	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-MC3C-QMYA	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-MZ79-ARU3	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-N43X-9LZR	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-RHH2-KRMD	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-RL6G-2HKR	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-STXC-PVAM	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-T9W4-NF75	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-TH8K-X8D6	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-TLWU-6MDR	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-VXB6-QXCQ	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-VZDH-YCGE	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-WAU4-67JN	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-WSGY-ZX7Z	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-WVNU-QYGE	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-XJ35-7EHL	EOL		



DEVICE	LOCATION	COMPANY	MODEL #	S/N	ISSUE	ASSET TAG	NOTES
Wireless AP	WE	Meraki	MR 42	Q2KD-Y6DL-XF69	EOL		
Wireless AP	WE	Meraki	MR 42	Q2KD-ZUWL-5P8T	EOL		
Printer	WE	Dell	2330dn	3TT8SG1	EOL	T0241	
Printer	WE	Dell	2330dn	8ST8SG1	EOL	T0238	
Printer	WE	Dell	2330dn	56V8SG1	eol	T0244	
Printer	WE	Dell	B2360DN	JDXRSS1	eol	486	
Printer	WE	Dell	2350dn	9X0KGN1	eol	630	
Printer	WE	Dell	2330dn	F5V8SG1	eol	T0242	
Printer	WE	Dell	2330dn	4TT8SG1	eol	598	
Desktop	WE	Dell	optiPlex 3010	D42W6Y1	eol	548	
Chromebook	WE	Lenovo	N42-20	LR09DL6S	eol		
Chromebook	WE	Asus	C300M	f7n0cx009911279	eol		
Chromebook	WE	Asus	C300M	f7n0cx073371286	eol		
Chromebook	WE	Asus	C300M	f7n0cx05703828e	eol		
Chromebook	WE	Lenovo	N42-20	LR09DM3C	eol		
Chromebook	WE	Lenovo	N42-20	LR0B71LA	eol		
Chromebook	WE	Dell		11 6kqjb52	eol		
Chromebook	WE	Lenovo	N42-20	LR0B7QDT	eol	9535	
IPAD	WE	Apple	IPAD 2	DV6FR5RYDFHY	eol	t1144	
Chromebook	WE	Lenovo	100e	P203DPG2	Damaged keyboard	T0928	
Chromebook	WE	Lenovo	100e	P203DNWL	Damaged display	4791	
Chromebook	WE	Lenovo	100e	P203DAM4	Damaged display hinge	9932	
Chromebook	WE	Lenovo	100e	P203DF1C	Damaged display hinge	5572	
peripheral	WE	Mix	Used Keyboards/monior stands				
Desktop	WE	Dell	Optiplex 3010	D3ZV6Y1	EOL	514	
Monitor	WE	Dell	E1912Hc	CN0PY7DC641803640T2U	EOL		
Monitor	WE	Dell	E1912Hc	CN0PY7DC641803640TMU	EOL		
Monitor	WE	Dell	E1912Hc	CN0PY7DC641803640SVU	EOL		
Monitor	WE	Dell	E1912Hc	CN0PY7DC641803640STU	EOL		
Monitor	WE	Dell	E1912Hc	CN0PY7DC641803632M8B	EOL		
Monitor	WE	Dell	E1912Hc	CN0PY7DC641803640T7U	EOL		
Ipads	BE	Apple	TPS05-037	DMPMQMBNF182	EOL		
Ipads	BE	Apple	TPS05-200	DMPPHJ8UFK10	EOL		
Ipads	BE	Apple	TPS05-197	DMPPH6U5FK10	EOL		
Ipads	BE	Apple	TPS05-213	DMPPH7C2FK10	EOL		
Ipads	BE	Apple	tps05-215	dmpph8y4fk10	EOL		
Ipads	BE	Apple	TPS05-199	DMPPH6H5FK10	EOL		
Ipads	BE	Apple	TPS05-211	DMPPH7Y8FK10	EOL		
Ipads	BE	Apple	TPS05-212	DMPPHK24FK10	EOL		
Ipads	BE	Apple	TPS05-206	DMPPH5HAFK10	EOL		
Ipads	BE	Apple	TPS05-202	DMPPHGV8FK10	EOL		
Ipads	BE	Apple	TPS05-195	DMPPHJCEFK10	EOL		
Ipads	BE	Apple	TPS05-214	DMPPHH6FK10	EOL		
Ipads	BE	Apple	TPS05-196	DMPPHJLBFK10	EOL		
Ipads	BE	Apple	TPS05-203	DMPPH7V9FK10	EOL		
Ipads	BE	Apple	TPS05-209	DMPPHJBHFK10	EOL		
Ipads	BE	Apple	TPS05-207	DMPPHJ9JFK10	EOL		
Ipads	BE	Apple	TPS05-204	DMPPHJC1FK10	EOL		
Ipads	BE	Apple	TPS05-193	DMPPH7QEFK10	EOL		
Ipads	BE	Apple	TPS05-201	DMPPHJ43FK10	EOL		
Ipads	BE	Apple	TPS05-004	DMPMM9K8F182	EOL		
Ipads	BE	Apple	TPS05-216	DMPPHM1WFK10	EOL		
Ipads	BE	Apple	TPS05-011	DMPMQVZMF182	EOL		
Ipads	BE	Apple	TPS05-149	DMPPHJCBFK10	EOL		
Ipads	BE	Apple	Ipads	DMPMQZQCF182	EOL		
Ipads	BE	Apple	TPS05-242	DMP77K1FK10	EOL		
Ipads	BE	Apple	TPS05-106	DMPMQWRMF182	EOL		
Ipads	BE	Apple	TPS05-025	DMPMQYX1F182	EOL		
Ipads	BE	Apple	Ipads	DMPMQPP0DF182	EOL		
Ipads	BE	Apple	tps05-256	DMPMGVG6F182	EOL		
Ipads	BE	Apple	TPS05-238	DMPPH7W2FK10	EOL		
Ipads	BE	Apple	TPS05-041	DMPMQVVB182	EOL		
Ipads	BE	Apple	TPS05-019	DMPMQP25F182	EOL		
Ipads	BE	Apple	TPS05-017	DMPMQZKLF182	EOL		
Ipads	BE	Apple	TPS05-033	DMPMQWU5F182	EOL		
Ipads	BE	Apple	TPS05-029	DMPMQWJQF182	EOL		
Ipads	BE	Apple	TPS05-223	DMPPHKWGFK10	EOL		
Ipads	BE	Apple	TPS05-240	DMPPHJLZFK10	EOL		
Ipads	BE	Apple	TPS05-217	DMPPH70FK10	EOL		
Ipads	BE	Apple	TPS05-221	DMP71NAFK10	EOL		
Ipads	BE	Apple	TPS05-233	DMPPH5CAFK10	EOL		
Ipads	BE	Apple	TPS05-220	DMPPHHA9FK10	EOL		
Ipads	BE	Apple	TPS05-218	DMPPHHRYFK10	EOL		
Ipads	BE	Apple	TPS05-234	DMPPHHHKF10	EOL		
Ipads	BE	Apple	TPS05-078	DMPMQWEFF182	EOL		
Ipads	BE	Apple	TPS05-056	DMPMQPAKF182	EOL		
Ipads	BE	Apple	TPS05-105	DMPMQPNEF182	EOL		
Ipads	BE	Apple	TPS05-059	DMPMQHZXF182	EOL		
Ipads	BE	Apple	TPS05-064	DMPMQVXKF182	EOL		
Ipads	BE	Apple	TPS05-012	DMPMQP2XF182	EOL		
Ipads	BE	Apple	TPS05-225	DMPPHHC0FK10	EOL		
Ipads	BE	Apple	TPS05-230	DMPPH7WHFK10	EOL		
Ipads	BE	Apple	TPS05-062	DMPMQWT9F182	EOL		
Ipads	BE	Apple	TPS05-110	DMPMQP3LF182	EOL		
Ipads	BE	Apple	TPS05-124	DMPMQPL5F182	EOL		
Ipads	BE	Apple	TPS05-113	DMPMQVZAF182	EOL		

DEVICE	LOCATION	COMPANY	MODEL #	S/N	ISSUE	ASSET TAG	NOTES
Ipads	BE	Apple	TPS05-130	DMPMQD52F182	EOL		
Ipads	BE	Apple	TPS05-127	DMPMQT2KF182	EOL		
Ipads	BE	Apple	TPS05-123	DMPMQVYQF182	EOL		
Ipads	BE	Apple	TPS05-133	DMPMQZS2F182	EOL		
Ipads	BE	Apple	TPS05-134	DMPMQWELF182	EOL		
Ipads	BE	Apple	TPS05-043	DMPMQVW5F182	EOL		
Ipads	BE	Apple	TPS05-119	DMPMQD1AF182	EOL		
Ipads	BE	Apple	TPS05-115	DMPMQZRH182	EOL		
Ipads	BE	Apple	TPS05-112	DMPMQP4FF182	EOL		
Ipads	BE	Apple	TPS05-128	DMPMQWFNF182	EOL		
Ipads	BE	Apple	TPS05-044	DMPMQN8UF182	EOL		
Ipads	BE	Apple	TPS05-081	DMPMQVP8F182	EOL		
Ipads	BE	Apple	TPS05-131	DMPMQZ2DF182	EOL		
Ipads	BE	Apple	TPS05-051	DMPMQVWNF182	EOL		
Ipads	BE	Apple	TPS05-082	DMPMQZQPF182	EOL		
Ipads	BE	Apple	TPS05-069	DMPMQNYFF182	EOL		
Ipads	BE	Apple	TPS05-072	DMPMQYQMF182	EOL		
Ipads	BE	Apple	TPS05-073	DMPMQWQFF182	EOL		
Ipads	BE	Apple	TPS05-070	DMPMQPFXF182	EOL		
Ipads	BE	Apple	TPS05-055	DMPMQZNVF182	EOL		
Ipads	BE	Apple	TPS05-074	DMPMQYJDF182	EOL		
Ipads	BE	Apple	TPS05-053	DMPMQW21F182	EOL		
Ipads	BE	Apple	TPS05-077	DMPMQVLMF182	EOL		
Ipads	BE	Apple	TPS05-061	DMPMQVYSF182	EOL		
Ipads	BE	Apple	TPS05-049	DMPMQPM0F182	EOL		
Ipads	BE	Apple	TPS05-060	DMPMQPFPF182	EOL		
Ipads	BE	Apple	TPS05-132	DMPMQW0AF182	EOL		
Ipads	BE	Apple	TPS05-067	DMPMQPBGF182	EOL		
Ipads	BE	Apple	TPS05-114	DMPMQYVCF182	EOL		
Ipads	BE	Apple	TPS05-054	DMPMQP7GF182	EOL		
Ipads	BE	Apple	TPS05-048	DMPMQVZ6F182	EOL		
Ipads	BE	Apple	TPS05-185	DMPPHJBFFK10	EOL		
Ipads	BE	Apple	TPS05-184	DMPPHJ1UFK10	EOL		
Ipads	BE	Apple	TPS05-183	DMPPHHW5FK10	EOL		
Ipads	BE	Apple	TPS05-188	DMPPT7GQHKF10	EOL		
Ipads	BE	Apple	TPS05-181	DMQN8R1AFK10	EOL		
Ipads	BE	Apple	TPS05-186	DMPPHJB0FK10	EOL		
Ipads	BE	Apple	TPS05-182	DMPPH7VYFK10	EOL		
Ipads	BE	Apple	TPS05-180	DMPPHJAWFK10	EOL		
Ipads	BE	Apple	TPS05-179	DMPPHHRAFK10	EOL		
Ipads	BE	Apple	TPS05-177	DMPPHKAVFK10	EOL		
Ipads	BE	Apple	TPS05-192	DMPPHHBFFK10	EOL		
Ipads	BE	Apple	TPS05-190	DMPPHJC7FK10	EOL		
Ipads	BE	Apple	TPS05-191	DMPPHKD1FK10	EOL		
Ipads	BE	Apple	TPS05-178	DMPPHHSNFK10	EOL		
Ipads	BE	Apple	TPS05-187	DMPPHHT6FK10	EOL		
Ipads	BE	Apple	TPS05-125	DMPMP94F182	EOL		
Ipads	BE	Apple	TPS05-246	DMPMGD0XF182	EOL		
Ipads	BE	Apple	TPS05-005	DMPMQL27F182	EOL		
Ipads	BE	Apple	TPS05-008	DMPMQW5SF182	EOL		
Ipads	BE	Apple	TPS05-018	DMPMQZ1ZF182	EOL		
Ipads	BE	Apple	TPS05-010	DMPMQVTF182	EOL		
Ipads	BE	Apple	TPS05-009	DMPMQW8AF182	EOL		
Ipads	BE	Apple	Ipad	DMPMQPDAF182	EOL		
Ipads	BE	Apple	TPS05-100	DMPMQVUMF182	EOL		
Ipads	BE	Apple	TPS05-016	DMPMQW25F182	EOL		
Ipads	BE	Apple	TPS05-021	DMRMP70FF182	EOL		
Ipads	BE	Apple	TPS05-080	DMPMQZ0VF182	EOL		
Ipads	BE	Apple	TPS05-020	DMPMQE35F182	EOL		
Ipads	BE	Apple	TPS05-142	DMPMQWPKF182	EOL		
Ipads	BE	Apple	TPS05-103	DMPMQZU7F182	EOL		
Ipads	BE	Apple	TPS05-013	DMPMQVSCF182	EOL		
Ipads	BE	Apple	TPS05-107	DMPMQZLDF182	EOL		
Ipads	BE	Apple	TPS05-032	DMPMQZPJF182	EOL		
Ipads	BE	Apple	TPS05-108	DMPMQEYZF182	EOL		
Ipads	BE	Apple	TPS05-104	DMPMQHNKF182	EOL		
Ipads	BE	Apple	TPS05-040	DMPMQYXF182	EOL		
Ipads	BE	Apple	TPS05-251	DMPMGDC0F182	EOL		
Ipads	BE	Apple	TPS05-258	DMPMGYEHF182	EOL		
Ipads	BE	Apple	TPS05-015	DMRMP8SCF182	EOL		
Ipads	BE	Apple	TPS05-003	DMPMQZTUF182	EOL		
Ipads	BE	Apple	TPS05-006	DMRMPCSHF182	EOL		
Ipads	BE	Apple	TPS05-024	DMPMQPK1F182	EOL		
Ipads	BE	Apple	TPS05-035	DMPMPBPBF182	EOL		
Ipads	BE	Apple	TPS05-045	DMPMQP6DF182	EOL		
Ipads	BE	Apple	Ipad	DMPMQPPWF182	EOL		
Ipads	BE	Apple	TPS05-027	DMPMQTASF182	EOL		
Ipads	BE	Apple	TPS05-255	DMQMG200F182	EOL		
Ipads	BE	Apple	TPS05-243	DMPMGSHF182	EOL		
Ipads	BE	Apple	TPS05-253	DMPMGCHDF182	EOL		
Ipads	BE	Apple	TPS05-259	DMPMGFU1F182	EOL		
Ipads	BE	Apple	TPS05-257	DMPMGVGF182	EOL		
Ipads	BE	Apple	TPS05-079	DMPMQZR6F182	EOL		
Ipads	BE	Apple	TPS05-023	DMPMQVWFF182	EOL		
Ipads	BE	Apple	TPS05-249	DMPMGV9YF182	EOL		
Ipads	BE	Apple	TPS05-047	DMPMQMVUF182	EOL		

DEVICE	LOCATION	COMPANY	MODEL #	S/N	ISSUE	ASSET TAG	NOTES
lpads	BE	Apple	TPS05-028	DMPMQZTYF182	EOL		
lpads	BE	Apple	TPS05-031	DMQMQ6SWF182	EOL		
lpads	BE	Apple	TPS05-135	DMPMQMS0F182	EOL		
lpads	BE	Apple	TPS05-046	DMPMQNB6F182	EOL		
lpads	BE	Apple	TPS05-084	DMPMQYJPF182	EOL		
lpads	BE	Apple	TPS05-007	DMQMQ6TFF182		EOL	
lpads	BE	Apple	TPS05-026	DMPMQVWEF182		EOL	
lpads	BE	Apple	TPS05-109	DMPMQWTQF182		EOL	
lpads	BE	Apple	TPS05-248	DMQMG1ZJF182		EOL	
lpads	BE	Apple	TPS05-247	DMPMGHB6F182		EOL	
lpads	BE	Apple	TPS05-245	DMPMGJXF182		EOL	
lpads	BE	Apple	TPS05-254	DMPMGVSTF182	EOL		
lpads	BE	Apple	TPS05-253	DMPMGCCYF182	EOL		
lpads	BE	Apple	TPS05-248	DMPMGDCXF182	EOL		
lpads	BE	Apple	TPS05-252	DMQMG2S9F182	EOL		
lpads	BE	Apple	TPS05-219	DMPPHHW0FK10	EOL		
lpads	BE	Apple	TPS05-222	DMPPHJ2KFK10	EOL		
lpads	BE	Apple	TPS05-239	DMPPHHA6FK10	EOL		
lpads	BE	Apple	TPS05-159	DMPPHJ1KFK10	EOL		
lpads	BE	Apple	TPS05-226	DMPPH5WEFK10	EOL		
lpads	BE	Apple	TPS05-150	DMPPH3H5FK10	EOL		
lpads	BE	Apple	TPS05-228	DMPPHHRHFK10	EOL		
lpads	BE	Apple	TPS05-237	DMPPHJ9VFK10	EOL		
lpads	BE	Apple	TPS05-147	DMPPHJ9GFK10	EOL		
lpads	BE	Apple	TPS05-231	DMPPH58GFK10	EOL		
lpads	BE	Apple	TPS05-227	DMPPHJ71FK10	EOL		
lpads	BE	Apple	TPS05-229	DMPPHHQFFK10	EOL		
lpads	BE	Apple	TPS05-232	DMPPHKK3FK10	EOL		
lpads	BE	Apple	TPS05-236	DMPPHHRKFK10	EOL		
lpads	BE	Apple	TPS05-095	DMPMQVXXF182	EOL		
lpads	BE	Apple	TPS05-093	DMPMQWDGF182	EOL		
lpads	BE	Apple	TPS05-097	DMPMQZP3F182	EOL		
lpads	BE	Apple	TPS05-096	DMPMQNAEF182	EOL		
lpads	BE	Apple	TPS05-092	DMPMQYRFF182	EOL		
lpads	BE	Apple	TPS05-094	DMPMQZRCF182	EOL		
lpads	BE	Apple	TPS05-090	DMPMQPMJF182	EOL		
lpads	BE	Apple	TPS05-098	DMPMQWLD182	EOL		
lpads	BE	Apple	TPS05-091	DMPMQZ1DF182	EOL		
lpads	BE	Apple	TPS05-166	DMPPH7Y2FK10	EOL		
DESKTOP	BE	DELL	OPTIPLEX 7020	913YS52	EOL	175	
DESKTOP	BE	DELL	OPTIPLEX 3060	GC2Z7X2	EOL		
DESKTOP	BE	DELL	OPTIPLEX 390	BCV95V1	EOL		
DESKTOP	BE	DELL	OPTIPLEX 390	BCSN5V1	EOL		
DESKTOP	BE	DELL	OPTIPLEX 390	BCV65V1	EOL		
DESKTOP	BE	DELL	OPTIPLEX 7020	911XS52	EOL		
DESKTOP	BE	DELL	OPTIPLEX 390	3C7FDX1	EOL		
DESKTOP	BE	DELL	OPTIPLEX 390	BCXC5V1	EOL		
DESKTOP	BE	DELL	OPTIPLEX 755	4ZVJLJ1	EOL		
DESKTOP	BE	DELL	OPTIPLEX 390	BCWL5V1	EOL		
DESKTOP	BE	DELL	OPTIPLEX 760	5HW2NK1	EOL		
DESKTOP	BE	DELL	OPTIPLEX 7020	91RTS52	EOL		
DESKTOP	BE	DELL	OPTIPLEX 390	BCVK5V1	EOL		
DESKTOP	BE	DELL	OPTIPLEX 390	BCWN5V1	EOL		
DESKTOP	BE	DELL	VOSTRO	JQJZNV1	EOL		
LAPTOP	BE	DELL	LATITUDE E5430	7ZH5VY1	EOL		
LAPTOP	BE	DELL	LATITUDE E5440	8W2GM12	EOL		
Printer	BE	CANON	ImageCLASS D1320	HQR20551	EOL		
Printer	BE	Brother	FAX4100e	U61639I6J627724	EOL		
Printer	BE	Dell	B2360dn	BSH9SG1	EOL		
Printer	BE	Dell	B2360dn	1MJXSS1	EOL		
Printer	BE	Dell	B2360dn	J6J9SG1	EOL		
Printer	BE	Dell	B2360dn	BRLQSG1	EOL		
Printer	BE	Dell	B2360dn	7FXRSS1	EOL		
Printer	BE	Dell	b2350dn	bqp6GN1	EOL		
Printer	BE	Dell	b2330dn	56J9SG1	EOL		
Printer	BE	Dell	b2330dn	6v1bsg1	EOL		
Monitor	BE	Dell	LCD Monitor	OCC35264180725355L	EOL		
Monitor	BE	Dell	LCD Monitor	CN08XROV7287225B0MVS	EOL		
Monitor	BE	Dell	LCD Monitor	CN08XROV7287225BOPJS	EOL		
Monitor	BE	Dell	LCD Monitor	CN0D549H744438BA538	EOL		
Monitor	BE	Dell	LCD Monitor	CN0UH8374822074H07VW	EOL		
Monitor	BE	Dell	LCD Monitor	.CN04FF476418055R10NB	EOL		
Monitor	BE	Dell	LCD Monitor	CN0PVGRC744453BTBGRU	EOL		
Monitor	BE	Dell	LCD Monitor	CN08XROV7287225B0JTS	EOL		
Chromebook	BE	Lenovo	N42	LR0B7QHX	EOL		
Chromebook	BE	Lenovo	N42	LR09DM2S	EOL		
Chromebook	BE	Lenovo	N42	LR0B7VU9	EOL		
Chromebook	BE	Lenovo	N42	LR09DLML	EOL		
Chromebook	BE	Lenovo	N42	LR0B7W17	EOL		
Chromebook	BE	Lenovo	N42	LR061M5Z	EOL		
Chromebook	BE	Lenovo	N42	LR09DL7U	EOL		
Chromebook	BE	Lenovo	N42	LR09DMTV	EOL		
Chromebook	BE	Lenovo	N42	LR0B7UTJ	EOL		
Chromebook	BE	Lenovo	N42	LR09.DLFL	EOL		
Chromebook	BE	Lenovo	N42	LR09DLAF	EOL		
Chromebook	BE	Lenovo	N42	LR0B71DS	EOL		

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Chromebook	BE	Lenovo	N42	LR0B7UNV	EOL		
Chromebook	BE	Lenovo	N42	LR0B7K2L	EOL		
Chromebook	BE	Lenovo	N42	LR0B7V3M	EOL		
Chromebook	BE	Lenovo	N42	LR061L3P	EOL		
Chromebook	BE	Lenovo	N42	LR0B7UWH	EOL		
Chromebook	BE	Lenovo	N42	LR0B7URJ	EOL		
Chromebook	BE	Lenovo	N42	LR09DLLV	EOL		
Chromebook	BE	Lenovo	N42	LR0B7VYR	EOL		
Chromebook	BE	Lenovo	N42	LR09DLLT	EOL		
Chromebook	BE	Lenovo	N42	LR061AX3	EOL		
Chromebook	BE	Dell		11 2N03B52	EOL		
Chromebook	BE	Dell		11 CVHDB52	EOL		
Chromebook	BE	Lenovo	100e	P203DV8V	EOL		
Chromebook	BE	Lenovo	100e	P203DLHU	EOL		
ELMO	BE	DOCUMENT CAMERA	TT-12		1261343 No power supply		
ELMO	BE	DOCUMENT CAMERA	TT-12		1267663 No power supply		
ELMO	BE	DOCUMENT CAMERA	TT-12		1319442 No power supply		
Wireless AP	BE	Meraki	MR 42	Q2KD-68KG-QASM	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-6DUC-4MR8	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-72PQ-5TJT	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-85YK-R632	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-ABX3-6NXU	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-BXGA-LNWM	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-CKLH-WKWC	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-D2QH-K8QQ	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-DP9A-F33E	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-DVNE-XLUQ	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-FBQY-L68K	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-FQL8-8L7K	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-GN85-M5LW	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-HQFG-Z4U2	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-J6RQ-L7UR	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-KFGX-SDDB	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-KMUE-SZ2P	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-L9NB-F4MH	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-LGYV-QVVV	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-M7DW-TSWJ	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-NA6V-TMST	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-P6PK-G7M3	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-PYKM-RPS4	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-RNLF-ARJD	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-UBL2-Z8GL	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-V3MF-7Z25	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-VYTR-D5G4	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-W7DW-NB4N	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-WMEH-B53S	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-WMEJ-T2DD	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-WWR9-AYLE	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-X4ZL-MA9T	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-X9SH-FMPA	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-XMZJ-A3AE	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-XZQ2-DQ47	EOL		
Wireless AP	BE	Meraki	MR 42	Q2KD-ZSQC-RWY6	EOL		
CD Player	LE	Hamilton Electronics	MPC-5050		EOL		
Document Camera	LE	Pathway Innovations Inc	Hovercam Solo 8 +	SL8P2009003711847	Broken		
Document Camera	LE	Pathway Innovations Inc	Hovercam Solo 8 +	SL8P2009017254C85	Broken		
Desktop	LE	DELL	Optiplex 3010	3C6GDx1	EOL		
Monitor	LE	DELL	P170ST	cn0vhpx37444515c658l	EOL		
Monitor	LE	DELL	P170ST	cn0vhpx37444515jagku	EOL		
Chromebook	LE	Lenovo	100e	P203DTUSP29YB8A06001	EOL		
Chromebook	LE	Lenovo	100e	P203DLMBP29YB8A06001	EOL		
Chromebook	LE	Lenovo	100e	p2031ury29yb880200d	EOL		
Chromebook	LE	Lenovo	100e	P203DKVV	EOL		
Chromebook	LE	Lenovo	100e	P203DTVLP29YB8A06001	EOL		
Chromebook	LE	Lenovo	100e	P203DM2NP29YB8A06001	EOL		
Chromebook	LE	Lenovo	100e	P203DVL2P29YB8A06001	EOL		
Chromebook	LE	Lenovo	100e	P203D757P29YB8A06001	EOL		
Chromebook	LE	Lenovo	100e	P203DEKDP29YB8A06001	EOL	EOL	
Chromebook	LE	Lenovo	100e		EOL		
Chromebook	LE	Lenovo	100e	P203DL6FP29YB8A06001	EOL		
Chromebook	LE	Lenovo	100e	P203D6UHP29YB8A06001	EOL		
Chromebook	LE	Lenovo	100e	P203DQ6K	EOL		
Chromebook	LE	Lenovo	100e	P203D68KP29YB8A06001	EOL		
Chromebook	LE	Lenovo	100e	P203DQ02P29YB8A06001	EOL		
Chromebook	LE	Lenovo	100e	P203DTUKP29YB8A06001	EOL		
Chromebook	LE	Lenovo	100e	P203DTVJP29YB8A06001	EOL		
Chromebook	LE	Lenovo	100e	P203D9GTP29YB8A06001	EOL		
Chromebook	LE	Lenovo	100e	P203E80CP29YB8A06001	EOL		
Chromebook	LE	Lenovo	n42	LR0B7UK0	EOL		
Chromebook	LE	Lenovo	n42	LR09PNFZ	EOL		
Projector	LE	DELL	1510X	cm9xf22	EOL		
Chromebook	LE	Lenovo	100e	P203DNVE	EOL		
Chromebook	LE	Lenovo	N42	LR0B7V1W	EOL		
Chromebook	LE	Lenovo	100e	P203DQJL	EOL		
Chromebook	LE	Lenovo	100e	P203DP2T	EOL		
Chromebook	LE	Lenovo	100e	P203DP23	EOL		

DEVICE	LOCATION	COMPANY	MODEL #	S/N	ISSUE	ASSET TAG	NOTES
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-UBX2-4UJ8	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-VTMT-UC9D	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-PYR9-VLMX	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-JDYB-VCXW	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-X76U-4S6N	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-ZQHW-J7NE	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-CA5Z-T3BP	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-ND6U-9NG4	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-RBBF-CVMV	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-EZMW-7EM7	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-JUJF-FDUK	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-M73L-79QE	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-TR7P-3465	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-4R33-PA57	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-7TCJ-A4TU	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-Z36C-NU8H	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-2JY3-BTVY	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-DHYJ-PWW2	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-SDHU-DKZA	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-4RWM-H3HL	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-PTFP-W5N8	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-8VWQ-QAUG	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-FH6A-YEC6	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-GWNE-V3GH	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-LNHB-JDVK	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-QF5P-LK63	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-ZLKY-447J	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-TSED-ZGMJ	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-FQVT-HM45	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-MELT-GFAS	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-3D3W-XABG	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-2CMC-SE28	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-XFYT-CFV6	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-UML3-KGE7	EOL		
Wireless AP	LE	Cisco	Meraki MR42	Q2KD-RC22-KZ6K	EOL		
Chromebook	LE	Lenovo	100e	P203DTV6	EOL		
DVD/VHS PLAYER	HE	Zenith	XBV713	706INUB372566	EOL		
Document camera	HE	ELMO	TT-12W	4205745	EOL		
CD Player	HE	Audiovox	CDP1386	ro250dc031077	EOL		
CD Player	HE	Hamilton Electronics	MPC-5050		EOL		
Document camera	HE	Hovercam	Solo 8 +	SL8P20090050462E3	EOL		
ipad	HE	apple	a1416	DYTJ60V7DJBT	EOL		
ipad	HE	apple	a1416	DYVJ57Q6DJBT	EOL		
ipad	HE	apple	a1416	DYTJ62XWJDJBT	EOL		
ipad	HE	apple	a1416	DYVJ57D1DJBT	EOL		
ipad	HE	apple	a1416	DYTJ62H9DJBT	EOL		
ipad	HE	apple	a1416	DYVJ57H2DJBT	EOL		
ipad	HE	apple	a1416	DYTJ62RUDJBT	EOL		
ipad	HE	apple	a1416	DYTJ62QKDJBT	EOL		
ipad	HE	apple	a1416	DYTJ6HD1DJBT	EOL		
ipad	HE	apple	a1416	DYTJ6CKJDJBT	EOL		
DVD/VHS PLAYER	HE	Sony	RDR-VX555	6051603	EOL		
Laptop	HE	Dell	Latitude E5430	c99mxx1	EOL		
Laptop	HE	Dell	Latitude E5430	dxjmkx1	EOL		
Laptop	HE	Dell	Latitude E5430	6P9MKX1	EOL		
Laptop	HE	Dell	Latitude E5430	1RKMKX1	EOL		
Laptop	HE	Dell	Latitude E5430	1N7MKX1	EOL		
Laptop	HE	Dell	Latitude E5430	JW9MKX1	EOL		
Laptop	HE	Dell	Latitude E5430	699MKX1	EOL		
Laptop	HE	Dell	Latitude E5430	939MKX1	EOL		
Laptop	HE	Dell	Latitude E5430	2B9MKX1	EOL		
Laptop	HE	Dell	Latitude E5430	528MKX1	EOL		
Laptop	HE	Dell	Latitude E5430	4X9MKX1	EOL		
Laptop	HE	Dell	Latitude E5430	63LMKX1	EOL		
Laptop	HE	Dell	Latitude E5430	9F9MKX1	EOL		
Laptop	HE	Dell	Latitude E5430	62CMKX1	EOL		
Laptop	HE	Dell	Latitude E5430	H19MKX1	EOL		
Laptop	HE	Dell	Latitude E5430	D29MKX1	EOL		
Laptop	HE	Dell	Latitude E5430	5N9MKX1	EOL		
Laptop	HE	Dell	Latitude E5430	9KHKMKX1	EOL		
Laptop	HE	Dell	Latitude E5430	BKJMKX1	EOL		
Laptop	HE	Dell	Latitude E5430	2KHKMKX1	EOL		
projector	HE	epson	CP-X2530WNUF	F4EU18107	EOL		
projector	HE	epson	CP-X2530WNUF	F4EU18192	EOL		
Printer	HE	Dell	2330dn	HVS9SG1	EOL		
Printer	HE	Dell	2350dn	GN0FGN1	EOL		
Printer	HE	Dell	B2360dn	GPJXSS1	EOL		
Projector screen	HE	DA-LITE		K108639	EOL		
DVD Player	HE	Sony	SLV-D350P	589790	EOL		
Tape recorder	HE	Sony	TCM-929		EOL		
Tape recorder	HE	Sony	TCM-929		EOL		
Tape recorder	HE	Sony	TCM-929		EOL		
Tape recorder	HE	Sony	TCM-929		EOL		
Tape recorder	HE	Sony	TCM-929		EOL		
Tape recorder	HE	Califone	3432av	AD820127	EOL		

DEVICE	LOCATION	COMPANY	MODEL #	S/N	ISSUE	ASSET TAG	NOTES
Tape recorder	HE	Califone	3432av	DF090452	EOL		
Tape recorder	HE	Califone	3432av	CB060821	EOL		
Laptop	HE	DELL	Latitude E5430	30nsy1	EOL		
Monitor	HE	Dell	E1912Hf	CN0R16JC72872374CYLB	EOL		
TV	HE	TOSHIBA	CN36V51	69576933	EOL		
Cable box	HE	Scientific Atlanta	EXPLORER 4250HD	SABPTGPXF	EOL		
TV	HE	Magnavox	mwc24t5b	t15624598	EOL		
DVD/VHS PLAYER	HE	Sony	SLV-D100	419822	EOL		
TV	HE	Panasonic	CT27G14A	MB91680811	EOL		
DVD/VHS PLAYER	HE	Zenith	XBV713	706inwa372713	EOL		
Document camera	HE	Elmo	TT-12i	1521885	EOL		
Laptop cart	HE	Bretford	MDMLAP20-D	201306210761	EOL		
Laptop cart	HE	DATAMATION SYSTEMS INC		20912125	EOL		
Laptop cart	HE	DATAMATION SYSTEMS INC	DS-MMPC2-N2	28070	EOL		
Laptop cart	HE	Anywhere cart		AC-LITE-05412	EOL		
Laptop cart	HE	DATAMATION SYSTEMS INC			EOL	382	
Document camera	HE	ELMO	TT-12i	15068662	EOL		
Cart	HE						old unbranded projector cart
Cart	HE						old unbranded projector cart
Cart	HE						old unbranded projector cart
Wireless AP	HE	Cisco	Meraki MR42	Q2KD-K4AH-P9WX	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-a6xw-z375	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-kqnz-6hf2	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-yw7m-qww8	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-sb4v-svnu	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-8ma3-mfmt	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-lsa9-4aay	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-qswj-twqs	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-a53u-e7rb	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-gjqk-jhvz	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-9fb6-ef4a	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-7v3f-g4es	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-uxm7-kbhq	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-przl-kz9k	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-nzj9-burt	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-q5em-c8la	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-hq3c-llj8	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-xc8z-3ady	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-42r5-wfd2	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-fan7-zvaa	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-vsqs-rq5f	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-z56k-py92	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-tnmh-lcbe	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-a2xa-7wg5	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-k7ge-vd9g	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-h7x2-3bgm	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-fqsv-p2ve	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-8kum-yhqe	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-zjg7-49e3	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-eeek-8u8v	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-gpmx-asnn	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-3uua-jwph	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-vnpu-5hjn	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-7hxn-9sn7	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-clrg-ssjv	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-yyue-g65j	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-wruu-rxsc	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-b3c8-etsx	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-4yp2-hpvt	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-jgw9-h59e	EOL		
Wireless AP	HE	Cisco	Meraki MR42	q2kd-ntvy-re34	EOL		
Wireless AP	LA	Meraki	MR 42	Q2KD-4TWW-Q9DB	EOL		
Wireless AP	LA	Meraki	MR 42	Q2KD-6SJJ-X8FU	EOL		
Wireless AP	LA	Meraki	MR 42	Q2KD-6WU9-MYGH	EOL		
Wireless AP	LA	Meraki	MR 42	Q2KD-8AU2-NUHS	EOL		
Wireless AP	LA	Meraki	MR 42	Q2KD-9WN8-CUXJ	EOL		
Wireless AP	LA	Meraki	MR 42	Q2KD-EMTY-FYGY	EOL		
Wireless AP	LA	Meraki	MR 42	Q2KD-M9LK-KRV5	EOL		
Wireless AP	LA	Meraki	MR 42	Q2KD-TPHT-9WYN	EOL		
Wireless AP	LA	Meraki	MR 42	Q2KD-TQJ-54BT	EOL		
Wireless AP	LA	Meraki	MR 42	Q2KD-WAB3-PEVJ	EOL		
Wireless AP	LA	Meraki	MR 42	Q2KD-XAAJ-967F	EOL		
Wireless AP	LA	Meraki	MR 42	Q2KD-Y87R-RYDP	EOL		
iPad	LA	Apple	MC960LL	DN6HNXBZDFHW	EOL		
iPad	LA	Apple	MC769LL	DVPHNX5DDFW	EOL	T1224	
iPad	LA	Apple	MC769LL	DVPHNGBDFHW	EOL	T1225	
iPad	LA	Apple	MC769LL	DVPHNV32DFHW	EOL	T1226	
iPad	LA	Apple	MC960LL	DN6HNT5GDFHW	EOL	T1223	
iPad	LA	Apple	MC769LL	DVPHNTSJDFFHW	EOL	T1228	
Laptop	LA	Dell	Latitude 7300	GMFR9Y2	EOL	2149	Bad battery & out of warranty
Desktop	LA	Dell	Optiplex 7020	90MWS52	EOL	649	
Wireless AP	CO	Meraki	MR 42	Q2KD-JRKX-RCTL	EOL		
Wireless AP	CO	Meraki	MR 42	Q2KD-K6RK-39PB	EOL		
Wireless AP	CO	Meraki	MR 42	Q2KD-KY2Y-9Q4P	EOL		
Wireless AP	CO	Meraki	MR 42	Q2KD-RRYS-FJGH	EOL		
Wireless AP	CO	Meraki	MR 42	Q2KD-V5KB-ZH8G	EOL		

DEVICE	LOCATION	COMPANY	MODEL #	S/N	ISSUE	ASSET TAG	NOTES
Wireless AP	CO	Meraki	MR 42	Q2KD-YS6T-R7VH	EOL		
Dell Egrotron	WE	Dell	ERGITD-001	04N8GHA02	EOL	583	Cart is in the Library
CART	THS	DATAMATION SYSTEM	N/A	N/A	BROKEN	1696	





**Annual Maintenance  
Budget Amount Worksheet  
Per N.J.A.C. 6A:26-20.8**

Current Area Cost Allowance per SF	\$ 143.00
District contact name	Haquisha Q. Taylor
District contact phone	201-229-2582
District contact e-mail	htaylor@teaneckschools.org

<b>Max. Maintenance Reserve Amount (4% of column D)</b>	<b>\$ 3,745,673</b>
<b>Current District Maintenance Reserve Amount</b>	<b>\$ 1,258,010</b>

Date 11/3/2023



[illegible]

<b>District:</b>	Teaneck Public Schools		
<b>Comprehensive Maintenance Plan [NJAC 6A:26-20 et seq.]</b>		<b>Contact Person:</b>	Haquisha Q. Taylor
<b>County/District Code</b>	05-5150	<b>Email/Phone:</b>	htaylor@teaneckschools.org

Lowell and Hawthorne Family Math Night SY 2023-2024

<b>Name</b>	<b>Position</b>	<b>School</b>	<b>Stipend Amount (not to exceed)</b>
Victor Hernandez	Program Coordinator	Hawthorne	\$ 150.00
Jennifer Domingues	Program Coordinator	Hawthorne	\$ 150.00
Kara Lindner	Teacher	Hawthorne	\$ 150.00
Felix Mejia	Teacher	Hawthorne	\$ 150.00
Allison Norris	Teacher	Hawthorne	\$ 150.00
Tawana Smith	Teacher	Hawthorne	\$ 150.00
Lorena Valer	Teacher	Hawthorne	\$ 150.00
Elizabeth Woo	Teacher	Hawthorne	\$ 150.00
Anitha Giannikos	Teacher	Lowell	\$150.00
Ann Park	Teacher	Lowell	\$150.00
Nishat Hafeez	Teacher	Lowell	\$150.00
Mary Sandvig	Teacher	Lowell	\$150.00
Carrie Williams	Teacher	Lowell	\$150.00
Marisel Lopez	Teacher	Lowell	\$150.00
Chris Hernandez	Teacher	Lowell	\$150.00
Makayla Brown	Teacher	Lowell	\$150.00
TOTAL:			\$2,400



## BFMS-EWEP- 23-24

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

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

Freshman Orientation 23-24 SY

Account #: 11-401-100-100-12-000-000

Last Name	First Name	Stipend
Augustine	Katierose	\$250.00
Barnes	Ashley	\$250.00
Book	Doug	\$250.00
Cipriano	Susie	\$250.00
Clark	Charles	\$250.00
Cooper	Greg	\$250.00
Green	Natasha	\$250.00
Lagomarsino	Adriana	\$250.00
Lagomarsino	James	\$250.00
Lazzizera	Rosa	\$250.00
Mayers	Christine	\$250.00
Miuccio	Michael	\$250.00
Olender	Dan	\$250.00
Rondael	Linea	\$250.00
Scott	Centryll	\$250.00
Skerritt	Kiera	\$250.00
Williams	Adrienne	\$250.00

**FORUM staff serving as chaperones SY 23-24**

<b>Field Trip</b>	<b>Date</b>	<b>Staff</b>
Radio City Music Hall Christmas Spectacular New York, NY	12/04/2023 (Monday)	Nick Campestre Ginnil Jaramillo Victoria Alexander Jason Juxon Smith Jessica Murphy
NBA Basketball Brooklyn Nets Barclays Center Brooklyn, NY	01/25/2024 (Monday)	Giannil Jaramillo Nick Campestre JasonJuxon-Smith Victoria Alexander Jessica Murphy
NBA Basketball Brooklyn Nets Barclays Center Brooklyn, NY	02/29/2024 (Thursday)	Giannil Jaramillo Nick Campestre Jason Juxon-Smith Victoria Alexander
NBA Basketball Brooklyn Nets Barclays Center Brooklyn, NY	01/25/2024 (Thursday)	Giannil Jaramillo Nick Campestre JasonJuxon-Smith Victoria Alexander Jessica Murphy



# Human Resource Management



## POSITION DESCRIPTION

**POSITION TITLE:** DIRECTOR OF GUIDANCE, and CAREER & TECHNICAL EDUCATION

**ADMINISTRATIVE RELATIONSHIP:** Reports to the Assistant Superintendent of Supervision and Support Services

**SUPERVISES:** School Counselors and Staff as assigned by the Superintendent

### **NATURE AND SCOPE OF JOB:**

The Director is responsible for administering and supervising school guidance counselors and other certificated and non-certificated support staff members as assigned. The Director will utilize the skills of leadership, supervision and administrative support and the available resources of the District and elsewhere to achieve and maintain standards of excellence established by the Board of Education. The Director shall direct, implement, supervise and evaluate Comprehensive Elementary & Secondary School Guidance and Counseling Programs, Elementary and Secondary Career and Technical Education Programs law and Section 504 Accommodation Plans for all students requiring these plans. Further, the Director shall serve a Coordinate and lead the functions for the District's Information and Referral Service Committees in all Schools for students K-12.

### **ESSENTIAL QUALIFICATIONS:**

1. Hold a New Jersey Certificate as Principal or Administrator in accordance with the requirements of N.J.A.C Title 6A:9-13.7.
2. Hold a valid New Jersey Student Personnel (Guidance) Certificate or equivalent and Director of School Counseling Services Endorsement or equivalent.
3. Hold a Master's degree in Guidance and Counseling or in Education Administration from an accredited college or university.
4. Hold a valid driver's license with no serious violations.
5. Have excellent service in the field of guidance and school counseling experience.
6. Exhibit a personality that demonstrates enthusiasm and the interpersonal skills to relate well with students, staff, administrators, parents, and the community.
7. Demonstrate knowledge and understanding of the components of a comprehensive developmental guidance program, counseling theory and practice, personality development, strategies for effective career, educational and college planning, child growth and development, learning assessment and remediation, research related to learning, and school and community resources available to assist students and parents.
8. Knowledge of computerized master schedule development preferred.
9. Knowledge of applicable state and federal law, policies, procedures, regulations, rules, and statutes.
10. Knowledge of work experience, school-to-career, and job training programs and guidance/school counseling techniques.
11. Knowledge of economics, local labor market and job market conditions and trends.
12. Knowledge of personal computer operations, peripheral devices, and software programs used for word processing, spreadsheets, web-enabled databases, web technology, and graphics.
13. Knowledge of coordinating, planning, developing, and organizing the day-to-day administrative services and office operations in Guidance/School Counseling/Career Development/Vocational Education.
14. Knowledge of planning and coordinating school and district events of variable size, facilitating communication between parents, professionals, educators, and colleagues.
15. Knowledge of graduation requirements, portfolio building and other state-required materials needed to support high school seniors meet graduation requirements.
16. Knowledge of quickly identifying problem areas and situations, effectively analyzing problem causes, and taking appropriate action to resolve problems identified.

17. Provide proof of U.S. citizenship or legal resident alien status by completing Federal Form I-9 in compliance with the Immigration Reform and Control Act of 1986.
18. Provide evidence that a criminal record history check has been conducted and clearance has been given by the Department of Education. During the initial six month period, provide a sworn statement that the individual has not been convicted of a crime or a disorderly person's offense in accordance with 18A:6-7.1.
19. Upholds all standards of ethical and legal conduct set forth by the state of NJ.
20. Excellent collaboration and team-building skills.
21. Ability to provide leadership and mentoring to students and staff, including school administrators
22. Strong organizational skills.
23. Strong presentation and meeting facilitation skills.
24. Exceptional written and oral communication skills.
25. Ability to work with and maintain confidential information.
26. Able to prioritize and manage multiple projects, adhering to important timelines.
27. Strong interpersonal skills.
28. High degree of initiative and independent judgment.
29. Ability to work effectively as a member of a team.
30. Demonstrated success as a school and central office based leader

31. Provide evidence that health is adequate to fulfill the job functions and responsibilities with reasonable accommodation pursuant to 42 U.S.C. 12101 and in accordance with N.J.A.C.6:3-4A.4.
32. Pass the State required Mantoux Intradermal Tuberculin Test as required by N.J.A.C. 6:3-4A.4.
33. Meet such alternatives to the above qualifications as the Assistant Superintendent for the Department of Educational Services may find appropriate and acceptable.

**ESSENTIAL FUNCTIONS OF POSITION:**

1. Support the Board of Education and administration's philosophy, vision, mission, goals and objectives for the district, its schools and its departments.
2. Establish and promote high standards and expectations for all students and programmatic staff for academic performance and responsibility for behavior.
3. Organize, manage, supervise, and evaluate effective and clear programmatic procedures for the operation and functioning of guidance/school counseling services in all elementary, middle and high schools, consistent with the philosophy, mission, values and goals of the school and District.
4. Plan and carry out an effective program of system-wide school counseling in which counselors provide service to all students, including but not limited to general education students, the gifted and talented, disaffected and disruptive students considered to be at risk, those identified as English Language Learners (ELL) and those classified as students with disabilities.
5. Collaborate with principals, directors and subject supervisors to ensure programs and opportunities are available for students K-12, including but not limited to general education students, the gifted and talented, disaffected and disruptive students considered to be at risk, those identified as English Language Learners (ELL) and those classified as students with disabilities.
6. Develop, implement, and systematically review and revise at elementary, middle and high school levels a series of parents and student initiatives, assemblies and programs on a range of issues related to student guidance/school counseling services, including but not limited to SEL, peer/conflict resolution, etc. Coordinate guest speakers and public/private officials as appropriate.
7. Liaise effectively with the various offices and agencies within the community and state that may provide specialized or professional help to students and their parents, and serves as the referral agent to those offices and agencies.
8. Collaborate with Principals, Director of Special Education, guidance/school counselors, Child Study Team members and community resources to coordinate and provide guidance/school counseling and career education services for students who might be experiencing difficulty, including, though not limited to, academic achievement, health related concerns, and physical, emotional, and learning disabilities.

9. Collaborate with the Special Education and Curriculum and Instruction administrators and building principals on developing and maintaining effective districtwide and building-based Intervention and Referral Services (I&RS) as appropriate.
10. Collaborate with Curriculum and Instruction administrators to develop academic initiatives that celebrate student achievement such as honors ceremonies, convocations, scholarship programs, etc.
11. In concert with district Principals, Supervisors and Directors, implement a Comprehensive Career Education Program in all schools and academies.
12. Oversee the continuing study and record keeping of information on drop-outs and follow up of graduates.
13. In collaboration with Principals, and if appropriate, senior guidance department staff, plan and supervise an orientation program for new school counselors.
14. Assume responsibility for his/her own professional development; for keeping current with the literature, new research findings and improved techniques in school counseling; and for attending appropriate professional conferences.
15. Establish effective working relationships with other institutions of higher education and New Jersey that may be of use to students, parents and teachers.
16. Organize and oversee visitations by collegiate representatives, including parent nights and college fairs that provide additional information for parents, students and community members.
17. Serve as the high school building testing coordinator of state and district testing, including but not limited to PSAT, SAT, ACT, AP, NJSLA, NJGPA, EOC and any other assessments as directed.
18. Responsible for testing coordination throughout the district, providing and overseeing training, and collection, review and dissemination of data from assessment results.
19. Participate in state, county and regional meetings of guidance directors and counselors, and reports effectively on developments to the Assistant Superintendent or designee. Maintains personal professional competence and continuous improvements through other professional growth activities.
20. Participate in the work of state and national school counseling study organizations and groups.
21. Responsible for the effective development of the master schedule at the high school in collaboration with Supervisors and Principal or Assistant Principal designee.
22. Keep informed of all legal requirements governing guidance/school counseling services to students and ensure that all requirements under administrative code, state and federal law, and board policy are met.
23. Oversee the effective development, delivery and articulation of the district's elementary, middle and high school guidance programs.
24. Coordinate and monitor all apprenticeship, C.I.E. and work study experiences with appropriate staff.
25. Supervise and coordinate home instruction for homebound or hospitalized students.
26. Coordinate with building principals to plan and evaluate the district guidance/school counseling program and to supervise and evaluate the performance of school counseling department staff assigned to the buildings.
27. Observe and/or evaluate programs in designated school(s) and assist the Principal in developing Professional Development Plans (PDP) with members of the Guidance staff.
28. Provide effective guidance and technical assistance to staff, especially to those in need of improvement of performance.
29. Supervise, observe and evaluate staff as assigned by the Assistant Superintendent.
30. Assist other school personnel in preventing students from dropping out of school, and assist in securing Suspension Alternative Programs (SAP), alternative school programs and/or employment when warranted.
31. Implement a program to assist students with finding after school employment that comports with possible career objectives.
32. Conduct exit surveys of students who graduate or leave school to gather data about their experiences in school. Analyze and share the data with the appropriate professional staff.
33. Supervise procedures for the secure and confidential storage of student records. Protect confidentiality of information gained as part of exercising professional duties and use discretion in sharing such information within legal confines.
34. Prepares a variety of comprehensive county/state/federal reports related to program enrollment, attendance, HIB, participants, and programs.
35. Assume responsibility for compiling, maintaining, and filing reports, records, and other documents legally required or administratively needed in designated school(s).

36. Display the highest ethical and professional behavior and standards when working with students, parents, school personnel, and agencies associated with the school.
37. Prepare grants and other applications applicable to guidance and Career Education Achievement.
38. Represent the school and district at community, State, and professional meetings, when requested.
39. Monitors and records contract/budget expenditures, evaluates existing budgets, and makes recommendations for revisions and future budgets.
40. Attends vocational education conferences and workshops, teacher in-services, teacher meetings, and Advisory Committee meetings.
41. Promotes training programs to employers, develops individual training and employment plans using acquired data, career assessment, results, student interest, and goals.
42. Contacts and conducts grant-funded work training to business owners and employers to develop employment opportunities for program participants.
43. Assists employers in developing and reviewing job standards to identify jobs that can be occupied effectively by program participants.
44. Responds to a variety of inquiries relating to work permits, labor laws, and grant-funded programs.
45. Effectively uses word processing, database, and spreadsheet software application programs in the course of assigned duties as well as standard office equipment including a personal computer, typewriter, copier, fax machine, printer, and other peripheral.
46. Confers with and serves as a resource to students, parents, secondary and post-secondary teachers, guidance counselors, employers, and parents.
47. Coordinate the supervision and evaluation of students in vocational training sites, including in-school and community job placements for students ages 14-21.
48. Elicit parent participation in program development, implementation and evaluation.
49. Participate with the Central Office in the development of the program budget by evaluating the financial needs of the program budget by evaluating the financial needs of the program and making recommendations for adequate funding.
50. Spend a minimum of 50% of work time in providing instructional leadership to staff assigned to the program.
51. Encourage professional development of staff including planning, implementation and evaluation of staff development activities.
52. Keep the Central Office informed of program, staff, facility, and equipment needs.
53. Participate in projects and committees as requested by the Central Office.
54. Submit reports and other required information to the Central Office by the dates assigned. Support the innovative development and educational programs.
55. Assist in the recruitment of qualified staff and make recommendations to the Central Office for employment.
56. Perform such other tasks and assume additional responsibility as may be assigned by the Assistant Superintendent and/ or superintendent of schools.
57. Observe strictly to avoid the appearance of conflict, all requirements of the School Ethics Act (N.J.S.A. 18A:12-21 et seq.) regarding conflicts of interest in employment, purchasing, and other decisions, including solicitation and acceptance of gifts and favors, and submit in a timely fashion the required annual disclosure statement regarding employment and financial interests.
58. Adhere to New Jersey school law, State Board of Education rules and regulations, Board of Education policies and regulations, school regulations and procedures, and contractual obligations.

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

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**TERMS OF EMPLOYMENT:**

The Director of Guidance, and Career & Technical Education shall be employed under the following terms:

1. Work year of twelve months.
2. Salary, benefits, and leave time as specified in the Collective Bargaining Agreement of the Teaneck Association of Administrators and Supervisors
3. Conditions established by all laws and codes of the State, and all policies, rules, and regulations established by the Board of Education (N.J.S.A. 18A:27-4 et seq.).

**EVALUATION:**

The Assistant Superintendent of School Supervision and support services shall evaluate the Director of Guidance, and Career & Technical Education in accordance with Policy No. 3223, Regulation Nos. 3223.1 or 3223.2, as this Job Description and such other criteria as shall be established by the Board of Education.

*Board Approved: November 15, 2023*

Longevity 23-24 TTEA

<b>Last Name</b>	<b>First Name</b>	<b>Position</b>	<b>Years of Service</b>	<b>Longevity</b>
<b>Ahearn</b>	<b>Ruthanne</b>	<b>10 Month Secretaries</b>	<b>25</b>	<b>\$1,071.00</b>
<b>Ball</b>	<b>Betty J</b>	<b>10 Month Secretaries</b>	<b>16</b>	<b>\$535.00</b>
<b>Jenner</b>	<b>Barbara</b>	<b>10 Month Secretaries</b>	<b>12</b>	<b>\$268.00</b>
<b>Rosegren</b>	<b>Marie</b>	<b>Paraprofessionals</b>	<b>26</b>	<b>\$440.00</b>
<b>Smith</b>	<b>Tawana</b>	<b>Teachers</b>	<b>26</b>	<b>\$1,578.00</b>