

**WORKSHOP AGENDA
SEPTEMBER 11, 2024**

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, September 11, 2024, in person at Teaneck High School located at 100 Elizabeth Avenue, Teaneck, NJ 07666 and virtually via Zoom app located at the district website, at 8:00 PM. Adequate notice of this meeting has been sent to the Record and The Star Ledger, filed with the Municipal Clerk and posted on the school district website at www.teaneckschools.org, on January 23, 2024."

III. Roll Call

<i>Board Member</i>	<i>Present</i>	<i>Absent</i>
Ms. Fisher (Victoria)		
Dr. Gruber (David)		
Mr. Ha (Edward)		
Dr. Kirshenbaum (Gerald)		
Dr. Klein (Dennis)		
Mrs. Reyes (Kassandra) - Vice President		
Mr. Rodriguez (Jonathan)		
Mrs. Williams (Clara) - President		
Mr. Wolff (James)		

IV. Reaffirmation of District Goals

V. Superintendent's Report

VI. Public Comment I (Agenda Items Only)

VII. Agenda Items

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

IX. New and Old Business

X. Executive Session

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 **FIRST READING** of the following Board Policies and Regulations.
See page 20.

Bylaw/Policy/Reg. No.	Topic
Policy 2260	Equity in School and Classroom Practices Complaint Procedure – Revised – M
Regulation 2260	Equity in School and Classroom Practices Complaint Procedure – Revised – M
Policy 7510	Use of School Facilities – Revised
Regulation 7510	Use of School Facilities – Revised

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 meeting:
 1. August 21, 2024 - Regular Public Meeting
 2. August 21, 2024 - Executive Session

EXPLANATION: Agenda item submitted by Ms. Gray

2. **WHEREAS**, the Teaneck Board of Education has reviewed the Superintendent’s report of incident(s) of Harassment/Intimidation/Bullying (“HIB”) and has reviewed the Superintendent’s recommendations with respect to those incident(s) of HIB.

NOW, THEREFORE BE IT RESOLVED, that the Board accepts the Superintendent’s recommendations.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 18A:37-15(d), the Superintendent of Schools shall inform the applicable parents/guardians of the students involved in these incidents with the following information within five school (5) days of this Board meeting:

1. The nature of the investigation;
2. Whether the District found evidence of HIB;
3. Whether discipline was imposed;
4. Whether services were provided to address the incident of HIB.

EXPLANATION: Agenda item submitted by Dr. Spencer

3. **WHEREAS**, the Teaneck Board of Education is a not-for-profit public body of the State of New Jersey, which owns certain real estate described as 1009 Queen Anne Road, Teaneck, New Jersey in Bergen County, and further described as Block 2801, Lot 1 of the Tax Map of Teaneck, New Jersey (“the Parcel”); and

WHEREAS, the New Jersey Department of Transportation, in connection with a project known as Route 4 Over Palisades Avenue, CSZ Railroad & Windsor Road Bridge Replacement, Route 4 – ROW Section 3 – Parcel UE40A, requires a utility easement with respect to the aforesaid Parcel; and

WHEREAS, it has been agreed by and between the Board of Education and the NJDOT that the Board of Education will authorize the above-described utility easement in exchange for the sum of Three Thousand (\$3,000.00) Dollars;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education does hereby authorize the above-described utility easement; and

BE IT FURTHER RESOLVED that the Board President is authorized and directed to execute the Agreement, Deed of Easement, and any other papers reasonable required to effectuate the terms of this Resolution.

EXPLANATION: Agenda item submitted by Ms. Gray

1. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the renewal of the Memorandum of Agreement between Fairleigh Dickinson University and Teaneck Public Schools for the 2024- 2025 school year to be executed in support of the Pre-Collegiate STEM Discovery Program. See page 44.

EXPLANATION: Agenda item submitted by Dr. Spencer

2. **WHEREAS**, Margot Todman-Mack, Teaneck High School Assistant Principal, would conduct case study research to explore the effectiveness of high school college and career counseling services and the implications of structural and organizational practices on Black and Latinx students in a suburban public high school. The school location, school name, and participants’ names would remain anonymous. Upon completion of the study, a bound copy of the research report would be sent to the Superintendent’s Office.

THEREFORE BE IT RESOLVED, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves Mrs. Todman-Mack to conduct case study research for Educational and Organizational Leadership as a requirement of her Doctorate in Education Degree studies. She has received the Institutional Review Board approval (attached) from University of Pennsylvania to conduct the research. See page 46.

EXPLANATION: Agenda item submitted by Dr. Spencer

3. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the Teaneck Public Schools **Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act** as required by the New Jersey Department of Education.

School	HIB Self- Assessment Grades - August 2024
Bryant Elementary School	78
Theodora Smiley Lacey School	78
Hawthorne Elementary School	78
Lowell Elementary School	78
Whittier Elementary School	78
Benjamin Franklin Middle School	76
Thomas Jefferson Middle School	78
Teaneck High School	78
District Grade	77

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 the 2023-2024 District Report of Student Safety Data (attached) and the 2023-2024 HIB Training and Programs (attached). See page 47.

EXPLANATION: Agenda item submitted by Dr. Scott

5. **WHEREAS**, The New Jersey Department of Education requires that local educational agencies (LEAs) certify annually, through a statement of assurance (SOA), that each local educational agency has met the NJDOE requirements for Professional Development and Teacher Mentoring, as set forth in regulations (N.J.A.C. 6A:9C4.2(b)(6); N.J.A.C.6A:9C5.3).

THEREFORE BE IT RESOLVED that the Teaneck Board of Education, upon the recommendation of the Superintendent, approve Teaneck Public Schools' Statement of Assurance (SOA) for the district's 2024-2025 Professional Development Plan (PDP) and the 2024-2025 District Mentoring plan to be submitted to the New Jersey Department of Education on or before September 25, 2024.

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 the attached Dual Enrollment Articulation Agreement renewal to Bergen Community College for the 2024-2025 Dual Enrollment for Bergen Community College. Students participating will be able to earn college credit by taking college-level courses while in high school.

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 Nursing Services Plan. The annually adopted Nursing Services Plan will be kept at the Board office and a copy of the plan is appended to and made a part of the Minutes. See page 49.

EXPLANATION: Agenda item submitted by Dr. Scott

8. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the following volunteer for the 2024-2025 school year pending criminal history review.

Name	Bergen Reads Program
Lisa Tredici	Substitute volunteer at various campuses

EXPLANATION: Agenda item submitted by Dr. Spencer

9. **WHEREAS**, the Community Based Instruction (CBI) course for Autistic, Multiply Disabled and Transition classes that practice life skills (i.e. public transportation/travel, working on various job sites, and following directions) by participating in structured community outings and activities;

THEREFORE BE IT RESOLVED that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the Community Based Instruction locations attached. See page 59.

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 payments of the claims for the month of July 2024.

Fund	Amount
General Fund	\$2,795,134.57
Capital Outlay	\$127,620
Special Revenue	\$150,025.40
Community Education	\$119,495.67
Food Service	\$9,002.32
Debt Service	\$591,725
Total Payments	\$3,793,002.96

EXPLANATION: Agenda item submitted by Ms. Gray

2. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, has received and accepts the financial reports of the Secretary and Treasurer of School Monies for the month ending June 2024 and certifies that the reports indicate that no major account or fund is over expended in violation of N.J.A.C. 6:20-2.13 and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year. See page

EXPLANATION: Agenda item submitted by Ms. Gray

3. **WHEREAS** N.J.S.A.18A:22-8.1 authorizes a school district to transfer amounts among line items and program categories;

THEREFORE BE IT RESOLVED, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the line item transfers for the month of June 2024. See page

EXPLANATION: Agenda item submitted by Ms. Gray

4. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the attendance of staff members at the **Professional Development and Conferences** listed on the attached summary costing **\$3,108.91** (District Funded \$97.22; Title II Grant Funded \$3,011.69). See page 64.

EXPLANATION: Agenda item submitted by Dr. Scott

5. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the amendment to the below clinician and/or agencies to provide related services and independent evaluations for the 2023-2024 school year.

AMENDMENT

Student ID#	Placement	Discipline/Rate	NOT TO EXCEED
106444	Bayada Home Health Care	1:1 Nurse Services \$65 per hour	\$89,000.00

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 the attached list of **Student Fundraising Activities**. See page 66.

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 **Student Field Trips** listed on the attached listed summary totaling **\$3,000.00** (District Funded) See page 71.

EXPLANATION: Agenda item submitted by Dr. Scott

8. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves 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 **2024-2025** school year in the amount of \$392,965.00. See page 72.

EXPLANATION: Agenda item submitted by Dr. Scott

9. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the appointment of Irene Gray, Interim School Business Administrator, as the temporary purchasing agent for the Board of Education, pursuant to N.J.A.C. 5:32-4.4, and as such, establishes and sets the maximum bid threshold for the Board as permitted by law, the amount of \$44,000. The Board authorizes Ms. Gray to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for purchases that do not exceed the established bid threshold amount in the aggregate.

Furthermore, the Interim School Business Administrator is authorized to solicit competitive quotations pursuant to N.J.S.A. 18A:18A-37 (a) and award contracts pursuant to N.J.S.A. 18A:18A-37(c). The effective date of this resolution is retroactive from July 18, 2024, until further notice.

EXPLANATION: Agenda item submitted by Ms. Gray

10. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the **Local Tax Levy** payment schedule for the 2024-2025 school year in the amount of \$102,996,705.00. See page 73.

EXPLANATION: Agenda item submitted by Ms. Gray

11. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the following Project Change Order Adjustment increase #**GC-01 and GC-02** at Thomas Jefferson Middle School Cafeteria HVAC Upgrade. See page 74.

PROJECT NO.: 4002

ARCHITECT: Di Cara Rubino

PROJECT: Cafeteria HVAC Upgrade at Thomas Jefferson Middle School

CONTRACTOR: TMB Service

<u>CHANGE ORDER#</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ALLOWANCE</u>	<u>BALANCE OF ALLOWANCE</u>
GC-01	Project cost increase related to the delay of the HVAC equipment delivery and installation in summer 2024	\$21,074.11		
GC-02	Cost for RTU rotations and cross bracing replacements required due to unforeseen field conditions	\$15,526.91		
	TOTAL	\$36,601.02	\$50,000	\$13,398.98

EXPLANATION: Agenda item submitted by Mr. D'Angelo

12. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the following Project Change Order Adjustment increase #GC-01 at Benjamin Franklin Middle School. See page 76.

PROJECT NO.: 4002

ARCHITECT: Di Cara Rubino

PROJECT: Cafeteria HVAC Upgrade at Benjamin Franklin Middle School

CONTRACTOR: TMB Service

<u>CHANGE ORDER#</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ALLOWANCE</u>	<u>BALANCE OF ALLOWANCE</u>
GC-01	Project cost increase related to the delay of the HVAC equipment delivery and installation in summer 2024	\$23,277.66		
	TOTAL	\$23,277.66	\$50,000	\$26,722.34

EXPLANATION: Agenda item submitted by Mr. D'Angelo

13. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the facilities use requests listed below.

Organization Purpose	Facilities Use Request	Date(s) Time	Fees
First Baptist Church of Teaneck for overflow parking	Bryant School Parking Lot	September 8, 2024 9:00 am - 3:00 pm	No Charge - Bryant Families are allowed to use the Church parking lot for overflow parking
Fairleigh Dickinson University	Theodora Smiley Lacey School Gymnasium. Event to honor Mrs. Lacey	Sept. 25, 2024 5:00 - 7:00 pm	No Charge - Partnership with Teaneck Public Schools
Morehouse College Marching Band Practice	High School Football Field	September 13, 2024 6:00 - 9:30 pm	No Charge
Inspire Excellence – Student Athletes For Teaneck students Basketball, discussion and goal setting activities	Benjamin Franklin Middle School Gymnasium	Mondays and Fridays September 23 through June 16, 2024 6:30 - 7:45 pm	No Charge Community-based Organization provides service to Teaneck Public Schools students.
Eden Church	Teaneck High School Auditorium Cafeteria	Sept. 8, 22; Oct. 6, 13, 20, 27, 2024 9:00 am – 3:00 pm	\$9,795.60 Fees include rental space for auditorium, cafeteria, security, and custodian
Fine Arts Malayalam Club, Inc.	Benjamin Franklin Middle Schools Auditorium	November 2, 2024 1:00 - 10:00 pm	\$1,416.50 Fees include space for auditorium, cafeteria, security, and custodian

EXPLANATION: Agenda item submitted by Dr. Spencer

14. **WHEREAS**, there was a need for an additional day of onsite Professional Development in addition to the seven days previously scheduled from August 2024 through April 2025.

THEREFORE BE IT RESOLVED, that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves a contract (attached) with Corwin Press, Inc., to provide one additional day (August 20, 2024) of professional development for administration and instructional coaches on training and development on identifying learning objectives, analyzing standards, and planning meaningful instruction and assessments for ensuring student success, in an amount not to exceed \$7,500.00. Funded by Title II account #20-270-200-320-00-000-000. See page 77.

EXPLANATION: Agenda item submitted by Dr. Spencer

15. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education upon the recommendation of the Superintendent, approves the Stipulation of Settlement between the parents of Student ID#106512 and the Teaneck Board of Education in the amount of Sixty-Four Thousand Two Hundred Ninety-Four dollars and Fifty-two cents (\$64,294.52) for the 2023-2024 SY and Sixty-Seven Thousand Five Hundred Nine dollars and Twenty-five cents (\$67,509.25) for the 2024-2025 SY (up to 5% increase).

EXPLANATION: Agenda item submitted by Dr. Scott

16. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education upon the recommendation of the Superintendent, approves the Stipulation of Settlement between the parents of Student ID#107982 and the Teaneck Board of Education in the amount of Sixty Four Thousand dollars (\$64,000.) for the 2023-2024 SY and Fifty-Five Thousand dollars (\$55,000.) for the 2024-2025 SY.

EXPLANATION: Agenda item submitted by Dr. Scott

17. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education upon the recommendation of the Superintendent, approves the amendment to the Resolution under Finance and Budget #14 approved at the Regular Public meeting held on Wednesday, August 21, 2024. The cost estimate for the MyEnroll360 Benefits Administration Platform & Support Benefit Allocation Systems, LLC (BAS) Services cost was inadvertently listed as yearly but the cost estimate for the service is \$1,610.00 monthly.

EXPLANATION: Agenda item submitted by Ms. Gray

1. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education upon the recommendation of the Superintendent, approves the following **Retirement(s)**:

Name	Position	Location	Effective Date	Position Control	Years of Service
Lourdes Melendez	Teacher of Spanish	Teaneck High School	07/01/2024	ACT	25
Derrick E. Shepherd Sr.	Custodian	Teaneck High School	10/18/2024	AYV	36

EXPLANATION: Agenda item submitted by Ms. Jones

2. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education upon the recommendation of the Superintendent, with regret, approves the following **Resignation(s)**:

Name	Position	Location	Effective Date	Position Control	Years of Service
Yesmin Hernandez	Bus Driver	Transportation	10/04/2024	CMI	3
Edward Meller	Security	Teaneck High School	08/18/2024	CLW	2

EXPLANATION: Items submitted by Ms. Jones

3. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education upon the recommendation of the Superintendent, approves the following **Certificated Appointment(s)**, pending successful completion of all mandatory requirements.

Name	Position	Location	Guide/Step	Salary	Effective Dates	PCN	Notes
Anthony Bruno	Teacher of English	BFMS	MA, Step 14	\$95,088.00	09/01/2024 - 06/30/2025	ALF	Replacement
Christian Cabrera	School Social Worker	BFMS	MA, Step 8	\$75,200.00	09/01/2024 - 06/30/2025	CEJ	Replacement
Lena Guttman	Teacher of Special Education/LLD	Lowell	MA, Step 6	\$69,200.00	TBD - 06/30/2025	BXG	Replacement
Vladimir Pedroza	Teacher of Spanish	BFMS	MA, Step 8	\$75,200.00	TBD - 06/30/2025	AJI	Replacement

EXPLANATION: Agenda item submitted by Ms. Jones

4. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the following **Home Instructors** for the 2024-2025 school year at a rate of \$50.00 per hour not to exceed \$5,000.00.

Name	Rate	Note
Barbara Metzler	\$50.00 per hour	Not to exceed \$5,000.00

EXPLANATION: Agenda item submitted by Ms. Jones

5. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent, approves the following staff for assisting with athletic physicals and medical clearance effective June 1, 2024 through August 20, 2024.

Name	Rate	Note
Eloisa Cardona-Ruiz	\$50.00 per hour	Not to exceed \$5,000.00 Account#11-000-213-100-12-000-000

EXPLANATION: Agenda item submitted by Ms. Jones

6. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education upon the recommendation of the Superintendent, approves the following Recissions of Employment:

Name	Position	Location
Spencer Crump, III	Teacher of Social Studies	Benjamin Franklin Middle School
Owen McFadden	Long-Term Substitute Teacher	Teaneck High School

EXPLANATION: Agenda item submitted by Ms. Jones

7. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education upon the recommendation of the Superintendent, approves the Appointment of the following long-term substitute teacher(s) at \$260.00 per day, assigned to a non-tenure track position, effective as indicated, pending criminal history clearance:

Name	Position	Location	Effective Dates	Benefits
Spencer Crump, III	Long-Term Substitute Teacher	Benjamin Franklin Middle School	09/03/2024 - 06/30/2025	With Benefits Pending Certification

EXPLANATION: Agenda item submitted by Ms. Jones

8. **THEREFORE BE IT RESOLVED** the Teaneck Board of Education upon the recommendation of the Superintendent, approves the following **Transfer(s)**:

Name	From: Position/Location/PCN	To: Position/Location/PCN	Effective Date	Notes
Gregory Cooper	Gen Ed. Teacher @ Benjamin Franklin Middle/ BWK	Teacher of Elementary @ Thomas Jefferson Middle/ AUO	09/01/2024 - 06/30/2025	Replacement
Kathryn King-Dyker	School Nurse @ Bryant Elementary	School Nurse @ Teaneck High School	09/01/2024-01/31/2025	Floater Nurse Additional FTE
Munyiva Mungati	Grade 6 Teacher @ Thomas Jefferson Middle TBA	SPED Teacher @ Benjamin Franklin Middle TBA	09/01/2024-06/30/2025	Replacement

EXPLANATION: Agenda item submitted by Ms. Jones

9. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education approve the settlement agreement involving employee #1499. Agreement on file.

EXPLANATION: Agenda item submitted by Ms. Jones

10. **THEREFORE BE IT RESOLVED**, that the Teaneck Board of Education upon the recommendation of the Superintendent, approves vacation day payouts for the employee(s) listed below pursuant to the TAAS Collective Bargaining Agreement:

Name	Position	Years of Service	Vacation Day(s)	Total Payment
Nina Odatalla	Principal	11	5	\$2,349.51

EXPLANATION: Agenda item submitted by Ms. Jones

11. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education approve payments to the following individual(s) for unused vacation, sick and/or personal business days in accordance with their appropriate collective bargaining agreement or employment contract. See page 84.

Name	Position	Total Amount	Separation Date
Debra Benitez	Teacher	\$5,900.00	07/01/2024
Daisy Diaz-Granados	Teacher	\$5,900.00	07/01/2024
Charles Clarke	Teacher	\$450.00	07/01/2024
Susan DeLisio	Secretary B	\$1,521.29	07/01/2024
Yaritza Gonzalez	Secretary C	\$2,280.75	05/17/2024
Jason Juxon-Smith	Forum Counselor	\$1,521.29	05/10/2024
Yvonne Witter	Youth Employment Specialist	\$10,564.80	07/01/2024

EXPLANATION: Agenda item submitted by Ms. Jones

12. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent approves the stipend positions.

Extra Work/Stipend Activity/Program	Location	Name	Amount
School Treasurer	Lacey School	Chanon McDuffie	\$1,100.00
School Treasurer	Bryant School	Venessa Watt-St.Clair	\$1,100.00
School Treasurer	Hawthorne School	Dawn Santamaria	\$1,100.00
School Treasurer	Whittier School	TBD	TBD
School Treasurer	Lowell School	Susan Ahearn	\$1,100.00
School Treasurer	TJMS	TBD	TBD
School Treasurer	BFMS	TBD	TBD
School Treasurer	Teaneck High School	Breanne Millet	\$8,600.00
OPRA Support	Business Office	Aneesa Baig	\$12,000.00
Marching Band Assistant*	Teaneck High School	Joey Hochgesang	\$6,300.00
March Band Director*	Teaneck High School	Jessica Bergen	\$9,600.00
Marching Band Drill*	Teaneck High School	Federico Perez Trasante	\$4,000.00
Marching Band Drill (Camp Specialist)	Teaneck High School	Mitsael Trinidad	\$1,000.00
Marching Band Drill	Teaneck High School	Logan Schaefer	\$1,300.00
National Honor Society	Teaneck High School	Timothy Perillo	\$2,000.00
Sophomore Class Advisor*	Teaneck High School	Timothy Perillo	\$2,000.00

**Replacing previously approved staff on June 18, 2024*

EXPLANATION: Agenda items submitted by Ms. Jones

13. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon the recommendation of the Superintendent Approves salary reclassifications for eligible TTEA staff upon completion of qualifying graduate-level coursework or attainment of a degree.

Last Name	First Name	Position	Current Guide	Step	Salary	New Guide	Step	Salary
Stanic	Victor	Teacher	BA	13	\$83,000.00	MA	13	\$92,200
Banker	Jenner	Teacher	MA	7	\$72,200.00	MA+32	7	\$79,200
Bushoven Scott	Scott	Teacher	BA	11	\$75,412.00	MA	11	\$84,200
Cipriano	Susie	Teacher	MA	16	\$106,007	MA+32	16	\$119,507
Warfield	Adria	Teacher	BA	4	\$59,750.00	MA	4	\$65,200
Murphy	Joseph	Teacher	BA	6	\$61,750.00	MA	6	\$69,200
Skerritt	Kiera	Teacher	BA	12	\$79,450.00	MA	12	\$88,700

EXPLANATION: Agenda item submitted by Ms. Jones

14. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education, upon recommendation of the Superintendent, approves the payment of Tuition Reimbursement to the TTEA staff members for their completion of graduate courses. See page 87.

EXPLANATION: Agenda item submitted by Ms. Jones

15. **THEREFORE BE IT RESOLVED** that the Teaneck Board of Education upon the recommendation of the Superintendent, approves the following Amendments for the Record.

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Appointments for Hire

Name	Position	Guide/Step	Salary	Effective Date	PCN	Notes
Melanie Vergara Glickman*	PreK Teacher @ Lacey	MA, Step 8	\$75,200.00	09/01/2024 - 06/30/2025	CIA	Replacing M. Zamel
Thecla Jones*	SPED Teacher @ BFMS	BA, Step 11	\$75,412.00	09/01/2024 - 06/30/2025	AKY	Replacing R. Weiss
Robert Richardson	Substitute Custodian	Per Diem	\$21.22 per hour	08/22/2024 - 06/30/2025	TBA	As-needed Basis

**Certificated Staff*

** *Non-Certificated Staff*

-
Extended School Year Program

Name	Position	Not to Exceed Amount	Effective Dates
Iris Hernandez	Lead Teacher	\$9,125	June 24, 2024 - August 05, 2024 Time: 8:00 a.m. - noon
William Mazerolle	Lead Teacher	\$10,275	June 24, 2024 - August 05, 2024 Time: 8:00 a.m. - noon

EXPLANATION: Agenda item submitted by Ms. Jones

POLICY GUIDE

PROGRAM
2260/page 1 of 4

~~Equity in Affirmative Action Program for~~ School
and Classroom Practices

Feb 24
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[See POLICY ALERT Nos. 191, 209, and 232]

2260 EQUITY IN AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES

The Board of Education shall provide **all students with equitable** ~~equal~~ and bias-free access ~~for all students~~ to all school facilities, courses, programs, activities, and services, regardless of **the protected categories listed at N.J.A.C. 6A:7-1.1(a)** ~~race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status,~~ by:

1. Ensuring ~~equal and~~ barrier-free access to all school and classroom facilities;
2. Attaining, **within each school**, minority representation ~~within each school, that which~~ approximates the district's overall minority representation. Exact apportionment is not required, ~~however,~~ the ultimate goal is a reasonable plan achieving the greatest degree of **a representative racial** ~~balance, that which~~ is feasible and consistent with sound educational values and procedures;
3. Utilizing, **on an annual basis**, a State-approved English language proficiency **assessment that evaluates a student's English language proficiency on the four domains of listening, speaking, writing, and reading** ~~measure on an annual basis~~ for determining the **eligibility and placement** ~~special needs~~ of **students who may be identified as multilingual English language learners and their progress in learning English** pursuant to N.J.A.C. 6A:15-1.3(a)~~3.(b)~~;
4. Utilizing bias-free multiple measures for determining the special needs of students with disabilities, pursuant to N.J.A.C. 6A:14-3.4;
5. Ensuring ~~that~~ support services, including intervention and referral services and school health services pursuant to N.J.A.C. 6A:16, are available to all students; and



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6. Ensuring ~~that~~ a student is not discriminated against because of a medical condition. A student shall not be excluded from any education program or activity because of a long-term medical condition unless a physician certifies ~~that~~ such exclusion is necessary. ~~If excluded, the student shall be provided with equivalent and timely instruction that may include home instruction, without prejudice or penalty.~~
 - a. **If excluded, the student shall be provided with equivalent and timely instruction that may include home instruction, without prejudice or penalty.**

Pursuant to N.J.A.C. 6A:7-1.7(b), ~~t~~The Board of Education shall ensure ~~that~~ the district's curriculum and instruction are aligned to the **New Jersey Student Learning Standards (NJSLS). ~~State's Core Curriculum Content Standards and~~ **The Board also shall ensure its curriculum and instruction** address the elimination of discrimination by narrowing the achievement **and opportunity** gaps, by providing equity in educational **activities and** programs, and by providing opportunities for students to interact positively with others regardless of **the protected categories listed at N.J.A.C. 6A:7-1.1(a)** ~~race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status~~, by:**

1. Ensuring there are no differential requirements for completion of course offerings or programs of study solely on the basis of **the protected categories listed at N.J.A.C. 6A:7-1.1(a)** ~~race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status~~;
2. Ensuring courses shall not be offered separately on the basis of **the protected categories listed at N.J.A.C. 6A:7-1.1(a)** ~~race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status~~;



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- a. Portions of classes ~~that which~~ deal exclusively with human sexuality may be conducted in separate developmentally appropriate sessions **based on gender identity for male and female students**, provided that the course content for such separately conducted sessions is the same.
3. **Increasing and promoting equitable representation** ~~Reducing or preventing the underrepresentation of~~ **all** minority, female, and male students in all classes and programs ~~including gifted and talented, accelerated, and advanced classes;~~
4. Ensuring ~~that~~ schools demonstrate the inclusion of a multicultural curriculum in its instructional content, materials and methods, and **ensuring that** students understand the basic tenet of multiculturalism;
5. Ensuring **the Amistad Commission Curriculum** ~~that African American history, as well as the history of other cultures,~~ is infused into the curriculum and **is** taught ~~as part of the history of the United States, pursuant to N.J.S.A. 18A:35-1 and the New Jersey Core Curriculum Content Standards; and~~
6. Ensuring **the Commission** ~~that instruction on the Holocaust and~~ **Genocide education curriculum** ~~Education curriculum and other acts of genocide~~ is **infused** into the curriculum of all elementary and secondary schools, as developmentally appropriate, pursuant to N.J.S.A. 18A:35-28; ~~and-~~
7. **Ensuring all curricular requirements pursuant to N.J.A.C. 6A:8 and the NJSLs are taught, including any curriculum developed concerning any of the protected categories listed at N.J.A.C. 6A:7-1.1(a) or curriculum developed by any commissions constituted for the development of curriculum concerning any of the protected categories listed at N.J.A.C. 6A:7-1.1(a).**

~~The Board of Education shall ensure all students have access to adequate and appropriate counseling services. When informing students about possible careers, professional or vocational opportunities, the Board shall not restrict or limit the options presented to students on the basis of race, creed, color, national origin,~~



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~~ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status. The district will not use tests, guidance, or counseling materials which are biased or stereotyped on the basis of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status.~~

The Board of Education shall ensure that the district's physical education program and its athletic programs are **is in a equitable, co-educational setting that is developmentally appropriate;** and **does do** not discriminate on the basis of **the protected categories listed at N.J.A.C. 6A:7-1.1(a)** ~~race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, gender identity or expression, religion, disability, or socioeconomic status,~~ as follows:

1. The district shall provide separate restroom, locker room, and shower facilities on the basis of gender, but such facilities provided for students of each gender shall be comparable;
2. ~~The A school within the school~~ district may choose to operate separate teams **based on sex for both genders** in one or more sports or single teams open competitively to members of **all sexes both genders, as so** long as the athletic program as a whole provides equal opportunities for students of **all sexes both genders** to participate in sports at comparable levels of difficulty and competency; and
3. The activities comprising such athletic programs shall receive equitable treatment, including, but not limited to, staff salaries, purchase and maintenance of equipment, quality and availability of facilities, scheduling of practice and game time, length of season, and all other related areas or matters.

N.J.S.A. 18A:36-20

N.J.A.C. **6A:7-1.1; 6A:7-1.3;** 6A:7-1.7

Adopted:



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Feb 24

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R 2260 ~~EQUITY IN AFFIRMATIVE ACTION PROGRAM FOR SCHOOL~~
AND CLASSROOM PRACTICES COMPLAINT PROCEDURE

A. Purpose and Application

1. The purpose of this procedure is to give any student or the parent(s) or legal guardian(s) of a student the opportunity to appeal an alleged violation of the district's Affirmation Action Plan for school and classroom practices, as set forth in Policy 2260.
2. This procedure is intended to facilitate an equitable and just resolution of a dispute at the most immediate level and will be implemented in an informal manner.
3. Every reasonable effort will be made to expedite the process in the interest of a prompt resolution. Time limits may, however, be extended with the consent of all parties.
4. All participants in the procedure will respect the confidentiality that this district accords to information about individual students.

B. Definitions

1. "Affirmative Action Officer" means the district official responsible for the coordination of activities relating to compliance with the Affirmative Action Plan.
2. "Affirmative Action Plan" means the Affirmative Action Plan for school and classroom practices adopted by the Board of Education.
3. "Board of Education" means the Board of Education of ~~this the~~ _____ School District.
4. "Complainant" means a student or parent(s) or legal guardian(s) who believes that ~~they have he/she has~~ been harmed or adversely affected by a failure to enforce the district's Affirmative Action Plan.



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5. “Complaint” means an unresolved problem concerning the interpretation or application by an officer or employee of this school district of law and regulations regarding the Affirmative Action Plan.
6. “Day” means a working or calendar day as identified.
7. “Student” means an individual enrolled in any formal educational program provided by the school district.
8. “School district” means ~~this the~~ _____ ~~School d~~District.
9. “Violation” means the failure of a district official or employee to take the positive steps outlined in Policy 2260 and/or included in the Affirmative Action Plan.

C. Procedure

1. A complainant shall discuss ~~their his/her~~ complaint with the staff member most closely involved in an attempt to resolve the matter informally.
2. If the matter is not resolved to the satisfaction of the complainant within thirty working days **of the discussion with the staff member most closely involved**, the complainant may submit a ~~written~~ complaint to the Affirmative Action Officer. **The complaint may be reported: in person; in writing; verbally by telephone; by mail to the office address; or by electronic mail. The complaint may be reported during business or non-business hours.**
3. The complaint ~~shall will~~ include:
 - a. The student’s name and, in the complaint of a person acting on behalf of the student, the name and address of the complainant;~~;~~
 - b. The specific failure to act **of which that** the complainant complains ~~of;~~



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- c. The school employee, if any, responsible for the alleged violation of the Affirmative Action Plan~~;~~;
 - d. The results of discussions conducted in accordance with ~~paragraph C.1. above;~~ and
 - e. The reasons why ~~the these~~ results ~~of the discussions were~~ ~~are~~ not satisfactory ~~to the complainant~~.
43. The Affirmative Action Officer will investigate the matter informally and will respond to the complaint in writing no later than seven working days after receipt of the ~~written~~ complaint **filed in accordance with C.2. above**. A copy of the complaint and the response will be forwarded to the Superintendent.
54. The ~~response of the~~ Affirmative Action Officer's **written response** may be appealed to the Superintendent in writing within three working days after it has been received by the complainant. The appeal will include the original complaint, the response to the complaint, and the complainant's reason for rejecting the response. A copy of the appeal must be given to the staff member alleged to have violated the Affirmative Action Plan.
65. On **their his/her** timely request (that is, submitted before the expiration of the time within which the Superintendent must render a decision), the complainant will be given an informal hearing before the Superintendent, at a time and place convenient to the parties, but no later than seven working days after the request for a hearing has been submitted. The Superintendent may also require the presence at the hearing of the staff member charged with violation of the Affirmative Action Plan and any other person with knowledge of the violation ~~complained of~~.
76. The Superintendent will render a written decision in the matter no later than seven working days after the appeal was filed or the hearing was held, whichever occurred later. Copies of the decision will be given to all parties and to the Board.



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- 87.** The complainant may appeal the Superintendent’s decision to the Board by filing a written appeal with the Board Secretary no later than three working days after receipt of the Superintendent’s decision. The appeal shall include:
- a. The original complaint;
 - b. The response to the complaint;
 - c. The Superintendent’s decision;
 - d. A transcript of the hearing, if one has been made, or a summary of the hearing to which all parties have consented; and
 - e. The complainant’s reason for believing the Superintendent’s decision should be changed.
- 98.** A copy of the appeal to the Board must be given to the staff member, if any, charged with a violation of the Affirmative Action Plan.
- 109.** The Board will review all papers submitted and may render a decision on the basis of the proceedings below. If the complainant so requests, the Board may convene a hearing, at which all parties may be represented by counsel and may present and examine witnesses, who will testify under oath.
- 1140.** The Board will render a written decision no later than forty-five calendar days after the appeal was filed or the hearing held, whichever occurred later. Copies of the decision will be given to all parties.
- 1211.** The complainant will be informed of **their his/her** right to appeal the Board’s decision to the Commissioner of Education or to the New Jersey Division on Civil Rights.



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D. Record

1. The records of any complaint processed in accordance with this procedure shall be maintained in a file separate from the student's cumulative file. A notation shall be made in the student's file of the presence of the record in the separate file.
2. **A copy of the decision rendered at the highest level finding a violation of the Affirmative Action Plan has occurred shall be kept in the personnel file of the employee found to have committed a violation of the Affirmative Action Plan.**

Issued:



POLICY

Teaneck Board of Education

Section: Property
7510. USE OF SCHOOL FACILITIES
Date Created: March 2012
Date Edited: March 2021

7510. USE OF SCHOOL FACILITIES

The Board of Education believes the school facilities of this district should be made available for community purposes, provided that such use does not interfere with the educational and co-curricular programs of the school district. For the purpose of this policy, “school facilities” also includes school grounds.

The Board will permit the use of school facilities when such permission has been requested in writing and has been approved by the Business Administrator/Board Secretary. The Board reserves the right to withdraw permission after it has been granted in the event circumstances change requiring such school facilities or school grounds will be needed for a school district purpose or due to a school closing due to weather or other emergency.

In weighing competing requests for the use of school facilities, the Board will give priority to the following applicants, in the descending order given:

- A. Class I: community-based organizations. A community based organization must be a) representative of the Teaneck Township community or significant segments of the community and b) provide educational, recreational, athletic or related services to the community;
- B. Class II: non-profit 501(c)(3) and/or other charitable organizations;
- C. Class III: for-profit organizations;
- D. No other organization or individuals will be permitted use without express written permission of the Board of Education.

Each user shall present evidence of the purchase of organizational liability insurance to the limit as prescribed by district regulations. Each user shall inspect any facility or school grounds to be used prior to such use and shall notify a district representative of any existing safety or dangerous conditions. In the event such conditions exist, the district may cancel or modify the user’s access to the school facility **including subsequent or recurrent reservations** until such conditions are addressed. Users shall be financially liable for damage to the facilities and for proper chaperonage as required by the school district administration. **As determined by the District, the user shall reimburse the Board for the costs of any and all repairs resulting from damage from the user.**

Use of school equipment in conjunction with the use of school facilities must be specifically requested in writing and may be granted in accordance with Policy No. 7520. The users of school equipment must accept liability for any damage or loss to such equipment that occurs while it is in their use, regardless of any assignment of negligence. Where rules so specify, certain items of equipment may only be used by a qualified operator approved by the school district administration.

The Board shall approve annually a schedule of fees for the use of school facilities based upon the following guidelines:

1. The use of school facilities for activities Classes I and II shall be without cost to the user except that the user shall be responsible for **prepayment of** any custodial and service costs incurred by **such [the]use [on-Sunday] as determined by the District.**
2. All other organizations or persons granted the use of school shall pay in advance the scheduled fee required by the use, in addition to any custodial or service fees incurred.

The school district shall provide a copy of Policy and Regulation 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries to all youth sports team organizations that operate on school grounds or in school facilities. In accordance with the provisions of N.J.S.A. 18A:40-41.5, the school district shall not be liable for the injury or death of a person due to the action or inaction of persons employed by, or under contract with, a youth sports team organization that uses school facilities or operates on school grounds if the youth sports team organization provides the school district proof of an insurance policy in the amount of not less than \$50,000 per person, per occurrence; insuring the youth sports team organization against liability for any bodily injury suffered by a person. The youth sports team organization must also provide a statement of compliance with the school district’s Policy and Regulation 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries.

For the purpose of this Policy, a “youth sports team organization” means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.

The Board will provide security at the cost of the user. In the event that security personnel employed by the Board are unavailable to provide services for an event or activity, the user is responsible for the provision and costs of licensed security personnel and must obtain approval from the Board for any and all alternative licensed security guards or agencies. Licensed security personnel are prohibited from carrying firearms on school premises. Only law enforcement officers are permitted to carry firearms on school premises. The user acknowledges and agrees to hold the Board harmless from any claims, damages, or liabilities arising out of or related to the absence of security personnel or services during use.

The Superintendent shall develop regulations for the use of school facilities; such regulations shall be distributed to every user of the facilities and every applicant for the use of school facilities. Permission to use school facilities shall be granted only to persons and organizations that agree to the terms of Policy and Regulation 7510, the requirements as outlined in the use of

school facilities application, and in accordance with the terms outlined in the approval granted by the school district.

N.J.S.A. 18A:20-20; 18A:20-34

Adopted: 14 March 2012

Revised: 11 December 2019

Revised: 24 March 2020

Revised: 17 March 2021

Revised: 19 March 2024

District Regulation

7510 - USE OF SCHOOL FACILITIES

Section: Property Date Created: March 2012 Date Edited: March 2024

General

The Board reserves the sole right to fully limit, control, and determine the conditions of any and all uses of school facilities by non-school organizations or persons. Non-school organizations (or persons) are defined as those whose activities are not under the full and direct control of the Board.

Any application and approval for facility use does not constitute a landlord-tenant relationship. It is a use permit, revocable for good cause or which may be transferred by the School Business Administrator/Board Secretary to another facility when required by a school need.

Application for use of a building will not be granted whenever, in the judgment of the Principal or School Business Administrator/Board Secretary, the health or safety of the building and/or its occupants will be affected adversely. Violation by the applicant of any rule or regulation or condition governing the use of school buildings will be cause for the cancellation of all existing use permits.

A use permit may not be transferred from one organization to another. Any attempt to so transfer a use permit will result in such permit being deemed, immediately, null and void.

No privileges for use of any facilities other than those stated in the use permit will be granted. No modifications, changes, additions, installations, or alterations to any of the building, facilities, utilities, or equipment are permitted.

Custodial personnel must be on duty the entire time a building is occupied. There will be no exceptions. Custodians, as stewards of school property, will require applicants to adhere to the rules governing rental of school building facilities. In extreme cases of violations of these rules, a custodian can require an applicant to cease all activities and vacate the premises. All fees will be forfeit by the applicant in such instances.

School buildings must be vacated by the time stipulated in the application, but not later than 10:30 p.m. (elementary schools) or 12:00 midnight secondary schools) unless special permission is granted by the School Business Administrator/Board Secretary at the time of the application. It is noted that when custodians are required to work past 12:00 midnight, different fee rates may apply.

Authorized school district personnel and Board trustees will have free access to all areas of the school facilities at all times, including periods when the facilities are used by the applicant

The following schedule of charges apply for each individual date of use for groups B, C and D.

A. Applicants Must

1. Agree to comply strictly with all township ordinances and rules and regulations of the Board of Health and Police and Fire Departments regarding public assemblies. Use of facilities will be limited to capacity approved by the local Fire Department. If it is necessary to have a uniformed fireman present to enforce this safety regulation, this will be at the expense of the applicant.
2. Provide a Certificate of Insurance with:
 - a. Liability coverage acceptable to the School Business Administrator/Board Secretary, and
 - b. That specifically holds harmless the Board of Education, its agents and employees from liability for injury or damage to any person or property of any person, on school premises during the term of the permit to the School Business Administrator/Board Secretary at least three work days in advance of the first day of use.
3. Satisfy the Board of Education's representative that they are responsible, that they will guarantee orderly behavior, and that they will underwrite any damage due to their use of any Board property. This specifically includes assumption of all responsibility by the applicant for the action of its members, invitees, and others using the facilities under its auspices. Abuse of the use permit will constitute grounds for cancellation of **subsequent or reoccurring** reservations [~~already made~~] and refusal of new reservations. **The Applicant shall reimburse the Board for the costs of any and all repairs resulting from damage from the Applicant's usage.**
4. Supply all equipment (other than furniture already in the school) necessary for their activities. Use of 'built-in' school equipment will be permitted if requested in the initial application for use and with the approval of the School Business Administrator/Board Secretary. School pianos may be used provided the Principal approves. Pianos may not be moved except by professional moving men arranged for and paid by the applicant. Tuning, paid for by the applicant, may only be done by professionals approved by the School Business Administrator/Board Secretary or the Principal.
5. Set up and remove (at the end of use) all equipment and materials (except school furniture) necessary for their activities at times which do not conflict with school programs.
6. Offer neither gratuities nor payments of any kind, except as outlined in these regulations, to any Board employee; nor make any arrangements for Board employees to provide any service to the applicant, which by these regulations, are the applicant's responsibility

B. Health and Safety

1. No smoking will be permitted in school buildings or on school grounds.
2. No alcoholic beverages or non-physician prescribed drugs are permitted on, or to be consumed in school buildings or on school grounds.

3. The ambient air temperature of buildings or facilities will not be raised or adjusted for non-school building uses. The applicant is asked to take special note of this regulation. Only the School Business Administrator/Board Secretary shall have authority to modify this regulation. Violation of these rules may result in the immediate cessation of the use permit with no rebate of fees.

C. Availability

1. School activities have priority in the use of school facilities.
2. Applicants may request a particular facility, and if no school program has been scheduled, the facility will be reserved for the applicant. If, in the opinion of the Board representatives, the applicant's program should be moved to another facility another facility will be made available. All reasonable attempts to make the alternate facility as equivalent as possible to that which was originally requested will be made.
3. In all instances, building facility use is subject to the availability of custodial personnel. At no time shall facility use be granted without a school employed custodian being on duty.
4. The high school football stadium and track shall only be available for use as follows (in priority order):
 - a. Teaneck High School athletics and band
 - (1) Fall - football games
 - (2) Spring - track meets
 - (3) Band - Fridays for formations (fall only)
 - b. Teaneck High School physical education program (fall).
 - c. State or league athletic association games or meets (to which THS belongs), given prior approval of the Athletic Director and School Business Administrator/Board Secretary.
 - d. Open community use of the track (all year).
 - e. Teaneck junior football regular seasons schedule and playoff home games with prior approval of the Athletic Director and the School Business Administrator/Board Secretary (fall only).
 - f. Township Recreation Department summer programs (east of the playing field and track).

D. Application Procedures

1. Non-school organizations without an organization classification may not use Teaneck public school facilities.

2. To request the use of a facility, an organization must complete an Application for Use of School Building Facilities at the building for which use is desired at least ninety calendar days in advance of the planned activity.
3. The Building Principal will review the application for completeness, fill in additional information as necessary, reserve the facility for reject, in writing, the application if the facility is not available, and forward the application to the Business Office within two work days.
4. Upon receipt of the application, the Business Office will confirm the organization's classification and certificate of insurance, contact the maintenance department for appropriate staffing, and determine fees if chargeable.
5. The Business Office will notify the applicant and the Building Principal of the arrangements and request receipt of fees (if any) no later than ten calendar days prior to the activity.
6. Usage fees will be sent to the Business Office. If user fees are not received by the tenth calendar day prior to the activity, the Business Office will supply a written cancellation notice to both the applicant and the Building Principal.

E. Applicant Classification

1. Initial Application

- a. All non-school organizations, prior to any use of school facilities, must apply to the School Business Administrator/Board Secretary and receive an organization classification at least thirty calendar days prior to the intended date of facilities use.
- b. Documentation of applicant's statements may be required when necessary to properly determine classification.
- c. Classifications will be permanent unless a re-classification is warranted.

2. Re-classification

- a. Any organization not using school facilities for two years or longer must be re-classified.

- b. If there is a change in any of the information on which the classification was based, an organization must notify the Board offices and immediately apply for a re-classification.
- c. If, in the judgment of the School Business Administrator/Board Secretary, subsequent information indicates the possible need for a re-classification, the organization must re-file for a re-classification before any further use of school facilities will be permitted.

3. Appeal

- a. If an organization disagrees with the classification assigned, it must first attempt to resolve the problem with the School Business Administrator/Board Secretary.
- b. If unresolvable, the organization may appeal, in writing only, to the Board. The appeal must set forth the reasons the organization feels it is entitled to another classification and any additional information requested by the Board must be supplied.
- c. The Board will make the final determination of classification.

4. Criteria

An organization's classification will be based on two types of criteria: characteristics and function.

- a. Function - states the organization's primary reason(s) for being:
 - (1) Group A - Organizations supporting Teaneck schools. Its programs Teaneck youth, youth activities, or service work. (Highest rank)
 - (2) Group B - Educational, intellectual, artistic and social organizations; U.S., New Jersey, Bergen County, and Teaneck Township governmental bodies and sub-units; Recognized charitable or public service organizations; Groups affiliated with recognized religious denominations but not religious services or activities. (Second highest rank)
 - (3) Group C - Not-For-Profit groups or organizations and organizations of limited purpose and interest. (Third highest rank)
 - (4) Group D - Religious services or activities commercial/ for profit organizations and political or quasi-political organizations supporting

or opposing persons, causes, principles, or opinions, or for personal purposes. (Fourth rank)

b. Characteristics - embody the organization's intent to service Teaneck schools and residents and used to further define the organization's function:

(1) Activity Center - an organization located in Teaneck primarily servicing Teaneck schools, residents, or community purposes.

(2) Membership - an organization whose membership is open to anyone expressing an interest in participating in the organizations activities and the membership rolls of the organization are fifty percent Teaneck residents.

(3) School/Community Interest - an organization whose major objectives are to serve a broad spectrum of Teaneck Schools and community interests, especially the needs of the youth of Teaneck.

F. Approved Activities

Non-school organizations may use school facilities for the following types of Board approved activities:

1. General/Membership Meeting - a general purpose meeting for the conduct of business or welfare of the membership.
2. Patriotic Observation - an activity solely for patriotic themes or activities.
3. Educational Programs or Courses/Seminars/Lectures/Exhibitions activities with a definite educational goal or instructive or informative purpose.
4. Competitions - (not sports or athletic) a competitive activity such as a tournament or judged activity.
5. Recreation/Athletics/Sports - Physical and social activities whether competitive or non competitive.
6. Concerts/Recitals/Plays/Drama - (including rehearsals) includes the broad range of artistic activities.
7. Fund Raisers - any activity for the purpose of raising funds or which results in the raising of funds for an organization or any of its purposes.
8. Religious Services - services or activities with the intent to worship. This activity is included as an approved use for individual events only.

9. Rallies/Support Meetings - an activity for the purpose of supporting or opposing, or gaining support or opposition for persons, causes, principles, or opinions.

An activity not covered by the aforelisted will be assigned by the School Business Administrator/Board Secretary for fee schedule purposes.

G. Fees

An organization whose activity is not open to the public, or who charges admission, shall have its rating, above, increased or raised by one. For example, an “A” organization charging admission shall receive a ranking of “B”.

The Board may apply conditions to certain organizations using facilities Classifications A and B. These limits may include the number, duration, and type of activities as well as waiver of fees for ordinary uses.

Fees Charged - will be as follows:

Fee charges are per daily use.

The rental fee for rehearsals shall be the full fee for the approved daily use. Saturday or Sunday = rental fee + (2.0 x custodial fee)

Holiday = rental fee + (3.0 x custodial fee)

N/A = Not available

Multiple facilities = any combination of auditorium, gym, library or cafeteria

The following schedule of charges applies for each individual date of use for groups A, B, C and D.

GROUP	<u>A</u>	B	C	D
AUDITORIUM				
Middle School	<u>\$0</u>	\$300	\$300 + Cust.	\$600 + Cust.
High School	<u>\$0</u>	\$500	\$500 + Cust.	\$800 + Cust.
High School (multiple facilities)	<u>\$0</u>	\$500 + \$200/add'l. facility	\$500 + \$200/Facil. Cust. &	\$800 + \$500/Facil. + Cust.

GYMNASIUMS				
(no locker rooms)				
Elementary	<u>\$0</u>		\$200 + Cust.	Not Available
Middle School	<u>\$0</u>		\$400 + Cust.	Not Available
High School	<u>\$0</u>	\$500	\$500 + Cust.	Not Available

EF GYMNASIUM (no locker rooms)				
EF Building	<u>\$0</u>	\$200	\$200	\$500
School Parking Lots	<u>\$0</u>	\$300	\$300	\$600
School Fields	<u>\$0</u>	\$300	\$300	\$600

CLASSROOMS (per room) - Note: Libraries, excluding access to technology equipment is at triple the per room rental fees, except at the high school.				
GROUP	<u>A</u>	B	C	D
Elementary	<u>\$0</u>		\$50 + Cust.	\$300 + Cust.
Middle School	<u>\$0</u>		\$50 + Cust.	\$300 + Cust.
High School	<u>\$0</u>		\$50 + Cust.	\$300 + Cust.
CAFETERIA (no kitchen)				

Elementary	<u>\$0</u>		\$200 + Cust.	\$500 + Cust.
Middle School	<u>\$0</u>		\$300 + Cust.	\$600 + Cust.
High School	<u>\$0</u>		\$500 + Cust.	\$800 + Cust.
Other Spaces High School				
Media Center				
Pupil Center				

1. The fee charged covers only the use of specific areas as approved in the application, including halls and lavatories when appropriate, and which are immediately adjacent to the approved areas. No other facilities or portions of facility may be used.
2. With regard to the use of the Teaneck High School Auditorium, all groups will be charged for the fees paid to pupil helpers (\$6.50 per hour) over and above all other fees, payable to the pupil helpers, with the understanding that:
 - a. A minimum of two pupils must be utilized to insure the proper handling and care of our facilities and equipment.
 - b. The parties using the facility must confer with the high school Stage Crew Advisor to explain what their needs will be, and to discuss how feasible these are, given the nature of our facility and the schedule of events planned for the auditorium (with the provision that school events must take precedence over outside events).
 - c. A higher fee (\$8.00 per hour) will be charged for pupils who are asked to work on Saturday or Sunday.
 - d. An additional fee of \$175 for a minimum of four hours will be required payable to the Stage Crew Advisor if special lighting or sound set-ups are needed. The four hour minimum shall include set-up and clean up time. Additional hours of support shall be at a rate of \$43.75 per hour. If it is determined that additional pupil workers are needed, they shall be compensated at the same rate noted in paragraph 2a above. If the grand piano is required to be moved, an additional fee will be assessed for the move and the tuning to keep the delicate sound equipment in fine repair.
 - e. The stage facility will be closed to all outside groups during exam review periods and during exam week as pupils simply are not available to work.
3. Custodial fees will be charged at prevailing hourly rates **and shall be prepaid in advance**, in accordance with the annual schedules established by the School Business Administrator/Board Secretary, for each hour or fraction thereof for each custodian

assigned to service the applicant's activity.

4. Permission to use the cafeteria kitchen must be cleared with the School Business Administrator/Board Secretary, who will determine the specific equipment that may be used by the applicant. A food service employee(s) assigned by the food service management company must be on duty in the kitchen during the period of use by the applicant. Said individual(s) is acting in the capacity of steward of school property, and shall be compensated at a rate determined by the food service company and made payable to the food service management company.

Fees Payment (except as noted above) - must be by check payable to the Teaneck Board of Education and must be received no later than ten calendar days prior to planned usage. Failure to receive full payment in advance automatically nullifies the Application for Use.

Donations towards the use of Board facilities are strongly encouraged.

~~[Fees Waiver – no waiver of fees is permitted except by the Board upon submission, in writing, of proof of hardship. In such cases, the Board reserves the right to examine the financial or other records of the applicant to ensure that hardship exists in the opinion of the Board.]~~

H. Definitions

1. Holiday - a day designated by the Board as a holiday for all district personnel.
2. Closed to Public - an activity restricted to the membership and/or guests of an organization.
3. Open to Public - an activity for which no admission fee is charged and which anyone may participate in.
4. Suggested Donation or Suggested Contribution - an "optional" non-required admission fee. That is, a suggested charge to participate in or view an activity that does not have to be paid in order to be admitted to the activity. An organization wishing to avail themselves of the reduced fees to be charged for building use, must use the words "suggested donation" or "suggested contribution" on all advertising, tickets, etc.
5. Admission Fee - The term "admission fee" (donation, contribution, etc.) is defined and understood as an entrance fee or charge for the purpose of controlling admission to the activity and/or be a source of funds to an organization.

In the event there is a question as to whether a fee being charged is an admission fee, the matter will be referred to the School Business Administrator/Board Secretary who will make the final determination.

Charges levied for the express purpose of purchasing supplies and/or materials to be used in an activity will not be considered admission fees, provided documentation suitable to the School Business Administrator/Board Secretary is provided in advance of the facilities use. Tuition charges levied by a bona-fide educational institution shall not be considered admission fees.

I. Special Provisions

The following organizations are expected to fully comply with all School Facilities Use regulations, except fees, as noted below.

J. P.T.A. (P.T.O., P.T.S.A.)

Teaneck schools parent-teacher associations are permitted use of a school building for the purposes of meetings and fund raising in accordance with the rules and regulations on use of school buildings by non-school organizations.

1. Twelve general membership meetings per school year (no holidays or weekends) - no fee charges - maximum four hours per use.
2. Twenty-four executive Board meetings per school year (no holidays or weekends) - no fee charges - maximum four hours per use.
3. One fund-raising activity per year (no holidays), up to eight hours of custodial service - no fee charges, using school facilities unless written permission is obtained from the Board for an additional fund-raiser.

K. Scouting

Official Teaneck scout troops will be permitted the use of a school building for weekly weekday meetings of a troop. The meetings may not exceed one per week (on weekday, no weekends or holidays) and may not be longer than three hours in length. There will be no fee charges.

L. Teaneck Adult Education

The Teaneck Adult Education program is permitted the use of school facilities in accordance with Board policies relating to adult Education.

M. Teaneck Township Recreation Program

The Teaneck Township Recreation Department is permitted the use of school facilities for program activities. No rental charges will be made. Custodial fees will be charged only when and if services are specifically required for an activity, or if on a holiday, weekend, or custodial overtime situation is incurred. The Recreation Department will provide full

supervision for all of its activities, and return facilities used to the condition in which they were found.

Organizations qualifying under fee schedule classes A and B are expected to require a minimum of custodial services and leave facilities in the condition in which they were found. When more than a minimum of custodial services is required, the organization shall incur actual custodial fee charges.

N. Guidelines for use of high school auditorium

1. A blackout period will be set up around each of the three major school events (the Fall drama, the Terpsies concert, and the Spring Musical) during which no stage events will be permitted for three weeks prior to, and two days after their occurrence (this is a necessity because of the complicated sets and platforms which are usually put up for these performances. In addition, lighting plots are set during this time period, involving long stretches of time for aiming lamps, looking at the results, and then adjusting according to the needs of the event being staged).

This blackout period will not interfere with any non-stage events which are sometimes scheduled during the blackout period (for example, should there be an important meeting planned for parents in the auditorium, the performers could easily rehearse elsewhere since the use of the house, and the set up of a podium and mike do not involve what is on the stage. Less elaborate school events such as the Band Concert or the Vocal performance would need only a one week blackout period prior to and one day after each occurrence.

2. Any and all conflicts will be resolved in concert with all parties involved.

O. Insurance Coverage for Youth Sports Team Organizations

Any youth sports team organization, including cheerleaders, that is granted permission to use school facilities must provide the school district proof of an insurance policy against liability for any bodily injury in the amount of not less than \$50,000 per person per occurrence, insuring the youth sports team organization against liability for any bodily injury suffered by a person. The youth sports team organization must also provide a statement of compliance with the school district's Policy and Regulation 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries, which will be provided to the adult representative of the requesting organization with the application to use school facilities.

For the purpose of this Policy/Regulation, a “youth sports team organization” means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.

Issued: 14 March 2012

Revised: 13 February 2013

Revised: 14 November 2018

Revised: 19 March 2024

Memorandum of Understanding

Memorandum of Understanding

Fairleigh Dickinson University

and

TEANECK PUBLIC SCHOOLS

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Fairleigh Dickinson University (also known as the University or FDU) and **Teaneck Public Schools** (collectively known as the Parties) to formalize the district's participation in the University's Pre-Collegiate STEM Discovery Program as of **August 1, 2024**. Note that this is a renewal MOU **replacing the MOU dated March 10, 2023**, which is still in force.

Background

The Pre-Collegiate STEM Discovery Program (the Program) is a FDU initiative to increase diversity in college and the STEM workforce. Annually, the program enrolls up to 225 middle and high school students, underrepresented in STEM, into engineering, technology, computer science and mathematics workshops, and precollegiate college credit courses. The Program is held on Saturdays on the University's Metropolitan campus in Teaneck, NJ. The Program is administered by the University's Gildart Haase School of Computer Sciences and Engineering (GHSCSE), its faculty and administrative staff.

The Program consists of the following workshops and courses:

- Technical Enrichment and Outreach Program (TEOP): The program for high school students explores basic sciences and mathematics to more advanced engineering and technology fields including civil engineering, aeronautics, electronics and robotics.
- Mathematics Enrichment Through Applications (META): The program for high school students focuses on three topics in areas of modern-day applied mathematics research: cryptography, graph theory, and computational neuroscience or related subject matter
- Computing and Security Enrichment and Outreach Program (CSEOP): The program for high school students enables them to learn about core concepts of computers, Python programming, networking, GoPiGo robotics, criminal justice and other complex topics.
- Girls Exploring Engineering (GEE): The program introduces 7th and 8th grade middle school girls to five disciplines of engineering and technology: civil, electrical, and mechanical engineering, computer programming with SCRATCH and robotics.
- Precollegiate college credit or dual enrollment courses are offered for high school students teaching computer programming, engineering and engineering technology, inclusive of but not limited to the Python Scholars Program's 3-credit, college courses offering the Computer Programming-I Course (CSCI1201) teaching Python, and Computer Programming-II Course (CSCI1202) teaching JAVA.
- New programs, which may be developed for STEM, offering enrichment, college credit, dual enrollment or academic skills development.
- All programs are subject to changes based on faculty input and administrative input.

Teaneck Public Schools' continued participation in the Program is vital to ensure the targeted population groups benefit for the Program's mission.

Purpose

The Parties shall endeavor to work together to sustain **Teaneck Public Schools'** student participation in the Program. **Teaneck Public Schools**, working collaboratively with the Program, will complete student registration forms, facilitate student applications or commitment forms and parent consent forms, and coordinate with parents for the transportation of students to the University's campus. Additionally, districts must provide student data for Program reporting and long-term impact tracking purposes, which is the data required for grants and sponsorships. **Teaneck Public Schools District is not required to provide a school bus.** However, if the district provides a school bus, the district must provide the names of the registered/enrolled students riding bus to the Program, the name of the bus company (if the bus is not district owned), the bus driver's contact name and number, and a district emergency contact available on Saturdays during STEM program operations.

Funding

This MOU is **not** a commitment of funds.

Duration

This MOU is at-will and may be modified by mutual consent of authorized officials from (list partners). This MOU shall become effective upon signature by the authorized officials from the (list partners) and will remain in effect until modified or terminated by any one of the partners by mutual consent.

Contact Information

Teaneck Public Schools
Dr. Andre Spencer
Superintendent of Schools
Central Administration Building
651 Teaneck Road, Teaneck NJ 07666
aspencer@teaneckschools.org
201-833-5510

_____ Date: _____
(Partner Signature)
(Teaneck Public Schools, Dr. Andre Spencer, Superintendent of Schools)

Fairleigh Dickinson University Gildart Haase School of Computer Sciences and Engineering

Alfredo Tan, Ph.D.
Professor of Electrical Engineering and Gregory Olsen Endowed Chair
Director, Gildart Haase School of Computer Sciences and Engineering
Director, Pre-Collegiate STEM Discovery Program
Address: 1000 River Rd., T-BE2-01, Becton Hall, Room 300, Teaneck, NJ 07666
Tan@fdu.edu
201-692-2324

_____ Date: _____
(Partner signature)
(Alfredo Tan, Director, Gildart Haase School of Computer Sciences and Engineering)



Institutional Review Board

3600 Civic Center Blvd., 9th Floor
Philadelphia, PA 19104
Phone: 215-573-2540
(Federalwide Assurance # 00004028)

DATE: 30-Jul-2024
TO: Charlotte E Jacobs
CC:

RE:
IRB PROTOCOL#: 856587
PROTOCOL TITLE: GUIDING LITE: Perceptions on Organizational Impact and Equity in College and Career Planning for Black and Latinx Students in a Suburban Public High School

SPONSOR: NO SPONSOR NUMBER
REVIEW BOARD: IRB #8

IRB SUBMISSION: NOTICE OF EXEMPTION

Dear Dr. Jacobs,

The above referenced protocol was reviewed by the Institutional Review Board on 29-Jul-2024. It has been determined that the proposal meets eligibility criteria for IRB review exemption authorized by 45 CFR 46.104, category 3, 2.

ONGOING REVIEW:

- The IRB must be kept apprised of any and all changes in the research that may have an impact on the IRB review mechanism needed for a specific proposal. You are required to submit modifications to the IRB if any changes are proposed in the study that might alter the exemption determination, or any applicable HIPAA waiver determination. New procedures that may have an impact on the exemption determination, or HIPAA waiver determination cannot be initiated until Committee approval has been given.
- Consistent with the federal regulations, IRB approval of this protocol will not expire and no continuing reviews will be required for this protocol. The IRB may occasionally contact you to confirm that the trial is still ongoing and that you are adhering to the previously stated requirement to submit modifications.

COMMITTEE APPROVALS: You are responsible for assuring and maintaining other relevant committee approvals. This human subjects research protocol should not commence until all relevant committee approvals have been obtained.

If your study is funded by an external agency, please retain this letter as documentation of the IRB's determination regarding your proposal.

If you have any questions about the information in this letter, please contact the IRB administrative staff. A full listing of staff members and contact information can be found on our website: <http://www.irb.upenn.edu>

This letter constitutes official University of Pennsylvania IRB correspondence.

STUDENT SAFETY DATA REPORT 2023-24
August 12, 2024

Report Period 2

School	Incident Total	Violence	Vandalism	Substances	Weapons	HIB Confirmed	Other Incidents Leading to Removal	HIB Alleged
(050) Teaneck High School	31	11	4	14	1	1	19	0
(060) Benjamin Franklin Middle School	6	0	0	3	1	2	8	4
(070) Thomas Jefferson Middle School	1	0	0	0	0	1	0	1
(080) William Cullen Bryant School	0	0	0	0	0	0	0	0
(110) Nathaniel Hawthorne Elementary School	0	0	0	0	0	0	0	0
(130) James Russell Lowell Elementary School	4	0	0	0	0	4	0	0
(150) John Greenleaf Whittier Elementary School	1	0	0	0	0	1	0	1
(300) Theodora Smiley Lacey Elementary School	0	0	0	0	0	0	0	0
Total	43	11	4	17	2	9	27	6

2023-24 School Year

School	Incident Total	Violence	Vandalism	Substances	Weapons	HIB Confirmed	Other Incidents Leading to Removal	HIB Alleged
(050) Teaneck High School	54	19	4	27	3	1	27	4
(060) Benjamin Franklin Middle School	10	2	0	4	1	3	13	7
(070) Thomas Jefferson Middle School	3	0	0	0	1	2	0	3
(080) William Cullen Bryant School	0	0	0	0	0	0	0	0
(110) Nathaniel Hawthorne Elementary School	0	0	0	0	0	0	0	0
(130) James Russell Lowell Elementary School	4	0	0	0	0	4	0	0
(150) John Greenleaf Whittier Elementary School	1	0	0	0	0	1	0	1
(300) Theodora Smiley Lacey Elementary School	0	0	0	0	0	0	0	0
Total	72	21	4	31	5	11	40	15

2023-24 HIB TRAININGS AND PROGRAMS

School	Report Period 1		Report Period 2		2023-24 School Year	
	Trainings	Programs	Trainings	Programs	Trainings	Programs
District-Wide	6	1	2	0	8	1
(050) Teaneck High School	5	0	5	1	10	1
(060) Benjamin Franklin Middle School	9	0	9	0	18	0
(070) Thomas Jefferson Middle School	4	0	7	0	11	0
(080) William Cullen Bryant School	3	0	6	0	9	0
(110) Nathaniel Hawthorne Elementary School	11	0	11	0	22	0
(130) James Russell Lowell Elementary School	9	0	11	0	20	0
(150) John Greenleaf Whittier Elementary School	5	0	8	0	13	0
(300) Theodora Smiley Lacey Elementary School	10	0	5	0	15	0
Total	62	1	64	1	126	2

Teaneck District Nursing Service Plan 2024 - 2025

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

District Name: Teaneck Public Schools

School Year: 2024-2025

Board Approval Date: ENTER THE DATE YOUR PLAN WAS APPROVED (as per N.J.A.C. 6A:16-2.1 (b))

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


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

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

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

	(5) Evaluation of student suspected of being under the influence of alcohol or a controlled dangerous substance	(N.J.A.C. 6A:16-2.2(h)5)
	f) Transference and request of health records i.e. A-45 and current physical exam	(N.J.A.C. 6A:16-2.4(d))
	g) Adherence to Family Education Rights and Privacy Act	(FERPA- 20 U.S.C.§1232g, 34 CFR Part 99, N.J.A.C. 6A:16-2.4 (c))
	2. Determine student status for admission or retention with unacceptable evidence of immunizations	(N.J.A.C. 6A:16-2.2(b))
	3. Conduct tuberculosis testing as directed by the NJ DHSS	(N.J.S.A.18A:40-16 & N.J.A.C. 6A:16-2.2(c))
	B. Medications, health care treatments, procedures and care:	
	1. Administer authorized medications, health care treatments and care	(N.J.A.C. 6A:16-2.1(a) 2)
	2. Approval of self-administered medications	(N.J.S.A.18A:40-12.3 & 12.4 & N.J.A.C. 6A:16-2.1(a) 2.v)
	3. Designate and train annually epinephrine and glucagon auto injector delegates	(N.J.A.C. 6A:16-2.1(a)2.vi N.J.S.A. 18A:40-12.5; 12.6 & 12.14)
	4. Permit the school nurse or trained designee to administer epinephrine via a pre-filled auto-injector mechanism to any student without a known history of anaphylaxis when the nurse or trained designee in good faith believes the student is having an anaphylactic reaction or any student whose parent has not; a) Provided written authorization for the administration of epinephrine; b) Provided written orders from the physician or advanced practice nurse that the student requires epinephrine for anaphylaxis; c) Received written notice from the board of education (BOE) or nonpublic school chief school administrator that the agencies and their employees or agents have no liability as a result of an injury arising from the administration of epinephrine; and d) Signed a statement releasing the BOE or nonpublic school of liability.	(N.J.S.A. 18A:40-12.5a-d and N.J.S.A. 18A:40-12.6)
	C. Review and create IHP/IEHP for Do Not Resuscitate (DNR) orders	(N.J.A.C. 6A:16-2.1(a)3)
	D. Provide Health Care	(N.J.A.C. 6A:16-2.1(a) 4)
	1. Provide nursing health care and execute medical regimens to students as per: NJ Nurse Practice Act, District Collaborative Standing Orders, IHP, IEHP and Medical Home Practitioner’s orders.	(N.J.A.C. 6A:16-2.1(a)10 (N.J.S.A. 45:11-23)- New Jersey Board of Nursing Statutes

District Nursing Services Plan June 26, 2023

2.	Isolate, exclude and re-admit any student or employee with a communicable disease	(N.J.A.C. 6A:16-2.4 (a))
3.	Report “Reportable Communicable Disease” to County health officer	(N.J.A.C. 8:57-1 & N.J.A.C. 6A:16-2.2(d))
4.	Arrange for transportation and supervision of students in need of emergency health care	(N.J.A.C. 6A:16-2.1(a) 4(iv))
5.	Notify parents of need for emergency care	(N.J.A.C. 6A:16-2.1(a)4(v))
6.	Administer emergency medications i.e., anaphylaxis (epinephrine) or asthma medications etc.	(N.J.A.C. 6A:16-2.1 (a) 4)
7.	Write and update annually student individualized health care plans (IHP’s) and individualized emergency health care plan (IEHP’s) for student’s medical needs and instruction of staff.	(N.J.A.C. 6A:16-2.1(a)10 and (N.J.A.C. 6A:16-2.3(b)3(xii))
8.	Establish, annually review and implement Standards of Care/Collaborative Standing Orders with the School physician for deliverance of daily and emergency health care.	(N.J.A.C 6:A:16-2.3(b)3(i))
E.	Administer asthma related care	
1.	Obtain training for administration of medication via nebulizer	(N.J.S.A.18A:40-12.8(a) & (N.J.A.C. 6A:16-2.1(a).5.ii)
2.	Maintain one nebulizer per school	(N.J.A.C. 6A:16-2.2(e))
3.	Require Students to have a current “Asthma Action Plan	(N.J.A.C. 6A:16-2.1(a)5.iii)
F.	Health history and examinations	(N.J.S.A. 18A:40-4, N.J.S.A. 18A:35-4.8, N.J.A.C. 6A:16-2.2 and N.J.A.C. 6A:16-2.1(a)6)
1.	Provide health examination for students without medical homes	(N.J.A.C. 6A:16-2.2(f))
G.	Establish and maintain procedures for universal precautions	(N.J.A.C. 6A:16-2.1(a)7)
H.	Provide nursing services to nonpublic school located in district	(N.J.A.C. 6A:16-2.1(a)8)
I.	Instruct students/ teachers/staff:	(N.J.A.C. 6A:9-13.3, N.J.S.A. 18A:40-3; and N.J.A.C. 6A:16-2.3 (b)3. xv
		
1.	communicable diseases, blood borne pathogens	
2.	Asthma management	

District Nursing Services Plan June 26, 2023

3.	Anaphylaxis and symptoms of hyperglycemia and hypoglycemia	
4.	classroom health curriculum (not CSN with a “Non-Instructional” certificate)	
5.	other health concerns	
J.	Provide information for:	
1.	NJ Family Care program	(N.J.A.C. 6A:16-2.2(j))
K.	Implementation of the Nurse Practice Act by.....	
L.	Certified School Nurse Functions as Certified School Nurse (CSN) and Registered Nurse	N.J.S.A. 45:11-23.- New Jersey Board of Nursing Statutes
1.	Nursing Diagnosis /Case-finding of actual or potential physical health problems	
2.	Provision of nursing care for actual or potential emotional health problems	
3.	Health teaching in health office	
4.	Health teaching in classroom	
5.	Health counseling	

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

Indicated number students for which you are providing services. From the list below add or delete nursing services that are provided or not provided by your schools within district, respectively.

Services Required to Address Specific Health Care Needs of Individual Students with acute care needs, chronic illness, special health needs, procedures and administration of medications, procedures or treatments.	Bryant Pre-K	T.S. Lacey Pre-K & K	Hawthorne K-4	Lowell K-4	Whittier K-4	BF 5-8	TJ 5-8	THS 9-12 18-21
First-Aid, splinting, Ace-wrap etc.	300	250	550	350	550	530	420	730
Dental: tooth avulsion, caries, braces, etc.	3	6	12	50	7	10	4	2
Health Screenings Ht., Wt., & BP yearly	320	136	329	306	380	486	545	220
Visual Acuity screening PK, K,2,4,6,8,10	309	136	191	286	380	254	261	185
Auditory screening PK, K,1,2,3,7,11	309	136	261	286	380	121	162	35
Scoliosis screening biennially age 10-18	n/a	n/a	n/a	n/a	n/a	232	284	185
Diabetic Glucose testing, insulin pump management	1	0	0	0	1	2	1	2
Medication Administration- daily	1	0	1	1	2	4	1	1
Medication Administration - PRN	1	3	4	6	1	14	12	0
Nebulizer/inhalers/peak flow measurements	10	3	15	6	18	15	15	0
Tube feedings	0	0	0	0	0	0	0	0
Urinary catheterization	0	0	0	0	0	1	0	0
Ventilator care	0	0	0	0	0	0	0	0
Referral for vision evaluations	5	3	6	5	25	39	3	33
Referral for hearing evaluations	2	1	1	1	13	4	0	1
Referral for Alcohol and drug use/abuse testing	0	0	0	0	0	7	3	52
Referral for pregnancy	0	0	0	0	0	0	0	0

District Nursing Services Plan June 26, 2023

Nursing Diagnosis /Case-finding of actual or potential physical health problems	5	5	15	2	3	10	32	34
Provision of nursing care for actual or potential emotional health problems	3	3	6	5	1	5	8	9
Case finding	3	3	12	2	3	7	27	34
Health teaching in health office	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily
Health teaching in classroom	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Health counseling	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily
Hearing aid check / daily	1	0	1	0	1	1	0	0
Other								
Attendance/ Late Passes	Yes	Yes	Yes	Yes	Yes	No	No	No
Number of TOTAL visits	315	265	565	365	565	545	435	745

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

(Emergency management is a description of how nursing services will be provided in all emergency situations for the entire school district. Add or delete the following services provided or not provide by your school district, respectively)

A. Acute Care Management Plan:

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

B. IEHP’s/Chronic Care Management Plans:

1. Epinephrine Auto-Injector/ Anaphylaxis Action Plan
2. Asthma Action Plan
3. Diabetic Action Plan
4. Lock-Down Health Care Action Plan
5. Shelter-In –Place Health Care Action Plan

C. District Crisis Management Plan:

1. Triage Action Plans in District Crisis Management Plan

D. Community Rescue Squad and Emergency Paramedic Services

1. How is emergency response services provided to your district schools?

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

Schools →		Bryant	T.S. Lacey	Hawthorne	Lowell	Whittier	BF	TJ	THS
Grade levels		Pre-K	Pre-K & K	K-4	K-4	K-4	5-8	5-8	9-12 18-21
Enrollment number as of Oct. 1 st .		289	118	343	307	377	472	522	1275
Number of students receiving:									
Special Services/ IEPs		61	27	59	59	64	79	98	248
504s									
I&Rs									
IHPs		7	7	15	12	14	64	30	50
IEHPs		7	7	15	12	14	64	30	50
Nursing Assignments- number of:									
N.J.A.C. 6A:9B-14.3	Certified School Nurse- CSN	1	1	1	1	1	1	1	1
	Registered Nurse- not CSN	0	0	0	0	0	0	0	0
	Licensed Practice Nurse- LPN	0	0	0	0	0	0	0	0
N.J.A.C. 6A:9B-14.3(b)	CPR Certified	1	1	1	1	1	1	1	1
N.J.A.C. 6A:9B-14.3 (b)	AED Certified	1	1	1	1	1	1	1	1
N.J.A.C. 6A:16-2.1(a)5.iii	Asthma Nebulizer trained	1	1	1	1	1	1	1	1
Unlicensed Assistive Personnel Assignments									
Nursing Assistants		0	0	0	0	0	0	0	0
Health Aides		0	0	0	0	0	0	0	0

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

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

1. Non-public nursing services are:

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

(Please submit to Executive County Business Official on or before October 1, 2024):

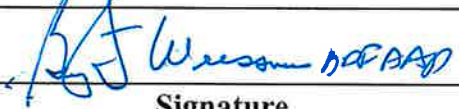

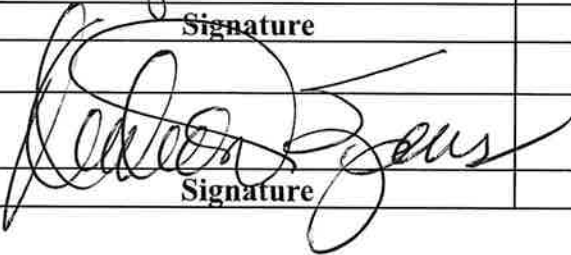
- A written statement verifying that the required conference was held with the nonpublic school: consultation agreement form ([PDF](#))
- A copy of the contract with another agency to provide the services, if applicable, and approved minutes of the district board of education meeting approving the contract,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

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

VI. Additional District Nursing Services Information:

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

Nursing Services Plan reviewed by:

Dr. Barry Weissman				9/5/24
<i>School Physician Name</i>		Signature		Date
Amis Aguero, RN				9.5.2024.
<i>Lead Nurse Name</i>		Signature		Date
Andre D. Spencer, Ed.D.				9/6/24
<i>Superintendent</i>		Signature		Date

CBI Locations for Board Approval 2024-2025

Abma's Farm	700 Lawlins Road, Wycoff, NJ 07481	(201) 891-0278
Amazing Savings	647 Cedar Ln Teaneck, NJ 07666	(201) 836-9200
American Dream Mall	1 American Dream Way E Rutherford, NJ 07073	(833) 263-7326
American Museum of Natural History	200 Central Park West, New York, NY 10024	(212) 769-5100
Applebee's	450 Hackensack Ave Hackensack, NJ 07601	(201) 342-0065
Bergen Performing Arts Center	30 N Van Brunt St, Englewood, NJ 07631	(201) 227-1030
Bergen Town Center	1 Town Center Paramus, NJ 07652	(201) 845-4050
Bluebird Farm Alpacas	44 Willow Ave, Peapack, NJ 07977	(908) 625-4110
Boomberg's Bagels	939 Teaneck Rd Teaneck, NJ 07666	(201) 833-1053
Bowler City	85 Midtown Bridge Street Hackensack, NJ 07601	(201) 343-3545
Brownstone Pancake Factory	717 E Palisade Ave, Englewood Cliffs, NJ 07632	(201) 945-4800
Brushes and Berries	491 S Washington Ave Bergenfield, NJ 07621	(201) 374-9540
Butterflake	448 Cedar Ln Teaneck, NJ 07666	(201) 836-3516
Carly's Craze	472 Cedar Ln Teaneck, NJ 07666	(201) 342-3398
Cedar Market	646 Cedar Ln Teaneck, NJ 07666	(201) 855-8500
Cheesecake Factory	390 Hackensack Ave Suite 155 Hackensack, NJ 07601	(201) 488-0330
Chick-fil-A	2 Nathaniel Pl	(201) 227-2050

	Englewood, NJ 07631	
Chick-fil-A	Route 4 West Hackensack, NJ 07601	(201) 525-7290
Color Factory NYC	251 Spring Street, New York, NY 10013	(347) 378-4071
Costco	80 S River St, Hackensack, NJ 07601	(201) 296-3044
Costco	2 Teterboro Landing Dr Teterboro, NJ 07608	(201) 596-7001
Crowne Plaza Hotel	401 S Van Brunt St Englewood, NJ 07631	(201) 871-2020
CVS	80 Piermont Rd Cresskill, NJ 07660	(201) 440-4290
Demarest Farm	244 Wearimus Rd Hillsdale, NJ 07642	(201) 666-0472
Different Breed Gym	401 Water St Teaneck, NJ 07666	(201) 347-3640
DMV	8 Mill Street Lodi, NJ 07652	(609) 292-6500
EJ's	1448 Queen Anne Rd Teaneck, NJ 07666	(201) 862-0611
Fiesta Banquets	255 Route 17 South Wood-Ridge, NJ 07075	(201) 939-5409
Firehouse Subs	41 W Palisade Ave Englewood, NJ 07631	(201) 731-3148
Firehouse Subs	450 Hackensack Ave Hackensack, NJ 07601	(201) 880-8018
The Fit Factory	100 S Van Brunt St Englewood, NJ 07631	(201) 227-0200
The Flavor Labs	59 E Ridgewood Ave Paramus, NJ 07652	(201) 272-6544
The Flavor Labs	514 Livingston St Norwood, NJ 07648	(201) 292-3733
Francy's Ice Cream	461 S Washington Ave, Bergenfield, NJ 07621	(201) 942-6282

Friendship Circle - Lifetown	10 Miracle Way Livingston, NJ 07039	(973) 251-0200
Garden State Plaza	1 Garden State Plaza Paramus, NJ 07652	(201) 843-2121
Glenpointe Spa and Fitness	200 Frank W Burr Blvd Teaneck, NJ 07666	(201) 836-5400
Grand and Essex	89 New Bridge Rd Bergenfield, NJ 07621	(201) 244-9955
The Graycliff	122 Moonachie Ave, Moonachie, NJ 07074	(201) 939-9233
Health Barn	1057 Hillcrest Rd, Ridgewood, NJ 07450	(201) 444-2955
Home Depot	450 Hackensack Ave. Hackensack NJ 07601	(201) 336-3041
Humdinger's	64 E Midland Ave, Paramus, NJ 07652	(201) 701-1900
Ihop	610 Cedar Ln Teaneck, NJ 07666	(201) 836-6500
Josh's Hand Car Wash	101 Route 4 West Englewood, NJ 07361	(201) 408-4422
Krispy Kreme	247 Route 4 Paramus, NJ 07652	(201) 843-0300
Liberty Science Center	222 Jersey City Blvd Jersey City, NJ 07305	(201) 200-1000
L.L. Bean	700 Paramus Park Floor 1 Paramus, NJ 07652	(888) 490-3837
Never Alone Again	668 American Legion Dr Teaneck, NJ 07666	(908) 738-1287
Never Alone Again Storage	65 Commerce Way Hackensack, NJ 07601	(908) 738-1287
New Jersey Convention and Exposition Center	97 Sunfield Ave, Edison, NJ	(732) 417-1400
NJ Exotic Pets	240 NJ-17 Lodi, NJ 07644	(973) 396-8897

O'DiBella Music	456 S Washington Ave Bergenfield, NJ 07621	(201) 385-5800
Old Navy Outlet	670 Bergen Town Center Ste A9 Paramus, NJ 07652	(201) 556-1023
Old Navy	One Garden State Plaza Ste 1041 Paramus, NJ 07652	(201) 350-3275
Overpeck County Park	40 Fort Lee Rd Leonia, NJ 07605	(201) 336-7275
Paramus Park Mall	700 Paramus Park Paramus, NJ 07652	(201) 261-6108
Petco	450 Hackensack Ave Hackensack, NJ 07601	(201) 343-0753
Petco	450 NJ-17 Paramus, NJ 07652	(201) 261-3606
PowerHouse Studios	49 E Midland Ave Paramus, NJ 07652	(201) 265-9060
Retro Fitness	100 Commerce Way Hackensack, NJ 07601	(201) 342-0494
Richard Rodda Center	250 Colonial Ct Teaneck, NJ 07666	(551) 465-7465
Sensory Karate/Taekwondo	155 S Washington Ave Bergenfield, NJ 07621	(201) 374-1213
Shoprite	40 Nathaniel Pl Englewood, NJ 07631	(201) 816-8330
Shoprite	250 River Rd New Milford, NJ 07646	(201) 262-8834
Space Events	491 South Dean Street Englewood, NJ 07631	(201) 567-3810
St Paul's Episcopal Church	113 Engle St, Englewood, NJ 07631	(201) 568-3276
The Shops at Riverside	390 Hackensack Ave Hackensack, NJ 07601	(201) 489-2212
Tac Ops	373 US-46 d110 Fairfield, NJ 07004	(973) 753-2651

Teaneck Speedway	545 Cedar Ln Teaneck, NJ 07666	(201) 530-7879
Tommy Fox's	32 S Washington Ave, Bergenfield, NJ 07621	(201) 384-0900
Sloomoo Institute	475 Broadway, New York, NY 10013	sloomoo@sloomooinstitute.com
Spectrum Works	565 Windsor Dr Secaucus, NJ 07094	(201) 552-2055
Staples	466 Hackensack Ave. Hackensack, NJ 07601	(201) 678-0600
Stop and Shop	655 American Legion Dr Teaneck, NJ 07666	(201) 287-9400
Teaneck Car Wash	1172 Teaneck Rd Teaneck, NJ 07666	(201) 862-9874
Teaneck Cinema	503 Cedar Ln Teaneck, NJ 07666	(201) 530-7409
Teaneck Public Library	840 Teaneck Rd Teaneck, NJ 07666	(201) 837-4171
Tenafly Nature Center	313 Hudson Ave Tenafly, NJ 07670	(201) 568-6093
TGIF's	411 Hackensack Ave Hackensack, NJ 07601	(201) 342-7107
Turtle Back Zoo	560 Northfield Ave West Orange, NJ 07052	(973) 731-5800
Van Saun Park	216 Forest Ave Paramus, NJ 07652	(201) 336-7275
Votee Park	Palisade Ave Teaneck, NJ 07666	(201) 837-1600
Walgreens	1400 Teaneck Rd Teaneck, NJ 07666	(201) 837-9790
Xtreme Edge Martial Arts	300 -304 Stuyvesant Ave, Lyndhurst, NJ 07071	(862) 357-5718
Yo Delight Frozen Yogurt	984 Teaneck Rd Teaneck, NJ 07666	201-357-8333

Professional Development

District Funded: \$97.22

Title II Grant Funded: \$3,011.69

Total Cost: \$3108.91

Name: Aretha Blake Arroyo

School or Department: Teaneck’s Gifted and Talented Teacher

Conference/Seminar/Workshop: National Symposium on Equity for Black and Brown Students in Gifted Programs

Location: Virtual

Dates: Sept. 24 and Sept 25 – Substitute Required

Estimated Cost: \$259.00 – Title II [Professional Development]

Explanation: Strategies for supporting gifted services for all learners.

Name: Amber Halpern

School or Department: Teaneck’s Gifted and Talented Teacher

Conference/Seminar/Workshop: National Symposium on Equity for Black and Brown Students in Gifted Programs

Location: Virtual – Substitute Required

Dates: Sept. 24 and Sept 25

Estimated Cost: \$259.00 – Title II [Professional Development]

Explanation: Strategies for supporting gifted services for all learners.

Name: Susan Morton

School or Department: Teaneck High School

Conference/Seminar/Workshop: College Board AP PSYCHOLOGY

Location: High Point Regional High School

Dates: October 14, 2024 – Substitute Required

Estimated Cost: \$48.88 - Title II [Professional Development]

Explanation: Will provide useful information on AP Psychology Updates.

Name: Adrienne Williams

School or Department: Teaneck High School

Conference/Seminar/Workshop: Harassment, Intimidation and Bullying Updates to Legal

Location: Ocean County College, Toms River, New Jersey

Dates: October 1, 2024

Estimated Cost: \$266.00 - Title II [Professional Development]

Explanation: Will provide critical insights into the legal responsibilities, policies, and procedures necessary to ensure a safe and respectful school environment.

Name: Adrienne Williams

School or Department: Teaneck High School

Conference/Seminar/Workshop: The Association for Addiction Professionals

Location: Washington, DC

Dates: October 18, 2024 – October 21, 2024

Estimated Cost: \$2117.00 - Title II [Professional Development]

Explanation: This conference will provide valuable opportunities to expand knowledge, share best practices, and explore innovative approaches to supporting individuals struggling with addiction.

Name: Eric Akselrad

School or Department: High School Social Studies

Conference/Seminar/Workshop: Rutgers University – Holocaust Education Roundtable

Location: New Brunswick, New Jersey

Dates: September 23, 2024 – Substitute Required

Estimated Cost: \$61.81- Title II [Professional Development]

Explanation: The Rutgers Holocaust Round Table will provide the opportunity for meaningful dialogue, sharing of ideas, and opportunities for learning from experts in the field of Holocaust Education.

Name: Alisha Montoya

School or Department: Whittier Elementary School

Conference/Seminar/Workshop: NJ Dept. of Education – Teachers Supporting Emotional & Behavioral Programs

Location: Trenton, NJ

Dates: 10/08/2024

Estimated Cost: \$97.22 (District Funded)

Explanation: This training is essential to the ERI program.

Fundraising Activities by School

School or Department: Thomas Jefferson Middle School

Activity: **Bake Sale**

Sponsoring Organization: Music Department

Name of Sponsors: Molly Neff, Mitsael Trinidad, staff members

Participants: Music Dept. Faculty/Parents would sell to faculty and students

Date(s): September 27, 2024 – April 25, 2025

Location: TJMS Lobby last Friday of every month

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for the end of year field trip and any other needs for the Music Department.

School or Department: Thomas Jefferson Middle School

Activity: **T-Shirt Sale**

Sponsoring Organization: Music Department

Name of Sponsors: Molly Neff, Mitsael Trinidad, staff members

Participants: Faculty would sell to students and their families

Date(s): September 2024 – June 2024

Location: Ongoing throughout the year from the Music Department Office

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used toward the end of year field trip and any other needs for the Music Department.

School or Department: Thomas Jefferson Middle School

Activity: **Ashley Farms/Miss Chocolate Fundraiser**

Sponsoring Organization: Music Department

Name of Sponsors: Molly Neff, Mitsael Trinidad, staff members

Participants: Music Dept. Students would sell to students, staff, friends and family

Date(s): October 2024 – October 15, 2024

Location: TJMS afterschool

Estimated funds to be raised by this activity: \$3,500

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used to support the music department's participation in field trips and purchasing of materials

Fundraising Activities by School

School or Department: Thomas Jefferson Middle School

Activity: **Empanada Sale from Ms. Raices**

Sponsoring Organization: Student Activity Fund

Name of Sponsors: Ms. Odatalla, Principal

Participants: TJMS administration would sell to staff and students

Date(s): September 2024 – June 30, 2025

Location: TJMS Lobby afterschool every Thursday throughout the year

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used to support disadvantaged students to participate in school activities, field trips, and purchasing of materials accordingly to the events needs and/or urgency.

School or Department: Teaneck High School

Activity: **Bake Sale**

Sponsoring Organization: French Club

Name of Sponsors: Abdoulaye Diallo, staff member

Participants: Students would sell to students and staff

Date(s): September 2024 – June 2025

Location: THS Lobby and at various times throughout the year

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for the club activities.

School or Department: Teaneck High School

Activity: **Bake Sale**

Sponsoring Organization: Red Cross Club

Name of Sponsors: Abdoulaye Diallo, staff member

Participants: Students would sell to students and staff

Date(s): September 2024 – June 2025

Location: THS Lobby at various times throughout the year

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for various events throughout the year for the club.

Fundraising Activities by School

School or Department: Teaneck High School

Activity: **SNAP Online Fundraiser**

Sponsoring Organization: Red Cross Club

Name of Sponsors: Abdoulaye Diallo, staff member

Participants: Students would ask friends, family, teachers for online donations.

Date(s): September 2024 – June 2025

Location: Online Donations Website

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for various events throughout the year for the club.

School or Department: Teaneck High School

Activity: **SNAP Online Fundraiser**

Sponsoring Organization: French Club

Name of Sponsors: Abdoulaye Diallo, staff member

Participants: Students would ask friends, family, and teachers for online donations.

Date(s): September 2024 – June 2025

Location: Online Donations Website

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for various events throughout the year for the club.

School or Department: Teaneck High School

Activity: **Bake Sale**

Sponsoring Organization: Cheer Club

Name of Sponsors: Atyana James, staff member

Participants: Cheer members to students and fans

Date(s): September – November 2024

Location: High School football games and various times throughout the year

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used to essential team gear, competition, trophies, and plaques.

Fundraising Activities by School

School or Department: Teaneck High School

Activity: **SNAP Fundraising**

Sponsoring Organization: Cheerleading

Name of Sponsors: Atyana James, staff member

Participants: Students would request online donations from friends, family, and teachers

Date(s): September 2024 – June 2025

Location: Online

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for cheerleading events throughout the school year.

School or Department: Teaneck High School

Activity: **Apparel Sale**

Sponsoring Organization: Dance/Dance Ensemble

Name of Sponsors: Adria Warfield, staff member

Participants: Dance members would sell to students, staff, faculty, and community

Date(s): September 17, 2024 – June 23, 2025

Location: Online

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for dance costumes, field trips, and necessary items for the dance program.

School or Department: Teaneck High School

Activity: **Dance/Dance Ensemble Program Ticket Sales**

Sponsoring Organization: Dance/Dance Ensemble

Name of Sponsors: Adria Warfield, staff member

Participants: Dance members would sell to audience members and community

Date(s): September 2024 – June 2025

Location: Online and at Dance Performances

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for dance costumes, field trips, and necessary items for the dance program.

Fundraising Activities by School

School or Department: Teaneck High School

Activity: **Dance Costume/Classroom Donations**

Sponsoring Organization: Dance/Dance Ensemble

Name of Sponsors: Adria Warfield, staff member

Participants: Dance members would sell to audience members and community

Date(s): September 2024 – June 2025

Location: THS

Estimated funds to be raised by this activity: N/A (physical items donated)

Funds to sponsoring organization 100%

EXPLANATION: Donations would be used for performances and production quality of performances.

School or Department: Teaneck High School

Activity: **Bake Sale**

Sponsoring Organization: Muslim Club

Name of Sponsors: Adrienne Williams, staff member

Participants: Club Members would sell to students

Date(s): October 15, 2024 – March 30, 2025

Location: THS Student Center afterschool

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

Funds to sponsoring organization 100%

EXPLANATION: Funds would be used for bulletin board materials, and club refreshments.

FIELD TRIP

District Funded – \$3,000.

Total Cost: \$3,000.

Trip Leader(s): Kharisma Bettis

School/Department: Teaneck High School

Trip Planned: Howard University and Morgan State University

Destination: Washington DC, Baltimore, MD

Date(s): 10/23/2024

Estimated Cost: \$3,000. (District Funded)

Explanation: Teaneck students experience firsthand the rich cultural heritage, diverse academic opportunities, and unique community spirit that these HBCUs offer institutions offer.

<u>Student ID#</u>	<u>Placement</u>	<u>Tuition</u>	<u>Start Date</u>	<u>1:1 Aide</u>
104497	Chapel Hill Academy	\$85,260.00	9/3/2024	
105174	Chapel Hill Academy	\$85,260.00	9/3/2024	
95415	Career Center of the SCESC	\$74,000.00	9/5/2024	
104905	Career Center of the SCESC	\$74,000.00	9/5/2024	
106865	Windsor Learning Center	\$74,445.00	9/5/2024	
	Total	\$392,965.00		

TEANECK BOARD OF EDUCATION

TAX LEVY SCHEDULE

2024-2025

Due Date	General Fund	Debt Service	Total
7/9/2024	\$ 4,690,984.67	\$ 53,995.67	\$ 4,744,980.34
7/23/2024	\$ 4,690,984.67	\$ 53,995.67	\$ 4,744,980.34
8/13/2024	\$ 4,690,984.67	\$ 53,995.67	\$ 4,744,980.34
8/27/2024	\$ 4,690,984.67	\$ 53,995.67	\$ 4,744,980.34
9/10/2024	\$ 4,690,984.67	\$ 53,995.67	\$ 4,744,980.34
9/24/2024	\$ 4,690,984.67	\$ 53,995.67	\$ 4,744,980.34
10/8/2024	\$ 4,690,984.67	\$ 53,995.67	\$ 4,744,980.34
10/22/2024	\$ 4,690,984.67	\$ 53,995.67	\$ 4,744,980.34
11/12/2024	\$ 4,690,984.67	\$ 53,995.67	\$ 4,744,980.34
11/26/2024	\$ 4,690,984.67	\$ 53,995.67	\$ 4,744,980.34
12/10/2024	\$ 4,690,984.67	\$ 53,995.67	\$ 4,744,980.34
12/24/2024	\$ 4,690,984.63	\$ 53,995.63	\$ 4,744,980.26

56,291,816.00	647,948.00	\$ 56,939,764.00
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Due Date	General Fund	Debt Service	Total
1/14/2025	\$ 3,838,078.42	\$ -	\$ 3,838,078.42
1/28/2025	\$ 3,838,078.42	\$ -	\$ 3,838,078.42
2/11/2025	\$ 3,838,078.42	\$ -	\$ 3,838,078.42
2/25/2025	\$ 3,838,078.42	\$ -	\$ 3,838,078.42
3/11/2025	\$ 3,838,078.42	\$ -	\$ 3,838,078.42
3/25/2025	\$ 3,838,078.42	\$ -	\$ 3,838,078.42
4/8/2025	\$ 3,838,078.42	\$ -	\$ 3,838,078.42
4/22/2025	\$ 3,838,078.42	\$ -	\$ 3,838,078.42
5/13/2025	\$ 3,838,078.42	\$ -	\$ 3,838,078.42
5/27/2025	\$ 3,838,078.42	\$ -	\$ 3,838,078.42
6/10/2025	\$ 3,838,078.42	\$ -	\$ 3,838,078.42
6/24/2025	\$ 3,838,078.38	\$ -	\$ 3,838,078.38

46,056,941.00	-	46,056,941.00
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TOTAL	102,348,757.00	647,948.00	102,996,705.00
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**CHANGE
ORDER**

AIA DOCUMENT G701

OWNER
ARCHITECT
CONTRACTOR
FIELD
OTHER

PROJECT:

Cafeteria HVAC Upgrade at Thomas Jefferson Middle School
655 Teaneck Road, Teaneck, New Jersey 07666

GC-01
DATE: 21-Aug-24
ARCHITECT'S PROJECT NO.: 4002
CONTRACT DATE: TBD
CONTRACT FOR: GC GC

TO CONTRACTOR:

T.M. Brennan Services Inc.
3505 Route 94

Hamburg, New Jersey 07419

The Contract will change as follows:

Owner Selected Option 1 cost (See 01/26/2023 Owner/GC correspondence for more information.) ----- \$21,074.11

Total GC-01-----\$21,074.11

Allowance ---\$50,000.00

Balance of Allowance ---\$28,925.89

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

The original Contract Sum was	<u>\$895,000.00</u>
Net change by previously authorized Change orders	<u>\$0.00</u>
The Contract Sum prior to this Change order was	<u>\$895,000.00</u>
The Contract Sum will be decreased by this Change Order	<u>\$0.00</u>
 The new Contract Sum including this Change order will be	 <u>\$895,000.00</u>

The Contract Time is changed by this change order. 1 year
The date of Substantial Completion is changed by this change order. 1 year

Di Cara | Rubino Architects

ARCHITECT

30 Galesi Drive

Address

Wayne, New Jersey 07470

Address

BY: *Reginald Franklin*

DATE: 21-Aug-24

T.M. Brennan Service INC

CONTRACTOR

3505 Route 94

Address

Hamburg, New Jersey 07419

Address

BY: *Thomas M Brennan Jr*

Thomas M Brennan Jr, President

DATE: 8/21/2024

Teaneck Board of Education

OWNER

651 Teaneck Road

Address

Teaneck, New Jersey 07666

Address

BY:

DATE:

**CHANGE
ORDER**

AIA DOCUMENT G701

OWNER
ARCHITECT
CONTRACTOR
FIELD
OTHER

PROJECT:

Cafeteria HVAC Upgrade at Thomas Jefferson Middle School

655 Teaneck Road, Teaneck, New Jersey 07666

TO CONTRACTOR:

T.M. Brennan Services Inc.

3505 Route 94

Hamburg, New Jersey 07419

The Contract will change as follows:

RTU rotations and cross bracing replacements required due to unforeseen field conditions ----- \$15,526.91

Total GC-02-----\$15,526.91

Allowance ---\$50,000.00

Balance of Allowance ---\$13,398.98

GC-02
DATE: 21-Aug-24
ARCHITECT'S PROJECT NO.: 4002
CONTRACT DATE: TBD
CONTRACT FOR: GC

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

The original Contract Sum was	\$895,000.00
Net change by previously authorized Change orders	\$0.00
The Contract Sum prior to this Change order was	\$895,000.00
The Contract Sum will be decreased by this Change Order	\$0.00
 The new Contract Sum including this Change order will be	 \$895,000.00

The Contract Time is changed by this change order. n/a
The date of Substantial Completion is changed by this change order. n/a

Di Cara | Rubino Architects

ARCHITECT

30 Galesi Drive

Address

Wayne, New Jersey 07470

Address

BY: *Reginald Franklin*

DATE: 21-Aug-24

T.M. Brennan Service INC

CONTRACTOR

3505 Route 94

Address

Hamburg, New Jersey 07419

Address

BY: *[Signature]*
Thomas M Brennan Jr, President

DATE: 8/21/2024

Teaneck Board of Education

OWNER

651 Teaneck Road

Address

Teaneck, New Jersey 07666

Address

BY:

DATE:

**CHANGE
ORDER**

AIA DOCUMENT G701

OWNER
ARCHITECT
CONTRACTOR
FIELD
OTHER

PROJECT:

Cafeteria HVAC Upgrade at Benjamin Franklin Middle School
655 Teaneck Road, Teaneck, New Jersey 07666

DATE: 21-Aug-24
ARCHITECT'S PROJECT NO.: 4002
CONTRACT DATE: TBD
CONTRACT FOR: GC

TO CONTRACTOR:

T.M. Brennan Services Inc.
3505 Route 94

Hamburg, New Jersey 07419

The Contract will change as follows:

Owner Selected Option 1 cost (See 01/26/2023 Owner/GC correspondence for more information.) ----- \$23,277.66

Total GC-01-----\$23,277.66

Allowance ---\$50,000.00

Balance of Allowance ---\$26,722.34

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

The original Contract Sum was	<u>\$414,000.00</u>
Net change by previously authorized Change orders	<u>\$0.00</u>
The Contract Sum prior to this Change order was	<u>\$414,000.00</u>
The Contract Sum will be decreased by this Change Order	<u>\$0.00</u>
 The new Contract Sum including this Change order will be	 <u>\$414,000.00</u>

The Contract Time is changed by this change order. 1 year
The date of Substantial Completion is changed by this change order. 1 year

Di Cara | Rubino Architects

ARCHITECT

30 Galesi Drive

Address

Wayne, New Jersey 07470

Address

BY: *Reginald Franklin*

DATE: 21-Aug-24

T.M. Brennan Service INC

CONTRACTOR

3505 Route 94

Address

Hamburg, New Jersey 07419

Address

BY: *Thomas M Brennan Jr*

Thomas M Brennan Jr, President

DATE: 8/21/2024

Teaneck Board of Education

OWNER

651 Teaneck Road

Address

Teaneck, New Jersey 07666

Address

BY:

DATE:



CORWIN PRESS
2455 Teller Road
Thousand Oaks, CA 91320-2218
Phone: (800) 831-6640 ext.7605

August 19, 2024

André D. Spencer, Ed.D.
he/his/him
Superintendent of Schools
Teaneck Public Schools
Telephone: 201-833-5510

Hello Dr. Spencer,

This letter is to confirm that Corwin is the sole provider of “Teacher Clarity Playbook” and all other key service lines including all materials, texts and training associated with them. This includes Professional Learning services for educators and leaders.

Our key service lines include but are not limited to:

- Visible Learning Plus
- PLC+
- Teacher Clarity and Success Criteria
- Fisher and Frey (includes but not limited to How Scaffolding Works, How leadership Works, How Feedback Works, How Learning Works, Belonging in Schools and more).
- Please see the attached Corwin Professional Learning Scope of Services. (All new publications associated with these lines will also be sole sourced).

Please feel free to contact Deanna Lock, Senior Professional Learning Advisor at deanna.lock@corwin.com if you need additional information.

Thank you for choosing Corwin!

(For reference our Tax ID # 77-0260369)

Sincerely,

Liz McCarver

Director, Corwin Learning Sales



AGREEMENT FOR SERVICES AND PRODUCTS

This Agreement for Services and Products ("Agreement") is entered into on **August 19, 2024** (the "Effective Date"), by and between **Corwin Press, Inc.**, a SAGE Publications, Inc. company, with offices at 2455 Teller Road, Thousand Oaks, California 91320 ("Corwin") and **TEANECK SCHOOL DISTRICT**, with offices at **1 MERRISON ST, TEANECK, New Jersey, 07666** ("Customer").

651 Teaneck Rd

1. Services. Customer desires to contract with Corwin for services related to the Customer's professional learning or other expressed learning needs (the "Services"); and Corwin desires to provide such Services to the Customer as further described in the Investment and Timeline attached hereto as **Exhibit A**.
 - a. Live Events (On-Site and Virtual). For Services concerning on-site or live virtual development, including, without limitation, keynotes, workshop days, implementation days and coaching days (each, a "Live Event"), Corwin will establish and agree on final dates with Customer for dates not scheduled at the time the Agreement is signed which will be subject to speaker availability. Confirmation of such final dates will be communicated by email to Customer. For any on-site, in-person Event ("On-Site Event"), Customer shall: (1) employ appropriate safety measures to ensure the safety of the Event participants and speakers (e.g., to reduce the spread of COVID-19 or any other virus as applicable); and (2) inform its participants (a) of all risks associated with attending an On-Site Event, (b) that by participating in the On-Site Event, the participants will be deemed to have assumed all such risks, and (c) that Corwin shall have no liability whatsoever arising from or related to any Customer participant's attendance and participation in any On-Site Event. Customer may request to reschedule the date of a Live Event and, if approved by Corwin, Customer will reimburse Corwin for any additional costs or expenses incurred by Corwin and/or the speaker of such rescheduled Live Event. For the sake of clarity, a Live Event will include a Synchronous Webinar (as defined below) but not an Asynchronous Webinar (as defined below).
 - b. Virtual Events (Synchronous Webinars and Asynchronous Webinars). Services concerning a webinar presented live by a speaker shall each be considered a "Synchronous Webinar". In limited circumstances, Corwin may consider a Customer request that a certain Synchronous Webinar be recorded (each, a "Synchronous Recording"), provided that such request is received by Corwin no fewer than seven (7) business days from the commencement of a scheduled Synchronous Webinar. Notwithstanding the foregoing, Customer acknowledges and agrees that the approval of such request to record a Synchronous Webinar shall be made by Corwin in its sole discretion. Customer further acknowledges and agrees to inform each of its participants that their individual consent (which may include other terms and conditions from Corwin) will be required to participate in a Virtual Event and that, when requested by Corwin, Customer will be responsible for obtaining such consents from each participant prior to the Virtual Event and providing Corwin with copies of the consents. Services may also include access to (1) webinars which were recorded independent of this Agreement, (2) any pre-recorded virtual development keynotes, workshops, implementation, and coaching as approved by Corwin in its sole discretion, or (3) the recording that was recorded as the Synchronous Recording, subject to the terms herein (an "Asynchronous Webinar"). Synchronous Webinars and Asynchronous Webinars are collectively referred to herein in as "Virtual Events".
 - c. Registrations for Virtual Events. Prior to receiving the link to access the Virtual Event, participants will be required to register following the instructions provided by Corwin and/or the Customer. One registration by each participant will be required for each Virtual Event; however, if the Virtual Event is a Synchronous Webinar that is a multi-day event, each participant will only be required to register once for all of the days of that Synchronous Webinar. In addition, in the case of a Synchronous Webinar, Corwin will provide the Customer with registration and access information and the Customer will distribute such information to its participants within a reasonable timeframe prior to the first day of the Synchronous Webinar.
 - d. Special Terms. The Services shall be subject to any "**Special Terms**" attached to this Agreement for additional Corwin program offerings, including, without limitation, Surveys, Youth Equity Stewardship (YES!) Student Workshops, and Asynchronous Webinars.
2. Products. Customer desires to contract with Corwin for the furnishing of products related to the Customer's professional learning or other express learning needs (the "Products"); and Corwin desires to provide such Products to the Customer as further described in the attached **Exhibit A** and which shall be subject to any applicable **Special Terms** for certain Products including, without limitation e-Books.
3. Term and Termination. The term of this Agreement will commence on **August 20, 2024** and will remain in effect for one [1] year or until Corwin has completed the Services and/or delivered the Products described in **Exhibit A**. Either party may terminate this Agreement without cause upon sixty (60) calendar days' advance written notice subject to the following terms.
 - a. For all Live Events: (1) in the event of termination by Customer more than thirty (30) calendar days from the date of a

scheduled Live Event, Corwin will be paid any expenses incurred by or on behalf of Corwin as of the effective date of termination including, without limitation, speakers' fees and costs, Corwin's non-refundable travel costs, and non-refundable venue deposits (collectively, "Corwin Expenses"); (2) in the event of termination by Customer within thirty (30) calendar days from the date of a scheduled Live Event, Corwin will be paid fifty percent (50%) of all amounts set forth in **Exhibit A** related to the cancelled Live Event and Corwin will be reimbursed for all Corwin Expenses; and (3) said foregoing amounts and expenses due based on such early termination under (1) or (2) above by Customer will be paid in full by Customer to Corwin within ten (10) days of the termination date.

- b. Certain Services and/or Products may be subject to other termination and/or cancellation terms as set forth in the applicable **Special Terms** or as otherwise agreed in writing by Customer and Corwin.
- c. Notwithstanding anything herein to the contrary, should any Corwin program relating to the Services described in **Exhibit A** become unavailable or Corwin's ownership or rights to the Corwin program be subsequently modified or changed in any manner, and Corwin is unable to substitute other services related to the Corwin program on terms acceptable to Customer, Corwin shall have the right to immediately terminate this Agreement without any liability or penalty whatsoever.

4. **Rescheduling.** Customer hereby acknowledges and agrees that its reservation of dates for Live Events as set forth in **Exhibit A** prevents Corwin from booking the specified Corwin speakers for other customers on those same dates and can result in Corwin incurring expenses. Therefore, Customer agrees that, in the event of Customer's rescheduling of any Live Events, Corwin will be paid the following as damages within ten (10) days following notification by Customer to Corwin of its intent to reschedule the Live Events: in the event of Corwin's receipt of notice of Customer's intent to reschedule (1) an On-Site Event between thirty (30) and sixty (60) calendar days from the first date of a scheduled On-Site Event, Corwin will be paid twenty-five percent (25%) of the amounts listed on the **Exhibit A** for the rescheduled day(s); (2) an On-Site Event fewer than thirty (30) calendar days from the first date of a scheduled On-Site Event, Corwin will be paid fifty percent (50%) of the amounts listed on the **Exhibit A** for the rescheduled day(s); and (3) a Virtual Event fewer than fourteen (14) calendar days from the first date of a scheduled Virtual Event, Corwin will be paid twenty-five percent (25%) of the amounts listed on the **Exhibit A** for the rescheduled day(s).

5. **Compensation.** Corwin will be paid the amounts outlined in **Exhibit A**. Except as otherwise provided herein, Customer will pay Corwin all amounts due hereunder within thirty (30) days of receipt of invoice. To ensure invoices will be processed by Customer in a timely manner, if a purchase order ("PO") number is required by Customer's Accounts Payable department for the timely processing of invoices, Customer shall include such PO number in the space provided on the signature block below, or shall be responsible for providing such PO number to its contact at Corwin at least one (1) week prior to the first date of the Event. Customer's failure to provide a PO number to Corwin, if necessary, at least one (1) week prior to the Event shall not excuse Customer's obligation to pay Corwin within the timeframe set forth in this Section 5.

6. **Warranties.**

- a. Corwin represents and warrants (1) that it will perform the Services using qualified personnel and in accordance with applicable industry standards; and (2) that it will comply with any and all applicable rules, laws and regulations, court or administrative orders or decrees of any federal, provincial, local, or other governmental unit which has jurisdiction in such circumstance. Customer represents and warrants that it will comply with any and all applicable rules, laws and regulations, court or administrative orders or decrees of any federal, provincial, local, or other governmental unit which has jurisdiction in such circumstance. Certain Services and/or Products may be subject to other terms as set forth in the applicable **Special Terms**.
- b. EXCEPT AS OTHERWISE PROVIDED HEREIN, CORWIN PROVIDES ALL PRODUCTS AND SERVICES INCLUDING, WITHOUT LIMITATION, ANY WEBINARS AND EBOOKS, AND/OR ANY RELATED MATERIALS IN AN "AS-IS" CONDITION. EXCEPT AS EXPRESSLY SET FORTH HEREIN, CORWIN DOES NOT MAKE ANY OTHER REPRESENTATIONS OR WARRANTIES OF ANY KIND WHATSOEVER, EXPRESS, OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY WARRANTY CONCERNING THE AVAILABILITY OF A WEBINAR OR EBOOK OR THE USE OF ANY SERVICE OR PRODUCT FOR A PARTICULAR PURPOSE.

7. **Indemnification.** Each party will indemnify, defend, and hold harmless the other party, its affiliates, and their officers, directors, shareholders, employees, and agents from and against all obligations of any nature whatsoever (including all reasonable attorneys' fees) resulting from a party's failure to perform in accordance with any of the terms of this Agreement; provided however, that the foregoing will be subject to any applicable state immunity.

8. **Limitation of Liability.** NOTWITHSTANDING ANYTHING HEREIN TO THE CONTRARY, CORWIN SHALL NOT BE LIABLE FOR ANY INDIRECT, SPECIAL, INCIDENTAL, PUNITIVE OR CONSEQUENTIAL DAMAGES EVEN IF CORWIN HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN ADDITION, CORWIN SHALL NOT BE LIABLE FOR ANY DAMAGES OR LIABILITY THAT RESULT OR ARISE FROM THE CUSTOMER'S USE OR INABILITY TO ACCESS OR OTHERWISE USE THE PRODUCTS, SERVICES AND/OR ANY OTHER PART OF THE SERVICES (INCLUDING ANY PROVIDED BY THIRD PARTY PROVIDERS). BECAUSE SOME STATES OR JURISDICTIONS DO NOT ALLOW THE EXCLUSION OR LIMITATION OF LIABILITY FOR CONSEQUENTIAL OR INCIDENTAL DAMAGES, THE ABOVE LIMITATION MAY NOT APPLY. TO THE EXTENT THE FOREGOING LIMITATIONS OF LIABILITY ARE, IN WHOLE OR IN PART, HELD TO BE INAPPLICABLE OR UNENFORCEABLE FOR ANY REASON, THEN THE AGGREGATE LIABILITY OF CORWIN FOR ANY REASON AND UPON ANY CAUSE OF ACTION (INCLUDING, WITHOUT LIMITATION, NEGLIGENCE, STRICT

LIABILITY AND OTHER ACTIONS IN CONTRACT OR TORT) ARISING OUT OF OR IN ANY WAY RELATED TO THIS AGREEMENT SHALL BE LIMITED TO CUSTOMER'S DIRECT DAMAGES ACTUALLY INCURRED NOT TO EXCEED THE AMOUNTS RECEIVED BY CORWIN FROM CUSTOMER UNDER THIS AGREEMENT WITHIN THE TWELVE MONTH PERIOD PRECEDING CUSTOMER'S ASSERTION OF LIABILITY. IN ADDITION, IF CUSTOMER IS A COMPANY DOING BUSINESS IN CALIFORNIA, CUSTOMER HEREBY WAIVES CALIFORNIA CIVIL CODE §1542, WHICH SAYS: "A general release does not extend to claims which the creditor does not know or suspect to exist in his favor at the time of executing the release, which if known by him must have materially affected his settlement with the debtor" AND CUSTOMER HEREBY WAIVES ANY AND ALL SIMILAR STATE STATUTES OR OTHER RULES OR REGULATIONS THAT MAY APPLY. THE EXCLUSIONS SET OUT HEREIN ONLY APPLY TO THE EXTENT PERMITTED BY APPLICABLE LAW.

9. **Force Majeure.** Notwithstanding any other provision of this Agreement, in the event that the performance of any obligation under this Agreement by Corwin is prevented due to an event of war, terrorism, government regulation or order, travel advisories or bans, national emergencies, epidemics, pandemics, disasters, civil disorders, acts of God, or any other event beyond Corwin's reasonable control [including the unavailability of a speaker for any Live Event] which would render the scheduled Live Event and/or the attendance of speakers of such scheduled Live Event impossible, illegal or impracticable, Corwin's nonperformance shall be excused and Corwin shall not be responsible to the Customer for failure or delay in performance of its obligations under this Agreement. Moreover, in the event a speaker becomes unavailable to attend a Live Event, Corwin may, at its sole discretion, substitute the unavailable speaker to another available speaker (subject to the Customer's consent) and/or reschedule the Live Event.

10. **Notices.** All notices required or permitted hereunder will be in writing and will be sent by registered or certified mail, return receipt requested, or by a U.S. nationally recognized overnight delivery service, to the party to whom such notice is directed, at its address as set forth above, or to such other address as such party will have designated by notice hereunder. Notices will be deemed given on the date received.

11. **Ownership/Rights.** Corwin will own or hold the necessary rights to any materials or other work product created, developed or distributed by Corwin, or the assigned speakers of an On-Site Event, Synchronous Webinar, or Asynchronous Webinar (collectively, "Event") under this Agreement including, without limitation, any Event handouts, materials, chat files or other transcripts of certain Synchronous Webinars and Asynchronous Webinars (to the extent such chat files or transcripts have been generated by the Synchronous Webinar or Asynchronous Webinar), or any survey data, results, reports or other related content or deliverables (collectively, "Materials"). No rights to any of the Materials shall be conveyed to Customer except as expressly set forth herein; provided, however, that Customer shall be permitted to use the Materials (in the format provided by Corwin) solely in connection with the Event related to the Services provided by Corwin hereunder or in connection with a Product if intended as further described in **Exhibit A**. Moreover, in no event shall Customer be permitted to alter, reproduce, distribute, or otherwise use any Materials provided by Corwin under this Agreement, in whole or in part, in any manner whatsoever. In the event that Customer photographs, audio tapes, video tapes, or otherwise records or broadcasts an Event, speaker, presentation or any of the Materials and/or Services provided by Corwin under this Agreement, in whole or in part, in any manner whatsoever, Customer shall abide by the terms and conditions of Corwin's Video License Agreement, which may be furnished to Customer upon request. Customer acknowledges and agrees that Corwin is the exclusive owner or holds all necessary rights to each Corwin program, Event and any related intellectual property and associated trademarks thereto, including, without limitation trademarks associated with Visible Learning Plus. Moreover, Customer's use of any and all Materials provided by Corwin to Customer in relation to a Corwin program, Event or otherwise shall be subject to the terms and conditions set forth herein and any other terms and conditions binding on Customer.

12. **Subcontracting.** Corwin may engage subcontractors to perform its obligations herein including, without limitation, speakers to deliver presentations at an Event related to the Services and/or any third-party platforms to deliver the Products and/or Services.

13. **Additional Services.** Customer agrees that any interest for additional Services relating to Customer's professional learning needs will be directed to and contracted with Corwin. For the avoidance of doubt, such Customer interest will not be directed to any Corwin speaker, trainer, or consultant.

14. **Confidentiality; Open Records Statutes.** Customer agrees that, except with the prior written consent of an authorized representative of Corwin, it may only disclose the terms of this Agreement to a third party who shall agree to maintain said terms as confidential and who has a legitimate business purpose to receive such information. Corwin acknowledges and agrees that the terms of this Agreement may be subject to any applicable state or federal open records statutes ("Open Records Statutes"). Customer hereby acknowledges and agrees that all Materials provided by Corwin and generated under this Agreement are Corwin proprietary and confidential content, and, therefore, may be subject to exemptions to the Open Records Statutes. Therefore, Customer agrees that, in the event Customer or any of its authorized representatives or agents are requested or required by law or compelled by legal process to disclose any Materials provided by Corwin under this Agreement to any other third party, including without limitation in response to any Open Record Statutes, it shall provide Corwin with prompt written notice of receipt of any such request or requirement and a copy thereof prior to the actual disclosure so that Corwin may avail itself of any applicable exemption to the Open Records Statute or seek an appropriate protective order and Corwin and Customer shall reasonably cooperate in responding to the request.

15. **Miscellaneous.** This Agreement (including the **Special Terms** and **Exhibit A**) constitutes the entire agreement between Corwin and Customer, and supersedes all prior agreements, representations, and understandings of the parties whether written or oral. No amendment, supplement, or modification of this Agreement will be effective unless executed in writing by

both Corwin and Customer; provided however, that Live Event dates and Asynchronous Webinar access periods may be modified or otherwise agreed to by the parties (including, without limitation, additional fees that may be charged to Customer for such Live Event date and Asynchronous Webinar access period modifications to compensate Corwin for Corwin Expenses) via email in accordance with the terms of **Exhibit A**. In the event of a conflict between a term of this Agreement (including the **Special Terms** attached hereto) and a term of **Exhibit A**, the term of this Agreement will control; and in the event of a conflict between a term of this Agreement and a term of the Special Terms, the term of the Special Terms will control. Additionally, in the event of a conflict between a term of this Agreement and any ancillary Customer document, form, or agreement (even if executed by the parties subsequent to the execution of this Agreement), the term of this Agreement will control. The invalidity or unenforceability of any particular provision of this Agreement will not affect the other provisions, and this Agreement will be construed in all respects as if any invalid or unenforceable provision were omitted. This Agreement shall be governed by the laws of the State of California without regard to conflicts of laws. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, will be settled by arbitration in Ventura County, California and administered by the American Arbitration Association in accordance with its then-existing Commercial Arbitration Rules. This Agreement may be executed in counterparts, each of which will be deemed the original, all of which together will constitute one and the same instrument. A faxed copy or other electronic copy will be deemed as an original.

[Signature Page Follows]

Accepted and agreed to by:

TEANECK SCHOOL DISTRICT

Corwin

Irene Gray
Name: Irene Gray
Title: Acting School Business Admin

Signed by:
Liz McCarver
A9BB58BB318C43E...

Liz McCarver
Director, Corwin Learning Sales

20-Aug-2024 | 9:23:04 AM PDT

Date: 8-20-2024

Date: _____

Please provide the following information to ensure proper billing:

Billing Contact Name: Paula Huber Title: AP Secretary

Billing Contact Email Address: 651 Teaneck Rd Phone: 201-833-5516
Teaneck, NJ 07666

Purchase Order Number*: _____

*Pursuant to Section 5 of this Agreement, failure of Customer to provide Corwin with a PO number at least one (1) week prior to the first date of the Event shall not excuse Customer's obligation to pay Corwin within the timeframe set forth in Section 5.

If no PO number has been entered above, please select one of the following options:

- Customer does not require a PO number to be referenced on invoices to make a timely payment of invoices.
- Customer does require a PO number to be referenced on invoices and is responsible for providing such number to Customer's Corwin contact at least one (1) week prior to the Event.

As you sign and return this document, please also forward a Purchase Order and if purchasing Books, a copy of your Tax ID Certificate. Thank You!

Exhibit A: See attached Investment and Timeline

Special Terms:

[Surveys]

Investment and Timeline

NJ-Teaneck PS-Teaneck PS - A. Spencer - TC - 2024-2025-Additional day

Currency: US Dollar

Resources	Author	Unit Price	Quantity	Discount	Price	Total Price
Teacher Clarity Playbook - Coaching Day - Onsite						\$7,500.00
8/20/2024: <u>Nicole Law</u> - \$7,500.00						
Subtotal						\$7,500.00
Tax						See Below
Est. S&H						\$0.00
TOTAL						\$7,500.00

- Pricing for Consulting Service Days are inclusive of all travel expenses.
- Investment above includes an estimate of Shipping Fees for books and resources and may vary based on rates that are applied at the time the order is shipped. A separate PO for books and resources will be requested and are required without a signed contract. Resources and books will be invoiced separately from professional development services. Books and resources will be shipped approximately 30 days prior to engagement; please notify Corwin with specific delivery requests. Expedited shipping will apply should the client request it.
- Copying and distribution of any handouts is the Client's responsibility.
- Consultant will hold above date(s) on his/her calendar for 30 days, at which time he/she may need to release the hold for another Client. Corwin recommends moving to contract within 30 days, if possible, so as to secure this date on his/her calendar.
- All payments indicated above are exclusive of all federal, state, local and foreign taxes, levies and assessments. The Client will be responsible for the payment of all such taxes, levies and assessments imposed by any taxing authority, and taxes will be included at the time of invoice; tax exempt form should be included with PO and signed contract, if applicable.
- This proposal for services is intended to be a working document and is subject to change based on client needs.
- For any Survey product, Corwin will send a link for Customer to complete a survey and Customer has two (2) weeks to complete the survey in order for Corwin to generate a report for Customer. If Customer does not complete the survey within the two-week period and/or if less than five (5) survey responses are received, the survey will be considered invalid/incomplete and the related survey Product will be forfeited and no refunds or credits will be granted.
- Evaluation Services including Surveys and Assessments will be billed upon the delivery of the Client's subsequent report.

Proposal prepared for **TEANECK SCHOOL DISTRICT**
 Prepared by **Dustine Leigh**, Client Engagement Manager II
 1 of 1



Separation Pay Worksheet

Name of Employee: Charles E. Clark

Separation Date: 07/01/2024

Date of Hire: 09/01/1997

Category Date:

<u>PTO Balances</u>	<u>Earned Balance</u>	<u>Rate</u>	<u>Total Amount</u>
Sick Days	4.5	\$100.00	\$450.00
		Total Other PTO	\$450.00
		Total Amount Due to Employee	\$450.00

Name of Employee: Daisy Diaz-Granados

Separation Date: 07/01/2024

Date of Hire: 09/01/2002

<u>PTO Balances</u>	<u>Earned Balance</u>	<u>Rate</u>	<u>Total Amount</u>
Sick Days	59	\$100.00	\$5,900.00
		Total Other PTO	\$5,900.00
		Total Amount Due to Employee	\$5,900.00

Name of Employee: Yaritza Gonzalez

Separation Date: 05/17/2024

Date of Hire: 02/18/2020

Category Date: N/A

<u>PTO</u>	<u>Annual</u>	<u>Per Diem</u>	<u>Balance of Days Earned</u>	<u>Total Amount</u>
Vacation Days	\$64,714.00	\$248.90	9.1633	\$2,280.75
			Total Vacation Pay	\$2,280.75
			Total Amount Due to Employee	\$2,280.75
Name of Employee: Jason Juxon-Smith				
Separation Date: 05/10/2024				
Date of Hire: 02/18/2020				
Category Date: N/A				
<u>PTO</u>	<u>Annual</u>	<u>Per Diem</u>	<u>Balance of Days Earned</u>	<u>Total Amount</u>
Vacation Days	\$56,505.00	\$217.33	7	\$1,521.29
			Total Vacation Pay	\$1,521.29
			RTD	\$1,000
			Amount Due to Employee	\$521.29
Name of Employee: Yvonne Witter				
Separation Date: 07/01/2024				
Date of Hire: 11/09/2009				
Category Date: N/A				
<u>PTO</u>	<u>Annual</u>	<u>Per Diem</u>	<u>Balance of Days Earned</u>	<u>Total Amount</u>
Vacation Days	\$64,643.00	\$248.63	26	\$6,464.30
Sick Days	-	\$59.00	69.5	\$4,100.50

