

Edison Public Schools

**Public Meeting****09/20/2022 07:00 PM**

John P. Stevens High School

855 Grove Avenue

Edison, NJ 08820

**Printed : 9/16/2022 1:30 PM ET**

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**PUBLIC MEETING****I. Call To Order/Flag Salute****II. Roll Call****III. Opening Statement****IV. Student Representatives**

- i. Edison High School - Ms. Sarina Ahmed
- ii. John P. Stevens High School - Ms. Vivian Lee

**V. Public Comments - Resolutions Only****VI. Resolutions**

- i. Personnel - Labor Relations
  - a. Personnel Report
- ii. Administration
  - a. Law Enforcement Units for the Public Schools of Edison Township - 2022-2023 School Year - Revised
  - b. Approval of School Improvement Panel (SciP) - 2022-2023 School Year
  - c. Policies - New & Revised - Second Reading
  - d. Settlement Agreement Rider - C.A. & L.A. o/b/o R.A.
  - e. Settlement Agreement & General Release - C.M. o/b/o Z.C.
- iii. Curriculum & Instruction
  - a. Approval of PSAT Testing Date
  - b. Approval of the Administration of the PSAT 8/9 to Grade Eight Students
  - c. Approval of Program of Instruction 2022-2023 School Year - Revised
  - d. Approval of Field Trips
  - e. Professional Development Documentation
- iv. Pupil/Special Services
  - a. Out of District Placements
- v. Finance
  - a. Approval of Minutes - August 2022
  - b. Board Secretary's Report
  - c. Finance Resolutions

**VII. Committee Reports**

- i. Budget Planning & Oversight Committee
- ii. Township Liaison Committee

**VIII. Announcements by the President**

- i. Upcoming Meetings

**IX. Board Members - Open Discussion****X. Public Comments****XI. Adjournment**

## OPENING STATEMENT

"The New Jersey Open Public Meetings Act was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon.

In accordance with the provisions of this act, the Edison Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in the Board of Education Administrative Offices.

Copies of these notices were sent to the Home News Tribune and the Star Ledger on January 4, 2022.

The Public may participate at regular meetings in accordance with the By-laws and the applicable State regulations."

A. PERSONNEL – LABOR RELATIONS

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Board of Education approves the following personnel items as indicated below:

1. RESIGNATIONS/TERMINATIONS

ID #124153	Effective: 09/01/22 Reason: Terminated
ID #101919	Effective: 10/04/22 Reason: Personal
ID #124463	Effective: 10/21/22 Reason: Personal
ID #124122	Effective: 09/30/22 Reason: Personal
Abbatemarco, Rebecca – Lunch Aide Washington School	Effective: 06/30/22 Reason: Personal
Begum, Intiaz – Lunch Aide Menlo Park School	Effective: 09/08/22 Reason: Rescinded Offer
Beltran, Dumar – Bus Driver Education Center	Effective: 08/30/22 Reason: Declined Offer
Bundschuh, Carol – Lunch Aide James Monroe School	Effective: 09/08/22 Reason: Personal
Choudhary, Navneet – Paraprofessional Lindeneau School	Effective: 09/16/22 Reason: Personal
Chowdhury, Ferdusi – Lunch Aide Lincoln School	Effective: 08/25/22 Reason: Personal
Epuri, Jahnavi – Lunch Aide James Madison Intermediate School	Effective: 08/31/22 Reason: Job Abandonment
Gaikwad, Sonali – Lunch Aide James Madison Primary School	Effective: 06/30/22 Reason: Personal
Ganesan, Renu – Lunch Aide Menlo Park School	Effective: 06/30/22 Reason: Personal
Goswami, Priti – Paraprofessional John Marshall School	Effective: 06/30/22 Reason: Personal
Gourley, Karen – Lunch Aide Benjamin Franklin School	Effective: 06/30/22 Reason: Personal
Hernandez, Rubi – Lunch Aide Lindeneau School	Effective: 08/24/22 Reason: Declined Offer

Hinnant, Tamika – Bus Aide Education Center	Effective: 08/25/22 Reason: Declined Offer
Jackow, Tyler – Assistant Coach – Boys’ Basketball Edison High School	Effective: 08/23/22 Reason: Personal
Jaromi, Afsaneh – Paraprofessional Lincoln School	Effective: 09/15/22 Reason: Personal
Jeffries, Jarrett – Paraprofessional John Adams Middle School	Effective: 08/31/22 Reason: Personal
Jen, Chihchi – Lunch Aide James Madison Intermediate School	Effective: 06/30/22 Reason: Transfer
Kamdar, Sonali – Lunch Aide Menlo Park School	Effective: 06/30/22 Reason: Personal
Lagrasso, Debra – Lunch Aide James Monroe School	Effective: 06/30/22 Reason: Personal
Lidaque Gabriel, Andrea – Bus Aide Education Center	Effective: 09/06/22 Reason: Declined Offer
Mawn, Matthew – Teacher – Science Thomas Jefferson Middle School	Effective: 10/21/22 Reason: Personal
Pacheco, Rosetta – Bus Driver Education Center	Effective: 08/31/22 Reason: Rescinded Offer
Panthagani, Padma – Lunch Aide Lincoln School	Effective: 06/30/22 Reason: Personal
Pascal, Rivera – Lunch Aide James Monroe School	Effective: 06/30/22 Reason: Personal
Pastrana Hernandez, Bertha – Lunch Aide John Marshall School	Effective: 06/30/22 Reason: Personal
Patel, Maya – Lunch Aide Menlo Park School	Effective: 06/30/22 Reason: Transfer
Pathare, Sanjivani – Lunch Aide John Marshall School	Effective: 09/09/22 Reason: Personal
Rehman, Mehnaaz – Lunch Aide James Madison Intermediate School	Effective: 09/16/22 Reason: Personal
Rouhi, Iffat – Lunch Aide James Madison Primary School	Effective: 06/30/22 Reason: Personal
Ruane, Victoria – Teacher – Grade 5 Lincoln School	Effective: 12/31/22 Reason: Personal
Shah, Disha – Lunch Aide Woodbrook School	Effective: 09/15/22 Reason: Declined Offer
Smith, Beverly – Lunch Aide John Marshall School	Effective: 06/30/22 Reason: Personal

Sultana Afrin Bobby, FNU – Paraprofessional  
FDR School

Effective: 06/30/22  
Reason: Personal

Suskar, Priyanka – Lunch Aide  
James Monroe School

Effective: 06/30/22  
Reason: Personal

Thompson, Patricia – Lunch Aide  
James Madison Primary School

Effective: 09/15/22  
Reason: Personal

2. RETIREMENTS

Abrams, Wendy – Teacher – Special Education  
Woodrow Wilson Middle School

Effective: 12/31/22  
29 years, 2 months of service

Valeri, Timothy – Custodian  
Herbert Hoover Middle School

Effective: 10/31/22  
23 years, 10 months of service

Williams, George – Security Guard  
John P. Stevens High School

Effective: 06/30/23  
35 years, 7 months of service

Wilcoff, Renee – Lunch Aide  
Martin Luther King School

Effective: 10/31/22  
23 years, 7 months of service

3. APPOINTMENTS – Employment Verification Pending (N.J.S.A. 18A:6-7.6, et.seq)

<u>Certificated Staff</u>	<u>Step/Salary</u>	<u>Reason for Vacancy</u>	<u>Position/Location</u>
Agostinacchio, Jenna Effective TBD-06/30/23	Step 7/BA \$63,000 Georgian Court University	Resignation	Teacher – Special Education James Madison Intermediate School (for J. Conoscenti)
Gwiazda, Robert Effective 09/01/22-06/30/23	Step 3/BA \$56,000 Duquesne University	Retirement	Teacher – Technology Herbert Hoover Middle School (for P. Drake)
Liu, Christopher Effective TBD-01/30/23	MA \$45,205 Montclair University	Leave of Absence	Long Term Substitute Teacher – Grade 5 Lincoln School (for ID #108637)
Lopez, Paulina Effective TBD-06/30/23	Step 6/BA \$60,500 Kean University	Resignation	Teacher – Spanish James Monroe School (for ID #124122)
Marmion, Kristin Effective TBD-06/30/23	Step 14/MA \$99,910 Rider University	Resignation	Teacher – Spanish Edison High School (for S. Collado)
Monticciolo, Dominic Effective TBD-06/30/23	Step 2/BA \$55,500 Montclair State University	Resignation	Teacher – Science Woodrow Wilson Middle School (for D. Guarino)
Osorio, Ivy Effective TBD-06/30/23	Step 8/BA \$68,000 Rutgers University	Transfer	Teacher – Spanish Herbert Hoover Middle School (for J. Bazan)

Peles, Harry Effective TBD-06/30/23	Step 14/BA \$96,311 Rowan University	Resignation	Teacher – Technology Thomas Jefferson Middle School (for ID #124463)
Pfeiffer, Colleen Effective TBD-01/27/23	BA \$41,600 Kean University	Leave of Absence	Long Term Substitute Teacher – Special Education James Madison Intermediate School (for ID #109110)
Tulko, Ashley Effective 09/01/22-06/30/23	Step 1/BA \$55,000 West Chester University	Retirement	Teacher – Grade 3 James Monroe School (for C. Banos)
Witte, Michelle Effective TBD-06/30/23	Step 10/MA/Essa \$89,835 Kean University	Resignation	School Counselor – Head John Adams Middle School (for E. Polizzi)
<u>Support Staff</u>	<u>Step/Salary</u>	<u>Reason for Vacancy</u>	<u>Position/Location</u>
Anderson, Shaneaka Effective TBD-06/30/23	\$6,335	Resignation	Lunch Aide James Monroe School (for E. Martinez)
Asmat, Maria Effective TBD-06/30/22	\$6,335	Resignation	Lunch Aide Benjamin Franklin School (for A. Nicolay)
Boulieris, Georgias Effective TBD-06/30/23	\$6,335	Resignation	Lunch Aide Washington School (for K. Promutico)
Chandrasekar, Lekha Effective TBD-06/30/23	\$6,335	22-23 Budget	Lunch Aide FDR School (New Position)
Chowdury, Sharmilly Effective TBD-06/30/23	\$6,335	Resignation	Lunch Aide James Monroe School (for S. Das)
Donato, Shannon Effective TBD-06/30/23	Step 1 \$21,000	Resignation	Paraprofessional FDR School (for S. FNU)
Feng, Xueyan Effective TBD-06/30/23	\$6,335	Resignation	Lunch Aide Lindeneau School (for A. Waller-Brown)
Fermah, Jasvinder Effective TBD-06/30/23	\$6,335	22-23 Budget	Lunch Aide FDR School (New Position)
Fitzpatrick, Kathleen Effective TBD-06/30/23	Step 5 \$35,014	22-23 Budget	Bus Driver Education Center (New Position)

Gopal, Ramya Effective TBD-06/30/23	\$6,335	Resignation	Lunch Aide Woodbrook School (for B. Singh)
Goswami, Priti Effective 09/13/22-06/30/23	\$6,335	Resignation	Lunch Aide John Marshall School (for A. Sana)
Gupta, Archana Effective TBD-06/30/23	\$6,335	Resignation	Lunch Aide James Madison Intermediate School (for E. Sosa)
Jansari, Neha Effective TBD-06/30/23	\$6,335	Resignation	Lunch Aide James Monroe School (for P. Suskar)
Javier, Mark Effective TBD-06/30/23	Step 1-2 \$43,911	Transfer	Custodian -Activities & Repairs 3:00pm-11:30pm John P. Stevens High School (for J. Teller)
Kaur, Jasvir Effective TBD-06/30/23	\$6,335	Resignation	Lunch Aide Benjamin Franklin School (for L. Young)
Moody, Sabuna Effective TBD-06/30/23	\$6,335	Resignation	Lunch Aide John Marshall School (for B. Smith)
Nadeem, Fareha Effective TBD-06/30/23	\$6,335	Resignation	Lunch Aide Lindeneau School (for E. Milicia)
Nayakam, Uma Effective TBD-06/30/23	\$6,335	Resignation	Lunch Aide James Monroe School (for C. Bundschuh)
Patel, Yeshaben Effective TBD-06/30/23	\$6,335	Transfer	Lunch Aide James Madison Intermediate School (for C. Jen)
Pinpin, Raelene Effective TBD-06/30/23	\$6,335	Resignation	Lunch Aide Lincoln School (for M. Antezana)
Ross, Carol Effective TBD-06/30/23	Step 5 \$35,014	22-23 Budget	Bus Driver Education Center (New Position)
Sadar, Meenal Effective TBD-06/30/23	\$6,335	Resignation	Lunch Aide James Madison Intermediate School (for A. Pandey)
Sharma, Shuchi Effective TBD-06/30/23	\$6,335	Resignation	Lunch Aide Lincoln School (for F. Chowdhury)

Singh, Monika Effective 09/21/22-06/30/23	Step 1/BA \$22,100 Kurukshetra University	Resignation	Paraprofessional Menlo Park School (for P. Goswami)
Small, Beverly Effective TBD-06/30/23	\$6,335	Resignation	Lunch Aide James Monroe School (for D. Lagrasso)
Walia, Sheetal Effective TBD-06/30/23	Step 1/BA/ Stipened \$22,400 Kurukshetra University	Resignation	Paraprofessional Lindeneau School (for A. Jaromi)
Varghese, Remya Effective TBD-06/30/23	\$6,335	Resignation	Lunch Aide John Marshall School (for P. Bertha)
Velez, Yahaira Effective TBD-06/30/23	\$6,335	Resignation	Lunch Aide Benjamin Franklin School (for K. Gourley)

4. LEAVES OF ABSENCE

ID #101576 Washington School	Maternity-Revised NJ FLA-Revised	With Pay Without Pay	09/06/22-10/31/22 11/01/22-01/30/23
ID #107730 Woodbrook School	Medical Maternity NJ FLA	With Pay With Pay Without Pay	12/19/22-01/03/23 01/04/23-02/14/23 02/15/23-05/16/23
ID #101595 Washington School	NJ FLA-Intermittent	Without Pay	09/01/22-06/30/23
ID #101878 Edison High School	Medical Fed FMLA	With Pay Without Pay	08/29/22-09/30/22 10/01/22-10/16/22
ID #108895 Herbert Hoover Middle School	Maternity-Revised NJ FLA-Revised Child Care-Revised	With Pay Without Pay Without Pay & Benefits	09/01/22-09/11/22 09/12/22-12/04/22 12/05/22-04/11/23
ID #125044 Education Center	Medical	With Pay	09/12/22-09/27/22
ID #101919 John P. Stevens High School	Medical	With Pay	08/01/22-09/05/22
ID # 107797 Thomas Jefferson Middle School	NJ FLA	Without Pay	12/13/22-03/13/23
ID #106585 Herbert Hoover Middle School	NJ FLA	Without Pay	09/19/22-12/11/22



ID #107136	Medical	With Pay	01/02/23-01/19/23
Woodbrook School	Maternity	With Pay	01/20/23-02/24/23
	NJ FLA	Without Pay	02/27/23-05/28/23
	Child Care	Without Pay & Benefits	05/29/23-06/30/23
ID #105723	NJ FLA-Intermittent	Without Pay	09/01/22-06/30/23
Thomas Jefferson Middle School			
ID #104432	Fed FMLA-Reduced Schedule	With Pay	09/01/22-06/30/23
Herbert Hoover Middle School			
ID #106833	NJ FLA-Intermittent	Without Pay	09/01/22-06/30/23
Menlo Park School			
ID #103813	Medical	Without Pay, With Benefits	08/24/22-09/11/22
Woodrow Wilson Middle School			
ID #108406	Maternity-Revised	With Pay	09/01/22-10/05/22
James Madison Intermediate School	NJ FLA-Revised	Without Pay	10/06/22-01/04/23
ID #108051	NJ FLA	Without Pay	09/01/22-10/24/22
Woodbrook School	Child Care	Without Pay & Benefits	10/25/22-01/29/23
ID #105899	NJ FLA-Intermittent	Without Pay	09/01/22-06/30/23
Martin Luther King School			
ID #105941	Medical	With Pay	09/01/22-09/28/22
Woodbrook School			
ID #102124	Medical	With Pay	09/12/22-11/18/22
Washington School			
ID #108889	Medical	With Pay	10/31/22-11/03/22
Woodbrook School	Maternity	With Pay	11/04/22-11/28/22
	Fed FMLA	Without Pay	11/29/22-12/15/22
	NJ FLA	Without Pay	12/16/22-03/16/22
ID #101589	Medical-Revised	With Pay	09/01/22-09/04/22
Woodrow Wilson Middle School	Maternity-Revised	With Pay	09/05/22-10/16/22
	Child Care	Without Pay	10/17/22-06/30/23
ID #104584	Medical-Revised	With Pay	07/01/22-08/23/22
Herbert Hoover Middle School	Medical-Revised	Without Pay, With Benefits	08/24/22-10/31/22

5. CHANGE OF STATUS

<u>Certified Staff</u>	<u>From</u>	<u>Reason for Change</u>	<u>To</u>
Bazan, Jessica	Teacher – Spanish Herbert Hoover Middle School Effective 09/01/22-06/30/23	Transfer	Teacher – Spanish Lincoln School/ Woodbrook School/ Menlo Park School Effective TBD-06/30/23
Beleski, Amanda	Teacher – Special Education Menlo Park School Effective TBD-06/30/23	Revised Start Date	Teacher – Special Education Menlo Park School Effective 09/01/22-06/30/23
Bevere, Nicole	Principal Benjamin Franklin School Effective TBD-06/30/23	Revised Start Date	Principal Benjamin Franklin School Effective 10/01/22-06/30/23
Borja, Jared	Teacher – Music John Adams Middle School Effective 09/01/22-06/30/23	Revised Start Date	Teacher – Music John Adams Middle School Effective TBD-06/30/23
Brucki, Hayley	LDTC Education Center Effective TBD-06/30/23	Revised Start Date	LDTC Education Center Effective 09/01/22-06/30/23
Cosenza, Sarah	Long Term Substitute Teacher – Grade 3 James Madison Intermediate School Effective 09/01/22-01/17/23	Revised End Date	Long Term Substitute Teacher – Grade 3 James Madison Intermediate School Effective 09/01/22-01/05/23
Conte, Melissa	Teacher – Grade 1 Benjamin Franklin School Effective 09/01/22-06/30/23	Transfer	Teacher – Visual Arts Washington School Effective TBD-06/30/23 (for M. Gualtieri)
Dailey, Robert	Teacher – Math John Adams Middle School Effective TBD-06/30/23	Revised Start Date	Teacher – Math John Adams Middle School Effective 10/03/22-06/30/23
Dejoy, Clare	Long Term Substitute Teacher – English Herbert Hoover Middle School Effective TBD-01/02/23	Revised Start Date	Long Term Substitute Teacher – English Herbert Hoover Middle School Effective 09/01/22-01/02/23
Dulina, Andrew	Teacher – Special Education Menlo Park School Effective TBD-06/30/23	Revised Start Date	Teacher – Special Education Menlo Park School Effective 11/01/22-06/30/23
Falco, James	Assistant Principal Thomas Jefferson Middle School Effective TBD-06/30/23	Revised Start Date	Assistant Principal Thomas Jefferson Middle School Effective 09/29/22-06/30/23
Ferrante, Amber	Teacher – Special Education Menlo Park School Effective TBD-06/30/23	Revised Start Date	Teacher – Special Education Menlo Park School Effective 09/01/22-06/30/23

Greer, Allison	Teacher – English Edison High School Effective TBD-06/30/23	Revised Start Date	Teacher – English Edison High School Effective 10/25/22-06/30/23
Huang, Janelle	Teacher – Grade 1 Lincoln School Effective TBD-06/30/23	Revised Start Date	Teacher – Grade 1 Lincoln School Effective 09/01/22-06/30/23
Loria, Deana	Teacher – French Salary \$102,456 Edison High School Effective 09/01/22-06/30/23	Salary Revision	Teacher – French Salary \$102,486 Edison High School Effective 09/01/22-06/30/23
Luis, Melissa	School Psychologist Education Center Effective TBD-06/30/23	Revised Start Date	School Psychologist Education Center Effective 09/01/22-06/30/23
Mohr, Patricia	Teacher – Special Education Herbert Hoover Middle School Effective TBD-06/30/23	Revised Start Date	Teacher – Special Education Herbert Hoover Middle School Effective 10/24/22-06/30/23
Olenchak, Liana	Teacher – Culinary Arts John P. Stevens High School Effective 09/01/22-06/30/23	Revised Start Date	Teacher – Culinary Arts John P. Stevens High School Effective TBD-06/30/23
Patel, Sonal R.	Teacher – Grade 4 Martin Luther King School Effective TBD-06/30/23	Revised Start Date	Teacher – Grade 4 Martin Luther King School Effective 09/01/22-06/30/23
Persaud, Roe	Teacher – Special Education John P. Stevens High School Effective TBD-06/30/23	Revised Start Date	Teacher – Special Education John P. Stevens High School Effective 10/06/22-06/30/23
Quick, Meredith	Acting Principal Salary \$197,025 (pro-rated) John P. Stevens High School Effective 07/01/22-TBD	Revised End Date	Acting Principal Salary \$197,025 (pro-rated) John P. Stevens High School Effective 07/01/22-09/30/22
Rivera, Clarisa	Registered Nurse Step 5, Salary \$44,500 Education Center Effective 09/01/22-06/30/23	Retirement	School Nurse Step 5/BA Salary \$57,500 Herbert Hoover Middle School Effective 10/01/22-06/30/23 (for N. Montilus)
Sackaroff, Gina	Speech Education Center/ Menlo Park School Effective TBD-06/30/23	Revised Start Date	Speech Education Center/Menlo Park School Effective 09/30/22-06/30/23
Sampson, Gregory	Teacher – Social Studies Edison High School Effective 09/01/22-06/30/23	Revised Start Date	Teacher – Social Studies Edison High School Effective TBD-06/30/23
Toth, Jonathan	Business Administrator Education Center Effective TBD-06/30/23	Revised Start Date	Business Administrator Education Center Effective 10/17/22-06/30/23

Travis, Patrick	Teacher – Special Education Edison High School Effective TBD-06/30/23	Revised Start Date	Teacher – Special Education Edison High School Effective 09/01/22-06/30/23
<u>Support Staff</u>	<u>From</u>	<u>Reason for Change</u>	<u>To</u>
Albiter Arce, Salvador	Bus Driver Education Center Effective TBD-06/30/23	Revised Start Date	Bus Driver Education Center Effective 09/06/22-06/30/23
Boatman, Sanford	Security Guard John Adams Middle School Effective 07/01/22-06/30/23	Transfer	Security Guard Thomas Jefferson Middle School Effective 09/21/22-06/30/23
Edralin, Matthiu	Maintenance Helper Education Center Effective TBD-06/30/23	Revised Start Date	Maintenance Helper Education Center Effective 09/01/22-06/30/23
Familia Castro, Gladylin	Bus Driver Education Center Effective TBD-06/30/23	Revised Start Date	Bus Driver Education Center Effective 09/07/22-06/30/23
Feroze, Khairunissa	Lunch Aide Woodbrook School Effective TBD-06/30/23	Revised Start Date	Lunch Aide Woodbrook School Effective 09/01/22-06/30/23
Hayes, Timeana	Lunch Aide Menlo Park School Effective 09/01/22-06/30/23	Revised Start Date	Lunch Aide Menlo Park School Effective TBD-06/30/23
Hunter, Petrona	Bus Driver Education Center Effective 09/01/22-06/30/23	Revised Start Date	Bus Driver Education Center Effective 09/13/22-06/30/23
Igbinobaro, Augustine	Custodian-11:00am-7:30pm Salary \$63,792 Edison High School/EELC Effective TBD-06/30/23	Revised Start Date	Custodian-11:00am-7:30pm Salary \$63,792 Edison High School/EELC Effective 08/24/22-06/30/23
Jones, Jacqueline	Bus Driver Education Center Effective 09/01/22-06/30/23	Revised Start Date	Bus Driver Education Center Effective TBD-06/30/23
Kommaraju, Jahnavi	Lunch Aide Menlo Park School Effective TBD-06/30/23	Revised Start Date	Lunch Aide Menlo Park School Effective 09/01/22-06/30/23
Lysak, Melissa	Lunch Aide Benjamin Franklin School Effective 09/01/22-06/30/23	Revised Start Date	Lunch Aide Benjamin Franklin School Effective TBD-06/30/23
Medina, Yajaira	Bus Driver Education Center Effective TBD-06/30/23	Revised Start Date	Bus Driver Education Center Effective 09/01/22-06/30/23
Mukati, Zevaria	Lunch Aide Washington School Effective TBD-06/30/23	Revised Start Date	Lunch Aide Washington School Effective 09/06/22-06/30/23

Ortiz, Sandra	Lunch Aide James Madison Intermediate School Effective 09/01/22-06/30/23	Revised Start Date	Lunch Aide James Madison Intermediate School Effective TBD-06/30/23
Patel, Maya	Paraprofessional Salary \$21,000 Menlo Park School Effective TBD-06/30/23	Revised Job and Start Date	Teacher Aide Salary \$20,000 Menlo Park School Effective 09/01/22-06/30/2
Raymond, Daryann	Purchasing Agent Salary \$79,310 Education Center Effective 07/01/22-06/30/23	Salary Revision	Purchasing Agent Salary \$90,000 Education Center Effective 10/01/22-06/30/23
Reyes-Nunez, Carmen	Bus Driver Education Center Effective TBD-06/30/23	Revised Start Date	Bus Driver Education Center Effective 09/01/22-06/30/23
Rocker, Kathleen	Paraprofessional PSD ELC Preschool Effective 09/01/22-06/30/23	Transfer	Paraprofessional LLD Lincoln School Effective 09/21/22-06/30/23
Rodriguez, Ivette	Bus Driver Education Center Effective TBD-06/30/23	Revised Start Date	Bus Driver Education Center Effective 09/06/22-06/30/23
Ruda, Craig	Security Guard Herbert Hoover Middle School Effective 09/01/22-06/30/23	Transfer	Security Guard John Adams Middle School Effective 09/21/22-06/30/23
Singh, Priya	Lunch Aide Woodbrook School Effective 09/01/22-06/30/23	Revised Start Date	Lunch Aide Woodbrook School Effective TBD-06/30/23
Springer, Helena	Lunch Aide Woodbrook School Effective 09/01/22-06/30/23	Revised Start Date	Lunch Aide Woodbrook School Effective 09/14/22-06/30/23
Vadlamannati, Sita Rama	Paraprofessional John P. Stevens High School Effective TBD-06/30/23	Revised Location & Start Date	Paraprofessional Menlo Park School Effective 09/01/22-06/30/23
Vinod, Vani	Lunch Aide Woodbrook School Effective 09/01/22-06/30/23	Revised Start Date	Lunch Aide Woodbrook School Effective TBD-06/30/23
Warren, Marie	Lunch Aide Menlo Park School Effective 09/01/22-06/30/23	Revised Start Date	Lunch Aide Menlo Park School Effective 09/12/22-06/30/23

6. LONGEVITY

<u>Name</u>	<u>Location</u>	<u>Years</u>	<u>Date</u>	<u>Present Salary</u>	<u>New Salary</u>
Achiron, Laura	JPH	14	10/14/22	\$96,561	\$97,015
Afonso, Stacie	BEN	15	10/25/22	\$100,638	\$101,110
Altman, Jennifer	MON	23	10/15/22	\$108,761	\$109,224
Apruzzese, Janine	MAR	19	10/26/22	\$100,580	\$101,034
Babst, Denise	BEN	25	10/23/22	\$112,541	\$113,013
Balewitz, Stanley	EDH	20	10/07/22	\$105,554	\$106,007

Boikness, Bruce	WWMS	15	10/20/22	\$102,486	\$102,967
Borselli, Vincent	MEN	16	10/26/22	\$102,610	\$103,081
Capriglione, Alanna	LNC	14	09/01/20	\$95,050	\$95,504
Capriglione, Alanna	LNC	15	09/01/21	\$96,361	\$97,269
Capriglione, Alanna	LNC	16	09/01/22	\$97,561	\$98,922
Chan-Hom, Eva	LIN	17	10/25/22	\$106,198	\$106,679
Colletto, Shelly	EDH	26	10/01/22	\$116,466	\$116,956
Curry, Claudine	JAMS	21	10/01/22	\$111,142	\$111,623
Danik, Leo	JPH	35	10/26/22	\$111,038	\$111,788
Denicuolo, Marc	EDH	20	10/15/22	\$103,990	\$104,452
Diana, Courtney	WBK	18	10/01/22	\$105,303	\$105,775
Diorio, Jennifer	TJMS	20	10/07/22	\$108,267	\$108,739
Duggan, Jennine	EDH	18	10/01/22	\$99,376	\$99,830
Elmer, Melinda	WBK	17	10/14/22	\$106,314	\$106,804
Emmich, Jill	MEN	20	10/23/22	\$110,934	\$111,424
Fortino, Kristine	WWMS	18	10/20/22	\$103,053	\$103,525
Gordon, Jodi Ann	JPH	19	10/02/22	\$107,075	\$107,547
Grimaldi, Nanci	LNC	20	10/21/22	\$107,741	\$108,222
Hamilton, Lisa	MEN	22	10/01/22	\$114,970	\$115,960
Jones, Jennifer	JAMS	23	10/28/22	\$107,276	\$107,730
Kerins, Kevin	EDH	19	10/01/22	\$106,160	\$106,641
Lothian, Stephanie	EDH	16	10/05/22	\$101,110	\$101,581
Misko, Jennifer	JMI	17	10/03/22	\$106,314	\$106,804
Mohr, Charles	EHS	18	10/27/22	\$108,960	\$109,441
Molnar Christine	JAM	19	10/11/22	\$109,267	\$109,739
Murphy Corie	MON	17	10/03/22	\$99,876	\$100,330
Nangia, Neeru	JAM	17	10/01/22	\$104,053	\$104,525
Nillooban, Rina	WWM	21	10/01/22	\$105,461	\$106,369
Occimio, Cindy	FDR	25	10/22/22	\$108,637	\$109,091
Penny, Stacey	WAS	18	10/24/22	\$102,680	\$103,134
Rommel, Jennifer	MON	21	10/27/22	\$107,335	\$108,261
Sabunas, Tina	JPS	25	10/01/22	\$114,490	\$114,971
Shaw, Cathy	E/C	20	10/29/22	\$111,714	\$112,695
Sweeney, Megan	EHS	21	10/01/22	\$105,461	\$106,369
Van Pell, Melanie	EHS	20	10/22/22	\$110,642	\$111,123
Wallace, Jennifer	EHS	25	10/22/22	\$116,466	\$116,956
Zaremba, Michelle	TJM	25	10/12/22	\$108,637	\$109,091

CST

Bruno, Amy	JPH	18	10/17/22	\$108,893	\$109,389
Rhodes, Janice	E/C	23	10/01/22	\$119,584	\$120,374
Scharf, Caroline	MLK	23	10/25/22	\$116,876	\$117,371

7. ADDITIONAL PERIOD ASSIGNMENTS

<u>Teacher</u>	<u>Assignment</u>	<u>Location</u>	<u>Effective</u>	<u>Additional Pay</u>
Andino, Manuel	Spanish – 1.2	JPH	09/19/22-12/09/22	\$8,500 pro-rated
Banach, Meghan	ICR – 1.2	WWMS	09/28/22-TBD	\$8,500 pro-rated
Bellina, John	ICR – 1.2	WWMS	09/01/22-06/30/23	\$8,500
Boikess, Bruce	French – 1.2	WWMS	09/06/22-11/23/22	\$8,500 pro-rated
Brennan, Taylor	English – 1.2	JPH	09/06/22-TBD	\$8,500 pro-rated
Cameron, Christine	Science – 1.2	WWMS	09/01/22-TBD	\$8,500 pro-rated
Capriglione, Patricia	ICR – 1.2	WWMS	09/28/22-TBD	\$8,500 pro-rated

Cilluffo, Yekaterina	Science – 1.2	JPH	09/06/22-10/07/22	\$8,500 pro-rated
Eannucci, Rachael	ICR – 1.2	JPH	09/06/22-10/05/22	\$8,500 pro-rated
Feaster, Tara	ACES – 1.2	EDH	09/19/22-12/09/22	\$8,500 pro-rated
Franey, Erin	Spanish – 1.2	EDH	09/13/22-TBD	\$8,500 pro-rated
Garcia, Christopher	Health/PE – 1.2	JPH	09/01/22-06/30/23	\$8,500
Gaudioso, Cynthia	Science – 1.2	WWMS	09/01/22-TBD	\$8,500 pro-rated
Gesualdo, Christie	Science – 1.2	JPH	09/06/22-10/07/22	\$8,500 pro-rated
Giacobbe, Michael	Health/PE – 1.2	WWMS	09/01/22-06/30/23	\$8,500
Glackin, Michael	Social Studies – 1.2	EDH	09/06/22-09/22/22	\$8,500 pro-rated
Gonzalez, Jessica	Spanish – 1.2	JPH	09/19/22-12/09/22	\$8,500 pro-rated
Green, Megan	Science – 1.2	JPH	09/06/22-10/07/22	\$8,500 pro-rated
Grimaldi, Nanci	ICR – 1.2	WWMS	09/01/22-06/30/23	\$8,500
Griswold, Marilyn	Spanish – 1.2	EDH	09/13/22-TBD	\$8,500 pro-rated
Heinze, Christine	English – 1.2	JPH	09/06/22-TBD	\$8,500 pro-rated
Keefe, Kristine	Spanish – 1.2	JPH	09/19/22-12/09/22	\$8,500 pro-rated
Koval, Francesca	Science – 1.2	JPH	09/06/22-10/07/22	\$8,500 pro-rated
Lasko, Kylie	ICR – 1.2	JPH	09/06/22-10/05/22	\$8,500 pro-rated
Lombardi, Melissa	ICR – 1.2	JPH	09/06/22-10/05/22	\$8,500 pro-rated
Lopez, Lauren	ICR – 1.2	JPH	09/06/22-10/05/22	\$8,500 pro-rated
Macchiaverna, Thomas	ICR – 1.2	WWMS	09/28/22-TBD	\$8,500 pro-rated
Maiorana, Kelly	Math – 1.2	JAMS	09/06/22-09/30/22	\$8,500 pro-rated
Massoud, Mariam	French – 1.2	JAMS	09/06/22-11/23/22	\$8,500 pro-rated
McBrierty, Brian	Science – 1.2	WWMS	09/01/22-TBD	\$8,500 pro-rated
McCann, Douglas	ICR – 1.2	JPH	09/06/22-10/05/22	\$8,500 pro-rated
Mendez, Nicole	Spanish – 1.2	EDH	09/13/22-TBD	\$8,500 pro-rated
Montone, Lori	ICR – 1.2	WWMS	09/28/22-TBD	\$8,500 pro-rated
Nasser, Akhtar	Science – 1.2	WWMS	09/01/22-TBD	\$8,500 pro-rated
Nee, Catherine	Science – 1.2	JPH	09/06/22-10/07/22	\$8,500 pro-rated
Nipps, Susan	ICR – 1.2	WWMS	09/28/22-TBD	\$8,500 pro-rated
O'Connor, Maureen	English – 1.2	JPH	09/06/22-TBD	\$8,500 pro-rated
Oliver, Lauren	French – 1.2	WWMS	09/06/22-11/23/22	\$8,500 pro-rated
Osmond, Kelly	Math – 1.2	JAMS	09/06/22-09/30/22	\$8,500 pro-rated
Penny, Dawn	Social Studies – 1.2	EDH	09/06/22-09/22/22	\$8,500 pro-rated
Perlin, Janice	Science – 1.2	WWMS	09/01/22-TBD	\$8,500 pro-rated
Ratti, Caroline	Health/PE – 1.2	JPH	09/06/22-06/30/23	\$8,500
Rigo, Kristen	English – 1.2	EDH	09/06/22-TBD	\$8,500 pro-rated
Rusk, Christina	English – 1.2	EDH	09/06/22-TBD	\$8,500 pro-rated
Sanchez, Kelly	Spanish – 1.2	EDH	09/13/22-TBD	\$8,500 pro-rated
Serrano-Vacca, Odalys	Spanish – 1.2	JPH	09/19/22-12/09/22	\$8,500 pro-rated
Sidorski, Jennifer	Social Studies – 1.2	EDH	09/06/22-09/22/22	\$8,500 pro-rated
Simoes, Alberto	Spanish – 1.2	JPH	09/19/22-12/09/22	\$8,500 pro-rated
Simon, Anne	French – 1.2	EDH	09/06/22-11/23/22	\$8,500 pro-rated
Smith, Wesley	Social Studies – 1.2	EDH	09/06/22-09/22/22	\$8,500 pro-rated
Van De Wetering, Alexandra	Spanish – 1.2	EDH	09/13/22-TBD	\$8,500 pro-rated
Yocum, Sara	Social Studies – 1.2	EDH	09/06/22-09/22/22	\$8,500 pro-rated

8. 2022-2023 SPLIT FUNDED PERSONNEL

<u>Name</u>	<u>School</u>	<u>%</u>	<u>Title I Allocation</u> <u>Acct# 20-231-100-100-60</u>
Gavric, Karen	HHMS	100	\$109,062
Sackie, Jamie	TJMS	100	\$68,444
Jones, Nicole	TJMS	75	\$60,000
Dunkelman, Jodi	EDH	60	\$67,400
Ferrante, Sandi	EDH	40	\$44,461

<u>Name</u>	<u>School</u>	<u>%</u>	<u>Title II Allocation</u> <u>Acct# 20-261-100-100-60</u>
Barilka, Christina	JMI	20	\$21,698
Chan-Hom, Eva	LIN	20	\$20,701
Gil, Annemarie	WBK	20	\$20,718.60
Rivenburg, Michelle	BEN	20	\$20,718.60
Wojcik, Kelly	MEN	20	\$21,772.60

9. 2022 Parent Portal Helpers – Effective 08/24/22 – Elementary Schools - \$35/hour – Not to exceed 6 hours per employee

Alexa, Dana	Catalon, Camille	McCann, Stephanie	Thompson, Jennifer
Appelman, Brian	Elliott, Emilie	Mendoza, Alexandra	Ventura, Yokasta
Barry, Naomi	Ethington, Jessica	Penny, Stacey	Vogel, Ruth
Bozarth, Samantha	Gluchowski, Kathleen	Sanchez, Virginia	Winik, Laura
Capaccio, Anthony	Kowalsky, Tori	Seymour, Dana	
Carmena, Nicole	Luis, Lurdes	Tenebruso, Gerald	

10. Adult English Classes ESL Program – Title III Funded – 2022-2023 School yearTeachers - \$35/hour

Campbell, Sarah	Chawla, Manisha	Vaghani, Meghana
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Childcare Paraprofessionals - \$25/hour

Cox, Susan	Lombardo, Angela	Talke, Elizabeth	Vergara, Claudia
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11. 2022-2023 TITLE I FUNDED ANNUAL SCHOOL PLAN (ASP) – Thomas Jefferson Middle School – Effective 07/01/22-06/30/23 - \$30/hour

Hinterstein, Jannine

12. TECHNOLOGY SUMMER REPAIRS/MAINTENANCE INTERNSHIPS – AS NEEDED Effective 08/27/22-09/01/22 - \$13/hourEdison High School:

Dawson, Hailey  
Pittenger, Paolo  
Patel, Kosha  
Shah, Shiel  
Wong, Stella

John P. Stevens High School:

Hegde, Tejas  
Jayakumar, Abirami  
Thirumale, Shashank  
Varanasi, Srisai  
Yao, Keith



13. 2022-2023 TECHNOLOGY REPAIRS/MAINTENANCE INTERNSHIPS – AS NEEDED Effective TBD - \$14/hour

Dawson, Hailey	Patel, Kosha	Yao, Keith
Hegde, Tejas	Thirumale, Shashank	
Jayakumar, Abirami	Wong, Stella	

14. 2022-2023 Paraprofessional Stipend for AU, LLD and SC - \$300 effective 09/01/22

<u>Last Name</u>	<u>First Name</u>	<u>Location</u>	<u>Program</u>	<u>Position</u>
Abry	Kerry	FDR	PSD FD	Para
Ahmed	Ifrana	JMP	S/C AUT	Para
Aljian	Taylor	FDR		Para
Amarnath	Alamelu	JPS	S/C AUT	Para
Antony	Hema	MEN	S/C MD	Para
Arno	Yokasta	EHS	S/C LLD	Para
Arshad	Sajida	WASH	S/C AUT	Para
Athir	Uzma	MON	S/C AUT	Para
Austin	Suzanne	HHMS	SC/AUT	Para
Bag	Swagata	WWMS	S/C AUT	Para
Balaji	Sharmila	FDR	PSD FD	Para
Banos	Nancy	TJMS	S/C LLD	Para
Bellamkonda	Neelaveni	WBK	S/C	1:1 Para
Bellsiano	Jessica	EHS	S/C LLD & RC	Para
Bhuteja	Ritu	FDR	PSD FD	Para
Bilal	Shumyla	FDR	PSD FD	Para
Birri	Linda	EHS	S/C LLD	1:1 Para
Chamberlain	Carol	JMI	S/C AUT	Para
Chaudry	Naila	HHMS	SC/LLD	Para
Chessere	Dawn	MON	S/C AUT	Para
Choksi	Pranali	JMP	S/C AUT	1:1 AF
<b>Choudhary</b>	<b>Navneet</b>	<b>LIN</b>	<b>S/C AUT</b>	<b>09/01/22-09/16/22</b>
Coghlan	Jennifer	JPS	S/C AUT	Para
Cox	Susan	JMP	S/C AUT	Para
Dare	Christine	FDR	PSD FD	Para
Demico	Maira	JPS	S/C AUT	Para
DeSai	Rita	TJMS	S/C LLD	1:1 SS
Desai	Neha	HHMS	S/C AUT	1:1 LO
Doody	Margaret	TJMS	S/C LLD	Para
Durrani	Rubina	FDR	PSD FD	1:1 FD
Farahat	Nashwa	WBK	S/C	Para
Farkade	Yogini	LNC	SC/AUT	Para
<b>Farooqui</b>	<b>Sabia</b>	<b>HHMS</b>	<b>ICR</b>	<b>Braille Stipend \$500</b>
Finley	Deborah	JPS	S/C MD	Para
Ford	Catherine	MLK	S/C AUT	Para
Ganatra	Usha	EHS	S/C LLD	Para
Giddes	Thomas	MON	S/C AUT	Para
Goteti	Supreetha	JAMS	S/C MD	Para
Gouda	Tapaswini	MLK	S/C AUT	1:1 RD
Grier	Thomas	WWMS	S/C AUT	Para
Hamid	Naheeda	FDR	PSD FD	Para
Hentley	Karen	BEN	S/C AUT	Para
Holowaka	Joelle	HHMS	S/C AUT	Para
Ismail	Samar	JPS	S/C MD	Para
<b>Jaromi</b>	<b>Afsaneh</b>	<b>LIN</b>	<b>SC/AUT</b>	<b>09/01/22-09/15/22</b>
Jasnani	Suman	JAMS	S/C MD	Para 1:1 OE
Jay	Cyndi	WWMS	S/C AUT	Para
Jen	Chihchi	FDR	PSD-HD	Para
Jha	Rosy	EHS	S/C LLD	Para
Kammer	Naomi	WASH	S/C AUT	Shared RS

Kapoor	Barkha	MON	S/C AUT	1:1 LB
Karvaski	Michelle	LIN	S/C LLD	Para
Kelly-Russo	Margaret	HHMS	S/C AUT	Para 1:1 NM
Khanna	Babita	JMP	S/C LLD	Para
Khara	Damanjit	LIN	S/C LLD	Para
Kletter	Lauren	WASH	S/C AUT	1:1 DV
Krishnamurthi	Kavitha	WBK	S/C AUT	1:1 AS
Krishnan	Malini	MLK	S/C AUT	Para
Kurani	Naina	HHMS	SC/AUT	Para
Lapczynski	Michelle	EHS	S/C LLD	1:1
Levine	Daniel	EHS	S/C LLD	Para
Ling	Michael	EHS	S/C LLD	1:1 SK
Listash	Barbara	WWMS	S/C AUT	Para
Lodi	Sabiha	LIN	SC/AUT	Para
Logaiah	Hemalatha	WWMS	S/C AUT	Para
Lordi	Daniel	JPS	SC/AUT	1:1 AB
Mauro	Deborah	BEN	S/C AUT	Para
Mellinger	Kendall	MEN	S/C MD	Para
Milton	Kevin	EHS	S/C LLD	Para
Mondano	Vincent	JPS	S/C AUT	1:1 (anticipated AA)
Muldowney	Ann	FDR	PSD FD	Para
Natarajan	Jayasree	WASH	S/C AUT	Para
Nayak	Rajani	FDR	PSD FD	Para
Negron	Elyse	JMI	S/C LLD	Para
Nicolas	Lucila	WASH	S/C AUT	Para
Nielsen	Kathleen	HHMS	S/C AUT	1:1 A.D.
Patel	Hameet	FDR	PSD FD	Para
Patel	Payal	FDR	PSD FD	Para
Patel	Shilpa	FDR	PSD FD	Para
Patel	Maya	MEN	S/C MD	Teacher Aide
Pradhan	Chandana	MLK	S/C AUT	Para
Prego	Doreen	JPS	S/C AUT	Para
Pychewicz	Francine	MON	S/C AUT	Para
Rahman	Saadia	WASH	S/C AUT	Para
Rajput	Jyoti	FDR	PSD FD	Para
Rao	Ranjani	WASH	S/C AUT	1:1 JJ
Rathi	Seema	MEN	SC/LLD-S	Para
Ray	Jui	WWMS	S/C AUT	Para 1:1 AM
Ribeiro	Lara	HHMS	S/C AUT	1:1 AM
Rizwan	Ayesha	JMI	SC/AUT	1:1 SD
Robbins	Denise	FDR	PSD FD	Para
Rodriguez	Kelly	MON	S/C AUT	Para
Rodriguez	Sharon	JPS	S/C AUT	Para
Rossel-Martinez	Stephanie	MEN	S/C MD	Para <b>TBD</b>
Rupani	Kavita	HHMS	S/C AUT	1:1 AM
Sanjay	Latha	EHS	S/C LLD	Para
Sarella	Janaki	WASH	S/C AUT	Para
Schwartz	Mark	EHS	S/C LLD	Para
Serenyi	Lesley	WASH	S/C AUT	Para
Sharma	Anajali	WBK	S/C	Para
Sharma	Seema	BEN	S/C AUT	Para
Shelke	Preetam	FDR	PSD FD	Para
Shetty	Vidya	FDR	PSD FD	Para
Shirley	Patricia	JPS	S/C MD	Para
Shukla	Priti	HHMS	S/C LLD	Para
Simon	Coleen	EHS	S/C LLD	Para
Singh	Milie	WASH	S/C AUT	1:1 SS
Sladowski	Shanna	EHS	S/C LLD	Para 1:1 SK
Sridhar	Sanjita	MEN	S/C MD	Para
Sullivan	Kathleen	HHMS	S/C AUT	Para

Sultana	Zinnat	MEN	SC/LLD-S	1:1 Para
Sutherland	Mary	WWMS	S/C AUT	1:1 AB
Syed	Adila	FDR	PSD FD	Para
Talke	Elizabeth	JMP	S/C LLD	Para
Thaker	Vaishali	WWMS	S/C AUT	Para
Tiwari	Archana	FDR	PSD-HD	Para
Troia	Christine	FDR	PSD FD	Para
Urbanski	Donna	FDR	PSD FD	Para
Utrecht	Ellen	JPS	S/C MD	Para
Vadlamannati	Sita	MEN	SC/LLD-S	Para
Varma	Sabeena	MLK	S/C AUT	Para
Vegeesana	Aruna	MON	SC/AUT	Shared AKT/SP
Wales	Lisa	BEN	S/C AUT	Para
Wheeler	Katrina	MEN	S/C MD	1:1 MR-N
Zebrowski	Linda	JPS	S/C AUT	Para
Zia	Qudsia	LNC	SC/LLD	Para

15. SUBSTITUTE STAFF – AS NEEDED FOR THE 2022-2023 SCHOOL YEAR

Teachers – State Certified \$120/day – County Certified \$100/day – Appointments - \*Student Teachers

Ahmed, Kosher	Ahmed, Samia	Belle, Dawn
Benites, Victoria	Boslet, Renee	Colby, Michael
Conrad, Cody	Del Valle, Elisa	Eathakota, Sridevi
Lutz, Mary Lou	Manwani, Amrita	Quinn, Virginia
Patel, Zarna	Petrucci, Hope	Samantha, Sumona
Shah, Alka	Sheth, Vaishali	Thallam, Neeraja
Thirunavukkarasu, Bharani	Wang, Gloria	

Substitute Nurse - \$200/day  
Spath, Diane

Substitute Security - \$27/hour  
Johnson, Thomas

16. 2022-2023 FOOD SHOPPER - \$15/hour

Molinaro, Antonia

17. 2022-2023 LEARNING LEADERS – Title IIA – Stipend - \$3,000

<u>Edison High School</u>	<u>John P. Stevens High School</u>	<u>Thomas Jefferson Middle School</u>
Zapoticzny, Matthew	Pittenger, Rosemarie	Eagle, Elizabeth

18. 2022-2023 TITLE I ANNUAL SCHOOL PLAN (ASP) – James Monroe School – Effective 09/01/22-06/30/23 – Not to exceed 8 hours per month - \$30/hour

Amin, Hetal	Ciccarella, Linda	Gu, Linda	Pedana, Kelly
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19. TITLE I OWL to OWL Teacher/Student Mentor Program – James Monroe School – Effective 10/01/22-06/30/23 – \$30/hour for 1 student, \$37/hour for 2 students, \$40/hour for 3-5 students, not to exceed 5 hours per month. \*dependent upon student participation

Altman, Jennifer	Drews, Kristen	Pedana, Kelly	Tobia, Morgan
Biezewski-Carter, Brianna	Fishbein, Brianna	Recine, Elizabeth	Westcott, Theresa
Bozarth, Samantha	Klem, Olivia	Reif, Cynthia	
Branz, Kristen	McCann, Stephanie	Rommel, Jennifer	
Colletto, Kerri	Milton, Linda	Speckin, Maureen	
Donner, Amy	Murphy, Corie	Squeri, Monica	

20. 2022 TITLE I FAMILY NIGHTS (ELA/MATH/STEM/SEL) – James Monroe School - Effective 09/06/22 – 06/30/23 - \$30/hour
- |                           |                   |                   |                   |
|---------------------------|-------------------|-------------------|-------------------|
| Altman, Jennifer          | Drews, Kristen    | Murphy, Corie     | Schwarz, Rochelle |
| Amin, Hetal               | Fishbein, Brianna | Osofsky, Mark     | Speckin, Maureen  |
| Biezewski-Carter, Brianna | Fuentes, Amy      | Pedana, Kelly     | Squeri, Monica    |
| Bozarth, Samantha         | Klem, Olivia      | Recine, Elizabeth | Tobia, Morgan     |
| Branz, Kristen            | Lombardo, Katie   | Reif, Cynthia     | Westcott, Theresa |
| Ciccarella, Linda         | McCann, Stephanie | Rommel, Jennifer  |                   |
| Donner, Amy               | Milton, Linda     | Russell, Joy      |                   |
21. 2022-2023 TITLE I ANNUAL SCHOOL PLAN (ASP) – John Marshall School – Effective 09/01/22-06/30/23 – Not to exceed 8 hours per month - \$30/hour
- Pellicane, Catherine
22. TITLE I Math Academy Teachers – James Marshall School – Effective 09/01/22-06/30/23 - \$30/hour for 1 student, \$37/hour for 2 students, \$40/hour for 3-5 students, not to exceed 5 hours per month. \*dependent upon student participation
- |                     |                     |                      |                  |
|---------------------|---------------------|----------------------|------------------|
| Brownlie, Kathryn   | Lyons, Cailyn       | McLaughlin, John     | Wallace, Rachael |
| Dorflinger, Michele | Mandelbaum, Jessica | Pellicane, Catherine |                  |
| Fabian, Gina        | McAdam, Danielle    | Schaefer, Mary       |                  |
23. Coaching Appointments – 2022-2023 School Year
- | <u>MIDDLE SCHOOL -FALL</u>             | <u>Coach</u>        | <u>Stipend</u> | <u>Step</u> |
|--|---------------------|----------------|-------------|
| <u>WWMS</u>                            |                     |                |             |
| Boys' Soccer                           | Solano, Kevin       | \$3,057        | 1           |
| <u>HIGH SCHOOL - WINTER</u>            |                     |                |             |
| <u>JPH</u>                             |                     |                |             |
| Boys' Basketball – Asst. Coach         | Jackow, Tyler       | \$5,362        | 1           |
| Girls' Basketball – Asst. Coach        | Rubenstein, Michael | \$4,820        | 1           |
| <u>HIGH SCHOOL - SPRING</u>            |                     |                |             |
| <u>JPH</u>                             | <u>Coach</u>        | <u>Stipend</u> | <u>Step</u> |
| Boys' Track - Head Coach               | Riggi, Joseph       | \$7,237        | 5           |
| Baseball – Asst. Coach                 | Cashin, Joseph      | \$5,035        | 3           |
| Girls' Lacrosse – Head Coach           | Toporek, Rachel     | \$7,237        | 5           |
| Girls' Lacrosse – Asst. Coach          | Ciarrocca, Callie   | \$4,690        | 1           |
| Boys' Track – Head Coach               | Riggi, Joseph       | \$7,237        | 5           |
| Boys' Track – Asst. Coach              | Collins, Benjamin   | \$4,690        | 2           |
| Fitness Center Strength & Conditioning | Bigelow, Brian      | \$2,070        | 5           |
| <u>COACHING REVISION</u>               | <u>FROM</u>         | <u>TO</u>      |             |
| Gluchowski, Steven                     | \$3,057, Step 2     | \$3,400 step 5 |             |

24. ADMINISTRATIVE LEAVE

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education hereby places Employee ID #104303, on administrative leave with pay effective September 9, 2022 thru September 12, 2022.

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education hereby places Employee ID #103189, on administrative leave with pay effective September 9, 2022 thru September 12, 2022.

Law Enforcement Units for the Public Schools of Edison Township – 2022-2023 School Year - REVISED

- WHEREAS, the Safety and Security of the students, staff and visitors of the Edison Township Public Schools is a primary concern; and
- WHEREAS, the staff and faculty of the Edison Township Public Schools' Administration must communicate certain information to law enforcement; and
- WHEREAS, law enforcement agencies require certain information to maintain the public safety; and
- WHEREAS, the Edison Township Board of Education must comply with the Family Educational Rights and Privacy Act ("FERPA"); and
- WHEREAS, to comply with FERPA while working with law enforcement, and in accordance with Section 2.4 of the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials, the Superintendent of Schools established a Law Enforcement Unit within the District.

NOW, THEREFORE,  
BE IT RESOLVED:

that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education confirms the Law Enforcement Unit, consisting of the following members or the 2022-2023 school year:

- Superintendent of Schools - Bernard F. Bragen, Jr., Ed.D.
- Director of School Safety & Security – Patrick Kissane
- Chief Technology & Information Officer – Ralph Barca
- Edison High School Principal – Charles Ross
- John P. Stevens High School Principal – Douglas Covert
- Herbert Hoover Middle School Principal – Brian McGrath
- John Adams Middle School Principal – Joan Valentine
- Thomas Jefferson Middle School Principal – Antoinette Emden
- Woodrow Wilson Middle School Principal – Jennifer Blevins
- Lincoln Elementary School Principal – Shawn Scully
- Washington Elementary School Principal – Sandra Schlatter
- James Madison Intermediate School Principal – Donna Abatemarco
- Benjamin Franklin Elementary School Principal – Nicole Bevere, Ed.D.
- John Marshall Elementary School Principal – Ami Hoffman
- Menlo Park Elementary School Principal – Michael Duggan
- James Monroe Elementary School Principal – Cynthia Tufaro
- Lindeneau Elementary School Principal – Donald Platvoet
- Woodbrook Elementary School Principal – Nicole Cirillo
- Martin Luther King Elementary School Principal – Regina Paparsenos
- James Madison Primary School Principal – Michael Seiler
- Edison Early Learning Center Principal – Anthony Shallop, Ed.D.
- Franklin D. Roosevelt Pre-School Principal – Anthony Shallop, Ed.D.

Approval of School Improvement Panel (ScIP) – 2022-2023 School Year

BE IT

RESOLVED:

that upon the recommendation of the Superintendent of Schools, the Edison Board of Education approves the establishment of a School Improvement Panel (ScIP) in each of its schools, for the 2022-2023 School Year, consisting of the principal or designee, and assistant principal or supervisor and a teacher selected in consultation with the majority representative, to ensure the effectiveness of the school's teachers, as annexed hereto.

Policies – New and Revised – Second Reading

BE IT

RESOLVED:

that upon the recommendation of the Superintendent of Schools, the Edison Board of Education approves the new and revised policies, as annexed hereto.

<u>Policy No.</u>	<u>Description</u>
1648.15	Recordkeeping for Healthcare Settings in School Buildings-COVID 19 (M) (New)
2415	Every Student Succeeds Act (M) (Revised)
2415.05	Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M) (Revised)
2417	Student Intervention and Referral Services (M) (Revised)
2425	Emergency Virtual or Remote Instruction Program (M) (New)
2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)
2432	School Sponsored Publications (Abolished)
2622	Student Assessment (M) (Revised)
3216	Dress and Grooming (Revised)
3233	Political Activities (M) (Revised)
3270	Professional Responsibilities (Revised)
4161	Examination for Cause (Revised)
5512	Harassment, Intimidation, and Bullying (M) (Revised)
5517	School District Issued Student Identification Cards (M) (Revised)
5541	Anti-Hazing (M) (New)
5722	Student Journalism (M) (New)
5751	Sexual Harassment of Students (M) (Revised)
7410	Maintenance and Repair (M) (Revised)
8465	Bias Crimes and Bias-Related Acts (M) (Revised)
9320	Cooperation with Law Enforcement Agencies (M) (Revised)
9560	Administration of School Surveys (M) (Revised)



## RECORDKEEPING FOR HEALTHCARE SETTINGS IN SCHOOL BUILDINGS COVID-19

### NEW

#### 1648.15 RECORDKEEPING FOR HEALTHCARE SETTINGS IN SCHOOL BUILDINGS COVID-19

The Board of Education is committed to providing a safe and healthy workplace for all employees. The school district shall maintain its records in accordance with Occupational Safety and Health Act of 1970 (OSHA) COVID-19 Emergency Temporary Standard (ETS) published on June 21, 2021 as adopted by the Public Employees Occupational Safety and Health (PEOSH), the agency with jurisdiction over public employers in New Jersey. The provisions of the ETS have expired and are no longer in effect for school districts except for the provisions addressing recordkeeping, outlined in 29 CFR §1910.502(q). The ETS and this Policy are only applicable for employees working in the school nurse's office and any adjoining clinical areas in the school building.

For the purpose of this Policy, "employee" means any district employee or contracted service provider working in a healthcare setting where people with suspected or confirmed COVID-19 are reasonably expected to be present. Therefore, the provisions of the ETS and this Policy only apply to employees or contracted service providers working in a nurse's office or any adjoining clinical areas.

For the purpose of this Policy, "healthcare setting" means all settings in the school district where any employee or contracted service provider provides healthcare services or healthcare support services. Where a healthcare setting is embedded within a non-healthcare setting (i.e. school nurse's office and any adjoining clinical areas in a school building), the ETS and this Policy only apply to the embedded healthcare setting and not to the remainder of a school building.

The school district will retain all versions of Policy 1648.14 – Safety Plan for Healthcare Settings in School Buildings, to comply with the ETS while the ETS remains in effect, even after Policy 1648.14 has been abolished.

The school district will establish and maintain a COVID-19 log to record each instance in which an employee is COVID-19 positive, regardless of whether the instance is connected to exposure to COVID-19 at work. The COVID-19 log will contain, for each instance, the employee's name, one form of contact information, occupation, location where the employee worked, the date of the employee's last day in the healthcare setting,



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### RECORDKEEPING FOR HEALTHCARE SETTINGS IN SCHOOL BUILDINGS COVID-19

the date of the positive test for, or diagnosis of, COVID-19, and the date the employee first had one or more COVID-19 symptoms, if any were experienced.

The school district will record the information in the COVID-19 log within twenty-four hours of learning the employee is COVID-19 positive. The school district will maintain the COVID-19 log as a confidential medical record and will not disclose it except as required by the ETS or other Federal law. The school district will maintain and preserve the COVID-19 log while the ETS remains in effect.

By the end of the next business day after a request, the school district will provide for examination and copying: all versions of Policy 1648.14; the individual COVID-19 log entry for a particular employee to that employee and to anyone having written authorized consent of that employee; and a version of the COVID-19 log that removes the names of employees, contact information, and occupation, and only includes, for each employee in the COVID-19 log, the location where the employee worked, the last day that the employee was in the healthcare setting before removal, the date of that employee's positive test for, or diagnosis of, COVID-19, and the date the employee first had one or more COVID-19 symptoms, if any were experienced, to all employees.

29 CFR §1910.502(q)

Adopted:



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2415/Page 1 of 4  
EVERY STUDENT SUCCEEDS ACT (M)

### TO

#### 2415 EVERY STUDENT SUCCEEDS ACT (M)

The Every Student Succeeds Act (ESSA) is a reauthorization of the Elementary and Secondary Education Act (ESEA) of 1965 that provides Federal funds to help all New Jersey's school children achieve. The purpose of the ESSA is to ensure all students have equitable access to high-quality educational resources and opportunities and to close educational achievement gaps. The Board of Education elects to augment the instructional program of students by projects supported by Federal funds allocated under the ESSA and the district will comply with the requirements of all the programs authorized by the ESSA.

The district may be eligible for several grant programs funded through the ESSA, including, but not limited to, Title I through Title VII. Many of the Titles of the ESSA have several parts and subparts that provide a funding source for specific purposes.

#### Application Procedure

The district will submit an annual ESSA Consolidated Formula Subgrant Application to the New Jersey Department of Education (NJDOE). The school district's application shall include all information required by the NJDOE and the ESSA for the district to be considered for funding under the ESSA.

#### Covered Programs

Formula grants under the ESSA are non-competitive grants that school districts are eligible for based on the make-up of their student bodies. These formula grants for each Title are committed to different purposes and may be used to support different activities and programs.

#### Title I

The largest Federal program supporting elementary and secondary education is Title I. The ESSA strengthens Title I requirements for the State's assessments, accountability system, and support for school improvement. The law also requires minimum qualifications for teachers and paraprofessionals in Title I programs.



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## EDISON BOARD OF EDUCATION

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EVERY STUDENT SUCCEEDS ACT (M)

The school district must use the best available measure for identifying children from low-income families to: identify eligible school attendance areas, determine the ranking of each area, and determine allocations as identified in the Title I guidelines and regulations.

The school district will offer Title I services to eligible children enrolled in private elementary and secondary schools. The services and benefits will be equitable in comparison to services and benefits for participating public school children.

The school district will provide the New Jersey Department of Education assurances it will provide the maximum coordination between the Title I program, the regular school program, and services provided by other programs for specialized populations. The Title I program will consider the special needs of homeless children, migrant children, children with disabilities and limited English Language Learner (ELL) children. Title I funds will be reserved so that migrant children who are otherwise eligible to receive Title I services, even if they arrive during the school year, are served.

### Type of Title I Program

The school district will offer a School-wide Assistance Title I program.

### School-wide Program

High-poverty schools (a school with at least 40% poverty or any school below 40% poverty with a waiver issued by the New Jersey Department of Education) are eligible to adopt school-wide programs to raise the achievement of low-achieving students by improving instruction throughout the entire school, thus using Title I funds to serve all children in the school. A school-wide program must be established in accordance with the Title I guidelines and regulations and the New Jersey Department of Education.

### New Jersey Department of Education Accountability System

The district will comply with the accountability system established by the New Jersey Department of Education and outlined in the New Jersey State Plan and approved by the United States Department of Education.

### Fiscal Responsibility

The district will comply with the requirements as outlined in Policy 2415.02 Title I -- Fiscal Responsibilities in accordance with the NJDOE and the ESSA.

### Staff



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## EDISON BOARD OF EDUCATION

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EVERY STUDENT SUCCEEDS ACT (M)

The district will comply with the staff certification requirements of the ESSA and the NJDOE. In addition, the district will ensure all paraprofessionals meet the requirements as established by the ESSA and as outlined in Policy 4125 – Employment of Support Staff Members.

### **Parent and Family Engagement Parental Involvement**

The district will comply with the requirements as outlined in Policy 2415.04 – **Title I – District-Wide Parent and Family Engagement Parental Involvement and Policy 2415.50 – Title I – School Parent and Family Engagement as applicable** in accordance with the NJDOE and the ESSA.

### **Student Surveys, Analysis, and/or Evaluations**

The Protection of Pupil Rights Amendment (PPRA) applies to school districts that receive Federal funding from the United States Department of Education. The district will comply with the requirements as outlined in Policy 2415.05 - Student Surveys, Analysis, and/or Evaluations in accordance with the PPRA.

### **Unsafe School Choice Option**

In the event there is a school in the district designated as Persistently Dangerous in accordance with the Victims of Violent Criminal Offenses as outlined in the ESSA, the district will comply with the requirements of Policy 2415.06 – Unsafe School Choice Option in accordance with the NJDOE and the ESSA.

### **Property**

Property acquired through Title I funds for use in public or private schools will be acquired in accordance with the Public School Contracts Law, will be held in title by the Board of Education, and will not be used for other purposes so long as it is required in the Title I program. Property no longer required for Title I purposes will be used for other, similarly funded projects or disposed of in accordance with State and Federal guidelines.

### **Capital Expenses**

The Superintendent will assure the district abides by New Jersey's Public Contracts Law; consults appropriate private school officials prior to making any decisions regarding capital expenses; ensure funds that are received to cover capital expenses provide equitable Title I services to private school students; ensure accounts for any capital funding is separately maintained; and assure lease purchase agreements are consistent with applicable statute and administrative code.



# POLICY

## EDISON BOARD OF EDUCATION

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EVERY STUDENT SUCCEEDS ACT (M)

### Post-Award Requirements

The school district will maintain all project records for five years following the completion of the activity for which the funds were used. The school district will prepare and submit all reports as required by the State Department of Education in a timely manner.

### Supplement, Not Supplant

Grant funds provided under Federal programs, including the ESEA of 1965 as amended by the ESSA, shall supplement, not supplant the funds that would, in the absence of such Federal funds, be made available from State and local sources for the education of students participating in programs assisted under the ESEA of 1965 as amended by the ESSA.

### Evaluation

The Superintendent or designee will evaluate the ESSA programs as required by the United States and the New Jersey Departments of Education.

Elementary and Secondary Education Act of 1965 (20 U.S.C. 2701 et seq.) as amended by the Every Student Succeeds Act.

Adopted: 24 January 2011  
Revised: 25 February 2013  
Revised: 26 October 2021



# POLICY

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### STUDENT SURVEYS, ANALYSIS, AND/OR EVALUATIONS, EXAMINATIONS, TESTING, OR TREATMENT (M)

#### 2415.05 STUDENT SURVEYS, ANALYSIS, AND/OR EVALUATIONS, EXAMINATIONS, TESTING, OR TREATMENT

The Protection of Pupil Rights Amendment (PPRA) (20 USC §1232h; 34 CFR Part 98) applies to school districts that receive funding from the United States Department of Education (USDOE). The PPRA requires written consent from parents or the emancipated student the opportunity to opt out of participation in a survey, analysis, evaluation, examination, testing, or treatment funded in whole or in part by a program of the United States Department of Education that concerns one or more of the areas outlined in this Policy.

#### A. Definitions

"Instructional material" means instructional content that is provided to a student, regardless of its format, including printed or representational materials, audiovisual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments. 20 USC §1232h(c)(6)(A).

"Invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening. 20 USC §1232h(c)(6)(B).

"Prior consent" means prior consent of the student, if the student is an adult or emancipated minor or prior written consent of the parent, if the student is an unemancipated minor. 34 CFR §98.4(b).

"Psychiatric or psychological examination or test" means a method of obtaining information, including a group activity, that is not directly related to academic instruction and that is designed to elicit information about attitudes, habits, traits, opinions, beliefs, or feelings. 34 CFR §98.4(c)(1).

"Psychiatric or psychological treatment" means an activity involving the planned, systematic use of methods or techniques that are not directly related to academic instruction and that is designed to affect behavioral, emotional, or attitudinal characteristics of an individual or group. 34 CFR §98.4(c)(2).



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### STUDENT SURVEYS, ANALYSIS, AND/OR EVALUATIONS, EXAMINATIONS, TESTING, OR TREATMENT (M)

#### C. Protection of Students' Privacy in Examination, Testing, or Treatment with Prior Consent - 34 CFR §98.4

1. In accordance with 34 CFR §98.4(a) no student shall be required, as part of any program funded in whole or in part by a program of the USDOE, to submit without prior consent to psychiatric examination, testing, or treatment, or psychological examination, testing, or treatment, in which the primary purpose is to reveal information concerning one or more of the following:
  - a. Political affiliations;
  - b. Mental and psychological problems potentially embarrassing to the student or the student's family;
  - c. Sex behavior and attitudes;
  - d. Illegal, anti-social, self-incriminating, and demeaning behavior;
  - e. Critical appraisals of other individuals with whom the student has close family relationships;
  - f. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers; or
  - g. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program.

#### D. Protections of Students' Rights for Surveys, Analysis, or Evaluation - 20 USC §1232h

1. In accordance with 20 USC §1232h(b) no student shall be required, as part of any applicable program, to submit to a survey, analysis, or evaluation, without prior consent, that reveals information concerning:
  - a. Political affiliations or beliefs of the student or the student's parent;
  - b. Mental and psychological problems of the student or the student's family;





# POLICY

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### STUDENT SURVEYS, ANALYSIS, AND/OR EVALUATIONS, EXAMINATIONS, TESTING, OR TREATMENT (M)

- c. Sex behavior or attitudes;
  - d. Illegal, anti-social, self-incriminating, or demeaning behavior;
  - e. Critical appraisals of other individuals with whom the student has close family relationships;
  - f. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
  - g. Religious practices, affiliations, or beliefs of the student or student's parent; or
  - h. Income, (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program).
2. Parents' or Emancipated Students' Right to Opt Out - 20  
USC §1232h(c)(2)
- a. The district shall provide notice and offer an opportunity for parents to opt their student out or for emancipated students to opt out of participation in the following activities:
    - (1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose).
    - (2) The administration of any survey containing one or more of the items listed in D.1. above.
    - (3) Any nonemergency, invasive physical examination or screening that is:
      - (a) Required as a condition of attendance;
      - (b) Administered by the school and scheduled by the school in advance; and



# POLICY

## EDISON BOARD OF EDUCATION

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### STUDENT SURVEYS, ANALYSIS, AND/OR EVALUATIONS, EXAMINATIONS, TESTING, OR TREATMENT (M)

- (1) Shall not be construed to preempt applicable provisions of New Jersey law that require parental notification; and
- (2) Do not apply to any physical examination or screening that is permitted or required by an applicable New Jersey law, including physical examinations or screenings permitted without parental notification.

#### 4. Policy Adoption or Revision – 20 USC §1232h(c)(2)(A)(i)

The district shall provide this Policy to parents and students at least annually at the beginning of the school year, and provide notice within a reasonable period of time after any substantive change is made to this Policy.

#### E. Student Privacy – 20 USC §1232h and 34 CFR §98

The district shall ensure a student's privacy is protected regarding any information collected in accordance with this Policy.

#### F. Violations of the PPRA – 20 USC §1232h and 34 CFR §98

Parents or students who believe their rights under PPRA may have been violated may file a complaint with the USDOE.

In addition to the provisions of 20 USC §1232h, 34 CFR §98, and this Policy, the Superintendent or designee shall ensure compliance with the provisions of N.J.S.A. 18A:36-34 and Policy 9560 – Administration of School Surveys before students are required to participate in any academic or nonacademic survey, assessment, analysis, or evaluation.

The Protection of Pupil Rights Amendment (PPRA)

20 USC §1232h

34 CFR Part 98

Elementary and Secondary Education Act of 1965 (20 USC 2701 et seq.) as amended by the Every Student Succeeds Act

N.J.S.A 18A:36-34

Adopted: 24 January 2011

Revised: 26 October 2021

Revised:



# POLICY

## EDISON BOARD OF EDUCATION

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PUPIL INTERVENTION AND REFERRAL SERVICES (M)

### TO

#### 2417 PUPIL INTERVENTION AND REFERRAL SERVICES (M)

The Board of Education directs the establishment and implementation in each school building in which general education students are served, a coordinated system for planning and delivering intervention and referral services designed to assist students who are experiencing learning, behavior, or health difficulties, and to assist staff who have difficulties in addressing students' learning, behavior, or health needs in accordance with the requirements of N.J.A.C. 6A:16-8.1 and 6A:16-8.2. The Board of Education shall **choose the** ~~adopts this~~ appropriate multidisciplinary team approach, **such as the Response to Intervention (RTI) or a Multi-Tiered System of Support (MTSS) model** for planning and delivering the services required under N.J.A.C. 6A:16-8.

Students who are experiencing learning, behavior, or health difficulties shall be referred to the school's Intervention and Referral Services (I&RS) Team.

The intervention and referral services shall be provided to **support** ~~aid~~ students in the general education program and may be provided for students who have been determined to need special education programs and services pursuant to N.J.A.C. 6A:16-8.1(a). The intervention and referral services provided for students who have been determined to need special education programs and services shall be coordinated with the student's Individualized Education Program Team, as appropriate. **Child Study Team members and, to the extent appropriate, specialists in the area of disability may participate on intervention and referral services teams, pursuant to N.J.A.C. 6A:14-3.1(d)6.**

The functions of the system of intervention and referral services in each school building which general education students are served shall be pursuant to N.J.A.C. 6A:16-8.2(a) and as outlined in Regulation 2417.

Records of all requests for assistance, all intervention and referral services action plans, and all related student information shall be maintained in accordance with Federal and State laws and regulations and New Jersey administrative code pursuant to N.J.A.C. 6A:16-8.2(a)9.

The I&RS Team **in each school building** shall review and assess the effectiveness of the ~~provisions of~~ each intervention and referral services action plan in achieving the **identified** outcomes, ~~identified in each action plan~~ and modify each action plan to achieve the outcomes, as appropriate.



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## PUPIL INTERVENTION AND REFERRAL SERVICES (M)

At a minimum, the I&RS Team shall annually review the intervention and referral services action plans and the actions taken as a result of the building's system of intervention and referral services, and make recommendations to the Principal for improving school programs and services, as appropriate.

At the end of the school year, the Principal shall, in consultation with the I&RS Team, develop a report on the concerns and issues identified by the I&RS Team and the effectiveness of the services provided in achieving the outcomes identified in the intervention and referral services action plans. This report shall be provided to the Superintendent of Schools.

Adopted: 24 January 2011

Revised: 25 August 2014

Revised:



# POLICY

## EDISON BOARD OF EDUCATION

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### EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM

#### NEW

#### 2425 EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM

The Board of Education is committed to providing a high quality educational program, virtually or remotely, in the event a school or the schools of the district are required to close for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure. The district's virtual or remote program of instruction shall be in accordance with N.J.S.A. 18A:7F-9.

In the event the school district is required to close a school or the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure, the Commissioner of Education shall allow the district to apply to the 180-day requirement established pursuant to N.J.S.A. 18A:7F-9, one or more days of virtual or remote instruction provided to students on the day or days the schools of the district were closed if the program of virtual or remote instruction meets such criteria as may be established by the Commissioner of Education.

The Superintendent of Schools shall submit, with Board approval, the school district's program of virtual or remote instruction to the Commissioner of Education by no later than October 29, 2021 and annually thereafter.

A day of virtual or remote instruction, if instituted under the district's Commissioner of Education's approved program of virtual or remote instruction, shall be considered the equivalent of a full day of school attendance for the purposes of meeting State and local graduation requirements, the awarding of course credit, and other such matters as determined by the Commissioner of Education.

Any district program of virtual or remote instruction implemented for the general education students shall provide the same educational opportunities to students with disabilities. Special education and related services, including speech language services, counseling services, physical therapy, occupational therapy, and behavioral services, may be delivered to students with disabilities through the use of electronic communication or a virtual or online platform and as required by the student's Individualized Education Program (IEP), to the greatest extent practicable.

In the event the State or local health department determines it is advisable to close or mandates closure of the schools of the district due to a declared state of emergency,



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## EDISON BOARD OF EDUCATION

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### EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM

declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure, the Superintendent shall have the authority to implement the school district's program of virtual or remote instruction. The Superintendent shall consult with the Board prior to such decision, if practicable. The Superintendent shall ensure that students, parents, staff, and the Board are informed promptly of the Superintendent's decision.

Nothing in N.J.S.A. 18A:7F-9 and this Policy shall be construed to limit, supersede or preempt rights, privileges, compensation, remedies, and procedures afforded to public employees or a collective bargaining unit under Federal or State law or any provision of a collective bargaining agreement entered into by the school district.

In the event of the closure of a school or the schools of the district due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure for a period longer than three consecutive school days:

1. District employees shall be entitled to compensation, benefits, and emoluments pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(1) and (2).
2. The district shall continue to make payments of benefits, compensation, and emoluments pursuant to the terms of a contract with a contracted service provider in effect on the date of the closure as if the services for such benefits, compensation, and emoluments had been provided, and as if the school facilities had remained open pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(3).
3. The district shall be obligated to make payments for benefits, compensation, and emoluments and all payments required pursuant to N.J.S.A. 18A:6-51 et seq., to an educational services commission, county special services school district, and a jointure commission, and under any shared services agreement and cooperative contract entered into with any other public entity pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(4).
4. An educational services commission, county special services school district, and a jointure commission shall continue to make payments of benefits, compensation, and emoluments pursuant to the terms of a contract with a contracted service provider or a shared services agreement in effect on the date of the closure as if the services for such benefits, compensation, and emoluments had been provided, and as if the school



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### EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM

facilities had remained open pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(4).

The provisions of N.J.S.A. 18A:7F-9.e.(1) through (4) shall not apply to any employee whose weekly hours of work are reduced, and to whom unemployment benefits are provided, pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq. A contracted service provider, educational services commission, county special services school district, or jointure commission shall notify the district with which it has entered into a contract to provide services of its intent to reduce the hours of work of its employees pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq.

1. Notwithstanding the provisions of N.J.S.A. 18A:7F-9.e.(3), if a contracted service provider reduces the amount that it pays to its employees providing services to a school district, and that reduction is the result of a reduction of workhours of those employees made pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq., then the amount paid by the district to the contracted service provider shall be reduced by the same amount.
2. Notwithstanding the provisions of N.J.S.A. 18A:7F-9.e.(4), if an educational services commission, county special services school district, or jointure commission reduces the amount that it pays to its employees providing services to a school district, and that reduction is the result of a reduction of workhours of those employees made pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq., then the amount paid by the district to the educational services commission, county special services school district, or jointure commission shall be reduced by the same amount.

This Policy may be revised as necessary by the Superintendent in accordance with N.J.S.A. 18A:7F-9. The school district's emergency virtual or remote instruction program shall be available on the school district's website.

N.J.S.A. 18A:7F-9

Adopted:



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PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD  
INJURIES

## ENTIRE POLICY RE-WITTEN

### 2431.4 PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES

A concussion is a traumatic brain injury caused by a blow or motion to the head or body that disrupts the normal functioning of the brain and can cause significant and sustained neuropsychological impairments including, but not limited to, problem solving, planning, memory, and behavioral problems. In order to ensure safety, it is imperative that students participating in athletic competition, coaches, and parents are educated about the nature and treatment of sports-related concussions and other head injuries. Allowing a student to return to athletic competition before recovering from a concussion increases the chance of a more serious brain injury.

For the purpose of this Policy and Regulation 2431.4, programs of athletic competition shall include high school interscholastic athletic programs, middle school interscholastic athletic programs where school teams or squads play teams or squads from other school districts, intramural athletic programs within a school or among schools in the district, and any cheerleading program or activity in the school district.

The school district shall adopt an athletic head injury safety training program. The program shall be completed by the school physician, any individual who coaches in an athletic competition, an athletic trainer involved in any athletic competition, and the school nurse. The training program shall be in accordance with guidance provided by the New Jersey Department of Education (NJDOE) and the requirements of N.J.S.A. 18A:40-41.2.

The school district shall annually distribute the NJDOE-developed educational fact sheet regarding sports-related concussions and other head injuries to all parents of students participating in any athletic competition or practice and shall obtain a signed acknowledgement of the receipt of the fact sheet by the student and their parent in accordance with N.J.S.A. 18A:40-41.2(c).

A student who participates in an athletic competition or practice and who sustains or is suspected of sustaining a concussion or other head injury shall be immediately removed from athletic competition or practice. A student removed from athletic competition or practice shall not participate in further athletic competition or practice until they are evaluated by a physician or other licensed healthcare provider trained in the evaluation and management of concussions and receives written clearance from a physician trained in the evaluation and management of concussions to return to athletic competition or





# POLICY

## EDISON BOARD OF EDUCATION

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### PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES

practice; and the student returns to regular school activities and is no longer experiencing symptoms of the injury when conducting those activities in accordance with N.J.S.A. 18A:40-41.4.

The return of a student to athletic competition or practice shall also be in accordance with the graduated, six-step "Return to Play Progression" recommendations and any subsequent changes or other updates to these recommendations as developed by the Centers for Disease Control and Prevention (CDC). The Board shall revise this Policy and Regulation 2431.4 whenever the CDC changes or otherwise updates the "Return to Play Progression" recommendations.

The school district shall provide a copy of this Policy and Regulation 2431.4 to all youth sports team organizations that operate on school grounds. 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 operates on school grounds, if the youth sports team organization provides the school district proof of an insurance policy of an 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 and a statement of compliance with this Policy and Regulation 2431.4.

Pursuant to N.J.S.A. 18A:40-41.5 and 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.

This Policy and Regulation 2431.4 shall be reviewed and approved by the school physician annually and updated as necessary to ensure it reflects the most current information available on the prevention, risk, and treatment of sports-related concussions and other head injuries in accordance with N.J.S.A. 18A:40-41.3.

N.J.S.A. 18A:40-41.1; 18A:40-41.2; 18A:40-41.3; 18A:40-41.4; 18A:40-41.5  
N.J.S.A. 18A:40-41.1; 18A:40-41.2; 18A:40-41.3; 18A:

Adopted: 19 September 2011  
Revised: 23 July 2012  
Revised:



# POLICY

## EDISON BOARD OF EDUCATION

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SCHOOL SPONSORED PUBLICATIONS

### ABOLISHED

#### 2432 SCHOOL SPONSORED PUBLICATIONS

~~The Board of Education permits and encourages the preparation and distribution of school sponsored publications under staff direction in order that pupils learn the rights and responsibilities of the press in a free society.~~

~~No school sponsored publication may contain materials that:~~

- ~~1. Are grossly prejudicial to an ethnic, national, religious, or racial group or to either gender;~~
- ~~2. Libel any person or persons;~~
- ~~3. Infringe rights of privacy protected by law or regulation;~~
- ~~4. Seek to establish the supremacy of a particular religious denomination, sect, or point of view over any other;~~
- ~~5. Advocate the use or advertise the availability of any substance or material that constitutes a direct and substantial danger to the health of pupils;~~
- ~~6. Contain obscenity or material otherwise deemed to be harmful to impressionable pupils;~~
- ~~7. Incite violence, advocate the use of force, or urge the violation of law or school regulations;~~
- ~~8. Advertise goods or services for the benefit of profit making organizations;~~
- ~~9. Solicit funds for non-school organizations when such solicitations have not been approved by the Board;~~
- ~~10. Promote, favor or oppose any candidate for election to the Board or the adoption of any bond issue, proposal, or question submitted at any school election; or~~



# POLICY

## EDISON BOARD OF EDUCATION

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SCHOOL SPONSORED PUBLICATIONS

11. ~~Except as may be required for literary purposes, do not conform to acceptable standards of grammar, clear expression, and responsible research.~~

~~Issues on which opposing points of view have been responsibly promoted may be introduced in a school sponsored publication provided that all proponents are given an equal opportunity to present their views.~~

~~In order to ascertain that school sponsored publications do not violate the standards established by this policy, the Board requires that each publication be submitted to the Principal for review in advance of its distribution. A publication that contains material in violation of this policy may not be distributed.~~

~~Where the Principal cannot show, within two school days, that the publication violates the prohibitions of this policy, the publication must be released for distribution. The Principal's determination, if any, that the publication violates this policy must be supported by references to specific material in the publication. Material cannot be censored merely because it is personally offensive to the reviewer or may tend to embarrass the Board. Pupils must be offered the opportunity to modify or delete any material that violates this policy.~~

~~The Board requires that the distribution of school publications take place only at the places and during the times established by regulation in order that the instructional program is not disrupted.~~

~~N.J.S.A. 2C:34-3  
N.J.S.A. 18A:42-4~~

Adopted: 24 January 2011



## ENTIRE POLICY RE-WRITTEN

### 2622 STUDENT ASSESSMENT

State assessments provide parents with important information about their child's progress; detailed diagnostic information about each individual student's performance that educators, parents, and students can utilize to enhance foundational knowledge and student achievement; and include item analysis which will clarify a student's level of knowledge and understanding of a particular subject or area of a subject. The data derived from State assessments are utilized by teachers and administrators to pinpoint areas of difficulty and customize instruction accordingly. Such data can be accessed and utilized as a student progresses to successive school levels.

The Commissioner of Education, in accordance with N.J.S.A. 18A:7C-1 et seq. and 18A:7E-2 and 3, may implement assessments of student achievement in any grade(s) and by such assessments as the Commissioner deems appropriate. The system and related schedule of Statewide assessments shall be approved by the New Jersey State Board of Education. The school district shall, according to a schedule prescribed by the Commissioner, administer the applicable Statewide assessments pursuant to N.J.A.C. 6A:8-4.1(c) and (d).

Pursuant to N.J.A.C. 6A:8-4.1(c), all students at grade levels three through twelve, and at any other grade(s) designated by the Commissioner pursuant to N.J.A.C. 6A:8-4.1(a), shall take all appropriate Statewide assessments as scheduled. The school district will provide accommodations or modifications to the Statewide assessment system in accordance with the provisions of N.J.A.C. 6A:8-4.1(d).

Students with disabilities as defined in N.J.A.C. 6A:14-1.3 shall participate in Statewide assessments in accordance with N.J.A.C. 6A:14-4.10. The school district shall administer the alternative State assessment for students with disabilities in accordance with the provisions of N.J.A.C. 6A:8-4.1(d)3.

The school district shall implement alternative ways for students to demonstrate graduation proficiency in accordance with N.J.A.C. 6A:8-5.1(a)6, (f), (g), (h), or (i), as applicable.

The school district shall maintain an accurate record of each student's performance on Statewide assessments and maintain for every student a ninth grade through graduation transcript in accordance with the provisions of N.J.A.C. 6A:8-4.2(d). The Superintendent shall report assessment results to the public and provide educators, parents, and students with assessment results in accordance with the provisions of N.J.A.C. 6A:8-4.3.



# POLICY

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STUDENT ASSESSMENT (M)

N.J.S.A. 18A:7C-1 et seq.; 18A:7E-2; 18A:7E-3  
N.J.A.C. 6A:8-4.1 et seq.; 6A:8-5.1; 6A:14-1.1 et seq.; 6A:14-3.7; 6A:14-4.10

Adopted: 24 January 2011  
Revised: 23 July 2012  
Revised: 22 August 2016  
Revised: 24 August 2020  
Revised:



# POLICY

## EDISON BOARD OF EDUCATION

Teaching Staff Members  
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DRESS AND GROOMING

### TO

#### 3216 DRESS AND GROOMING

The Board of Education believes that the appearance and dress of teaching staff members is an important component of the educational program of this school district. The attitude of teaching staff members about their professional responsibilities and the importance of education in the lives of their students are reflected in their dress and appearance. Accordingly, in order to create an atmosphere of respect for teaching staff members teachers and an environment conducive to discipline and learning, the Board establishes the following rules for the dress of teaching staff members in the performance of their professional duties:

1. **Acceptable attire for teaching staff members shall include, but not be limited to, dresses, skirts, blouses, suits, sweaters, pants, and dress shirts with or without a tie; ~~Female teaching staff members may wear dresses, skirt or pant suits, or skirts or pants with blouses or sweaters;~~**
2. **Inappropriate attire within the regular school day includes, but is not limited to, the following:**
  - a. **Jeans (unless approved by the Principal or designee for a special activity or event);**
  - b. **T-shirts;**
  - c. **Strapless shirts and dresses;**
  - d. **Sweatshirts, shorts, sweatpants, workout attire unless approved by the Principal or designee;**
  - e. **Beachwear; and**
  - f. **Hats and/or head coverings unless approved by the Principal or designee for medical or religious reasons.**
- ~~2. **Male teaching staff members may wear suits or slacks with or without jackets; male teaching staff members must wear a dress shirt with necktie or a turtleneck shirt or sweater with a jacket;**~~



# POLICY

## EDISON BOARD OF EDUCATION

Teaching Staff Members  
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DRESS AND GROOMING

3. The clothing and appearance of all teaching staff members shall be clean and neat;
4. No clothing may be worn that constitutes a danger to health or safety to the wearer or to others, and no clothing may be worn that interferes with the instructional program;
5. A teaching staff member may request a waiver of this dress code for the performance of particular duties.; Ssuch waivers may be granted by the **Principal or designee**
6. The Building Principal or the teaching staff member's supervisor, as appropriate, shall determine whether a violation of this dress code has occurred and shall discuss the violation with the teaching staff member concerned. Where a single violation so warrants or violations recur, the Principal or supervisor may enter a reprimand in the teaching staff member's file and may recommend **other appropriate** ~~more stringent~~ disciplinary measures.

N.J.S.A. 18A:27-4  
Adopted: 24 January 2011  
Revised 19 December 2011  
Revised:



# POLICY

## EDISON BOARD OF EDUCATION

Teaching Staff Members  
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POLITICAL ACTIVITIES

### 3233 POLITICAL ACTIVITIES

The Board of Education recognizes and encourages the right of all citizens, including teaching staff members, to engage in political activity. However, the Board prohibits the use of school **grounds premises** and school time, however, for partisan political purposes.

The Board establishes the following guidelines to govern teaching staff members in their political activities:

1. A teaching staff member shall not engage in political activity on school **grounds premises** unless permitted in accordance with Board Policy No. 7510 - Use of School Facilities and/or applicable Federal and State laws;
2. A teaching staff member shall not post political circulars or petitions on school **grounds premises** nor distribute such circulars or petitions to students nor solicit campaign funds or campaign workers on school **grounds premises**;
3. A teaching staff member shall not display any material that would tend to promote any candidate for office on an election day **on in a school grounds facility that are is** used as a polling place;
4. A teaching staff member shall not engage in any activity in the presence of students while on school **grounds property**, which activity is intended and/or designed to promote, further or assert a position(s) on labor relations issues.

In accordance with N.J.S.A. 18A:6-8.1., a ~~A teaching certified~~ staff member employed by this district who is a member of the Senate or General Assembly of the State of New Jersey shall be entitled to time off from school district duties, without loss of pay, during the periods of **the teaching staff member's his/her** attendance at regular or special sessions of the legislature and hearings or meetings of any legislative committee or commission.

In accordance with N.J.S.A. 18A:6-8.2., a ~~A teaching certified~~ staff member employed by this district who is a member of the Board of **County Commissioners Chosen Freeholders** of any county of New Jersey shall be entitled to time off from **the teaching staff member's his/her** duties, without pay, during the periods of **the teaching staff member's his/her** attendance at regular





# POLICY

## EDISON BOARD OF EDUCATION

Teaching Staff Members  
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POLITICAL ACTIVITIES

or special meetings of the Board of County Commissioners and of any committee thereof and at such other times as the teaching staff member he/she shall be engaged in performing the necessary functions and duties of the teaching staff member's his/her office as a member of the Board of County Commissioners.

No other teaching staff member who holds elective or appointive office is so entitled to time off, except as such time off may be provided for by Board policy or negotiated agreement.

The provisions of this Policy do not apply to the discussion and study of politics and political issues appropriate to the curriculum, the conduct of student elections, or the conduct of employee representative elections.

Nothing in this Policy shall be interpreted to impose a burden on the constitutionally protected speech or conduct of a teaching staff member or a student.

N.J.S.A. 11:17-2

N.J.S.A. 18A:6-8.1.; 18A:6-8.2.; 18A:6-8.4.; 18A:42-4

N.J.S.A. 19:34-42

Green Township v. Rowe, Superior Court of New Jersey - Appellate Division

A-2528-98T5

Adopted: 24 January 2011

Revised:

# POLICY

## EDISON BOARD OF EDUCATION

Teaching Staff Members  
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PROFESSIONAL RESPONSIBILITIES

### TO

#### 3270 PROFESSIONAL RESPONSIBILITIES

The Board of Education will establish and enforce rules for the assignment of specific duties to teaching staff members and for the conduct of teaching staff members during the work day.

**Teaching staff members assigned specific instructional responsibilities and as designated by the Superintendent shall prepare regular lesson plans** ~~The Board directs the Superintendent to requires the preparation of lesson plans each teacher that implement the goals and objectives of the educational program.~~ Teachers shall also be responsible for providing adequate direction and guidance to substitutes. Lesson plans will **shall** be subject to periodic review by **the teaching staff member's Principal or designee and/or immediate supervisor as assigned by the Superintendent.**

~~The Superintendent shall apply uniformly throughout the district, except as may otherwise be provided in this policy, the following additional rules for teaching staff member conduct:~~ 1. ~~During the work day, teaching staff members may be assigned extra or alternative duties by the \_\_\_\_\_ in accordance with Board Policy No. 3134;~~ 2. ~~Teaching staff members are expected to attend every faculty meeting unless expressly excused by the \_\_\_\_\_;~~ **During the work day, teaching staff members may be assigned extra or alternative duties by the Principal or designee in accordance with Policy 3134. Teaching staff members are to attend every faculty meeting unless expressly excused by the Principal or designee.**

3. ~~Teaching staff members may not leave the school grounds during mealtime without the express permission of the \_\_\_\_\_.~~ Teaching staff members who are assigned as department heads or who are assigned to work on curriculum revision during the regular school day will be given an appropriate reduction in teaching assignments

N.J.S.A. 18A:27-4  
N.J.A.C. 6A:9-3.3

Adopted: 24 January 2011  
Revised:



# POLICY

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PROFESSIONAL RESPONSIBILITIES



# POLICY

## EDISON BOARD OF EDUCATION

Support Staff  
4161/Page 1 of 2  
EXAMINATION FOR CAUSE

### ENTIRE POLICY RE-WITTEN

#### 4161 EXAMINATION FOR CAUSE

The Board of Education may require the physical and/or psychiatric examination of any support staff member who shows evidence of deviation from normal physical or mental health in accordance with N.J.A.C. 6A:32-6.3(b).

The Superintendent shall require a physical and/or psychiatric examination on a support staff member whenever, in the judgment of the Superintendent, a support staff member shows evidence of deviation from normal physical or mental health, to determine the support staff member's physical and mental fitness to perform with reasonable accommodation the position the support staff member currently holds, or to detect any health risks to students and other employees.

A support staff member that is required to undergo a physical and/or psychiatric examination shall be provided a written statement of reasons for the required examination(s) and notice the support staff member has the right to request a hearing with the Board. The hearing shall be conducted in accordance with the provisions of N.J.S.A. 18A:25-7 and will offer the support staff member the opportunity to appear before the Board to refute the reasons for the required examination(s), provided any such hearing is requested by the support staff member in writing within five working days of the support staff member's receipt of the written statement of reasons. A support staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the support staff member failed to timely request a hearing before the Board or failed to persuade the Board at the hearing that the support staff member should not be required to submit to the appropriate examination(s). The Board's determination at the conclusion of such a hearing is appealable to the Commissioner of Education pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4 - Appeals pursuant to N.J.A.C. 6A:32-6.3(b)2.

The Board shall bear the cost of the examination if the examination is performed by a physician or institution designated by the Board. The examination may be performed by a physician or institution of the support staff member's own choosing, approved by the Board, and at the support staff member's own expense in accordance with N.J.S.A. 18A:16-3 and N.J.A.C. 6A:32-6.3.

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-



# POLICY

## EDISON BOARD OF EDUCATION

Support Staff  
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EXAMINATION FOR CAUSE

If the support staff member submits names of physicians or institutions to the Board for consideration to complete the appropriate examination(s) the Board is not required to designate the physician or institution submitted for consideration by the support staff member, but shall not act unreasonably in withholding its approval of the physician or institution. The Board shall require the support staff member to authorize the release of the examination results to the Superintendent.

If the results of any such examination indicate mental abnormality or communicable disease, the support staff member shall be ineligible for further service until proof of recovery, satisfactory to the Board, is furnished, but if the support staff member is under contract or has tenure, they may be granted sick leave with compensation as provided by law and shall, upon satisfactory recovery, be permitted to complete the term of their contract, if they are under contract, or be reemployed with the same tenure as they possessed at the time their services were discontinued, if they have tenure, unless their absence shall exceed a period of two years in accordance with N.J.S.A. 18A:16-4.

In order to return to work, the support staff member must submit to an appropriate examination and submit the results of the examination to the Superintendent. The examination must be conducted by a physician or institution upon which the Board and support staff member confer and agree. If the physician or institution conducting the examination is conducted by the Board's choice, the cost shall be borne by the Board; if the physician or institution conducting the examination is conducted by the support staff member's choice, the cost shall be borne by the support staff member.

A support staff member who refuses to submit to the examination required by this Policy and has exhausted the hearing procedures established by law and this Policy shall be subject to discipline, which may include, but not limited to, termination or certification of tenure charges to the Commissioner of Education, as applicable.

42 U.S.C.A. 12101

N.J.S.A. 18A:6-10; 18A:16-2; 18A:16-3; 18A:16-4; 18A:25-7;  
18A:28-5; 18A:30-1 et seq.

N.J.A.C. 6A:32-6.2 ; 6A:32-6.3

Adopted: 24 January 2011

Revised:



# POLICY

## EDISON BOARD OF EDUCATION

Students  
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HARASSMENT, INTIMIDATION, AND BULLYING (M)

### TO

#### 5512 HARASSMENT, INTIMIDATION, AND BULLYING

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# POLICY

## EDISON BOARD OF EDUCATION

Students  
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### HARASSMENT, INTIMIDATION, AND BULLYING (M)

- N. Reports to Board of Education and New Jersey Department of Education
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- P. Reports to Law Enforcement
- Q. Collective Bargaining Agreements and Individual Contracts
- R. Students with Disabilities
- S. Approved Private Schools for Students with Disabilities (APSSD)
  
- A. Policy Statement

The Board of Education prohibits acts of harassment, intimidation, or bullying of a student. A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. Harassment, intimidation, or bullying is unwanted, aggressive behavior that may involve a real or perceived power imbalance. Since students learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation, or bullying.

For the purposes of this Policy, the term "parent," pursuant to N.J.A.C. 6A:16-1.3, means the natural parent(s); or adoptive parent(s); legal guardian(s); foster parent(s); or parent surrogate(s) of a student. **When** ~~Where~~ parents are separated or divorced, "parent" means the person or agency which has legal custody of the student, as well as the natural or adoptive parent(s) of the student, provided ~~such~~ parental rights have not been terminated by a court of appropriate jurisdiction.



## HARASSMENT, INTIMIDATION, AND BULLYING (M)

### B. Harassment, Intimidation, and Bullying Definition

"Harassment, intimidation, or bullying" means any gesture, any written, verbal or physical act, or any electronic communication, as defined in N.J.S.A. 18A:37-14, whether it be a single incident or a series of incidents that:

1. Is reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic;
2. Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3;
3. Substantially disrupts or interferes with the orderly operation of the school or the rights of other students; and that
  - a. A reasonable person should know, under the circumstances, that the act(s) will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to **their** ~~his/her~~ person or damage to **their** ~~his/her~~ property; or
  - b. Has the effect of insulting or demeaning any student or group of students; or
  - c. Creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.

Schools are required to address harassment, intimidation, and bullying occurring off school grounds, when there is a nexus between the harassment, intimidation, and bullying and the school (e.g., the harassment, intimidation, or bullying substantially disrupts or interferes with the orderly operation of the school or the rights of other students).



## HARASSMENT, INTIMIDATION, AND BULLYING (M)

"Electronic communication" means a communication transmitted by means of an electronic device, including, but not limited to: a telephone, cellular phone, computer, or pager.

### C. Student Expectations

The Board expects students to conduct themselves in keeping with their levels of development, maturity and demonstrated capabilities with proper regard for the rights and welfare of other students and school staff, the educational purpose underlying all school activities and the care of school facilities and equipment consistent with the Code of Student Conduct.

The Board believes that standards for student behavior must be set cooperatively through interaction among the students, parents, school employees, school administrators, school volunteers, and community representatives, producing an atmosphere that encourages students to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for school district and community property on the part of students, staff, and community members.

Students are expected to behave in a way that creates a supportive learning environment. The Board believes the best discipline is self-imposed, and it is the responsibility of staff to use instances of violations of the Code of Student Conduct as opportunities to help students learn to assume and accept responsibility for their behavior and the consequences of their behavior. Staff members who interact with students shall apply best practices designed to prevent student conduct problems and foster students' abilities to grow in self-discipline.

The Board expects that students will act in accordance with the student behavioral expectations and standards regarding harassment, intimidation, and bullying, including:

1. Student responsibilities (e.g., requirements for students to conform to reasonable standards of socially accepted behavior; respect the person, property and rights of others; obey constituted authority; and respond to those who hold that authority);
2. Appropriate recognition for positive reinforcement for good conduct, self-discipline, and good citizenship;



## HARASSMENT, INTIMIDATION, AND BULLYING (M)

3. Student rights; and
4. Sanctions and due process for violations of the Code of Student Conduct.

Pursuant to N.J.S.A. 18A:37-15(a) and N.J.A.C. 6A:16-7.1(a)1, the district has involved a broad-base of school and community members, including parents, students, instructional staff, student support services staff, school administrators, and school volunteers, as well as community organizations, such as faith-based, health and human service, business and law enforcement, in the development of this Policy. Based on locally determined and accepted core ethical values adopted by the Board, pursuant to N.J.A.C. 6A:16-7.1(a)2, the Board must develop guidelines for student conduct pursuant to N.J.A.C. 6A:16-7.1. These guidelines for student conduct will take into consideration the developmental ages of students, the severity of the offenses and students' histories of inappropriate behaviors, and the mission and physical facilities of the individual school(s) in the district. This Policy requires all students in the district to adhere to the rules established by the school district and to submit to the remedial and consequential measures that are appropriately assigned for infractions of these rules.

Pursuant to N.J.A.C. 6A:16-7.1, the Superintendent must annually provide to students and their parents the rules of the district regarding student conduct. Provisions shall be made for informing parents whose primary language is other than English.

The district prohibits active or passive support for acts of harassment, intimidation, or bullying. Students are encouraged to support other students who:

1. Walk away from acts of harassment, intimidation, and bullying when they see them;
2. Constructively attempt to stop acts of harassment, intimidation, or bullying;
3. Provide support to students who have been subjected to harassment, intimidation, or bullying; and
4. Report acts of harassment, intimidation, and bullying to the designated school staff member.



## HARASSMENT, INTIMIDATION, AND BULLYING (M)

### D. Consequences and Appropriate Remedial Actions

#### ~~Consequences and Appropriate Remedial Actions – Students~~

The Board of Education requires its school administrators to implement procedures that ensure both the appropriate consequences and remedial responses for students who commit one or more acts of harassment, intimidation, or bullying, consistent with the Code of Student Conduct. The following factors, at a minimum, shall be given full consideration by school administrators in the implementation of appropriate consequences and remedial measures for each act of harassment, intimidation, or bullying by students.

#### Consequences – Students

Consequences for a student who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion of students, as set forth in the Board's approved Code of Student Conduct pursuant to N.J.A.C. 6A:16-7.1. Consequences for a student who commits an act of harassment, intimidation, or bullying are those that are varied and graded according to the nature of the behavior; the nature of the student's disability, if any, and to the extent relevant; the developmental age of the student; and the student's history of problem behaviors and performance consistent with the Board's approved Code of Student Conduct and N.J.A.C. 6A:16-7, Student Conduct. The use of negative consequences should occur in conjunction with remediation and not be relied upon as the sole intervention approach.

#### Factors for Determining Consequences – Student Considerations

1. Age, developmental and maturity levels of the parties involved and their relationship to the school district;
2. Degrees of harm;
3. Surrounding circumstances;
4. Nature and severity of the behavior(s);
5. Incidences of past or continuing patterns of behavior;
6. Relationships between the parties involved; and
7. Context in which the alleged incidents occurred.



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### Factors for Determining Consequences – School Considerations

1. School culture, climate, and general staff management of the learning environment;
2. Social, emotional, and behavioral supports;
3. Student-staff relationships and staff behavior toward the student;
4. Family, community, and neighborhood situation; and
5. Alignment with Board policy and regulations/procedures.

### Examples of Consequences

1. Admonishment;
2. Temporary removal from the classroom;
3. Deprivation of privileges;
4. Classroom or administrative detention;
5. Referral to disciplinarian;
6. In-school suspension;
7. Out-of-school suspension (short-term or long-term);
8. Reports to law enforcement or other legal action; or
9. Expulsion.

In accordance with N.J.S.A. 18A:37-15.b.(4), the consequences for a student who commits an act of harassment, intimidation, or bullying may vary depending on whether it is the first act of harassment, intimidation, or bullying by a student, the second act, or third or subsequent acts. If it is the third or subsequent act of harassment, intimidation, or bullying by a student, the Principal, in consultation with appropriate school staff, shall develop an individual student intervention plan which shall be approved by the Superintendent or designee, and may require the student, accompanied by a parent, to complete in a satisfactory manner a class or training program to reduce harassment, intimidation, or bullying behavior.

### Appropriate Remedial Actions – Students

Appropriate remedial action for a student who commits an act of harassment, intimidation, or bullying that takes into account the nature of the behavior; the nature of the student's disability, if any, and to the extent relevant; the developmental age of the student; and the student's history of



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problem behaviors and performance. The appropriate remedial action may also include a behavioral assessment or evaluation including, but not limited to, a referral to the Child Study Team as appropriate; and supportive interventions and referral services, including those at N.J.A.C. 6A:16-8.

### ~~Factors for Determining Consequences—Student Considerations~~

- ~~1. Age, developmental and maturity levels of the parties involved and their relationship to the school district;~~
- ~~2. Degrees of harm;~~
- ~~3. Surrounding circumstances;~~
- ~~4. Nature and severity of the behavior(s);~~
- ~~5. Incidences of past or continuing patterns of behavior;~~
- ~~6. Relationships between the parties involved; and~~
- ~~7. Context in which the alleged incidents occurred.~~

### ~~Factors for Determining Consequences—School Considerations~~

- ~~1. School culture, climate, and general staff management of the learning environment;~~
- ~~2. Social, emotional, and behavioral supports;~~
- ~~3. Student-staff relationships and staff behavior toward the student;~~
- ~~4. Family, community, and neighborhood situation; and~~
- ~~5. Alignment with Board policy and regulations/procedures.~~

### Factors for Determining Remedial Measures

#### Personal

1. Life skill deficiencies;
2. Social relationships;
3. Strengths;
4. Talents;
5. Interests;
6. Hobbies;
7. Extra-curricular activities;
8. Classroom participation;
9. Academic performance; and
10. Relationship to students and the school district.



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#### Environmental

1. School culture;
2. School climate;
3. Student-staff relationships and staff behavior toward the student;
4. General staff management of classrooms or other educational environments;
5. Staff ability to prevent and manage difficult or inflammatory situations;
6. Social-emotional and behavioral supports;
7. Social relationships;
8. Community activities;
9. Neighborhood situation; and
10. Family situation.

~~Consequences for a student who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion of students, as set forth in the Board's approved Code of Student Conduct pursuant to N.J.A.C. 6A:16-7.1. Consequences for a student who commits an act of harassment, intimidation, or bullying are those that are varied and graded according to the nature of the behavior; the nature of the student's disability, if any, and to the extent relevant; the developmental age of the student; and the student's history of problem behaviors and performance consistent with the Board's approved Code of Student Conduct and N.J.A.C. 6A:16-7, Student Conduct. The use of negative consequences should occur in conjunction with remediation and not be relied upon as the sole intervention approach.~~

Remedial measures shall be designed to correct the problem behavior, prevent another occurrence of the problem, protect and provide support for the victim of the act, and take corrective action for documented systemic problems related to harassment, intimidation, or bullying. The consequences and remedial measures may include, but are not limited to, the examples listed below:

#### Examples of Consequences

1. ~~Admonishment;~~
2. ~~Temporary removal from the classroom;~~
3. ~~Deprivation of privileges;~~
4. ~~Classroom or administrative detention;~~



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5. ~~Referral to disciplinarian;~~
6. ~~In school suspension;~~
7. ~~Out of school suspension (short-term or long-term);~~
8. ~~Reports to law enforcement or other legal action; or~~
9. ~~Expulsion.~~

### Examples of Remedial Measures

#### Personal – Student Exhibiting Bullying Behavior

1. Develop a behavioral contract with the student. Ensure the student has a voice in the outcome and can identify ways ~~they he or she~~ can solve the problem and change behaviors;
2. Meet with parents to develop a family agreement to ensure the parent and the student understand school rules and expectations;
3. Explain the long-term negative consequences of harassment, intimidation, and bullying on all involved;
4. Ensure understanding of consequences, if harassment, intimidation, and bullying behavior continues;
5. Meet with school counselor, school social worker, or school psychologist to decipher mental health issues (e.g., what is happening and why?);
6. Develop a learning plan that includes consequences and skill building;
7. Consider wrap-around support services or after-school programs or services;
8. Provide social skill training, such as impulse control, anger management, developing empathy, and problem solving;
9. Arrange for an apology, preferably written;
10. Require a reflective essay to ensure the student understands the impact of ~~their his or her~~ actions on others;
11. Have the student research and teach a lesson to the class about bullying, empathy, or a similar topic;
12. Arrange for restitution (i.e., compensation, reimbursement, amends, repayment), particularly when personal items were damaged or stolen;
13. Explore age-appropriate restorative (i.e., healing, curative, recuperative) practices; and
14. Schedule a follow-up conference with the student.



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### Personal – Target/Victim

1. Meet with a trusted staff member to explore the student's feelings about the incident;
2. Develop a plan to ensure the student's emotional and physical safety at school;
3. Have the student meet with the school counselor or school social worker to ensure **they** ~~he or she~~ **do** does not feel responsible for the bullying behavior;
4. Ask students to log behaviors in the future;
5. Help the student develop skills and strategies for resisting bullying; and
6. Schedule a follow-up conference with the student.

### Parents, Family, and Community

1. Develop a family agreement;
2. Refer the family for family counseling; and
3. Offer parent education workshops related to bullying and social-emotional learning.

### Examples of Remedial Measures – Environmental (Classroom, School Building, or School District)

1. Analysis of existing data to identify bullying issues and concerns;
2. Use of findings from school surveys (e.g., school climate surveys);
3. Focus groups;
4. Mailings – postal and email;
5. Cable access television;
6. School culture change;
7. School climate improvement;
8. Increased supervision in "hot spots" (e.g., locker rooms, hallways, playgrounds, cafeterias, school perimeters, buses);
9. Adoption of evidence-based systemic bullying prevention practices and programs;
10. Training for all certificated and non-certificated staff to teach effective prevention and intervention skills and strategies;
11. Professional development plans for involved staff;





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12. Participation of parents and other community members and organizations (e.g., Parent Teacher Associations, Parent Teacher Organizations) in the educational program and in problem-solving bullying issues;
13. Formation of professional learning communities to address bullying problems;
14. Small or large group presentations for fully addressing the actions and the school's response to the actions, in the context of the acceptable student and staff member behavior and the consequences of such actions;
15. School policy and procedure revisions;
16. Modifications of schedules;
17. Adjustments in hallway traffic;
18. Examination and adoption of educational practices for actively engaging students in the learning process and in bonding students to pro-social institutions and people;
19. Modifications in student routes or patterns traveling to and from school;
20. Supervision of student victims before and after school, including school transportation;
21. Targeted use of monitors (e.g., hallway, cafeteria, locker room, playground, school perimeter, bus);
22. Targeted use of teacher aides;
23. Disciplinary action, including dismissal, for school staff who contributed to the problem;
24. Supportive institutional interventions, including participation in the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
25. Parent conferences;
26. Family counseling;
27. Development of a general harassment, intimidation, and bullying response plan;
31. Behavioral expectations communicated to students and parents;
29. Participation of the entire student body in problem-solving harassment, intimidation, and bullying issues;
30. Recommendations of a student behavior or ethics council;
31. Participation in peer support groups;
32. School transfers; and

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33. Involvement of law enforcement officers, including school resource officers and juvenile officers or other appropriate legal action.

### Consequences and Appropriate Remedial Actions – Adults

The district will also impose appropriate consequences and remedial actions to an adult who commits an act of harassment, intimidation, or bullying of a student. The consequences may include, but not be limited to: verbal or written reprimand, increment withholding, legal action, disciplinary action, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

### Target/Victim Support

Districts should identify a range of strategies and resources that will be available to individual victims of harassment, intimidation, and bullying, and respond in a manner that provides relief to victims and does not stigmatize victims or further their sense of persecution. The type, diversity, location, and degree of support are directly related to the student's perception of safety.

Sufficient safety measures should be undertaken to ensure the victim's physical and social-emotional well-being and their ability to learn in a safe, supportive, and civil educational environment.

Examples of support for student victims of harassment, intimidation, and bullying include:

1. Teacher aides;
2. Hallway and playground monitors;
3. Partnering with a school leader;
4. Provision of an adult mentor;
5. Assignment of an adult "shadow" to help protect the student;
6. Seating changes;
7. Schedule changes;
8. School transfers;
9. Before- and after-school supervision;

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10. School transportation supervision;
11. Counseling; and
12. Treatment or therapy.

### E. Harassment, Intimidation, and Bullying Reporting Procedure

The Board of Education requires the Principal at each school to be responsible for receiving complaints alleging violations of this Policy. All Board members, school employees, and volunteers and contracted service providers who have contact with students are required to verbally report alleged violations of this Policy to the Principal or the Principal's designee on the same day when the individual witnessed or received reliable information regarding any such incident. All Board members, school employees, and volunteers and contracted service providers who have contact with students, also shall submit a report in writing to the Principal within two school days of the verbal report. **The written report shall be on a numbered form developed by the New Jersey Department of Education in accordance with N.J.S.A. 18A:37-15.b.(5). A copy of the form shall be submitted promptly by the Principal to the Superintendent.**

The Principal or designee will inform the parents of all students involved in alleged incidents, and, as appropriate, may discuss the availability of counseling and other intervention services. **The Principal or designee shall keep a written record of the date, time, and manner of notification to the parents.** The Principal or designee shall take into account the circumstances of the incident when providing notification to parents of all students involved in the reported harassment, intimidation, or bullying incident and when conveying the nature of the incident, including the actual or perceived protected category motivating the alleged offense. The Principal, upon receiving a verbal or written report, may take interim measures to ensure the safety, health, and welfare of all parties pending the findings of the investigation.

Students, parents, and visitors are encouraged to report alleged violations of this Policy to the Principal on the same day when the individual witnessed or received reliable information regarding any such incident.

A person may report, verbally or in writing, an act of harassment, intimidation, or bullying committed by an adult or youth against a student anonymously. The Board will not take formal disciplinary action based



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solely on the anonymous report. The district shall provide a means for a parent to complete an online numbered form developed by the New Jersey Department of Education to confidentially report an incident of harassment, intimidation, or bullying.

A Board member or school employee who promptly reports an incident of harassment, intimidation, or bullying and who makes this report in compliance with the procedures set forth in this Policy, is immune from a cause of action for damages arising from any failure to remedy the reported incident.

In accordance with the provisions of N.J.S.A. 18A:37-18, the harassment, intimidation, and bullying law does not prevent a victim from seeking redress under any other available law, either civil or criminal, nor does it create or alter any tort liability.

The district may consider every mechanism available to simplify reporting, including standard reporting forms and/or web-based reporting mechanisms. For anonymous reporting, the district may consider locked boxes located in areas of a school where reports can be submitted without fear of being observed.

A school administrator who receives a report of harassment, intimidation, and bullying from a district employee, and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action.

F. Anti-Bullying Coordinator, Anti-Bullying Specialist, and School Safety/School Climate Team(s)

1. The Superintendent shall appoint a district Anti-Bullying Coordinator. The Superintendent shall make every effort to appoint an employee of the school district to this position.

The district Anti-Bullying Coordinator shall:

- a. Be responsible for coordinating and strengthening the school district's policies to prevent, identify, and address harassment, intimidation, or bullying of students;



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- b. Collaborate with school Anti-Bullying Specialists in the district, the Board of Education, and the Superintendent to prevent, identify, and respond to harassment, intimidation, or bullying of students in the district;
  - c. Provide data, in collaboration with the Superintendent, to the Department of Education regarding harassment, intimidation, or bullying of students;
  - d. Execute such other duties related to school harassment, intimidation, or bullying as requested by the Superintendent; and
  - e. Meet at least twice a school year with the school Anti-Bullying Specialist(s) to discuss and strengthen procedures and policies to prevent, identify, and address harassment, intimidation, and bullying in the district.
2. The Principal in each school shall appoint a school Anti-Bullying Specialist. The Anti-Bullying Specialist shall be a guidance counselor, school psychologist, or other certified staff member trained to be the Anti-Bullying Specialist from among the currently employed staff in the school.
- The school Anti-Bullying Specialist shall:
- a. Chair the School Safety/School Climate Team as provided in N.J.S.A. 18A:37-21;
  - b. Lead the investigation of incidents of harassment, intimidation, or bullying in the school; and
  - c. Act as the primary school official responsible for preventing, identifying, and addressing incidents of harassment, intimidation, or bullying in the school.
3. A School Safety/School Climate Team shall be formed in each school in the district to develop, foster, and maintain a positive school climate by focusing on the on-going systemic operational procedures and educational practices in the school, and to address



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issues such as harassment, intimidation, or bullying that affect school climate and culture. Each School Safety/School Climate Team shall meet, at a minimum, two times per school year. The School Safety/School Climate Team shall consist of the Principal or the Principal's designee who, if possible, shall be a senior administrator in the school and the following appointees of the Principal: a teacher in the school; a school Anti-Bullying Specialist; a parent of a student in the school; and other members to be determined by the Principal. The school Anti-Bullying Specialist shall serve as the chair of the School Safety/School Climate Team.

The School Safety/School Climate Team shall:

- a. Receive records of all complaints of harassment, intimidation, or bullying of students that have been reported to the Principal;
- b. Receive copies of all reports prepared after an investigation of an incident of harassment, intimidation, or bullying;
- c. Identify and address patterns of harassment, intimidation, or bullying of students in the school;
- d. Review and strengthen school climate and the policies of the school in order to prevent and address harassment, intimidation, or bullying of students;
- e. Educate the community, including students, teachers, administrative staff, and parents, to prevent and address harassment, intimidation, or bullying of students;
- f. Participate in the training required pursuant to the provisions of N.J.S.A. 18A:37-13 et seq. and other training which the Principal or the district Anti-Bullying Coordinator may request. The School Safety/School Climate Team shall be provided professional development opportunities that may address effective practices of successful school climate programs or approaches; and



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- g. Execute such other duties related to harassment, intimidation, or bullying as requested by the Principal or district Anti-Bullying Coordinator.

Notwithstanding any provision of N.J.S.A. 18A:37-21 to the contrary, a parent who is a member of the School Safety/School Climate Team shall not participate in the activities of the team set forth in 3. a., b., or c. above or any other activities of the team which may compromise the confidentiality of a student, consistent with, at a minimum, the requirements of the Family Educational Rights and Privacy Act (20 U.S.C. Section 1232 and 34 CFR Part 99), N.J.A.C. 6A:32-7, Student Records and N.J.A.C. 6A:14-2.9, Student Records.

### G. Harassment, Intimidation, and Bullying Investigation

The Board requires a thorough and complete investigation to be conducted for each report of violations and complaints which either identify harassment, intimidation, or bullying or describe behaviors that indicate harassment, intimidation, or bullying.

However, prior to initiating the investigation, the Principal or designee, in consultation with the Anti-Bullying Specialist, may make a preliminary determination as to whether the reported incident or complaint, assuming all facts presented are true, is a report within the scope of the definition of harassment, intimidation, and bullying under the Anti-Bullying Bill of Rights Act, N.J.S.A. 18A:37-14. ~~The Superintendent or designee may sign off on the preliminary determination.~~

**The Principal shall report to the Superintendent if a preliminary determination is made that the reported incident or complaint is a report outside the scope of the definition of harassment, intimidation, or bullying. The Superintendent may require the Principal to conduct an investigation of the incident if the Superintendent determines that an investigation is necessary because the incident is within the scope of the definition of harassment, intimidation, and bullying. The Superintendent shall notify the Principal of this determination in writing. An investigation required by the Superintendent must be**



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completed as soon as possible, but not later than ten school days, from the date of the written notification from the Superintendent to the Principal.

The Principal shall complete the written report form developed by the New Jersey Department of Education, in accordance with N.J.S.A. 18A:37-15.b.(5), even if a preliminary determination is made that the reported incident or complaint is a report outside the scope of the definition of harassment, intimidation, or bullying pursuant to N.J.S.A. 18A:37-14. This written report form shall be kept on file at the school, but shall not be included in any student record unless the incident results in disciplinary action or is otherwise required to be contained in a student's record under State or Federal law.

The Principal or designee, upon making a preliminary determination the incident or complaint is not within the scope of the definition of harassment, intimidation, and bullying, shall inform the parents of the parties involved, who may appeal the preliminary determination to the Board of Education and thereafter to the Commissioner of Education in accordance with N.J.A.C. 6A:3.

A Board hearing shall be held within ten business days of receipt of the request for a Board hearing. If the preliminary determination, upon review of the facts presented in the reported incident or complaint, is to continue with the harassment, intimidation, and bullying investigation, the investigation shall be completed in accordance with N.J.S.A. 18A:37-15.b.(6) and this Policy.

The Superintendent shall provide annually to the Board of Education information on the number of times a preliminary determination was made that an incident or complaint was outside the scope of the definition of harassment, intimidation, or bullying for the purposes of the State's monitoring of the school district pursuant to N.J.S.A. 18A:17-46.]





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The investigation shall be initiated by the Principal or the Principal's designee within one school day of the verbal report of the incident. The investigation shall be conducted by the school Anti-Bullying Specialist in coordination with the Principal. The Principal may appoint additional personnel who are not school Anti-Bullying Specialists to assist with the investigation. Investigations or complaints concerning adult conduct shall not be investigated by a member of the same bargaining unit as the individual who is the subject of the investigation. **The Superintendent or designee will appoint a staff member to complete investigations involving allegations against a staff member serving in a supervisory or administrative position.**

~~An investigation concerning a staff member shall not be conducted by a staff member who is supervised by the staff member being investigated or who is an administrator in the district. The Principal or designee, in consultation with the Superintendent or designee, will appoint a staff member to complete these investigations.~~

The investigation shall be completed and the written findings submitted to the Principal as soon as possible, but not later than ten school days from the date of the written report of the incident. Should information regarding the reported incident and the investigation be received after the end of the ten-day period, the school Anti-Bullying Specialist shall amend the original report of the results of the investigation to ensure there is an accurate and current record of the facts and activities concerning the reported incident.

The Principal shall proceed in accordance with the Code of Student Conduct, as appropriate, based on the investigation findings. The Principal shall submit the report to the Superintendent within two school days of the completion of the investigation and in accordance with the Administrative Procedures Act (N.J.S.A. 52:14B-1 et seq.). As appropriate to the findings from the investigation, the Superintendent shall ensure the Code of Student Conduct has been implemented and may decide to provide intervention services, order counseling **as a result of the finding of the investigation**, establish training programs to reduce harassment, intimidation, or bullying and enhance school climate, impose discipline, or take or recommend other appropriate action **including seeking further information**, as necessary.



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The Superintendent shall report the results of each investigation to the Board of Education no later than the date of the regularly scheduled Board of Education meeting following the completion of the investigation. The Superintendent's report shall include information on any consequences imposed under the Code of Student Conduct, any services provided, training established, or other action taken or recommended by the Superintendent.

Parents of involved student offenders and targets/victims shall be provided with information about the investigation, in accordance with Federal and State law and regulation. The information to be provided to parents shall include the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying, and whether consequences were imposed or services provided to address the incident of harassment, intimidation, or bullying. This information shall be provided in writing within five school days after the results of the investigation are reported to the Board of Education.

A parent may request a hearing before the Board of Education after receiving the written information about the investigation. Any request for such a hearing shall be filed with the Board Secretary no later than sixty calendar days after the written information is provided to the parents. The hearing shall be held within ten business days of the request. The Board of Education shall conduct the hearing in executive session, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.), to protect the confidentiality of the students. At the hearing, the Board may hear testimony from and consider information provided by the school Anti-Bullying Specialist and others, as appropriate, regarding the incident, the findings from the investigation of the incident, recommendations for consequences or services, and any programs instituted to reduce such incidents, prior to rendering a determination. **A redacted copy of the completed written report form developed by the New Jersey Department of Education that removes all student identification information shall be confidentially shared with the Board of Education after the conclusion of the investigation if a hearing with the Board of Education is requested by the parents pursuant to N.J.S.A. 18A:37-15.b.(6)(d).**



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At the regularly scheduled Board of Education meeting following its receipt of the Superintendent's report on the results of the investigations to the Board or following a hearing in executive session, the Board shall issue a decision, in writing, to affirm, reject, or modify the Superintendent's decision. The Board's decision may be appealed to the Commissioner of Education, in accordance with N.J.A.C. 6A:3, Controversies and Disputes, no later than ninety days after issuance of the Board of Education's decision.

A parent, student, or organization may file a complaint with the Division on Civil Rights within one hundred eighty days of the occurrence of any incident of harassment, intimidation, or bullying based on membership in a protected group as enumerated in the "Law Against Discrimination," P.L.1945, c.169 (C.10:5-1 et seq.).

#### H. Range of Responses to an Incident of Harassment, Intimidation, or Bullying

The Board shall establish a range of responses to harassment, intimidation, and bullying incidents and the Principal and the Anti-Bullying Specialist shall appropriately apply these responses once an incident of harassment, intimidation, or bullying is confirmed. The Superintendent shall respond to confirmed harassment, intimidation, and bullying, according to the parameters described in this Policy. The range of ways in which school staff will respond shall include an appropriate combination of counseling, support services, intervention services, and other programs. The Board recognizes that some acts of harassment, intimidation, or bullying may be isolated incidents requiring the school officials respond appropriately to the individual(s) committing the acts. Other acts may be so serious or parts of a larger pattern of harassment, intimidation, or bullying that they require a response either at the classroom, school building, or school district level or by law enforcement officials.

For every incident of harassment, intimidation, or bullying, the school officials must respond appropriately to the individual who committed the act. The range of responses to confirmed harassment, intimidation, or bullying acts should include individual, classroom, school, or district responses, as appropriate to the findings from each incident. Examples of responses that apply to each of these categories are provided below:

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1. Individual responses can include consistent and appropriate positive behavioral interventions (e.g., peer mentoring, short-term counseling, life skills groups) intended to remediate the problem behaviors.
2. Classroom responses can include class discussions about an incident of harassment, intimidation, or bullying, role plays (when implemented with sensitivity to a student's situation or involvement with harassment, intimidation, and bullying), research projects, observing and discussing audio-visual materials on these subjects, and skill-building lessons in courtesy, tolerance, assertiveness, and conflict management.
3. School responses can include theme days, learning station programs, "acts of kindness" programs or awards, use of student survey data to plan prevention and intervention programs and activities, social norms campaigns, posters, public service announcements, "natural helper" or peer leadership programs, "upstander" programs, parent programs, the dissemination of information to students and parents explaining acceptable uses of electronic and wireless communication devices, and harassment, intimidation, and bullying prevention curricula or campaigns.
4. District-wide responses can comprise of adoption of school-wide programs, including enhancing the school climate, involving the community in policy review and development, providing professional development coordinating with community-based organizations (e.g., mental health, health services, health facilities, law enforcement, faith-based organizations), launching harassment, intimidation, and bullying prevention campaigns.

### I. Reprisal or Retaliation Prohibited

The Board prohibits a Board member, school employee, contracted service provider who has contact with students, school volunteer, or student from engaging in reprisal, retaliation, or false accusation against a victim, witness, or one with reliable information, or any other person who has reliable information about an act of harassment, intimidation, or bullying



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or who reports an act of harassment, intimidation, or bullying. The consequence and appropriate remedial action for a person who engages in reprisal or retaliation shall be determined by the administrator after consideration of the nature, severity, and circumstances of the act, in accordance with case law, Federal and State statutes and regulations, and district policies and procedures. All suspected acts of reprisal or retaliation will be taken seriously and appropriate responses will be made in accordance with the totality of the circumstances.

Examples of consequences and remedial measures for students who engage in reprisal or retaliation are listed and described in the Consequences and Appropriate Remedial Actions section of this Policy.

Examples of consequences for a school employee or a contracted service provider who has contact with students who engage in reprisal or retaliation may include, but not be limited to: verbal or written reprimand, increment withholding, legal action, disciplinary action, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds.

Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

Examples of consequences for a Board member who engages in reprisal or retaliation may include, but not be limited to: reprimand, legal action, and other action authorized by statute or administrative code. Remedial measures may include, but not be limited to: counseling and professional development.

### J. Consequences and Appropriate Remedial Action for False Accusation

The Board prohibits any person from falsely accusing another as a means of retaliation or as a means of harassment, intimidation, or bullying.

1. Students - Consequences and appropriate remedial action for a student found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation



## HARASSMENT, INTIMIDATION, AND BULLYING (M)

may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1 et seq., Discipline of Students and as set forth in N.J.A.C. 6A:16-7.2, Short-term Suspensions, N.J.A.C. 6A:16-7.3, Long-term Suspensions and N.J.A.C. 6A:16-7.45, Expulsions and those listed and described in the Consequences and Appropriate Remedial Actions section of this Policy.

2. School Employees - Consequences and appropriate remedial action for a school employee or contracted service provider who has contact with students found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation could entail discipline in accordance with district policies, procedures, and agreements which may include, but not be limited to: reprimand, suspension, increment withholding, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.
3. Visitors or Volunteers - Consequences and appropriate remedial action for a visitor or volunteer found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation could be determined by the school administrator after consideration of the nature, severity, and circumstances of the act, including law enforcement reports or other legal actions, removal of buildings or grounds privileges, or prohibiting contact with students or the provision of student services. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

### K. Harassment, Intimidation, and Bullying Policy Publication and Dissemination

This Policy will be disseminated annually by the Superintendent to all school employees, contracted service providers who have contact with students, school volunteers, students, and parents who have children enrolled in a school in the district, along with a statement explaining the



## HARASSMENT, INTIMIDATION, AND BULLYING (M)

Policy applies to all acts of harassment, intimidation, or bullying, pursuant to N.J.S.A. 18A:37-14 that occur on school property, at school-sponsored functions, or on a school bus and, as appropriate, acts that occur off school grounds.

The Superintendent shall ensure that notice of this Policy appears in the student handbook and all other publications of the school district that set forth the comprehensive rules, procedures, and standards for schools within the school district.

The Superintendent or designee shall post a link to the district's Harassment, Intimidation, and Bullying Policy that is prominently displayed on the homepage of the school district's website. The district will notify students and parents this Harassment, Intimidation, and Bullying Policy is available on the school district's website.

The Superintendent shall post the name, school phone number, school address, and school email address of the district Anti-Bullying Coordinator on the home page of the school district's website. Each Principal shall post the name, school phone number, address, and school email address of both the Anti-Bullying Specialist and the district Anti-Bullying Coordinator on the home page of each school's website. **The Superintendent or designee shall post the contact information for the New Jersey School Climate State Coordinator on the school district's and on each school's website in the same location as this Policy is posted.**

**The Superintendent or designee shall post on the school district's and each school's website the current version of "Guidance for Parents on the Anti-Bullying Bill of Rights Act" developed by the New Jersey Department of Education.**

### L. Harassment, Intimidation, and Bullying Training and Prevention Programs

The Superintendent and Principal(s) shall provide training on the school district's Harassment, Intimidation, and Bullying Policy to current and new school employees; including administrators, instructors, student support services, administrative/office support, transportation, food service, facilities/maintenance; contracted service providers; and volunteers who have significant contact with students; and persons contracted by the district to provide services to students. The training



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shall include instruction on preventing bullying on the basis of the protected categories enumerated in N.J.S.A. 18A:37-14 and other distinguishing characteristics that may incite incidents of discrimination, harassment, intimidation, or bullying.

Each public school teacher and educational services professional shall be required to complete at least two hours of instruction in harassment, intimidation, and bullying prevention within each five year professional development period as part of the professional development requirement pursuant to N.J.S.A. 18:37-22.d. The required two hours of suicide prevention instruction shall include information on the risk of suicide and incidents of harassment, intimidation, or bullying and information on reducing the risk of suicide in students who are members of communities identified as having members at high risk of suicide.

Each newly elected or appointed Board member must complete, during the first year of the member's first term, a training program on harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:12-33.

The school district shall provide time during the usual school schedule for the Anti-Bullying Coordinator and each school Anti-Bullying Specialist to participate in harassment, intimidation, and bullying training programs.

A school leader shall complete school leader training that shall include information on the prevention of harassment, intimidation, and bullying as required in N.J.S.A. 18A:26-8.2.

The school district shall annually observe a "Week of Respect" beginning with the first Monday in October. In order to recognize the importance of

character education, the school district will observe the week by providing age-appropriate instruction focusing on the prevention of harassment, intimidation, and bullying as defined in N.J.S.A. 18A:37-14. Throughout the school year the district will provide ongoing age-appropriate instruction on preventing harassment, intimidation, or bullying, in accordance with the Core Curriculum Content Standards, pursuant to N.J.S.A. 18A:37-29.

The school district and each school in the district will annually establish, implement, document, and assess harassment, intimidation, and bullying





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prevention programs or approaches, and other initiatives in consultation with school staff, students, administrators, volunteers, parents, law enforcement, and community members. The programs or approaches and other initiatives shall be designed to create school-wide conditions to prevent and address harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:37-17 *et seq.*

### M. Harassment, Intimidation, and Bullying Policy Reevaluation, Reassessment, and Review

The Superintendent shall develop and implement a process for annually discussing the school district's Harassment, Intimidation, and Bullying Policy with students.

The Superintendent, Principal(s), and the Anti-Bullying Coordinator, with input from the schools' Anti-Bullying Specialists, shall annually conduct a reevaluation, reassessment, and review of the Harassment, Intimidation, and Bullying Policy, and any report(s) and/or finding(s) of the School Safety/School Climate Team(s). The Superintendent shall recommend to the Board necessary revisions and additions to the Policy consistent with N.J.S.A. 18A:37-15.c., as well as to harassment, intimidation, and bullying prevention programs and approaches based on the findings from the evaluation, reassessment, and review.

### N. Reports to Board of Education and New Jersey Department of Education

The Superintendent shall report two times each school year, between September 1 and January 1 and between January 1 and June 30 at a public

hearing all acts of violence, vandalism, and harassment, intimidation, and bullying which occurred during the previous reporting period in accordance with the provisions of N.J.S.A. 18A:17-46. The information shall also be reported to the New Jersey Department of Education in accordance with N.J.S.A. 18A:17-46.

### O. School and District Grading Requirements

Each school and each district shall receive a grade for the purpose of assessing their efforts to implement policies and programs consistent with the provisions of N.J.S.A. 18:37-13 *et seq.* The grade received by a school



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and the district shall be posted on the homepage of the school's website and the district's website in accordance with the provisions of N.J.S.A. 18A:17-46. A link to the report that was submitted by the Superintendent to the Department of Education shall also be available on the school district's website. This information shall be posted on the websites within ten days of receipt of the grade for each school and the district.

#### P. Reports to Law Enforcement

**The Superintendent or designee and the Principal shall consult law enforcement, as appropriate, pursuant to the provisions of the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials, if the student's behavior may constitute a possible violation of the New Jersey Code of Criminal Justice.**

Some acts of harassment, intimidation, and bullying may be bias-related acts and ~~potentially bias crimes~~ and school officials must report to law enforcement officials **any bias related acts, in accordance with N.J.A.C. 6A:16-6.3.(e), either serious acts or those which may be part of a larger pattern in accordance with and pursuant to the provisions of the Memorandum of Agreement Between Education and Law Enforcement Officials.**

#### Q. Collective Bargaining Agreements and Individual Contracts

Nothing in N.J.S.A. 18A:37-13.1 et seq. may be construed as affecting the provisions of any collective bargaining agreement or individual contract of employment in effect on the Anti-Bullying Bill of Rights Act's effective date (January 5, 2011). N.J.S.A. 18A:37-30.

The Board of Education prohibits the employment of or contracting for school staff positions with individuals whose criminal history record check reveals a record of conviction for a crime of bias intimidation or conspiracy to commit or attempt to commit a crime of bias intimidation.

#### R. Students with Disabilities

Nothing contained in N.J.S.A. 18A:37-13.1 et seq. may alter or reduce the rights of a student with a disability with regard to disciplinary actions or to general or special education services and supports. N.J.S.A. 18A:37-32.



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#### S. Approved Private Schools for Students with Disabilities (APSSD)

In accordance with the provisions of N.J.A.C. 6A:16-7.7(a).2.ix.(2), the Board of Education shall investigate a complaint or report of harassment, intimidation, or bullying, pursuant to N.J.A.C. 6A:16-7.7(a).2.ix. and Section G. of this Policy, occurring on Board of Education school buses, at Board of Education school-sponsored functions, and off school grounds involving a student who attends an APSSD. The investigation shall be conducted by a Board of Education Anti-Bullying Specialist, in consultation with the APSSD.

The school district shall submit all subsequent amended Harassment, Intimidation, and Bullying Policies to the Executive County Superintendent of Schools within thirty days of Board adoption.

N.J.S.A. 18A:37-13 through 18A:37-3237

N.J.A.C. 6A:16-7.1 et seq.; ~~6A:16-7.9 et seq.~~

Model Policy and Guidance for Prohibiting Harassment, Intimidation, and Bullying on School Property, at School-Sponsored Functions and on School Buses – April 2011 – New Jersey Department of Education

Memorandum – New Jersey Commissioner of Education – Guidance for Schools on Implementing the Anti-Bullying Bill of Rights Act – December 16, 2011

Adopted: 24 January 2011

Revised: 25 July 2011

Revised: 14 October 2013

Revised:

# POLICY

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### SCHOOL DISTRICT ISSUED STUDENT IDENTIFICATION CARDS

#### TO

#### 5517 SCHOOL DISTRICT ISSUED STUDENT IDENTIFICATION CARDS

The Board of Education recognizes school building security measures are important for the safety and welfare of all students, staff, parents, and community members in school buildings. In recognizing this important responsibility, the Principal or designee may require students to carry a school district issued Identification Card.

**An Identification Card will be issued to all students in middle schools, and high schools.**

**[Required For Any Grades Seven through Twelve]**

**The Identification Card shall have printed on the back the telephone number for the New Jersey Suicide Prevention Hopeline (NJ Hopeline) and contact information for a crisis text line pursuant to N.J.S.A. 18A:6-113.1. The district may, in addition to the telephone number for the NJ Hopeline and contact information for a crisis text line, provide the contact information for the National Suicide Prevention Lifeline, a school district crisis center, or any other mental health support services pursuant to N.J.S.A. 18A:3B-73.2.]**

The Principal or designee may require a student to present their Identification Card at any time during the school day or at any time during a school-sponsored activity on school grounds.

Notwithstanding any provision of this Policy, the Principal or designee may also require students carry their Identification Card at any school-sponsored, off-campus activity, including but not limited to, field trips or interscholastic sports programs pursuant to N.J.S.A. 18A:36-43a. The provisions of this Policy shall not be construed to require a student to carry the Identification Card while participating in an athletic contest or competition, an activity involving fine arts or performing arts, or any other activity that the Commissioner of Education determines does not require the physical possession of an Identification Card. An Identification Card used in accordance with N.J.S.A. 18A:36-43a shall include, but need not be limited to, the following information: the student's name; an up-to-date photograph; and the current school year.

Any student who fails to have the Identification Card in their possession or fails to present it when required may be denied access to an event or activity and may be subject to appropriate discipline.

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### SCHOOL DISTRICT ISSUED STUDENT IDENTIFICATION CARDS

An Identification Card issued in accordance with this Policy shall not be considered a government record pursuant to P.L. 1963, c.73 (N.J.S.A. 47:1A-1 et seq.), P.L. 2001, c.404 (N.J.S.A. 47:1A-5), or the common law concerning access to government records.

N.J.S.A. 18A:3B-73.2; 18A:6-113.1; 18A:36-43

Adopted: 24 January 2011  
Revised:



## NEW

### 5541 ANTI-HAZING

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

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

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

1. An individual(s) causes, coerces, or otherwise induces a student to commit an act that violates Federal or State criminal law;
2. An individual(s) causes, coerces, or otherwise induces a student to consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm or is otherwise deleterious to the student's health;
3. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a physical nature, including, but not limited to, whipping, beating, branding, excessive calisthenics, or exposure to the elements;
4. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a mental or emotional nature, including, but not limited to, activity adversely affecting the mental or emotional health or dignity of the individual, sleep deprivation, exclusion from social contact, or conduct that could result in extreme embarrassment;
5. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a sexual nature; or



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ANTI-HAZING

6. An individual(s) subjects a student to any other activity that creates a reasonable likelihood of bodily injury to the student.

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

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

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

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

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

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



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ANTI-HAZING

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

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

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

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

N.J.A.C. 6A:16-5.1

Adopted:





## NEW

### 5722 STUDENT JOURNALISM

The Board of Education believes it is important to afford students the opportunity to exercise their creativity, passion, and constitutionally-protected freedom of speech. However, the Board also believes this opportunity must be balanced between ensuring students have the right to speak freely while also preserving the ability of district staff to maintain the safe and orderly operation of the school district. The Board adopts this Policy granting students the right to exercise freedom of speech and of the press in accordance with N.J.S.A. 18A:36-44 and N.J.S.A. 18A:36-45.

For the purpose of this Policy, the following terms shall mean:

“Prior restraint” means a school official informing a student journalist(s) the news, opinion, feature, and advertising content of school-sponsored media, subject to the restrictions listed in N.J.S.A. 18A:36-45.b., N.J.S.A. 18A:36-45.c., and the provisions of this Policy, cannot be published in school-sponsored media or a school official takes any action to prevent a student from doing so.

“Prior review” means a school official reviewing school sponsored media before it is published, broadcast by a student journalist at school or distributed, or generally made available to members of the student body.

“School official” means the Principal or designee or an administrative staff member designated by the Superintendent.

“School-sponsored media” means any material that is prepared, substantially written, published, or broadcast by a student journalist at school, distributed or generally made available to members of the student body, and prepared under the direction of a student media advisor. School-sponsored media does not include media intended for distribution or transmission solely in the classroom in which the media is produced.

“Student journalist” means a student who gathers, compiles, writes, edits, photographs, records, or prepares information for dissemination in school-sponsored media.

“Student media advisor” means an individual employed, appointed, or designated by the district to supervise or provide instruction relating to school-sponsored media.

Student journalists have the right to exercise freedom of speech and of the press in school-sponsored media, regardless of whether the media is supported financially by the



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STUDENT JOURNALISM

A student journalist may appeal, to the Superintendent or designee, a determination by a school official that the restraint of student expression is necessary. An appeal must be submitted in writing to the Superintendent or designee within five school days of the written determination being communicated to the student journalist. The appeal must include a copy of the written determination and the reasons why the student journalist believes the limitation is not appropriate. The Superintendent or designee may, but is not required to, provide the student journalist an opportunity to present their written appeal in person. The Superintendent or designee will make a determination on the appeal within five school days of receiving the written appeal from the student journalist. The student journalist may appeal a decision of the Superintendent or designee to the Board of Education in writing. The Board of Education will make a decision on the appeal at the first Regular Board Meeting after receiving the written appeal or within ten school days after receiving the written appeal.

A student journalist that violates a provision of this Policy may be subject to appropriate discipline.

The school district shall not sanction a student operating as an independent journalist.

A staff member shall not be dismissed, suspended, disciplined, reassigned, transferred, or otherwise retaliated against solely for acting to protect a student engaged in the conduct authorized under N.J.S.A. 18A:36-44 and N.J.S.A. 18A:36-45 and this Policy, or refusing to infringe upon conduct that is protected by this Policy, the First Amendment to the United States Constitution, or paragraph 6 of Article I of the New Jersey Constitution.

The Superintendent or designee shall determine reasonable provisions for the time, place, and manner of student expression for the purposes of school-sponsored media.

N.J.S.A. 18A:36-44; 18A:36-45

Adopted:



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SEXUAL HARASSMENT OF STUDENTS (M)

### TO

#### 5751 SEXUAL HARASSMENT OF STUDENTS(M)

#### M

The Board of Education will not tolerate sexual harassment of pupils by school employees, other pupils, or third parties. Sexual harassment of pupils is a form of prohibited sex discrimination. School district staff will investigate and resolve allegations of sexual harassment of pupils engaged in by school employees, other pupils (peers), or third parties.

The Board shall establish a grievance procedure through which school district staff and/or pupils can report alleged sexual discrimination, including sexual harassment which may include quid pro quo harassment and hostile environment.

#### Definitions:

1. Quid pro quo harassment occurs when a school employee explicitly or implicitly conditions a pupil's participation in an educational program or activity or bases an educational decision on the pupil's submission to unwelcomed sexual advances, requests for sexual favors, or other favors, or other verbal, nonverbal, or physical conduct of a sexual nature. Quid Pro Quo Harassment is equally unlawful whether the pupil resists and suffers the threatened harm or submits and thus avoids the threatened harm.
2. Hostile environment sexual harassment is sexually harassing conduct (which can include unwelcomed sexual advances, requests for sexual favors, or other favors, or other verbal, nonverbal, or physical conduct of a sexual nature) by an employee, by another pupil, or by a third party that is sufficiently severe, persistent, or pervasive to limit a pupil's ability to participate in or benefit from an educational program or activity, or to create a hostile or abusive educational environment.

This Policy protects any "person" from sex discrimination; accordingly both male and female pupils are protected from sexual harassment engaged in by school district employees, other pupils, or third parties. Sexual harassment, regardless of the gender of the harasser, even if the harasser and the pupil being harassed are members of the same gender is prohibited. Harassing conduct of a sexual nature directed toward any pupil,



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### SEXUAL HARASSMENT OF STUDENTS (M)

regardless of the pupil's sexual orientation, may create a sexually hostile environment and therefore constitute sexual harassment. Nonsexual touching or other nonsexual conduct does not constitute sexual harassment.

The regulation and grievance procedure shall provide a mechanism for discovering sexual harassment as early as possible and for effectively correcting problems.

The Superintendent, or designee, will take steps to avoid any further sexual harassment and to prevent any retaliation against the pupil who made the complaint, was the subject of the harassment, or against those who provided the information or were witnesses. The school district staff can learn of sexual harassment through notice and any other means such as from a witness to an incident, an anonymous letter or telephone call.

This policy and regulation on sexual harassment of pupils shall be published and distributed to pupils and employees to ensure all pupils and employees understand the nature of sexual harassment and that the Board will not tolerate it. The Board shall provide training for all staff and age-appropriate classroom information for pupils to ensure the staff and the pupils understand what type of conduct can cause sexual harassment and that the staff know the school district policy and regulation on how to respond.

In cases of alleged harassment, the protections of the First Amendment must be considered if issues of speech or expression are involved. Free speech rights apply in the classroom and in all other programs in the public schools. The Superintendent, or designee, will formulate, interpret, and apply the policy so as to protect free speech rights of staff, pupils and third parties.

In addition, if the Board accepts Federal funds, the Board shall be bound by Title IX of the Education Amendments of 1972 prohibiting sexual harassment of pupils. Title IX applies to all public school districts that receive Federal funds and protects pupils in connection with all the academic, educational, extra-curricular, athletic, and other programs of the school district, whether they take place in the school facilities, on the school bus, at a class or training program sponsored by the school in a school building or at another location.

United States Department of Education - Office of Civil Rights Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties (1997)

Adopted: 24 January 2011

Revised:



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## EDISON BOARD OF EDUCATION

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MAINTENANCE AND REPAIR (M)

### TO

#### 7410 MAINTENANCE AND REPAIR (M)

The Board of Education recognizes the fixed assets of the school district represent a significant investment of this community and maintenance is a prime concern to the Board.

The school district is required to develop, approve, and implement a comprehensive maintenance plan in accordance with the requirements of N.J.A.C. 6A:26-20.5. A "comprehensive maintenance plan" means a school district's multi-year maintenance plan covering required maintenance activities for each school facility in the school district adopted pursuant to N.J.A.C. 6A:26.

Required maintenance activities include those activities outlined in N.J.A.C. 6A:26-20.3. The school district shall determine the required maintenance activities to reasonably maintain each school facility in the school district, and shall report the activities in its annual comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5.

In accordance with N.J.A.C. 6A:26-20.4(a), expenditures for required maintenance activities set forth in N.J.A.C. 6A:26-20.3 shall qualify as investments in maintenance for purposes of calculating the required maintenance expenditure in N.J.A.C. 6A:26-20.4(d) and (e), the annual required maintenance budget amount pursuant to N.J.A.C. 6A:26-20.8, and the maintenance factor (M) in N.J.S.A. 18A:7G-9. Expenditures that qualify as required maintenance shall be in accordance with the provisions of N.J.A.C. 6A:26-20.4. -

The school district's comprehensive maintenance plan shall be submitted to the Executive County Superintendent by a Board of Education resolution every school year, pursuant N.J.A.C. 6A:26-20.5(a)1.

The required annual maintenance budget amount as reported in its comprehensive maintenance plan shall be included in the district's annual budget certified for taxes in accordance with the provisions of N.J.A.C. 6A:26-20.8(a). The required annual maintenance budget amount shall be calculated and adjusted in accordance with the provisions of N.J.A.C. 6A:26-20.8(b). The Executive County Superintendent shall not approve the school district's budget that does not comply with the provisions of N.J.A.C. 6A:26-20.1 et seq.



# POLICY

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Commencing September 1, 2002, no person shall be employed by the Board of Education as a buildings and grounds supervisor, as defined in N.J.S.A. 18A:17-49, unless the person is a certified educational facilities manager pursuant to N.J.S.A. 18A:17-49 and 18A:17-50.

**[Facilities maintenance, repair scheduling and accounting shall be in accordance with the provisions of N.J.A.C. 6A:23A-6.9 and Regulation 7410.01.]**

N.J.S.A. 18A:7G-9; 18A:17-49; 18A:17-50; 18A:18A-43; 18A:21-1  
N.J.A.C. 6A:23A-6.9; 6A:26-1.1 et seq.; 6A:26-20.3; 6A:26-20.4; 6A:26-20.5;  
6A:26-20.6; 6A:26-20.8

Adopted: 24 January 2011  
Revised:



# POLICY

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### BIAS CRIMES AND BIAS-RELATED ACTS (M)

TO

#### 8465 BIAS HATE CRIMES AND BIAS-RELATED ACTS

The Board of Education is committed to providing a safe and healthy environment for all children in the school district. **Bias Hate** crimes and bias-related acts involving students can lead to further violence and retaliation. **Bias Hate** crimes and bias-related acts, by their nature are confrontational, inflame tensions, and promote social hostility and will not be tolerated by the school district. The School district employees will work closely with local law enforcement and the county prosecutor's office to report or eliminate the commission of **bias hate** crimes and bias-related acts.

#### Definitions

A "**bias hate crime**" means is any criminal offense where the person or persons committing the offense acted with a purpose to intimidate an individual or group of individuals because of race;; color;; **religion; gender; disability;; religion; sexual orientation;; gender identity or expression; national origin;** or ethnicity.

A "bias-related act" means is an act directed at a person, group of persons, private property, or public property that is motivated in whole or in part by racial;; gender;; disability;; religion; **or sexual orientation; gender identity or expression; national origin;** or ethnic prejudice. A bias-related act need not involve conduct that constitutes a criminal offense.

All **bias hate** crimes are also bias-related acts, but not all bias-related acts will constitute a **bias hate** crime.

#### Required Actions

School employees shall immediately notify the Principal and the Superintendent or designee when in the ~~Whenever any school employee in the course of their his/her employment they develops reason to believe that (1) a bias hate crime or bias-related act has been committed or is about to be committed in accordance with N.J.A.C. 6A:16-6.3(e). on school property, or has been or is about to be committed by any student, whether on or off school property, and whether or not such offense was or is about to be committed~~ during operating school hours, or (2) a student enrolled in the school has been or is about to become the victim of a hate crime, whether committed on or off school property or during operating school hours, the school employee shall immediately notify the Building Principal and Superintendent, who in turn,

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### BIAS CRIMES AND BIAS-RELATED ACTS (M)

The Superintendent or designee shall promptly notify the \_\_\_\_\_ local pPolice dDepartment and the bBias Investigation oOfficer for the county prosecutor's office when a bias crime or bias-related act has been committed or is about to be committed in accordance with N.J.A.C. 6A:16-6.3(e)1.

The Principal and the Superintendent or designee shall immediately notify the \_\_\_\_\_ local pPolice dDepartment and the bias investigation officer for the county prosecutor's office immediately where if there is reason to believe that a bias hate crime or bias-related act that involves an act of violence has been or is about to be physically committed against a student, or there is otherwise reason to believe that a life has been or will be threatened in accordance with N.J.A.C. 6A:16-6.3(e)2.

~~Whenever any school employee in the course of his/her employment has reason to believe that a bias-related act has been committed or is about to be committed on school property, or has been or is about to be committed by any student, whether on or off school property and whether or not such bias-related act was or is to be committed during operating school hours, the school employee should immediately notify the Building Principal and Superintendent, who in turn should promptly notify the \_\_\_\_\_ Police Department.~~

~~In deciding whether to refer the matter of a bias related act to the \_\_\_\_\_ Police Department or the county prosecutor's office, the Building Principal and the Superintendent, should consider the nature and seriousness of the conduct and the risk that the conduct posed to the health, safety and well being of any student, school employee or member of the general public. The Building Principal and Superintendent should also consider the possibility that the suspected bias related act could escalate or result in some form of retaliation which might occur within or outside school property.~~

It is understood a referral to the \_\_\_\_\_ local pPolice dDepartment or county prosecutor's office pursuant to the Memorandum of Agreement between Education and Law Enforcement Officials is only a transmittal of information that might be pertinent to a law enforcement investigation and is not an accusation or formal charge.

Unless the \_\_\_\_\_ local pPolice dDepartment or the county prosecutor's office request otherwise, the school district may continue to investigate a suspected bias hate crime or bias-related act occurring on school grounds property and may take such actions as necessary and appropriate to redress and remediate any such acts.

School officials will secure and preserve any such graffiti or other evidence of a suspected bias hate crime or bias-related act pending the arrival of the





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## EDISON BOARD OF EDUCATION

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### BIAS CRIMES AND BIAS-RELATED ACTS (M)

\_\_\_\_\_ local pPolice dDepartment or the county prosecutor's office.  
The school officials, ~~where when~~ feasible, will cover or conceal such evidence until the  
arrival of the \_\_\_\_\_ local pPolice dDepartment or county prosecutor's  
office.

N.J.S.A. 2C:16-1

N.J.A.C. 6A:16-6.1 ~~et seq.~~; **6A:16-6.2**; 6A:16-6.3(e)

State Memorandum of Agreement approved by the Department  
of Law & Public Safety and the Department of Education

Adopted: 24 January 2011

Revsied:

# POLICY

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### COOPERATION WITH LAW ENFORCEMENT AGENCIES (M)

#### ENTIRE POLICY RE-WRITTEN

#### 9320 COOPERATION WITH LAW ENFORCEMENT AGENCIES (M)

#### M

The Board of Education recognizes that keeping students and staff safe and helping children understand and respect the law is best served by a close and cooperative relationship with local law enforcement.

The Board adopts this Policy and Regulation 9320 in accordance with N.J.A.C. 6A:16-6.1. to ensure cooperation between school staff and law enforcement authorities in all matters relating to the unlawful possession, distribution and disposition of controlled dangerous substances, including anabolic steroids, as defined in N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2, drug paraphernalia as defined in N.J.S.A. 2C:36-1, alcoholic beverages; firearms, as defined in N.J.S.A. 2C:39-1.f.; and other deadly weapons as defined in N.J.S.A. 2C:39-1.r.

The Board adopts Policy and Regulation 9320 in accordance with N.J.A.C. 6A:16-6.1. to ensure cooperation between school district staff and law enforcement authorities in all matters relating to the planning and conduct of law enforcement activities and operations occurring on school grounds, including arrest procedures, undercover school operations, and mandatory reporting the offenses listed in the Memorandum of Agreement between Education and Law Enforcement Officials (MOA).

The Superintendent or designee shall institute a program of such communication and cooperation with law enforcement in accordance with N.J.A.C. 6A:16-6.1.

This Policy and Regulation 9320 shall be submitted for review and approval to the Executive County Superintendent in accordance with N.J.A.C. 6A:16-6.2(a)2.

The Superintendent or designee shall annually review the MOA as adopted by the Board to ensure this Policy and Regulation 9320 are in accordance with the requirements outlined therein.

N.J.A.C. 6A:16-6.1.; 6A:16-6.2; 6A:16-6.4.

Adopted: 24 January 2011



# POLICY

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COOPERATION WITH LAW ENFORCEMENT AGENCIES (M)

Revised:



## ADMINISTRATION OF SCHOOL SURVEYS

### 9560 ADMINISTRATION OF SCHOOL SURVEYS

The Protection of Pupil Rights Amendment (PPRA) requires written consent for certain pupil surveys, analysis and/or evaluations funded in whole or in part by a program of the United States Department of Education. The district will comply with the PPRA consent requirements and Policy 2415.05 for certain pupil surveys, analysis, and/or evaluations.

The district will also comply with the requirements of 34 CFR Part 98 – Student Rights in Research, Experimental Programs and Testing for certain programs administered by the Secretary of the United States Department of Education:

1. Instructional material used in connection with any research or experimentation program and project shall be made available for inspection by parents/legal guardians of pupils engaged in such program or project in accordance with the requirements of 34 CFR Part 98.3.
2. Prior written parental/legal guardian consent is required for any surveys, analysis, and/or evaluations that involve psychiatric or psychological examination, testing, or treatment; if the primary purpose is to reveal information as specified in 34 CFR Part 98.4(a)(1).
  - a. Psychiatric or psychological examination or test means a method of obtaining information, including a group activity, that is not directly related to academic instruction and that is designed to elicit information about attitudes, habits, traits, opinions, beliefs or feelings.
  - b. Psychiatric or psychological treatment means an activity involving the planned, systematic use of methods or techniques that are not directly related to academic instruction and that is designed to affect behavioral, emotional, or attitudinal characteristics of an individual or group.

However, academic and nonacademic surveys, assessments, analyses, and/or evaluations may be administered to pupils for programs or activities that are not funded in whole or in part by a program of the United States Department of Education and/or programs not administered by the Secretary of the United States Department of Education as defined in 34 CFR Part 98.1. In accordance with N.J.S.A. 18A:36-34, the district shall receive prior written informed consent from a pupil's parent or legal guardian before administering these academic and nonacademic surveys, assessments, analyses, and/or evaluations that reveal information concerning:



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ADMINISTRATION OF SCHOOL SURVEYS

1. Political affiliations;
2. Mental or psychological problems potentially embarrassing to the pupil or the pupil's family;
3. Sexual behavior and attitudes;
4. Illegal, anti-social, self-incriminating or demeaning behavior;
5. Critical appraisals of other individuals with whom a respondent has a close family relationship;
6. Legally recognized privileged or analogous relationships, such as lawyers, physicians, and ministers;
7. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program;
8. Social security number; or
9. Religious practices, affiliations, or beliefs of the pupil or parent(s) or legal guardian(s).

When administering an academic and/or nonacademic survey, assessment, analysis, and/or evaluation that concern the issues listed in 1. through 9. above, the Superintendent or designee shall request written informed consent at least two weeks prior to the administration of the survey. The request for consent shall provide the parent/legal guardian the opportunity to view a copy of the document at a convenient location and time. The pupil shall not participate in the administration of the academic and/or nonacademic surveys, assessments, analyses, and/or evaluations if the requested written informed consent is not obtained.

N.J.S.A. 18A:36-34  
34 CFR Part 98

Adopted: 24 January 2011



# POLICY

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BOARD OF EDUCATION

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ADMINISTRATION OF SCHOOL SURVEYS



Settlement Agreement Rider

BE IT

RESOLVED:

that the Edison Township Board of Education hereby approves the Settlement Agreement Rider in the matter of C.A. and L.A. o/b/o R.A. v. Edison Township Board of Education, in accordance with the terms and conditions of the Settlement Agreement Rider on file in the Office of the School Business Administrator.

Settlement Agreement & General Release

BE IT

RESOLVED:

that the Edison Township Board of Education hereby approves the Settlement Agreement and General Release in the matter of C.M. o/b/o Z.C. v. Edison Township Board of Education, in accordance with the terms and conditions of the Settlement Agreement and General Release on file in the Office of the School Business Administrator.



Approval of PSAT Testing Date

BE IT

RESOLVED:

that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education approves the date of Wednesday, October 12, 2022 for high school Sophomores and Juniors (Grades 10 & 11) to take the PSAT test at both Edison and John P. Stevens High Schools.

Approval of the Administration of the PSAT 8/9 to Grade Eight Students

BE IT

RESOLVED:

that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education approves the administration of the PSAT 8/9 on December 8, 2022 to all grade eight students for the 2022-2023 school year.

Approval of Program of Instruction – 2022-2023 School Year - REVISED

BE IT

RESOLVED:

that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education approves the revised Program of Instruction for the 2022-2023 school year, as annexed hereto.

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**PUBLIC SCHOOLS OF EDISON TOWNSHIP  
DIVISION OF CURRICULUM AND INSTRUCTION**

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**2022-23 PROGRAM OF INSTRUCTION**

<b>Elementary Schools:</b>	<b>Grades PS - 5</b>	<b>----</b>	<b>Page 2</b>
<b>Middle Schools:</b>	<b>Grades 6 - 8</b>	<b>---</b>	<b>Page 3</b>
<b>High Schools:</b>	<b>Grades 9 - 12</b>	<b>—</b>	<b>Page 4</b>
<b>Special Education:</b>	<b>Grades PS - 12</b>	<b>—</b>	<b>Page 5</b>

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# Elementary Program of Instruction

2022-2023

Times Are Approximate  
Minutes per day

Content Area	Kindergarten- 5th
ELA Reading, Writing, Language, Speaking and Listening	155 minutes
Math	70 minutes
Science/Health/Social Studies	45 minutes
Enrichment and Intervention (Kindergarten- Inquiry/Exploration)	30 minutes
Physical Education/Art/Music/Spanish	45 minutes
Total Instructional Minutes	345 minutes

## PROGRAM OF INSTRUCTION MIDDLE SCHOOLS

	Grade 6					Grade 7					Grade 8				
SUBJECT	PERIODS PER WEEK BY INSTRUCTIONAL LEVEL					PERIODS PER WEEK BY INSTRUCTIONAL LEVEL					PERIODS PER WEEK BY INSTRUCTIONAL LEVEL				
	H	1	2	M		H	1	2	M		H	1	2	M	
English	X	10	10			X	10	10			X	5	10		
Mathematics	5			5		5			5		5	5	5		
Science				5					5					5	
Social Studies				5					5					5	
Health/Physical Education*				5					5					5	
World Language/Elective**				5					5		5/5	5***			

**INSTRUCTIONAL LEVELS**

Honors H  
Accelerated 1  
Academic 2  
Mixed M

**\*Health/Physical Education**

One (1) marking period Health  
Three (3) marking periods PE

\*\* Alternating Days

\*\*\* 8<sup>th</sup> Grade Alternating Days Regular Only**World Language Courses**

French  
Spanish

**Elective Courses**

Art  
Music  
Family and Consumer Sciences  
Technology

**- High Schools -**

**Grades 9 - 12**

**Refer to Programs of Studies Booklet**

**Grades 9 - 12**

**2022-23**

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**- Special Education -**

**Grades PS - 12**

**In-District Program**

<b><u>Program</u></b>	<b><u>Grade Level/Age (s)</u></b>
Preschool Programs	Ages 3 - 5
Autistic Programs	Grades K – 12+
Multiple Disabilities	Grades K – 12+
Resource Programs	Grades K – 12+
Learning/Language Disabilities	Grades K – 12+

**Out-of-District Placement - PS - 12**

In addition to the programs/services offered within the district, classified students are placed in state-approved out-of-district programs when appropriate/necessary.



Approval of Field Trips

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education approves the following field trip:

1. Four students and three advisors from John P. Stevens High School's FCCLA will be attending the NJ AFCS Curriculum Connections in Edison, NJ in October 2022. There will be no cost to the Board of Education.

Professional Development Documentation – September 2022

BE IT

RESOLVED:

that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education approves the professional development documentation for September 2022, as annexed hereto.

**Professional Development Approval Documentation**  
**September 2022 Board Agenda**

NAME	SCHOOL	DATE	CONFERENCE	LOCATION	REGISTRATION FEE	HOTEL EXPENSES **	OTHER EXPENSES **	FUND
Kacani, Susan (Previously approved by the Superintendent)	JPS	08/08/22 – 08/12/22	AP Art History	Virtual	\$900.00	N/A	N/A	Professional Development
Garcia, Christopher	JPS	09/30/22	NJ Basketball Coaches Association Clinic	Ocean Port, NJ	\$150.00	N/A	N/A	Professional Development
Weber, Tim	JPS	09/30/22	NJ Basketball Coaches Association Clinic	Ocean Port, NJ	\$150.00	N/A	N/A	Professional Development
Raymond, Daryann	Ed Center	10/04/22 10/06/22 10/11/22 10/13/22	Public School Purchasing	Virtual	\$390.00	N/A	N/A	Professional Development
Paolillo, Alison	JPS	10/12/22 – 10/14/22	AENJ 2022 Conference	Long Branch, NJ	\$150.00	N/A	N/A	Professional Development
Gavor, Kelley	EHS	10/12/22 – 10/14/22	AENJ 2022 Conference	Long Branch, NJ	\$175.00	N/A	N/A	Professional Development
Vu, Truc-Lan	Washington	10/13/22 – 10/14/22	2022 NJPSA/FEA/NJASCD Fall Conference: Honoring Courageous Leadership	Atlantic City, NJ	\$320.00	N/A	N/A	EPSA
Rasimowicz, Stephanie	EHS	10/20/22	Teaching Matters Conference	Plainsboro Twsp., NJ	\$219.00	N/A	N/A	Professional Development
Patel, Hitisha	Ed Center	10/20/22	We Got This: Literacy Instruction that Promotes Equity, Access & Being Who Our Students Need Us to Be	New Brunswick, NJ	\$175.00	N/A	N/A	Professional Development
Aldarelli, Edward, Ed.D.	Ed Center	10/24/22 – 10/26/22	2022 Annual Workshop NJSBA	Atlantic City, NJ	\$220.00	\$320.00	**	Professional Development
Bragen, Bernard F., Jr., Ed.D.	Ed Center	10/24/22 – 10/26/22	2022 Annual Workshop NJSBA	Atlantic City, NJ	\$220.00	\$320.00	**	Professional Development
Kissane, Patrick	Ed Center	10/24/22 – 10/26/22	2022 Annual Workshop NJSBA	Atlantic City, NJ	\$220.00	\$320.00	**	Professional Development
Kluck, Ann T.	Ed Center	10/24/22 – 10/26/22	2022 Annual Workshop NJSBA	Atlantic City, NJ	\$220.00	\$320.00	**	Professional Development
Patel, Biral	Ed Center	10/24/22 – 10/26/22	2022 Annual Workshop NJSBA	Atlantic City, NJ	\$220.00	\$320.00	**	Professional Development
Pawlikowski, Gail	Ed Center	10/25/22 – 10/26/22	2022 Annual Workshop NJSBA	Atlantic City, NJ	\$220.00	\$320.00	**	Professional Development
Schneider, Douglas	Ed Center	10/24/22 – 10/26/22	2022 Annual Workshop NJSBA	Atlantic City, NJ	\$220.00	\$320.00	**	Professional Development

Patel, Mohin	Ed Center	10/23/22 - 10/25/22	2022 Annual Workshop NJSBA	Atlantic City, NJ	\$220.00	\$320.00	**	Professional Development
Peng, Shannon	Ed Center	10/23/22 - 10/25/22	2022 Annual Workshop NJSBA	Atlantic City, NJ	\$220.00	\$320.00	**	Professional Development
Shi, Jingwei "Jerry"	Ed Center	10/23/22 - 10/25/22	2022 Annual Workshop NJSBA	Atlantic City, NJ	\$220.00	\$320.00	**	Professional Development
Mahabir, Baninder	Ed Center	10/25/22 - 10/26/22	2022 Annual Workshop NJSBA	Atlantic City, NJ	\$220.00	\$160.00	**	Professional Development
Stein, Shari	JPS	10/24/22 - 10/26/22	Workshop 2022	Atlantic City, NJ	N/A	\$320.00	\$75.00	Professional Development
Emden, Antoinette	TJMS	11/17/22	Hot Issues in School Law	Monroe, NJ	\$150.00	N/A	N/A	Professional Development
Valentine, Joan	JAMS	11/17/22	Hot Issues in School Law	Monroe, NJ	\$150.00	N/A	N/A	Professional Development
Kissane, Patrick	Ed Center	11/02/22 - 11/05/22	Master Threat Assessment Trainer Summit	Washington, DC	N/A	\$650.00	\$505.00	Professional Development
Schlatter, Sandra	Washington	02/21/23 - 02/24/23	52 <sup>nd</sup> NABE Annual Conference	Portland, OR	\$820.00	\$650.00	\$300.00	Title III (Registration Only) EPSA
Mahabir, Baninder	Ed Center	02/23/23 & 05/25/23	Center for Literacy Development Speaker Series 2022-23	Piscataway, NJ	\$350.00	N/A	N/A	Professional Development
Ellermann, Patricia	Ed Center	02/23/23 & 05/25/23	Center for Literacy Development Speaker Series 2022-23	Piscataway, NJ	\$350.00	N/A	N/A	Professional Development
Mosley-Aviles, Maritza	Ed Center	02/23/23 & 05/25/23	Center for Literacy Development Speaker Series 2022-23	Piscataway, NJ	\$350.00	N/A	N/A	Professional Development

\*\*Pursuant to N.J.S.A.18A:11-12 et.seq.; NHHMS.J.A.C. 6A23A-5.9, 6.13, and 7.1 et.seq.; Federal OMB Circular A-87 and Board Policy No. 6471

\* As per previously approved by the Superintendent of Schools

Out-of-District Placements – September 2022

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education approves the following Out-of-District Placements (Special Education):

<u>Student ID #</u>	<u>Effective Date</u>	<u>Previous Placement</u>	<u>New Placement</u>	<u>Annual Tuition</u>	<u>Rationale</u>
3012066	08/05/22	Future Foundations Academy-ESCNJ	N/A	(\$0.00)	Terminated Placement ( <i>Transferred-out</i> )
3028360	06/16/22	Piscataway Township School-PATHS	Edison High School	(\$0.00)	Terminated Placement ( <i>Returned to District</i> )
3037417	09/02/22	South Amboy Public Schools	Center for Lifelong Learning-ESCNJ	\$57,780	Maintaining Placement ( <i>New Entrant</i> )

Approval of Minutes – August 23, 2022

BE IT

RESOLVED:

that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education approves the minutes of the August 23, 2022 Public Meeting.

Board Secretary's Report

BE IT

RESOLVED: that the following reports as of July 31, 2022 be accepted and approved for filing and audit:

A. Report of the Board Secretary (A148)

BE IT FURTHER

RESOLVED: that the Board of Education and the Business Administrator/Board Secretary certify that no major account (as defined in N.J.A.C. 6A:23A-16.10(b) has been over-expended; and that the Board of Education also certifies that there are sufficient funds available to fund the balance of the 2022-2023 school year.

## FINANCE RESOLUTIONS

### 1. Transfer of Funds

BE IT

RESOLVED:

that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education approves the transfer of funds, effective July 31, 2022:

To:		
13-602-100	Summer Enrichment & Sports Camp – Teachers Salaries	\$22,000.00
13-602-200	Summer Enrichment & Sports Camp – Clerical Salaries	8,800.00
	Total	\$30,800.00
From:		
13-422-100	Teachers Salaries – Summer School	\$30,800.00
	Total	\$30,800.00

### 2. Bid No. 23-14 – Masonry Repair & Asphalt

BE IT

RESOLVED:

that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education approves Bid No. 23-14 for Masonry Repair and Asphalt to M.A.S. Masonry & Construction, LLC, 208 Disbrow Hill Road, Perrineville, NJ for their low bid according to specifications: (Bid Date – 09/07/22)

<u>Bidder</u>	<u>Bid Amount</u>
Harshi Construction, LLC	Concrete Sidewalk Unit Price Per Sq. Ft. - \$ 14.00 Concrete Straight Curb 6X18X8 Unit Price Per Linear Ft. - \$ 40.00 Curb Straight Curb 8X20X10 Unit Price Per Linear Ft. - \$ 58.50 Bituminous Mix #1-5 Per Ton Installed - \$220.00 Bituminous Mix #1-2 Per Ton Installed - \$285.00
M.A.S. Masonry & Construction, LLC *	Concrete Sidewalk Unit Price Per Sq. Ft. - \$ 14.99 Concrete Straight Curb 6X18X8 Unit Price Per Linear Ft. - \$ 40.00 Curb Straight Curb 8X20X10 Unit Price Per Linear Ft. - \$ 50.00 Bituminous Mix #1-5 Per Ton Installed - \$225.00 Bituminous Mix #1-2 Per Ton Installed - \$225.00
*Awarded Bid	

### 3. Bid No. 23-15 – Student Transportation Services To and From School

BE IT

RESOLVED:

that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education approves Bid No. 23-15 for Student Transportation Services To and From School for the 2022-2023 School Year as follows:  
(Bid Date – 09/15/22)



Route	Vendor	Successful Bidder	Unsuccessful Bidder
PVAM-IN	Joy Transport	\$265.00	
PVPM-IN	Road to Success	\$175.00	
	George Dapper		\$347.00
	Joy Transport		\$210.00
FFA1B	Wafa Trans	\$335.00 Aide - \$50.00	
	Joy Transport		\$330.00 Aide - \$75.00
FFA2B	NO BIDS		
DDD1B	Road to Success	\$385.00 Aide - \$65.00	
	D&L Bus Service		\$399.00 Aide - \$100.00
	Joy Transport		\$440.00 Aide - \$70.00
DDD2B	Road to Success	\$385.00 Aide - \$65.00	
	D&L Bus Service		\$399.00 Aide - \$100.00
HHS1B	Wafa Trans	\$419.00 Aide - \$60.00	
CAP1B	Wafa Trans	\$329.00 Aide - \$50.00	
	D&L Bus Service		\$399.00 Aide - \$100.00
	Sunset Transportation		\$570.00 Aide - \$40.00
LKV1B	Joy Transport	\$350.00 Aide - \$70.00	
	D&L Bus Service		\$399.00 Aide - \$100.00
NV1B	Sunset Transportation	\$289.00 Aide - \$40.00	
	D&L Bus Service		\$369.00 Aide - \$100.00
	Joy Transport		\$345.00 Aide - \$75.00
	Road to Success		\$415.00 Aide - \$85.00
	Sunset Transportation		\$320.00 Aide - \$45.00
BRAC1B	NO BIDS		

EPI1B	REJECT BID		
WAHS3A	D&L Bus Service	\$399.00 Aide - \$100.00	
	Sunset Transportation		\$490.00 Aide - \$40.00
LDSE4B	D&L Bus Service	\$399.00 Aide - \$100.00	
	Sunset Transportation		\$490.00 Aide - \$40.00
CLL8B	Road to Success	\$300.00 Aide - \$85.00	
CAR1B	Wafa Trans	\$340.00 Aide - \$60.00	
	D&L Bus Service		\$399.00 Aide - \$100.00
	Sunset Transportation		\$570.00 Aide - \$40.00
WTLK1A	NO BIDS		
ACA2A	D&L Bus Service	\$400.00 Aide - \$100.00	
GTA1	NO BIDS		

4. Cooperative Edison/Metuchen Lacrosse Program

WHEREAS, the Metuchen Board of Education has requested that the Edison Township Board of Education consider expanding the Lacrosse Program to include student players from Metuchen High School; and

WHEREAS, the Edison Township Board of Education supports the request of the Metuchen Board of Education; and

WHEREAS, The Edison Township Board of Education approves and authorizes the submission of an application to the NJSIAA requesting that they, along with Metuchen High School, join a Cooperative Edison/Metuchen Lacrosse Program;

NOW, THEREFORE,  
BE IT RESOLVED: that the Edison Board of Education's administration is hereby directed to take all necessary and appropriate steps to carry out this action of the Board.

5. Donation – Edison High School Cross Country Team

BE IT  
RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education approves the donation from the Edison PBA #75 of a Trek Mountain Bike valued at \$1,200 to the Edison High School Boys and Girls Cross Country Team. This will enable the coaches to supervise their runners on their long runs.

6. Non-Public School Security Aid Program

BE IT

RESOLVED:

that upon the recommendation of the Superintendent of Schools, the Edison Board of Education approves the following orders for the New Jersey Non-Public School Security Aid Program, Fiscal Year 2023, as annexed hereto:

<u>Quote No.</u>	<u>Nonpublic School</u>	<u>Vendor</u>	<u>Total</u>
HCESC#2297	St. Helena School	Window Film Depot	\$35,875.00

7. Obsolete Items

BE IT

RESOLVED:

that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education declares the following items obsolete and no longer needed for school purposes:

<u>Location</u>	<u>Item</u>
B Franklin ES	219 Social Studies Books
J Madison PS	1 Laminator
J Marshall ES	49 Social Studies Books
ML King ES	12 Dell Desktop Hard Drives
	17 Dell Monitors
	3 HP Printers
	5 HP ProWindows 8 All-In-Ones
	2 Toshiba VHS/DVD Players
	1 Dell Router
	423 Social Studies Textbooks
Washington ES	198 Social Studies Books
	28 Laptops
	3 iPads
Edison HS	1 Ultra Max Conveyor Oven

8. Approval of Payment of Claims

BE IT

RESOLVED:

that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education authorizes the Assistant School Business Administrator/Board Secretary and the Superintendent to approve payment of claims not greater than Bid threshold, interest on bonds as it becomes due, payments to redeem bonds as they become due, progress payments to contractors in accordance with a contract approved by the Board, insurance premiums, health benefits premiums, utilities invoices and warrants to cover approved payrolls and agency account deposits prior to presentation to the Board; and

BE IT FURTHER

RESOLVED:

that any such approval of payment must be presented to the Board for ratification at the next regular Board meeting.

9. Investment Report

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education approves the Investments for August 2022 as follows:

- (1) Interest - \$38,218.74
- (2) Year to Date Interest Received - \$67,857.77

10. Ratification of Electronic Transfers for Self-Funded Medical & Prescription Costs

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education confirms the payment of bills on the bill list dated August 31, 2022 payable by electronic transfer totaling \$4,991,856.34 from the Board of Education Self-Insured Medical and Prescription Account in Investors Bank.

11. Bill List

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education confirms the payment of bills on the bill list dated August 31, 2022 payable by Cycle Checks No. 175097 through No. 175322 inclusive, totaling \$8,169,012.07 the Board of Education Warrant Account in Investors Bank.

12. Transportation Report – September 2022

BE IT

RESOLVED: that upon the recommendation of the Superintendent of Schools, the Edison Township Board of Education approves the following Transportation Report for September 2022:

<u>Route</u>	<u>Carrier</u>	<u>School</u>	<u>Effective</u>	<u>Per Diem/Aide</u>
<u>Bid No. 23-13-Pupil Transportation-General Education-To &amp; From School-2022-2023 School Year</u>				
MD07	George Dapper	J Madison Primary & Intermediate Schools	09/01/22-06/30/23	\$374.00
WB11R	George Dapper	Woodbrook ES	09/01/22-06/30/23	\$374.00

## UPCOMING MEETINGS

Event - Caucus Meeting  
Date - Thursday, October 13, 2022  
Location - Edison High School (Auditorium)  
Time - 7:00 P.M.

Event - Public Meeting  
Date - Tuesday, October 18, 2022  
Location - Edison High School (Auditorium)  
Time - 7:00 P.M.