

WARREN HILLS REGIONAL BOARD OF EDUCATION

February 11, 2025

6:30 p.m. – Executive Session

7:00 p.m. Regular Meeting

A. Call to Order – Alfred Coscia, President

B. Roll Call - Mrs. Donnamarie Palmiere, Business Administrator

Roll call was taken by Mrs. Donnamarie Palmiere. Members present were Alfred Coscia, Molly Fraumeni, Jean Hansen, Erik Heller, Paula Merrill, Lisa Marshall and Corey Piasecki. Also present was Earl Clymer, Donnamarie Palmiere, Dennis Mack and Board Attorney Marc Zitomer. Thomas Dufner and Amy Kemp, were absent.

C. Executive Session- 6:36 p.m.

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the board of education to meet in closed session to discuss certain matters.

BE IT THEREFORE RESOLVED, that the Warren Hills Regional Board of Education adjourns to closed session to discuss:

- 1) *Matters rendered confidential by Federal Law, State Law, or Court Rule*
- 2) *Pending Litigation*
- 3) *Personnel Matters*
- 4) *Matters of Attorney/Client Privilege*
- 5) *Confidential Student Matters*
- 6) *Negotiations*

BE IT FURTHER RESOLVED, that the Warren Hills Regional Board of Education reserves the right to discuss such other matters rendered confidential by law should the need arise; and

BE IT FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists. Action may be taken.

Approval to go into Executive Session

Motion by Mrs. Fraumeni and seconded by Mrs. Hansen to go into Executive Session at 6:36 p.m. with full board consent.

D. Reconvene: 7:07 p.m.

President's Announcement: Adequate notice of this meeting in accordance with the Open Public Meeting Act has been given by posting one copy of a Notice of Meeting in the Warren Hills Regional Board of Education Office, by mailing copies to *The Express-Times*, *Warren-Reporter*,

*Newark Star-Ledger* and to the municipal clerks in the Borough of Washington and Townships of Franklin, Mansfield, Oxford and Washington.

Pledge of Allegiance

Approval of Board Minutes

- January 28, 2025 Regular & Executive Session Meetings

Motion by Mrs. Merrill and seconded by Mrs. Fraumeni to approve the minutes of the January 28, 2025 Regular Meeting.

MOTION: Paula Merrill		SECOND: Molly Fraumeni		
Name	Ayes	Nays	Abstain	Absent
Thomas Dufner				X
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki			X	
Amy Kemp				X
Alfred Coscia	X			

**E. Communications** – Mr. Earl C. Clymer, III, Superintendent of Schools

Mr. Clymer discussed in Executive Session.

**F. Student Liaison Report** – Loudon Heller

None

**G. Superintendent's Report** – Mr. Earl C. Clymer, III

- Reminder to complete the School Ethics Financial Disclosure Statement
- FFA Appreciation Dinner - Tuesday 2/18 - Interest
- Robotics Competition March 22 & 23

**H. Presenter(s):**

None

**I. Goals:**

**Warren Hills Regional School District Goals for 2024-2025 School Year**

**District Goal 1:** Provide faculty & staff with resources, best practices and strategies and tiered systems of support through vertical articulation for grades 6&7 and 8&9. Implementation of the *Cluster Curriculum Project* and the *Curriculum Monitoring and Assessment Plan* to more closely evaluate student performance and achievement related to NJ State Learning Standards, standardized and in-house

assessments, including but not limited to, benchmark assessments, semester 1 and semester 2 final assessments and teacher-generated in-class assessments.

**District Goal 2:** To implement best practices and strategies to enhance the Culture and Climate of district school buildings in collaboration with student, faculty and administrative stakeholders. Practices and strategies will include but are not limited to, in-house professional development programs, the District Mental Health Team (DMHT), SCAIP initiative, the Nurtured Heart Approach and the DREAMS Program.

**District Goal 3:** To implement best practices and strategies to educate students, parents and faculty on the use of AI generators and related tools for education, while implementing and strengthening sound practices and protocols to minimize the potential of security breaches related to district-wide data and personal

**Warren Hills Board of Education Board Goals for 2023-2024:**

1. Provide support to the administration, faculty and staff in the pursuit and achievement of the district goals.
2. Support and recognize student achievements and success with student presentations at Board of Education Meetings.

- Goal 3 - Technology  
TechSpo Conference

**J. Committee Reports**

<b>Committee</b>	<b>Date</b>	<b>Discussion</b>
Finance, Facilities & Transportation	February 4, 2025	By Chair: Mrs. Merrill
Education, Policy & Technology	No Meeting Held	By Chair: Mrs. Marshall
Personnel & Student Activities	February 4, 2025	By Chair: Mrs. Fraumeni
Negotiations	No Meeting Held	By Chair: Mr. Dufner

Mrs. Merrill reported that the Finance, Facilities & Transportation committee met on February 4<sup>th</sup> and discussed the ROD grant projects were approved and are moving forward with Iron Mountain as the winning bid. Budget preparation is underway as we patiently await state aid numbers.

Mrs. Fraumeni reported that Personnel & Student Activities met on February 4<sup>th</sup> and discussed the job descriptions that were on tonight's agenda.

**K. Old Business**

Mrs. Marshall reported that a task force is being formed for a new funding formula but this year it will be the same funding formula as the last seven years. The Department of Education is also reviewing immigration issues. The DOH has a Preparedness Flyer reminding

everyone that emergency contacts need to be up to date and districts should have a social/emotional team ready if needed.

**L. New Business**

Mr. Clymer administratively changed Personnel \*2 into two separate resolutions:

\*2. Motion to approve the following Job Descriptions as recommended by the Personnel Committee and Superintendent:

\*2A. To approve the job description, reestablish the position and update the organization chart for:

Director of Special Services - Attachment A

\*2B. To approve the following job description:

Paraprofessional - Attachment B

Mr. Clymer administratively withdrew \*8 under Budget & Finance

**M. Public Comment**

Public comment shall be governed by the Board of Education Bylaw 0167 which is available on our website. There are two public comment opportunities. The first public comment is reserved for Action Items only, those items on the agenda the Board is voting on this evening. The second public comment is set aside for public comment on any school or school district issue that the public feels may be of concern to the residents of the school district. The first public comment is limited to three (3) minutes per person. The second public comment length is determined by the board as per policy. Before making a public comment, participants are to state their name, place of residence, and group affiliation if appropriate.

The Board will not respond to questions or comments until the initial public participation section of the agenda is complete. At that time, the Board or Administration will respond, as it sees fit, or it may defer responding, if at all, to a future meeting or to a response by written communication. The Board will then hear any additional comments that may come as a result of the Board's response. Participants may also be directed to follow the chain of command with the question or concern. While the Board will try to respond to as many questions or concerns as possible, participants who submit a multitude of questions should understand that it is unlikely that all of their questions will be answered and may be referred to further dialogue with the administration.

None

## **N. ACTION ITEMS**

### **I. PERSONNEL**

Motion by Mrs. Hansen and seconded by Mrs. Marshall to accept the recommendation of the Superintendent to approve and adopt motions I.1, 2A & 2B, 3 to 5 as amended and described below:

\*1. Motion to approve/accept the following appointments / resignations / retirements as recommended by the Superintendent:

<b>Code No.</b>	<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Salary</b>	<b>Location</b>	<b>Date Effective</b>	<b>Date Terminated</b>	<b>Discussion</b>
1	Kelsey Connelly	Approve	Teacher	\$78,730 prorated	HS	02-01-25	06-30-25	Degree Movement on Guide: MA+30 to MA +45, Step 7
2	Elizabeth Kurpat	Approve	School Psychologist	\$78,730 prorated	MS	02-01-25	06-30-25	Degree Movement on Guide: MA+30 to Masters +45, Step 7
3	Patrick O'Brien	Approve	Teacher	\$101,005 prorated	HS	02-01-25	06-30-25	Degree Movement on Guide: MA+30 to MA+45, Step 16
4	Stephanie VanAlstine	Approve	Teacher	\$79,480 prorated	HS	02-01-25	06-30-25	Degree Movement on Guide: MA to MA+15, Step 9
5	Madeline Call	Approve	Substitute Teacher	\$130.00/day	District	2-12-25	06-30-25	Pending receipt of required documents
6	Kristen Ciborski	Approve	Secretary	\$22.49/hr pro-rated	MS	02-10-25	on or about 05-27-25	
7	Melissa King	Approve	Substitute Nurse	\$250.00/day	District	02-12-25	06-30-25	Pending receipt of required documents.

\*2. Motion to approve the following Job Descriptions as recommended by the Personnel Committee and Superintendent:

\*2A. To approve the job description, reestablish the position and update the organization chart for:

Director of Special Services - Attachment A

\*2B. To approve the following job description:  
Paraprofessional - Attachment B

\*3. Motion to approve the following travel and conference requests:

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	A Brown	NJ Council of HPE Administrators Meeting @ NJAHPERD Convention	Princeton Forrestal Village 201 Village Blvd Princeton NJ 08540	Mileage	February 25, 2025
2	J Giamoni	Rutgers GSAPP CYSEW Youth Mental Health Equity Summit	Rutgers University New Brunswick NJ	Mileage	February 15, 2025
3	C Hough	Genesis Scheduling Seminar	Monroe Township Public Library 4 Municipal Plaza Monroe Township NJ 08831	Mileage	February 18, 2025
4	S Toth M Thompson	Counselor Breakfast	Rider University 2083 Lawrence Road Lawrenceville NJ 08648	Mileage	March 27, 2025

\*4. Motion to approve the following medical / maternity leave of absence:

Code No.	Employee	Reason	Position	Location	Leave Start Date	Paid Days to be used	Unpaid FMLA Start Date	Unpaid NJFLA Start Date	Unpaid Leave without benefits	Return Date	Discussion
1	74278391	Leave of Absence Care of a Family Member	Secretary	MS	on or about 3-3-25	0	3-3-25	3-3-25	N/A	on or about 05-27-25	

\*5. Motion to approve a cooperative sports program between Warren Hills School District (LEA) and Belvidere School District for girls' tennis for two years from 2025-2027.

#### Approval of Personnel Motions

MOTION: Jean Hansen		SECOND: Lisa Marshall		
Name	Ayes	Nays	Abstain	Absent
Thomas Dufner				X
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			
Amy Kemp				X
Alfred Coscia	X			

## II. EDUCATION AND POLICY

Motion by Mrs. Fraumeni and seconded by Mrs. Marshall to accept the recommendation of the Superintendent to approve and adopt motions II.1 through II.2, as amended and described below:

\*1. Motion to affirm the administrative decision regarding the following HIB cases:

MS –2024-2025 - 002

HS – 2024-2025 - 005

\*2. Motion to approve the following field trip requests in accordance with Policy 2340:

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	C Green R Smola N Ehasz	Oakwood Bowling Alley 234 Route 31 Washington NJ 07882	Transportation, Lunch, Bowling	Buddies PE Class
2	C Green R Smola N Ehasz	Patriot's Park 1 Patriot's Park Bridgewater NJ	Transportation, Baseball Game, Lunch	Buddies PE Class
3	J Graf	Musikfest Cafe 101 Founders Way Bethlehem PA	Transportation	WHRSD Band Students
4	J Graf	Lenape Valley Regional HS 28 Stanhope Sparta Road Stanhope NJ	Transportation	WHRSD Jazz Ensemble
5	J Graf	Musikfest Cafe 101 Founders Way Bethlehem PA	Transportation	WHRSD Jazz Ensemble
6	A Eisner T Zavacki A Slack	Mt Olive High School 18 Corey Road Flanders NJ	Transportation	WHRSD US First Robotics
7	J Giamoni T Downs	Princeton University & Doubletree Hilton Hotel Parsippany NJ	Transportation	WHRHS Debate Team
8	D Rokosny B Shah	Kean University 1000 Morris Ave Union NJ	Transportation	WHRHS Earth Rights

### Approval of Education & Policy Motions

MOTION: Molly Fraumeni		SECOND: Lisa Marshall		
Name	Ayes	Nays	Abstain	Absent
Thomas Dufner				X
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			

Amy Kemp				X
Alfred Coscia	X			

### III. BUDGET AND FINANCE

Mr. Clymer administratively withdrew \*8.

Motion by Mrs. Merrill and seconded by Mr. Piasecki to accept the recommendation of the Superintendent to approve and adopt motions III. 1 through III. 7 and III.9 through III 10 as amended and described below:

\*1. The Warren Hills Regional Board of Education approves the December, 2024 Board Secretary and Treasurer's Report as follows:

BE IT RESOLVED that the Board Secretary, pursuant to N.J.A.C. 6A:23A-16.10(c)3, does hereby certify that as of the date of this report, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(a);

BE IT FURTHER RESOLVED that the Warren Hills Regional Board of Education accepts the monthly financial report of the Secretary and the Treasurer for the month of December, 2024; in compliance with N.J.A.C. 6A:23A-16.10(c)4, that the Board of Education certifies that no major account has been over expended in violation of N.J.A.C. 6A:23A-16.10(b), and that as of this report sufficient funds are available to meet the District's financial obligation for the remainder of the year.

\*2. Motion to approve the bill list for the period January 29, 2025 through February 11, 2025, in the amount of \$3,088,235.44.

\*3. Motion to approve Student Activities bill list for the period December 1, 2024 through December 31, 2024 in the amount of \$21,476.91.

\*4. Motion to approve Cafeteria bill list for the period of November 1, 2024 through December 31, 2024 in the amount of \$179,667.37.

\*5. Motion to approve transfers in the amount of \$9,653.00 for the month of December, 2024.

\*6. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #4924140597 commencing February 2, 2025 until further notice, in the amount of \$61.25 per hour for a total of 10 hours per week with an additional 33% for administrative and preparation costs.

\*7. Motion to approve the 2025-2026 tuition rates as follows:

Grades 7-8 Regular Program	\$20,500
Grades 9-12 Regular Program	\$20,500
Learning & Language Disability	\$22,000
Emotional Reg. Imp. Disability	\$22,500
Multiple Disability/Autism	\$28,600
Multiple Disability/Autism-ESY (Extended School Year)	\$ 2,860
Resource Room	\$23,000 (Additional \$2,500/student)

~~\*8. Resolved, that the Board of Education hereby ratifies the Memorandum of Agreement with the Warren Hills Regional Administrator Association, dated as of December 12, 2024 for the contract period July 1, 2024 through June 30, 2027, including related mutually adopted salary guides, which was previously ratified by the Association and which is on file in the office of the School Business Administrator/Board Secretary; and be it~~

~~Further Resolved, that the Board authorizes its Board President to execute an appropriate successor collective negotiations agreement upon finalization of same.~~

\*9. Motion to use Title I Funds for the following employee salaries:

Geraldine Congdon and Loretta Kirkpatrick

\*10. Motion to accept a prize package from Samsung in the amount of \$2,500.00 as a State Finalist in the Samsung Solve for Tomorrow Challenge to use in our Engineering program.

#### Approval of Budget & Finance Motions

MOTION: Paula Merrill		SECOND: Corey Piasecki		
Name	Ayes	Nays	Abstain	Absent
Thomas Dufner				X
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			
Amy Kemp				X
Alfred Coscia	X			

**O. Public Comment**  
None

**P. Adjournment 7:30 p.m.**

Approval to Adjourn

Motion by Mr. Piasecki and seconded by Mrs. Hansen to adjourn at 7:30 p.m. with full board consent.

Respectfully submitted,

Donnamarie Palmiere  
Business Administrator/Board Secretary

## WARREN HILLS REGIONAL

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**TITLE: DIRECTOR OF SPECIAL SERVICES**

**QUALIFICATIONS:**

1. A minimum of five years of successful professional experience, preferably in the field of Special Education.
2. Master's Degree, preferably in the field of Special Education.
3. A demonstrated ability as an effective leader.
4. Administrative Certification.
5. Such alternatives to the above qualifications as the Board may find acceptable.
6. Required successful clearance of criminal history background check and proof of U.S. citizenship or legal resident alien status.

**REPORTS TO:** Superintendent of Schools

**SUPERVISES:** Director supervises all Child Study Team members and Special Education staff providing services through all departments, and other staff members as the Superintendent may designate.

**PERFORMANCE RESPONSIBILITIES:**

1. Prepares teacher and paraprofessional schedules and recommends teaching and paraprofessional assignments for the instructional department members each year in collaboration with the district supervisors, building principal, technology coordinator and district administration.
2. Coordinate all Special Education program facilities, curriculum and personnel; parent relationships and activities.
3. Serve as the building administrator for the Excel building.
4. Works with teachers and committees of teachers concerning curriculum issues, including the in-class support program.
5. Assists in the recruiting, screening, selection, and assignment of personnel.
6. Maintain the articulation processes between regular and special education programs, including regional sending districts.
7. Act as SEMI Coordinator for the district.
8. Facilitates the DLM process including the registration of students for participation, coordination of teacher training and shipping of DLM materials for scoring.
9. Coordinates activities for district's child study team members, speech-language specialists and other special services personnel to ensure compliance in the areas of referral evaluation, Individualized Education Program (IEP) development and implementation and effective and efficient provision of programs and services for students with disabilities in the least restrictive environment.

10. Establish procedures for the identification and classification of disabled pupils according to state mandates.
11. Demonstrate knowledge and establish procedures to ensure compliance with all federal, state and local special education policies and procedures.
12. Screen all referrals to determine acceptance or non-acceptance and the effectiveness of the referral process.
13. Identify the needs and provide in-service training for all staff concerning students with special needs.
14. Establish procedures to process and place classified pupils, including out-of-district placement.
15. Provide leadership and coordination for state and federal reports and grants providing funding for special education programs.
16. Participate in monthly CST meetings, special education meetings, department of instruction meetings and other meetings as deemed necessary.
17. Conducts classroom observations and evaluations, and provides supervision of CST, teachers, and non-certified staff.
18. Evaluates programs, determines programmatic needs including new instructional methods and programs, as well as materials, equipment, textbooks, additional classes, class size, etc.
19. Meets frequently with staff under his/her supervision to problem solve and maintains an ongoing supervision of the coordination and implementation of special education programs.
20. Monitor workload compliance with mandated timelines, 3-year evaluations and yearly IEP evaluations, to assure efficiency.
21. Develop and coordinate procedures for screening, diagnosis, referral, placement and provision of recommended services for students (excluding students in Basic Skills and programs for English as a second language).
22. Make appropriate recommendations, in collaboration with the CST Team, for placement of classified special education pupils in other public or private schools as needed.
23. Reviews current litigation regarding special education laws and procedures. May be required to attend resolution, mediation and due process hearings.
24. Oversees the development of curriculum dealing with, but not limited to, functional skills, vocational skills, community-based education as relating to the Structured Learning Experience (SLE) or Employment Orientation (EO) program.
25. Familiarize staff, students and the community with the mission, philosophy and educational goals of the school and school district and recommend possible revisions.
26. Interpret special education services to school personnel and the community at large.
27. Establish effective liaison and referral services with various offices and agencies both within and without the community that may provide specialized or professional help to students and their parents.
28. Ensures compliance with federal and state mandates, as well as with local policy in the maintenance of paper files and computerized Child Study Team records relating to individual students and the operation of the Child Study Team.

29. Coordinate the development of the Special Services annual budget, in collaboration with administration for recommendation to the superintendent and to administer the approved budget.
30. Determine the transportation needs for classified pupils and provide information to the Transportation Department.
31. Establish and maintain liaison with educational and mental health community resources, agencies and groups to promote optimal services for pupils.
32. Responsible for Active district-wide SEAC and coordination of programs.
33. Attend monthly county Director of Special Ed meetings.
34. Complete all required State Reporting mandates as directed by OSEP and NJDOE.
35. Oversee and ensure compliance with DREAMS program mandates.
36. Encourage staff to continue their own professional education in order to keep abreast of the latest in educational research, technology and resultant classroom applications which result in improved educational support and student performance.
37. Performs other duties within the scope of employment, as assigned by the Superintendent and/or designee.

#### **TERMS OF**

**EMPLOYMENT:** Twelve months, Full Time – Member of the Warren Hills Regional Administrators's Association

#### **ANNUAL**

**EVALUATION:** The Director of Special Education shall be evaluated by the Superintendent.

Adopted: May 8, 2018

Revised: February 19, 2019

Revised: February 11, 2025



## WARREN HILLS REGIONAL

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**TITLE:** PARAPROFESSIONAL

**QUALIFICATIONS:**

1. High School Diploma; successful completion of Paraprofessional praxis test; college-level coursework in education or related field\*
2. Minimum experience as determined by the board
3. Knowledge of child growth and development and appropriate classroom practices and demonstrated ability to assist with instructional activities
4. Good oral and written communication skills
5. Required criminal history check and proof of U.S. citizenship or legal resident alien status

\*In programs funded with federal Title I funds, or in district-wide Title I districts, all paraprofessionals (teaching assistants) hired after January 8, 2002 must complete at least two years of college, obtain an associate's degree or higher, or pass an evaluation to demonstrate the knowledge and ability to assist in teaching reading, writing, and math.

**REPORTS TO:** Supervisor of Special Education/Classroom Teacher

**SUPERVISES:** Assists in the supervision of classroom activities under the direction and supervision of the certified classroom teacher, Director of Special Education, principal or other designated certified personnel.

**JOB GOAL:** To promote the achievement of students' educational goals and learning objectives by providing supplemental and clerical services to assist the classroom teacher.

**PERFORMANCE RESPONSIBILITIES:**

1. Assists the classroom teacher in the delivery of an effective instructional program.
2. Works with individual students or small groups of students to reinforce learning of material or skills introduced by the teacher.
3. Operates and cares for equipment used in the classroom for instructional purposes.
4. Helps students master equipment or instructional materials assigned by teacher.
5. Distributes and collects workbooks, papers and other materials for instruction. Checks notebooks, corrects papers, monitors testing and make-up work, as assigned by the teacher, with a provided answer key.
6. Guides independent study, enrichment work, and remedial work assigned by the teacher.
7. Assists with the supervision of students during emergency drills, assemblies, play periods and field trips.
8. Helps the teacher to plan and maintain bulletin boards and other classroom learning displays.
9. Reads to students, listens to students read, and participates in other forms of oral communication with students.
10. Performs clerical duties related to the instructional program including attendance reports, collection of money, duplication of materials, and distribution and return of notices to home.
11. Helps students with their clothing, snack time routine, and toileting activities.

12. Participates in in-service training as assigned.
13. Reinforce student behavioral objectives, as per the IEP.
14. Reinforce student academic objectives, as per the IEP.
15. Assist with arrival and dismissal of students in the classroom. Assure that they are in place and ready to learn when the starting bell rings.
16. Monitor and escort students as needed from place to place during the school day as indicated by the classroom teacher or CST.
17. Assist students in daily classroom routines, distribute materials, and collect materials at the beginning and end of each period.
18. Prepare and duplicate materials needed for instruction when not involved in class activities as needed by the classroom teacher.
19. Assist with record maintenance, relating to BCBA, OT and Speech tracking sheets and any other behavior logs, as directed.
20. Communicate via email with your students' case manager and/or primary teacher when questions or concerns arise.
21. If a parent approaches you as a paraprofessional, refer them to the teacher and/or case manager.
22. Performs other related duties as assigned by the Superintendent and/or designee

#### **Model Behavior**

1. Respect and maintain confidentiality of student interactions and records, as legally bound per the non-disclosure agreement signed by all paraprofessionals
2. Respect diverse personal and cultural backgrounds of student and staff.
3. Maintain a positive rapport with students in your class
4. Effectively model appropriate problem solving and conflict resolution.
5. Maintain a schedule of punctuality. Come to class on time and do not leave early. This includes monitoring lunch, physical education, and elective classes.
6. Demonstrate a curiosity regarding instructional strategies as they relate to students. Participate in class activities to help engage your students.
7. Follow the district dress code. Exceptions in some settings to be permitted at the supervisor's discretion.
8. Working hours as indicated in the collective bargaining agreement.

#### **TERMS OF**

**EMPLOYMENT:** Salary and work year to be determined by the board of education.

**ANNUAL****EVALUATION:**

Performance of this job will be evaluated annually in accordance with NJ State law and the provisions of the board's policy on evaluations

Approved by:

Date:

Revised: April 4, 2023

**LEGAL REFERENCES:**

<u>N.J.S.A. 18A:6-7.1</u>	Criminal history record; employee in regular contact with pupils, grounds for disqualification from employment
<u>N.J.S.A. 18A:16-1</u>	Officers and employees
<u>N.J.S.A. 18A:16-2</u>	Physical examinations; requirement
<u>N.J.A.C. 6A:9-7</u>	Paraprofessional approval
<u>N.J.A.C. 6A:14-4.1(e)</u>	General requirements
<u>N.J.A.C. 6A:32-6</u>	School employee physical examinations

Immigration Reform and Control Act of 1986, 8 U.S.C.A 1100 et seq.

No Child Left Behind Act of 2001, P.L. 107-110, Title I Part a, Section 1119;

Qualifications for teachers and paraprofessionals, 20 U.S.C.A. 6301 et seq.

Title I Paraprofessionals Draft Non-Regulatory Guidance, November 15, 2002

