



**BAYONNE BOARD OF EDUCATION  
OFFICE OF SCHOOL BOARD SECRETARY  
COUNTY OF HUDSON, CITY OF BAYONNE, NEW JERSEY**

**AGENDA – REGULAR MEETING TUESDAY, SEPTEMBER 16<sup>th</sup>, 2025**

- CALL TO ORDER  
PLEDGE TO FLAG  
ANNOUNCEMENT BY BOARD SECRETARY  
ROLL CALL  
STATEMENT BY PRESIDING OFFICE

**APPROVAL OF MINUTES – ACCEPTANCE OF COMMUNICATIONS:**

**AUGUST 19<sup>th</sup>, 2025** Regular and Executive Session Minutes

Be it further resolved that the minutes of the executive session will be released when the need for confidentiality In accordance with N.J.S.A. 10:4-12 no longer applies

<b>FROM</b>	<b>TO</b>
Heather Arlett-Doherty	Resignation
Dawn Barrett	Resignation
Barbara Boruch	Resignation
Ashley Danback	Resignation
Denise Fazio	Resignation
John Febus	Resignation
Andre Felder	Resignation
Alfia Gilligan	Retirement
Charles Miles	Resignation
Denise Montalvo	Resignation
George Montes	Retirement
Marian Pena Marrero	Retirement
Donna Ryan	Retirement
Angela Serpe	Resignation
Edger Segura	Resignation
Lidia Severino	Resignation
Donald Sofilkanich	Retirement
Annalisa Spano	Resignation
Christina Sylvia	Resignation
Ramona Travers	Resignation
Reneh Yassa	Resignation
Francesca Turi	Resignation

*Questions/Comments from Public – Agenda Items*

*The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. In support of this position, the law establishes a period of public comment at every public Board meeting.*

*Individuals wishing to speak must state their name and address, students must state their name and school.*

*Comments will be limited to three (3) minutes duration. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard.*

*All statements and/or questions shall be directed to the presiding officer and no participant may address or question Board members individually. All speakers are requested to express themselves in a civil manner, with due respect for the dignity and privacy rights of others whose legal rights may be affected.*

*Please note: While it is not the Board's intention to stifle comment on matters of legitimate concern to the school community, the public should be aware that if their statements violate the rights of others under the law governing defamation or invasion of privacy, they may face personal liability to the injured party.*

*If speakers are uncertain of the legal ramifications of their comments, the Board urges them to seek guidance beforehand from their own legal advisor*

# **AGENDA**

## **SUPERINTENDENTS REPORT**

### **A. Curriculum/Instruction/Policy**

- A1. MATTER OF – Professional Development, Consultants, and Travel
- A2. MATTER OF – Liberty Science Center Field Trips
- A3. MATTER OF – Assessment Calendar
- A4. MATTER OF – Graduation Pathway Data Reporting
- A5. MATTER OF – Adoption of Gifted & Talented Procedural Complaint Process
- A6. MATTER OF – MOU with Kean University – Kean Scholar Academy
- A7. MATTER OF – Approval of Gifted & Talented Enrichment Field Trips
- A8. MATTER OF – Field Trips
- A9. MATTER OF – Community Based Instruction
- A10. MATTER OF – Policy Adoption/Revision (1<sup>st</sup> Reading)

### **B. Personnel**

- B1. MATTER OF – Approval of Leaves of Absence
- B2. MATTER OF – 2025-2026 Community Education
- B3. MATTER OF – 2025-2026 Coaches/Advisors
- B4. MATTER OF – 2025-2026 Various Positions
- B5. MATTER OF – 2025-2026 Food Service Reassignments
- B6. MATTER OF – 2025-2026 Reassignments/New Staff Assignment
- B7. MATTER OF – 2025-2026 Custodial Contracts
- B8. MATTER OF – 2025-2026 Permanent Substitute Stipend
- B9. MATTER OF – 2025-2026 Title IV Program
- B10. MATTER OF – 2025-2026 Elementary AM/PM Duty
- B11. MATTER OF – 2025-2026 ARMS
- B12. MATTER OF – 2025-2026 ESEA
- B13. MATTER OF – 2025-2026 Title I Parent Outreach Website
- B14. MATTER OF – 2025-2026 Parent Newsletter
- B15. MATTER OF – 2025-2026 Data Analysis Teams
- B16. MATTER OF – 2025-2026 Parent Workshops

- B17. MATTER OF – 2025-2026 SASH
- B18. MATTER OF – 2025-2026 Home Instruction
- B19. MATTER OF – 2025-2026 Data Analysis Committee
- B20. MATTER OF – 2025-2026 Professional Learning Community Project
- B21. MATTER OF – 2025-2026 Social Emotional Learning Committee
- B22. MATTER OF – 2025-2026 Grade 4-8 Math Tutorial
- B23. MATTER OF – 2025-2026 Ben TV Video Production
- B24. MATTER OF – 2025-2026 Attendance Committee
- B25. MATTER OF – BHS Orientation Day
- B26. MATTER OF – Social Emotional Learning Teams
- B27. MATTER OF – 2025-2026 BHA
- B28. MATTER OF – August/September HIB
- B29. MATTER OF – Food Service Concessions
- B30. MATTER OF – Substitute Nurses
- B31. MATTER OF – Paid Administrative Leave
- B32. MATTER OF – Kean Scholar Academy
- B33. MATTER OF – Student/Intern Teaching Position

**ADDENDUM ITEMS**

**BUSINESS ADMINISTRATORS REPORT**

**C. Finance/Building & Grounds**

- C1. MATTER OF – Monies Received
- C2. MATTER OF – Acceptance of Required Reports
- C3. MATTER OF – Claims and Accounts
- C4. MATTER OF – Expense Account Adjustments
- C5. MATTER OF – Out of District Placement Contracts
- C6. MATTER OF – Donations
- C7. MATTER OF – Athletic Transportation Contracts
- C8. MATTER OF – Transportation Contract Addendum
- C9. MATTER OF – Transportation Contract Addendum

- C10. MATTER OF – Emergency Transportation Contracts
- C11. MATTER OF – New Jersey School Boards Association Workshop
- C12. MATTER OF – SEMI Corrective Action Plan
- C13. MATTER OF – Home Instruction Contract

**ADDENDUM ITEMS**

<b><u>Superintendent’s Report (Curriculum/Personnel)</u></b>	
<b>MOVED BY:</b>	
<b>SECONDED BY:</b>	
<b>AYE:</b>	
<b>NAY:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	

<b><u>Business Administrators Report (Finance)</u></b>	
<b>MOVED BY:</b>	
<b>SECONDED BY:</b>	
<b>AYE:</b>	
<b>NAY:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	

**PUBLIC COMMENTS:**

**ADJOURNMENT**

<b>MOVED BY:</b>	
<b>SECONDED BY:</b>	
<b>AYE:</b>	
<b>NAY:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	

**September 16<sup>th</sup>, 2025**

BOARD OF EDUCATION OF THE CITY OF BAYONNE,  
HUDSON COUNTY, NEW JERSEY

September 16, 2025

BE IT RESOLVED that the Bayonne Board of Education, upon recommendation of the Superintendent of Schools, approves the following consultants, conferences and travel (if applicable) for professional development and training purposes as specified below:

NO.	ATTENDEE(S)	SCHOOL / DEPARTMENT	NAME OF CONFERENCE	LOCATION / ADDRESS	DATE(S)	COST	ACCT. NO.	SUB(S) REQUIRED
1	Elizabeth Hester	BHS Science Department	Innovation in Action: Sphero Robotics Ignite Climate-Conscious Classrooms	Rutgers University, New Brunswick NJ	October 9, 2025	\$0.00	N/A	Yes
2	Tara Degnan	Science Department	Bureau of Education & Research (BER): Using AI Tools to Increase Students' Science Learning and Enhance Teacher Productivity	Virtual Conference	October 23, 2025	\$295.00	20-274-200-580-049-372 Title IIA Federal Funding	No
3	Barbara DeBenedictis	Science Department	PRISM: From Cheating to Creating: Reclaiming AI in the STEM Classroom	PRISM at Monclair State University (1515 Broad St. Bloomfield, NJ)	October 20, 2025	\$200.00	20-274-200-580-049-372 Title IIA Federal Funding	No
4	Larissa Drennan	Science Department	PRISM: From Cheating to Creating: Reclaiming AI in the STEM Classroom	PRISM at Monclair State University (1515 Broad St. Bloomfield, NJ)	October 20, 2025	\$200.00	20-274-200-580-049-372 Title IIA Federal Funding	No
5	Grade K,1,2	Science & Social Studies	IXL for Grades K,1,2 in Science/Social Studies	Virtual - 3:05 - 4:00 pm (2 presenters)	October 22, 2025	\$0.00	N/A	No
6	Grade 7,8 Science/Grade 6 Sci/Social Studies	Science & Social Studies	IXL for Grade 6,7,8 Science/Social Studies	Virtual - 3:05 - 4:00 pm	December 10, 2025	\$0.00	N/A	No
7	Grade 7,8 Social Studies Teachers	Social Studies	IXL for Grades 7,8 Social Studies Teachers	Virtual 3:05 - 4:00 pm	October 9, 2025	\$0.00	N/A	No
8	Xiomara Nunez	Early Childhood	Seminar in PIRS Practices	Virtual Training	October 6, 2025 - February 23, 2026 One day per week	\$1,500.00	20-218-200-329-010-099-9662 PEA Grant	No
9	PIRS Staff Brianna Galvin Catherine Lincoln (Kilkenny) Michelle Nolan	Early Childhood	Community of Practice for Experienced PIRS	Virtual Training 1:00-2:30 pm	October 17, 2025 - May 15, 2026 (3rd Fri of the month)	\$600.00	20-218-200-329-010-099-9662 PEA Grant	No
10	Grade 6 - 12 Science Teachers	Science	Linkit! - Analyzing Data Science Benchmarks	Virtual: Grade 9 - 12 9:00 am - 11:00 am Grade 6,7,8 11:00 am - 1:00 pm	October 10, 2025	\$0.00	N/A	No
11	Nurses	Nursing	Epilepsy Services of New Jersey/Epilepsy Alliance America	BHS/Room # - TBD 11:00 A.M.	October 10, 2025	\$0.00	N/A	No
12	Dr. Karee McAndrew	Technology	Google for Education 2025 Leader Series	Google Office Chicago	October 15 & 16, 2025	No cost to district	N/A	No
13	Grades 7-12 Teachers of ELA	English	Kiker Learning: Next Level ELA: Supercharging Your Classroom with Google Workplace Plus and Gemini	Board Meeting Room 8:30am-1:30pm	October 10, 2025	\$2,750.00	20-274-200-300-010-037 Title IIA Federal Funding	No
14	Grades 5-6 Teachers of both ELA and Social Studies	English / Social Studies	Kiker Learning: Next Level ELA and Social Studies: Supercharging Your Classroom with Google Workplace Plus and Gemini	In Person Location TBA (Elementary School) 8:30am-1:30pm	October 10, 2025	\$2,750.00	20-274-200-300-010-037 Title IIA Federal Funding	No

NO.	ATTENDEE(S)	SCHOOL / DEPARTMENT	NAME OF CONFERENCE	LOCATION / ADDRESS	DATE(S)	COST	ACCT. NO.	SUB(S) REQUIRED
15	K-8 Technology Staff	K-8 Technology Staff	Kiker Learning: Google Classroom - WorkSpace Plus - Train the Trainer	8:30am -1:30pm	October 10, 2025	\$2,750.00	20-274-200-300-010-037 Title IIA Federal Funding	No
16	Dr. Wachera Ragland-Brown, Jolene Bergantino, Vincent Maggio, Tara Solo	Assessment	Using i-Ready to Supercharge NJTSS	Forsgate Country Club 375 Forsgate Drive Monroe, NJ 08831	September 23, 2025	No registration fee	N/A	No
17	World Language Staff	World Language	Staff Development Workshops (SDW): Creating a Culture of Talk in the World Language Classroom	BHS/Room # 208	October 10th, 2025	\$1,800.00	20-274-200-300-010-037 Title IIA Federal Funding	No
18	Kelsey Trebour	Early Childhood	Preschool Instructional Coach Seminar	Somerset County Building 27 Warren Street - 4th floor Somerville, NJ	October 16, 17, 21, 22, 2025	\$1,750.00	20-218-200-329-010-095-9662 PEA Grant	No
19	Janine Becker Katrryn Cuttruff PIC Spec.: Dana Lawson, Danielle Tocci Kerry Sullivan, Lavacia Bryant	Early Childhood	NIEER Pre-K Observation Trainings	Virtual Training	October 14-16, 2025 October 20-22, 2025	\$7,500.00	20-218-200-329-010-095-9662 PEA Grant	No
20	Select teachers BHS	Social Studies Department	Dr. Jennifer Ayala, Ph.D. : Latinx Foodways: A Celebration of Hispanic History and Heritage	West (Tech) Gym	October 23, 2025	\$500.00	20-274-200-300-010-037 Title IIA Federal Funding	Yes
21	Select teachers BHS	Social Studies Department	George Washington & the American Revolution	Fraunces Museum (NYC)	October 10, 2025	\$225.00	20-274-200-300-010-037 Title IIA Federal Funding	No
22	BAHS Teachers	BAHS Teachers	Successful Practices Network (SPN)	In Person	October 2025-June 2026	\$45,000.00	20-233-200-300-016-034 Title I SIA BAHHS Federal Funding	No
23	Grades 3-8 Math teachers	Math teachers	Staff Development Workshops (SDW): Increasing Student MATH Success and Confidence in grade 3-8	In Person at Bayonne High School	October 10, 2025	\$5,400.00	20-274-200-300-010-037 Title IIA Federal Funding	No
24	Giselle Torres, Alexandria Constantine, Kristy Suggs and Angela Laszkow	English Language Arts	Hudson County ELA Consortium, New Adaptive ELA Assessment	Harrison High School 10:00am-1:00pm	October 22, 2025	No Cost to District	N/A	Yes
25	Nancy Ruane	English Language Arts	Hudson County ELA Consortium New Adaptive ELA Assessment	Harrison High School 10:00am-1:00pm	October 22, 2025	No Cost to District	N/A	No
26	All Performing Arts Educators	Department of Fine & Performing Arts & Business Education	Joshua Bailey: From Classroom to Studio:Recording Music for Teaching	BHS Auditorium 8:30-1:30pm	October 10, 2025 January 2, 2026	\$5,000.00	20-274-200-300-010-037 Title IIA Federal Funding	No
27	All Performing Arts Educators	Department of Fine & Performing Arts & Business Education	Kyle Marshall: Choreography Workshop	BHS Auditorium 3-5pm	January 12,13,14,15,2026	\$2,000.00	20-274-200-300-010-037 Title IIA Federal Funding	No
28	All Performing Arts Educators	Department of Fine & Performing Arts & Business Education	Richard Sayama: Choreography Workshop	BHS Auditorium 3-5pm	October 20,21,22,23,24, 2025	\$1,500.00	20-274-200-300-010-037 Title IIA Federal Funding	No
29	Grade 3 & 4 ELA Teachers	English Language Arts	Staff Development Workshops (SDW): Presenter - Barb Golub "Using Data To Drive Instruction" "Strengthening Comprehension Through Written Responses"	In-Person Location (Elementary School) - TBA 8:30am-1:30pm	October 10, 2025	\$1,900.00	20-274-200-300-010-037 Title IIA Federal Funding	No
30	Keri Toomey, Colleen Rustinak, John Rinaldi	Social Studies Dept.	New Jersey Council for the Social Studies: Life, Liberty, and the Pursuit of Happiness: Reflecting, Debating, and Celebrating 250	Rutgers - NJ Council for Social Studies Annual Conference 8:45-1:05	October 20th 2025	\$270.00	20-274-200-580-049-372 Title IIA Federal Funding	Yes
31	ESL Staff members	World Language, ESU/Bilingual	Staff Development Workshops (SDW) Training on MTSS for ELL (Tier 1 and 2 ) Also 5 days of support to teachers in the classroom with effective strategies for ESL students throughout 25-26 school year	Robinson School and ESL classrooms	October 10, 2025 and throughout the 25-26 School Year	\$10,000.00	20-243-200-300-031-372 Title III Federal Funding	No

NO.	ATTENDEE(S)	SCHOOL / DEPARTMENT	NAME OF CONFERENCE	LOCATION / ADDRESS	DATE(S)	COST	ACCT. NO.	SUB(S) REQUIRED
32	ICR and SCLD grade 4-8 teachers	Special Services	Staff Development Workshops (SDW) - Vika Stephenson, Building Student Independence	Virtual	October 10th, 2025	\$2,000.00	20-274-200-300-010-037 Title IIA Federal Funding	no
33	ICR and SCLD grades 9-12	Special Services	Staff Development Workshops (SDW) - Jonelle Hinchcliff, Strategies for Engaging all Learners	Virtual	October 10th, 2025	\$1,800.00	20-274-200-300-010-037 Title IIA Federal Funding	no
34	Inclusion teachers, general education teachers and Title I interventionists	Special Services	Magnolia Consulting Onsite Coaching- Reading and Writing Strategies for Dyslexia, Supporting WLLs	Onsite- all elementary schools	throughout the 25-26 school year	\$39,200.00	20-274-200-300-010-037 Title IIA Federal Funding	no
35	Tonya Mele, Lisa Gomez and Tara Solo	WSMCS K-8 G&T	Meadowlands Environment Center	Richard W. DeKorte Park, 2 Plz, Lyndhurst, NJ 07071	9/26, 10/17, 11/21, 12/12, 1/16, 2/6, 3/13, 4/24, 5/15	\$0.00	N/A	No
36	Shannon Anwander	BHS/ESL	Sunshine State Tesol Annual Conference 2025 (presenter/attendee at the conference)	Tampa, FL	November 14 - 16, 2025	No cost to the district	N/A	Yes
37	District Preschool Teachers Provider-Community Preschool Teachers	Early Childhood	Challenging Behaviors in a Preschool Classroom Setting	Onsite-Washington Community School	October 10, 2025	\$113,125.00	20-218-200-329-010-099-9662 PEA Grant	No
38	Coaches & Club Advisors	Student Services/ HIB Date Change	LEGAL ONE "HIB Law Update for Coaches & Club Advisors"	Virtual	9/4/2025 10/10/2025 Date Change	\$1,530.00 Previously approved at the 8/19/25 Board Meeting	11-000-223-580-034-001 (Local Funds)	Yes
39	Title I Interventionists and select Special Education teachers	Title I and Special Services	Wilson Language Training	Virtual at their buildings	October 10, 2025	\$20,140.00	20-274-200-300-010-037 Title IIA Federal Funding	No
40	School Administrators	Student Services/ HIB	LEGAL ONE "HIB Law Update for School Administrator"	Virtual	9/4/2025 10/9/2025 Date Change	\$3,420.00 Previously approved at the 8/19/25 Board Meeting	11-000-223-580-034-001 (Local Funds)	No
41	Dr. Wachera Ragland-Brown, Jolene Bergantino, Vincent Meggio	Assessment	i-Ready Mid-Atlantic Impact in Action Summit	Live! Casino & Hotel Philadelphia 900 Packer Avenue Philadelphia, PA 19148	October 8, 2025	No cost to district	N/A	No
42	Gina Puchinsky Title I Interventionist	Woodrow Wilson Community School Title I	Bureau of Education & Research (BER): Strengthen Your MTSS Reading Intervention Framework: Strategies for Tiers 2 and 3 (Gr. K-6)	Two-Day Live Online	December 9 - 10, 2025	\$595.00	20-274-200-580-049-372 Title IIA Federal Funding	Yes
43	Kelli McGovern, Blair Ritchie	Music/Art	The Power of Movement: Dance Education Traditions and Innovations	Detroit, Michigan	October 3 & 6, 2025	No cost to district	N/A	No
44	Kim Dwyer, Rocio Coppola, Rose Hopper, Amanda Cohen, Madison Fruchter, Cailey Kirby, Edith Kuczynski	Guidance	Big Ten Academic Alliance Counselor Event	Rutgers University, New Brunswick NJ	October 10, 2025	No cost to the district	N/A	No
45	Rose Hopper, Rachael Hughes, Cailey Kirby, Meredith Thompson-Bass	Guidance	HESSA Financial Aid Workshop Counselor Event	Georgian Court, NJ	October 15, 2025	No cost to the district	N/A	No
46	Lauren Battaglino, Marleen Chiaravalloti, Rose Hopper, Madison Fruchter, Cailey Kirby, Rocio Coppola	Guidance	The College of NJ Counselor Event	TCNJ, Ewing, NJ	October 24, 2025	No cost to the district	N/A	No
47	Lauren Battaglino, Marleen Chiaravalloti, Madison Fruchter	Guidance	HESSA Financial Aid Workshop Counselor Event	Seton Hall University	November 21, 2025	No cost to the district	N/A	No

ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025

**BOARD OF EDUCATION OF THE CITY OF BAYONNE**  
**HUDSON COUNTY, NEW JERSEY**

September 16, 2025

**WHEREAS**, the Bayonne Board of Education is committed to fostering educational opportunities and community engagement; and

**WHEREAS**, a partnership has been established with Lord Abbett, The Liberty Science Center, and the Bayonne School District to provide **11 educational field trips** for Bayonne Public School Students; and

**WHEREAS**, Lord Abbett has generously agreed to sponsor this initiative across the district for Grade 3 students; and

**WHEREAS**, this field trip aligns with the districts commitment to supporting science, technology, engineering, and mathematics (STEM) education and will provide a valuable, hands-on learning experience for students;

**NOW, THEREFORE, BE IT RESOLVED**, that this Board of Education hereby approves the partnership between Lord Abbett, The Liberty Science Center, and the Bayonne School District to provide 11 field trips to Liberty Science Center, Jersey City, NJ for Grade 3 students to be held in the 2025-2026 school year.

**ADOPTED AT BOARD MEETING HELD ON SEPTEMBER 16, 2025**

Science Department  
August 20, 2025  
10:00 am



**BOARD OF EDUCATION OF THE CITY OF BAYONNE**  
**HUDSON COUNTY, NEW JERSEY**

September 16, 2025

**Assessment Calendar**

**WHEREAS**, the New Jersey law requires school districts to advise stakeholders of certain information about standardized assessments conducted throughout the school year;

**WHEREAS**, required notifications set forth will be inclusive of the subject area of the assessment and grade levels covered by the assessment, the date or range of potential dates for the assessment, any accommodations or accessibility options available to students, information on how and when the students and his/her parents/ guardians can assess both questions/answers to the assessments and the students' results, whether the assessment is required by state or federal government, or both;

**WHEREAS**, New Jersey school districts, charter schools, and renaissance school projects are required by statute (N.J.S.A 18A: 7C-6.6) to annually notify parents or guardians by October 1 or within 30 days of any statewide student assessment or commercially developed standardized assessment that will be administered over the course of the school year. Some specific details are not yet available and are labeled "To Be Determined" (TBD);

**NOW, THEREFORE, BE IT RESOLVED** that the Bayonne Board of Education, standardized assessment (local and state) will be disclosed to stakeholders for the 2025-2026 school year.

**ADOPTED AT BOARD MEETING HELD ON September 16, 2025**

Office of Assessment & Accountability  
9/3/2025

A4

BOARD OF EDUCATION OF THE CITY OF BAYONNE  
HUDSON COUNTY.1 NEW JERSEY

September 16, 2025

**Graduation Pathway Data Reporting**

WHEREAS, pursuant to N.J.A.C. 6A:8-5.2(f), the chief school administrator or lead person is required to report to the New Jersey Department of Education (NJDOE) data on recent graduates' pathways to graduation; and

WHEREAS, the Bayonne Board of Education will comply with this regulation by submitting data identifying the assessment pathways used by students to meet graduation requirements;

BE IT HEREBY RESOLVED, that the chief school administrator or lead person of the Bayonne School District has reported graduation results to the Board of Education at a public meeting, in accordance with N.J.A.C. 6A:8-5.2(f), including data on the following pathways:

- (a) NJSLA assessments,
- (b) alternative assessments (e.g., SAT, ACT), and
- (c) portfolio appeals.

ADOPTED AT BOARD MEETING HELD ON September 16, 2025

Office of Assessment  
09/03/25

**BOARD OF EDUCATION OF THE CITY OF BAYONNE**

**HUDSON COUNTY, NEW JERSEY**

**September 16, 2025**

**Adoption of Gifted & Talented Procedural Complaint Process**

WHEREAS, the Bayonne Board of Education is committed to ensuring equitable access to high-quality Gifted and Talented (G&T) education for all eligible students in accordance with state law; and

WHEREAS, pursuant to A4710 1R, the *Strengthening Gifted and Talented Education Act*, each district must establish a formal complaint process to address allegations of noncompliance with the provisions of the Act; a16

WHEREAS, the Bayonne Public Schools recognizes the importance of transparency, accountability, and continuous improvement in the development and implementation of its Gifted and Talented program; and

NOW, THEREFORE, BE IT RESOLVED, that the Bayonne Board of Education adopts the following **Gifted & Talented Procedural Complaint Process**:

- **Annual Review of Program Effectiveness**

The effectiveness of the Gifted and Talented program shall be reviewed annually to provide programmatic feedback and guide improvements.

- **Scope of Complaints**

- A complaint may be filed alleging that Bayonne Public Schools is not in compliance with the provisions of the *Strengthening Gifted and Talented Education Act*.
- The alleged occurrence of noncompliance must have taken place within one year of filing the complaint.
- The complaint process is distinct from an appeal regarding individual student placement, and does not yield changes to prior placement decisions.

- **Filing a Complaint**

The complaint must include:

- The name, address, and contact information of the complainant; and
- A statement alleging that the school district is not in compliance with the provisions of the Act, including specific facts supporting the allegation.

- **Complaint Review Process**

- a. Complaints shall be submitted in writing to the Superintendent of Schools or designee.
- b. The Superintendent or designee shall issue a written decision affirming, rejecting, or modifying the district's action.
- c. If the complainant is not satisfied, an appeal may be submitted in the following order:
  - **Board of Education** – Written decision rendered.
  - **Executive County Superintendent** – Written decision rendered within 60 days.
  - **Commissioner of Education** – Petition of appeal filed through the Office of Controversies and Disputes, pursuant to N.J.S.A. 18A:6-9 and applicable regulations.

- **Corrective Action**

If the Bayonne Public Schools is found to be in noncompliance with the Act, appropriate remediation of the Gifted and Talented program shall be implemented.

**ADOPTED AT BOARD MEETING HELD September 16, 2025**

**Office of Chief Academic Officer**

Date: August 21, 2025

**BOARD OF EDUCATION OF THE CITY OF BAYONNE**

**HUDSON COUNTY, NEW JERSEY**

**September 16, 2025**

**Approval of Memorandum of Understanding between Bayonne Public Schools and Kean University – Kean Scholar Academy**

- WHEREAS, the Bayonne Board of Education (“Board”) is committed to providing innovative educational opportunities that enhance student learning and promote college and career readiness; and
- WHEREAS, Kean University has established the **Kean Scholar Academy (KSA)**, a K–12 educational program designed to prepare high school students for a seamless transition to its five colleges – College of Education, Michael Graves College (Architecture and Design), College of Business & Public Management, College of Liberal Arts, and the NJ Center for Science, Technology & Mathematics (STEM); and
- WHEREAS, the Department of Mathematical Sciences at Kean University and the Kean Scholar Academy have developed a high-impact pedagogical program, “**High Impact Investigations with Bayonne Public Schools,**” which engages 8th and 9th grade students in mathematics and STEM through real-life applications including cryptography, modular arithmetic, problem-solving, coding, and engineering challenges; and
- WHEREAS, the program will run on eight (8) Saturdays from September through December 2025 at Kean University’s Union, NJ campus, culminating in a field trip to the **National Museum of Mathematics (MoMath)** in New York City; and
- WHEREAS, the Bayonne Public Schools will support this initiative by providing transportation for participating students and funding tuition at **\$750.00 per student, not to exceed \$15,000.00;** and
- WHEREAS, the Board recognizes that this collaboration provides Bayonne students with valuable exposure to STEM fields, college-level learning environments, and career exploration opportunities, thereby fostering academic excellence and innovation.
- NOW, THEREFORE, BE IT RESOLVED that the Bayonne Board of Education hereby approves the **Memorandum of Understanding (MOU) between Bayonne Public Schools and Kean University** for participation in the Kean Scholar Academy, effective for the 2025–2026 school year; and
- BE IT FURTHER RESOLVED that the Superintendent of Schools, or his designee, is authorized to execute the Memorandum of Understanding and take all necessary steps to implement the program.

**ADOPTED AT BOARD MEETING HELD September 16, 2025**

**BOARD OF EDUCATION OF THE CITY OF BAYONNE**  
**HUDSON COUNTY, NEW JERSEY**

September 16, 2025

**Approval of Gifted & Talented Enrichment Field Trips**

**WHEREAS**, the Bayonne Board of Education recognizes that enrichment field trips are an essential component of the Gifted & Talented program, providing students with opportunities to extend and deepen learning beyond the classroom; and

**WHEREAS**, the Board further recognizes the importance of ensuring proper supervision and guidance during such trips and directs the Superintendent of Schools and/or designee to provide appropriate oversight; and

**WHEREAS**, the Board acknowledges that, in light of current security concerns, any scheduled trip may be modified or canceled should the Board or Administration determine that the health, safety, or well-being of students and staff may be at risk;

**NOW, THEREFORE, BE IT RESOLVED** that the Bayonne Board of Education approves all Gifted & Talented enrichment field trips scheduled during the 2025–2026 school year, including but not limited to the Meadowlands Environmental Center, at a total cost not to exceed **\$12,000** to be funded through local funds.

**ADOPTED AT BOARD MEETING HELD ON September 16, 2025**

Office of the Chief Academic Officer  
8/25/2025  
Acct. #: TBD



**BOARD OF EDUCATION OF THE CITY OF BAYONNE**

**HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, the Bayonne Board of Education has determined that it needs to promote and implement Community Based Instruction (CBI) experiences for students with disabilities in grades K-12+ as well as Work Based Learning (WBL) experiences for students in grades 12 and 12+,

**WHEREAS**, CBI and WBL are evidence-based practices that support students with disabilities into their communities, and support IEP and postsecondary goals targeted toward transition to adulthood, as well as transition specific activities, and

**WHEREAS**, examples of CBI and WBL experiences are to include but are not limited to, visits to the local Police Station, Post Office, Light Rail, Parks, Library, etc. WBL sites may include, but are not limited to Walgreens, CVS, Longhorn, AutoZone, etc.

**NOW, THEREFORE, BE IT RESOLVED**, that the Bayonne Board of Education hereby approves the CBI and WBL Programs to run from Woodrow Wilson, Lincoln, Washington, and John Bailey Community Schools as well as Bayonne High School throughout the 2025-2026 School Year.

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

**BOARD OF EDUCATION OF THE CITY OF BAYONNE  
HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, the Bayonne Board of Education is committed to maintaining up-to-date policies and regulations that comply with state and federal law and align with best practices in education; and

**WHEREAS**, a first reading of proposed policies, regulations, and bylaws is required to provide public notice and allow for public discussion and feedback prior to a final vote;

**NOW, THEREFORE, BE IT RESOLVED**, that the Bayonne Board of Education, in the County of Hudson, State of New Jersey, hereby introduces the attached policies, regulations, and bylaws for a first reading.

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

A large, stylized handwritten signature or set of initials, possibly 'DB', written in dark ink.





# POLICY ALERT

**A. N.J.A.C. 6A:23A – Fiscal Accountability, Efficiency, and Budgeting Procedures**

- P 0173 Duties of Public School Accountant (Revised)
- P 0174 Legal Services (M) (Revised)
- P 0177 Professional Services (M) (Revised)
- P & R 1570 Internal Controls (M) (Revised)
- P 1620 Administrative Employment Contracts (M) (Revised)
- P & R 6111 Special Education Medicaid Initiative (SEMI) Program (M) (Revised)
- P 6220 Budget Preparation (M) (Revised)
- R 6220 Budget Preparation (Revised)

**B. General Policy and Regulation Updates**

- N/A ~~P 0141.3 Board Member Number and Term – Regional School District (New)~~
- N/A ~~P 0141.4 Board Member Number and Term – County Vocational School District (New)~~
- P 0143 Board Member Election and Appointment (Revised)
- P 1636.01 Notification of Promotion, New Job, and Transfer Opportunities (New)
- ~~P 1648.15 Recordkeeping for Healthcare Settings In School Buildings – Covid-19 (M) (Abolished)~~
- P 2422 Statutory Curricular Requirements (M) (Revised)
- N/A ~~P & R 5117 Interdistrict Public School Choice (Revised)~~
- P 5339.01 Student Sun Protection (M) (New)

This POLICY ALERT replaces, adds, and/or abolishes Policy and/or Regulation Guides in the following sections: 0000, 1000, 2000, 5000, and 6000.



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Please note the comments below are organized as follows:

**0000 NAME OF POLICY AND/OR REGULATION**

This paragraph describes the reason(s) why a new or revised Policy or Regulation Guide is being proposed. Guides are categorized as **MANDATED**, **RECOMMENDED**, or **SUGGESTED**.

- Policy and Regulation Guides recommended as **MANDATED** are those Guides designated with a “M” in the upper right-hand corner and are required by Federal and/or State law; monitoring/audit requirements; agency guidance; high level of importance to a school district’s operations; and/or to protect the health and safety of students and staff.
- **RECOMMENDED** Policy and Regulation Guides are those Guides Boards should adopt based on best practices, even though not mandated.
- **SUGGESTED** Policy and Regulation Guides may be revised and adopted to meet local district needs.
- Any local revisions to **MANDATED** Policy and Regulation Guides should be reviewed by the school district to ensure any mandated provisions of these Guides are not impacted by any local revisions.

The Policy and Regulation Guides provided in this Policy Alert should be used to update the Policy and Regulation Manuals of the school district. If a district’s manual(s) contain Policy or Regulation Guides provided in this Policy Alert, they should be updated for a district’s manual(s) to remain current and in compliance with law. It does not matter whether or not the Policy or Regulation Guide is **MANDATED**, all Policies and Regulations in a district’s manual(s) that are included in this Policy Alert should be reviewed for Board adoption and inclusion in a district’s manual(s).

Subscribers to Strauss Esmay’s Policy Alert & Support System (PASS) receive new and/or revised Policy and Regulation Guides in paper copy and are available through download from Strauss Esmay’s website, [www.straussesmay.com](http://www.straussesmay.com). For your convenience, the revised Policy and Regulation Guides have changes indicated by ~~strike throughs~~ to denote required text deletions and **bolded text** to indicate new material. The **Policy Alerts** tab on Strauss Esmay’s website contains three different folders: the first titled “Alert One Word Document” with ~~strike throughs~~ and **bolded text**; the second titled “Alert One Word Document - NO BOLDS OR STRIKES FOR EDITORS” with ~~strike throughs~~ and **bolded text** removed for a clean document for those who use our *DISTRICTOnline* Program; and the third titled “Alert One Word Document with Letterhead.” Policy and Regulation Guides enclosed in this mailing are double sided as a paper conservation measure.



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**A. N.J.A.C. 6A:23A – Fiscal Accountability, Efficiency, and Budgeting Procedures**

The entire Chapter, N.J.A.C. 6A:23A – Fiscal Accountability, Efficiency, and Budgeting Procedures, was recently revised and adopted by the State Board of Education. The revisions in N.J.A.C. 6A:23A affect many policies and regulations. Therefore, over the course of the next few Policy Alerts, Strauss Esmay will provide revised Policy and Regulation Guides that need to be updated due to the revisions in N.J.A.C. 6A:23A.

**P 0173 – Duties of Public School Accountant (Revised)**

Sections of N.J.A.C. 6A:23A-16.2 address the role and responsibilities of the licensed public school accountant. Bylaw Guide 0173 has been revised to include the administrative code sections, by reference, that outline the responsibilities and requirements of the accountant and the Board. The other revisions in the updated administrative code do not require any changes in the practice or implementation of Bylaw Guide 0173.

Bylaw Guide 0173 is **RECOMMENDED**

**P 0174 – Legal Services (M) (Revised)**

N.J.A.C. 6A:23A-5.2 addresses procedures to ensure the prudent use of legal services by employees and Board members and has minor revisions. Bylaw Guide 0174 has been revised to incorporate these revisions that do not change the implementation of the requirements in Bylaw Guide 0174. Bylaw Guide 0174 is mandated because N.J.A.C. 6A:23A-5.2(a) requires each Board of Education to establish by policy a strategy to minimize the cost of professional services, including legal fees.

Bylaw Guide 0174 is **MANDATED**

**P 0177 – Professional Services (M) (Revised)**

N.J.A.C. 6A:23A-5.2 requires each Board of Education to establish by policy a strategy to minimize the cost of professional services. Bylaw Guide 0177 incorporates the minor revisions that were made in the updated administrative code regarding the awarding of contracts for professional services. Bylaw Guide 0177 is mandated because it is required by N.J.A.C. 6A:23A-5.2.

Bylaw Guide 0177 is **MANDATED**



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**P 1570 – Internal Controls (M) (Revised)**

**R 1570 – Internal Controls (M) (Revised)**

N.J.A.C. 6A:23A-6.4 through N.J.A.C. 6A:23A-6.8 address the requirements for each school district, as a condition of receiving State aid, to establish specific policies and procedures on internal controls designed to provide management with reasonable assurance the school district's goals and objectives will be met and will meet the requirements of the administrative code. The revisions in these administrative code sections have been incorporated into Policy and Regulation Guides 1570. Policy and Regulation Guides 1570 are mandated because N.J.A.C. 6A:23A-6.4(a) requires each school district to establish policies and procedures on the internal controls in N.J.A.C. 6A:23A-6.4 through N.J.A.C. 6A:23A-6.8. In addition, Regulation Guide 1570 must also be adopted by the Board.

Policy Guide 1570 is **MANDATED**

Regulation Guide 1570 is **MANDATED**

**P 1620 – Administrative Employment Contracts (M) (Revised)**

N.J.A.C. 6A:23A-3.1 addresses the requirements of the Executive County Superintendent's review and approval of employment contracts for Superintendents, Assistant Superintendents, and School Business Administrators. The revisions in the recently adopted administrative code have been incorporated into Policy Guide 1620. Policy Guide 1620 is mandated because the review and approval provisions in the administrative code are required under the Governance Indicators in the current QSAC DPRs.

Policy Guide 1620 is **MANDATED**

**P 6111 – Special Education Medicaid Initiative (SEMI) Program (M) (Revised)**

**R 6111 – Special Education Medicaid Initiative (SEMI) Program (M) (Revised)**

N.J.A.C. 6A:23A-5.3 addresses every school district's requirement, with the exception of a waiver being granted, to take appropriate steps to maximize participation in the Special Education Medicaid Initiative (SEMI) Program. The revised administrative code required only minor revisions in Policy Guide 6111 with more substantive revisions in Regulation Guide 6111. Regulation Guide 6111 provides additional details for a district seeking a waiver of the requirements of N.J.A.C. 6A:23A-5.3 and several additional program requirements. The requirements in Policy Guide 6111 are significant as non-compliance could result in withholding of State aid as per N.J.A.C. 6A:23A-5.3(h). Policy and Regulation Guides 6111 are mandated because N.J.A.C. 6A:23A-5.3(e)1 requires each school district to implement a policy and procedures concerning the effective and efficient administration of the SEMI reimbursement program consistent with N.J.A.C. 6A:23A-5.3.

Policy Guide 6111 is **MANDATED**

Regulation Guide 6111 is **MANDATED**



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**P 6220 – Budget Preparation (M) (Revised)  
R 6220 – Budget Preparation (Revised)**

N.J.A.C. 6A:23A-8.1 included revisions regarding budget preparation that have been incorporated into Policy Guide 6220. The revised administrative code does not change the current budget preparation and budget submission requirements. Regulation Guide 6220 provides a basic procedure for the school district budget development process. The only revisions in Regulation Guide 6220 are assigning the budget preparation process to the Superintendent and the School Business Administrator/Board Secretary. The internal budgetary procedures used in the school district are not governed by any statute or administrative code; therefore, a district may revise these procedures to meet local needs. Policy Guide 6220 is mandated as the QSAC DPR's – Fiscal Indicators section requires the provisions listing the statutory and administrative code requirements of budget development. Regulation Guide 6220 is recommended because it reflects the internal process used to develop the budget.

Policy Guide 6220 is **MANDATED**  
Regulation Guide 6220 is **RECOMMENDED**

**B. General Policy and Regulation Updates**

**P 0141.3 – Board Member Number and Term – Regional School District (New)**

Strauss Esmay has developed Bylaw Guide 0141.3 addressing the rules regarding the number of Board members and terms they may serve on a regional school district Board. Bylaw Guide 0141.3 is unique for regional school districts and is aligned with N.J.S.A. 18A:13-8. A regional school district Board should review their manual and abolish Bylaw 0141, 0141.1, or 0141.2 and replace the Bylaw with Bylaw Guide 0141.3. Strauss Esmay recommends a regional school district Board adopt Bylaw Guide 0141.3 because it addresses legally required information on Board governance for regional school districts.

*Only regional school districts should adopt Bylaw Guide 0141.3.*

Bylaw Guide 0141.3 is **RECOMMENDED**



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**P 0141.4 – Board Member Number and Term – County Vocational School District (New)**

Strauss Esmay has developed Bylaw Guide 0141.4 for county vocational school districts (CVSD) to address the rules regarding the number of Board members and terms a Board member may serve on a CVSD Board. Bylaw Guide 0141.4 is unique for CVSDs and is aligned with N.J.S.A. 18A:54-16. A CVSD should review their manual and abolish Bylaw 0141, 0141.1, or 0141.2 and replace the Bylaw with Bylaw Guide 0141.4. Strauss Esmay recommends adopting Bylaw Guide 0141.4 because it addresses legally required information on Board governance for CVSDs.

*Only county vocational school districts should adopt Bylaw Guide 0141.4.*

Bylaw Guide 0141.4 is **RECOMMENDED**

**P 0143 – Board Member Election and Appointment (Revised)**

Bylaw Guide 0143 addresses the legal requirements for the election and appointment of Board members to a Board of Education to fill a vacancy. Strauss Esmay has revised Bylaw Guide 0143 to add an optional section that applies to the process in which county vocational school districts (CVSD) appoint Board members to their Board in the event of a vacancy. N.J.S.A. 18A:54-16 et seq. references N.J.S.A. 40A:9-12.1 which outlines the rules for how to fill a vacancy on a CVSD Board. CVSDs should now select the optional language in Bylaw Guide 0143 titled [**Applicable for County Vocational School Districts Only**] as it follows the requirements outlined in N.J.S.A. 40A:9-12.1. Bylaw Guide 0143 is recommended for CVSD as it outlines legally required procedures for filling vacancies on a CVSD Board.

For all Type II districts with an elected Board and regional school district Boards, Bylaw Guide 0143 has been revised to better align with N.J.S.A. 18A:12-15 which addresses the rules for filling a vacancy on those types of Boards.

Bylaw Guide 0143 is **RECOMMENDED**

**P 1636.01 – Notification of Promotion, New Job, and Transfer Opportunities (New)**

Policy Guide 1636.01 was written to address N.J.S.A. 34:6B-23 which requires employers (including Boards of Education) to make reasonable efforts to announce, post, or otherwise make known opportunities for promotion that are advertised internally within the district or externally on internet-based advertisements, postings, printed flyers, or other similar advertisements to all current employees in the affected department(s) of the employer's business prior to making a promotion decision. Policy Guide 1636.01 outlines the requirements in N.J.S.A. 34:6B-23. Policy Guide 1636.01 is recommended as districts are now required to follow the procedure outlined in N.J.S.A. 34:6B-23 when hiring for an open or new position.

Policy Guide 1636.01 is **RECOMMENDED**



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**P 1648.15 – Recordkeeping for Healthcare Settings in School Buildings – Covid-19 (M)  
(Abolished)**

The United States Department of Labor – Occupational Safety and Health Administration (OSHA) recently placed an enforcement stay on the COVID-19 Recordkeeping and Reporting Requirements under 29 CFR 1910.502. After reaching out to the New Jersey Department of Health – Department of Occupational Health, their office confirmed the State of New Jersey would no longer be enforcing these recordkeeping and reporting requirements for COVID-19. Policy Guide 1648.15 should be abolished by districts as it is no longer in effect.

Policy Guide 1648.15 is **ABOLISHED**

**P 2422 – Statutory Curricular Requirements (M) (Revised)**

Policy Guide 2422 has been revised to include the statutory curricular requirement (N.J.S.A. 18A:35-4.44) which mandates instruction on the history and contributions of Asian Americans and Pacific Islanders in an appropriate place in the curriculum for students in grades Kindergarten through twelve as part of the district’s implementation of the NJSLs in social studies. In addition, the title of Policy Guide 2422 has been revised to “Statutory Curricular Requirements” as many of the requirements listed in Policy Guide 2422 are statutory requirements and are referred to as statutory curricular requirements in the QSAC DPRs. Some of these statutory curricular requirements are required to be incorporated into the NJSLs for comprehensive health and physical education. However, the recent additional statutory curricular requirements are included in areas other than health and physical education.

The United States Supreme Court released a decision dated June 28, 2025 in *Mahmoud v Taylor* granting a preliminary injunction finding a Maryland County Board of Education’s introduction of LGBTQ+ storybooks, along with a decision by the Board to not permit a parent to opt-out their child from instruction involving these storybooks based on religious beliefs, places an unconstitutional burden on the parents’ rights to the free exercise of their religion. While this case works its way through the Federal Court system, the Supreme Court ordered the Board to notify parents in advance whenever one of the storybooks in question or any other similar book is to be used in classroom instruction and to allow the parents to have their children excused from that instruction.

The Supreme Court’s preliminary injunction will be in effect while this lawsuit proceeds. This preliminary injunction addresses a complex legal issue that will likely generate strong differences of opinions within a community. Therefore, it is recommended a district develop a protocol, in consultation with the Board and Board Attorney, that addresses the Supreme Court’s preliminary injunction. Should the Supreme Court or the Circuit Court governing New Jersey issue a final ruling on this issue or if the New Jersey Attorney General or Department of Education provides guidance to school districts on this issue that is not consistent with New Jersey’s current religious objection/opt-out statute, N.J.S.A. 18A:35-4.7 as stated in Policy Guide 2422, Strauss Esmay will revise Policy Guide 2422 accordingly.



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Policy Guide 2422 is mandated because the QSAC DPRs require some of the statutory requirements be included in Policy Guide language under the Instruction and Program Indicators section.

Policy Guide 2422 is **MANDATED**

**P 5117 – Interdistrict Public School Choice (Revised)**

**R 5117 – Interdistrict Public School Choice (Revised)**

N.J.A.C. 6A:12 – Interdistrict Public School Choice was readopted by the State Board of Education with revisions. Strauss Esmay has revised Regulation Guide 5117 to align with the updated code section. The revisions are significant and should be reviewed carefully by choice districts. Policy Guide 5117 has also been revised to add legal cites to the applicable statutes throughout and to add optional language to address the new rule established in N.J.S.A. 18A:38-3 regarding nonresident teaching staff members enrolling their children in the educational program of the school district and the enrollment of nonresident students who were not accepted into the choice program.

N.J.S.A. 18A:38-3 states a school district may admit a nonresident teaching staff member's child into the educational program with or without the payment of tuition at the discretion of the Board. However, the choice school law prohibits a choice district to enroll students on a tuition basis pursuant to N.J.S.A. 18A:38-3 while participating in the interdistrict public school choice program. The option clarifies how a choice district will handle requests by nonresident teaching staff members to enroll their children in the district. If the child of a nonresident teaching staff member is not accepted into the choice program, the choice district may still allow the child to enroll, but they are not allowed to charge any tuition amount. A choice district who wishes to allow for this should select the optional language in Policy Guide 5117 and a choice district that does not want to allow for this should leave the optional language out of Policy Guide 5117. There is a second option that allows for the choice district to permit nonresident students who were not accepted into the choice program and who are not children of nonresident teaching staff members to attend school in the district with the payment of tuition. The tuition for these students must be paid by the resident district and not by the parents of the nonresident student.

Policy and Regulation Guides 5117 are recommended for any school district participating in the Interdistrict Public School Choice program as Policy and Regulation Guides 5117 outline all of the requirements for a choice district.

*There is language in Policy Guide 5111 – Eligibility of Resident/Nonresident Students addressing nonresident students that should not be included in a choice district's Policy Guide 5111. Strauss Esmay is making the requisite revisions to Policy Guide 5111 for choice districts and will provide this update in Policy Alert 236.*



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*Only school districts participating in the Interdistrict Public School Choice program should adopt Policy and Regulation Guides 5117.*

Policy Guide 5117 is **RECOMMENDED**  
Regulation Guide 5117 is **RECOMMENDED**

**P 5339.01 – Student Sun Protection (M) (New)**

On March 31, 2025, N.J.S.A. 18A:40-12.39 – Student Sun Protection Policy was adopted requiring school districts to develop and adopt a policy concerning a student’s use of sunscreen and sun-protective clothing while outdoors at school and school-sponsored functions. Strauss Esmay has developed Policy Guide 5339.01 to address the requirements outlined in the law and the considerations listed in the New Jersey Department of Education’s Broadcast Memo released on June 4, 2025. Policy Guide 5339.01 provides districts with two optional language sections. The first option addresses a district’s right to require written permission from the parent of a student prior to the student carrying or using sunscreen at school or school-sponsored functions. The second option addresses a district’s right to limit the types of sunscreen that are allowed to be carried by students at school or school-sponsored functions. Policy Guide 5339.01 is mandated as N.J.S.A. 18A:40-12.39 requires a Board to adopt a policy addressing the requirements in the new law.

Policy Guide 5339.01 is **MANDATED**

# BYLAW GUIDE

BAYONNE BOARD OF EDUCATION

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Duties of Public School Accountant  
Jul 25

[See POLICY ALERT Nos. 190 and 235]

## 0173 DUTIES OF PUBLIC SCHOOL ACCOUNTANT

The Board of Education shall cause an audit of the annual financial statements to be made pursuant to N.J.S.A. 18A:23-1 et seq., and shall engage, to conduct the annual audit, only a licensed public school accountant who has an external peer/quality report performed in accordance with Government Auditing Standards (Yellow Book) by the Comptroller General of the United States (U.S. Government Printing Office, Stop SSOP, Washington, DC 20402-0001). The Board shall ensure that the external peer/quality report is completed within the time established the Government Auditing Standards issued by the Comptroller General of the United States unless the accountant or firm can show good cause as to why there is a delay.

The Board **shall** require the submission of the most recent external peer/quality report **and letter of comment to the Board** for review and evaluation prior to **each** appointment of a licensed public school accountant **to conduct the annual audit in accordance with the provisions of N.J.A.C. 6A:23A-16.2(i)2.**

The Board **shall** acknowledge the receipt, review, and evaluation of the external peer/quality report in the public session and Board minutes in which the **Board authorizes the engagement of the** accountant or firm to perform the audit **in accordance with the provisions of N.J.A.C. 6A:23A-16.2(i)2.i.**

The Board **shall** require the submission of an updated external peer/quality report of the **engaged licensed public school** accountant, within thirty days after the issuance date of the external peer/quality report if **such** report is issued prior to the date of the audit opinion for the most recent fiscal year **in accordance with the provisions of N.J.A.C. 6A:23A-16.2(i)2.ii.**



# BYLAW GUIDE

BAYONNE BOARD OF EDUCATION

BYLAWS

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Duties of Public School Accountant

In accordance with NJOMB Circular Letter **15-08** , **Single Audit Policy for Recipients of Federal Grants, State Grants, and State Aid, including any amendments or revisions thereto, the Board shall ensure** the public school accountant provides a copy of the most recent external peer/quality report to the **New Jersey** Department of Education, within thirty days after the initial engagement of a **licensed public school accountant or firm** and within thirty days after the issuance of a subsequent peer/quality report **in accordance with the provisions of N.J.A.C. 6A:23A-16.2(i)2.iii.**

The Board shall engage a public school accountant during the audit engagement period for non-auditing, management, or other consulting services only if **the** services comply with the **independence** standards as established in Government Auditing Standards (Yellow Book) by the Comptroller General of the United States **in accordance with the provisions of N.J.A.C. 6A:23A-16.2(i)3.**

The Commissioner of Education **may prohibit, for good cause, the Board** from engaging a particular licensed public school accountant, or may direct **the use of a process for** the appointment of a licensed public school accountant pursuant to N.J.A.C. 6A:23A-16.2(i)4.

The public school accountant **shall** complete the annual audit as required by the **New Jersey** Department of Education and N.J.S.A. 18A:23-1. Each annual audit shall include an audit of the books, accounts and moneys, and a verification of all cash and bank balances, of the Board and of any officer or employee **thereof** and of moneys derived from athletic events or **the** activities of any organization of **public school** students conducted under the auspices of the Board, from the date of the last annual audit to the date of the audit **in question. Such** audit **shall** also include a determination of the extent to which the district **has** used contracts entered into by the State Division of Purchase and Property pursuant to **N.J.S.A. 52:25-16.1 et seq.** in the purchase of materials, supplies, or equipment for the district **in accordance with N.J.S.A. 18A:23-2.** The report of each **annual** audit **shall** be completed in accordance with the time requirements of N.J.S.A. 18A:23-1 and **shall** be filed by the public school accountant in accordance with N.J.S.A. 18A:23-3.



# BYLAW GUIDE

BAYONNE BOARD OF EDUCATION

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Duties of Public School Accountant

**The Board Secretary shall prepare or have prepared a synopsis or summary of the annual audit and recommendations, prior to the holding of the meeting of the Board to take action thereon; a copy of which synopsis or summary shall be available for distribution to interested parties at the meeting in accordance with N.J.S.A. 18A:23-4.** Within thirty days following the receipt of the report of the annual audit the Board shall, at a regularly scheduled public meeting, cause the recommendations of the auditor to be read and to be discussed and the discussion duly noted on the Board meeting minutes in accordance with N.J.S.A. 18A:23-5.

N.J.S.A. 18A:23-1 et seq.  
N.J.A.C. 6A:23A-16.2

Adopted: 28 July 1997  
Revised: 21 October 2010  
**REVISED: October 14<sup>th</sup>, 2025**

Adopted:



# BYLAW GUIDE

BAYONNE BOARD OF EDUCATION

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Legal Services  
Jul 25  
M

[See POLICY ALERT Nos. 182, 188, and 235]

## 0174 LEGAL SERVICES

In accordance with N.J.A.C. 6A:23A-5.2, the Board of Education adopts this Policy and its strategies to **minimize the cost of legal services.**

The Board authorizes the Superintendent of Schools, or **School Business Administrator/Board Secretary** as designated contact person(s) to request services or advice from contracted legal counsel.

In accordance with the provisions of N.J.A.C. 6A:23A-5.2(a)2, the Board **shall** designate **an** administrative staff member to review all legal bills and **confer with designated** contact person(s) to ensure the prudent use of legal services **and the tracking of the use of those services.**

**In the event the school district's** legal costs exceed one hundred thirty percent of the Statewide average per student amount, the procedures **established** in 1., 2., 3., and 4. below **shall be implemented and, if not implemented, the district shall** provide evidence **the procedures established in 1., 2., 3., and 4. below** would not result in a reduction of costs:

1. The designated contact person(s) shall ensure that contracted legal counsel is not contacted unnecessarily for management decisions or readily available information contained in district materials such as Board policies, administrative regulations, or guidance available through professional source materials.
2. All requests for legal advice shall be made to the designated contact person(s) in writing and shall be maintained on file in the district offices. The designated contact person(s) shall determine whether the request warrants legal advice or if legal advice is necessary.
3. The designated contact person(s) shall maintain a log of all legal counsel contact including the name of the legal counsel contacted, date of the contact, issue discussed, and length of contact.
4. All written requests for legal advice and logs of legal counsel contacts shall be forwarded to the **designated contact person(s)** who shall be responsible to review all legal bills and compare all legal bills to the contact logs and to investigate and resolve any variances.



# BYLAW GUIDE

BAYONNE BOARD OF EDUCATION

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Legal Services

Any professional services contract(s) for legal services shall prohibit advance payments. Services to be provided shall be described in detail in the contract and invoices for payment shall itemize the **legal** services provided for the billing period. Payments to legal counsel(s) shall only be for **legal** services actually provided **in accordance with N.J.A.C. 6A:23A-5.2(a)4**.

School districts and **county** vocational school districts **shall not contract** with legal counsel or **use** in-house legal counsel to pursue any affirmative claim or cause of action on behalf of district administrators and/or any individual Board member(s) **for** any claim or cause of action **in** which the damages to be awarded would benefit an individual rather than the school district as a whole **in accordance with N.J.A.C. 6A:23A-5.2(b)**.

**Pursuant to N.J.A.C. 6A:23A-5.2(a)1.**, the Board will annually establish prior to budget preparation, a maximum dollar limit for legal services. In the event it becomes necessary to exceed the established maximum dollar limit for **legal** services, the Superintendent shall recommend to the Board an increase in the maximum dollar amount. Any increase in the maximum dollar amount shall require formal Board action.

Contracts for legal services will be issued by the Board in a deliberative and efficient manner that ensures the district receives the highest quality services at a fair and competitive price or through a shared service arrangement. This may include, but is not limited to, issuance of such contracts through a Request for Proposals (RFP) based on cost and other specified factors or other comparable processes **in accordance with N.J.A.C. 6A:23A-5.2(a)5**. Contracts for legal services shall be limited to non-recurring or specialized work for which the district does not possess adequate in-house resources or in-house expertise to conduct **in accordance with N.J.A.C. 6A:23A-5.2(a)6**.

N.J.A.C. 6A:23A-5.2

Adopted: 14 August 2008  
**REVISED: October 14<sup>th</sup>, 2025**



# BYLAW GUIDE

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Professional Services  
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[See POLICY ALERT Nos. 182, 188, and 235]

## 0177 PROFESSIONAL SERVICES

In accordance with N.J.A.C. 6A:23A-5.2, the Board of Education adopts this Policy and its strategies to minimize the cost of professional services.

**The Board shall establish a maximum dollar limit, annually prior to budget preparation, for each type of professional service, with appropriate notification to the Board if it becomes necessary to exceed the maximum. Upon such notification, the Board may adopt a dollar increase in the maximum amount through formal Board action in accordance with N.J.A.C. 6A:23A-5.2(a)1.**

Contracts for **professional services** will be issued by the Board in a deliberative and efficient manner that ensures the district receives the highest quality services at a fair and competitive price or through a shared service arrangement. This may include, but is not limited to, issuance of such contracts through a Request for Proposals (RFP) based on cost and other specified factors or other comparable processes **and professional services contracts are limited to non-recurring or specialized work for which the district does not possess adequate in-house resources or in-house expertise to conduct in accordance with N.J.A.C. 6A:23A-5.2(a)5. and 6.**

Nothing in this Policy or N.J.A.C. 6A:23A-5.2 shall preclude the Board from complying with the requirements of any statute, administrative code, or regulation for the award of professional services contracts.

N.J.A.C. 6A:23A-5.2

Adopted: 28 July 1997  
REVISED: October 14<sup>th</sup>, 2025



# POLICY GUIDE

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Internal Controls

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[See POLICY ALERT Nos. 182, 188, and 235]

## 1570 INTERNAL CONTROLS

As a condition of receiving State aid, the school district shall establish specific policies and procedures on internal controls designed to provide management with reasonable assurance that the district's goals and objectives will be met and meet the requirements at N.J.A.C. 6A:23A-6.5 through N.J.A.C. 6A:23A-6.13. Internal controls shall promote operational efficiency and effectiveness, provide reliable financial information, safeguard assets and records, encourage adherence to prescribed policies, and comply with law and regulation **in accordance with N.J.A.C. 6A:23A-6.4(a)**.

The specific internal controls contained in N.J.A.C. 6A:23A-6 shall be established together with other internal controls contained in N.J.A.C. 6A and other law and regulations, required by professional standards, and as deemed necessary and appropriate by district management. The district may submit to **the Commissioner of Education** a written request to approve an alternative system, approach, or process for implementing the internal controls required in N.J.A.C. 6A:23A-6. The application **shall** include documented evidence, **including**, but not limited to, an independent, third-party written assessment that the alternative system, approach, or process will achieve the same safeguards, efficiency, and other purposes as the specified internal control requirement(s) **in accordance with N.J.A.C. 6A:23A-6.4(b)**.

The district shall evaluate business processes annually and allocate available resources appropriately in an effort to establish a strong control environment pursuant to N.J.A.C. 6A:23A-6.5. In accordance with the provisions of N.J.A.C. 6A:23A-6.5(b), the School Business Administrator/Board Secretary shall identify processes that are a violation of sound segregation of duties **when performed by the same individuals**. **The School Business Administrator/Board Secretary** shall segregate the duties of all such processes among Business Office staff based on available district resources, assessed vulnerability, and **the** associated cost-benefit, **except as required at N.J.A.C. 6A:23A-6.5(b)1. and 2.** The district shall include in the **Annual Comprehensive Financial Report (ACFR)** detailed organizational charts for the Central Office that tie to the district's position control logs, including, but not limited to, the business, human resources, and information management functions.



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The district shall establish Standard Operating Procedures (SOP) for each task or function of the business operations of the district. The SOP manual shall include sections on each routine task or function as outlined in N.J.A.C. 6A:23A-6.6(b) **The district shall establish a SOP** that ensures office supplies are ordered in appropriate quantities, maintained in appropriate storage facilities, and monitored to keep track of inventory **in accordance with N.J.A.C. 6A:23A-6.6(c).**

If the district has a budget in excess of \$25,000,000 or more than three hundred employees, **the district** shall maintain an Enterprise Resource Planning (ERP) System **that** integrates all data and processes of the district into a unified system. **An** ERP system uses multiple components of computer software and hardware and a unified database to store data for the various system modules to achieve the integration. Whenever considering financial systems or the automation of other services or functions, the Superintendent or School Business Administrator/Board Secretary shall notify the Executive County Superintendent in writing to see if opportunities for a shared service system exist. Access controls shall be established for key elements of financial systems to ensure a single person does not have the ability to make system edits that would violate segregation of duties controls **in accordance with N.J.A.C. 6A:23A-6.7(c).**

The district shall maintain an accurate, complete, and up-to-date automated position control roster to track the actual number and category of employees and the detailed information for each **in accordance with N.J.A.C. 6A:23A-6.8(a).** The position control roster shall share a common database and be integrated with the district's payroll system, agree to the account codes in the budget software, and ensure the data within the position control roster system includes, at a minimum, the information as **outlined** in N.J.A.C. 6A:23A-6.8(a)3.

N.J.A.C. 6A:23A-6.4; 6A:23A-6.5; 6A:23A-6.6;  
6A:23A-6.7; 6A:23A-6.8

Adopted: 14 August 2008  
**REVISED: October 14<sup>th</sup>, 2025**



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[See POLICY ALERT Nos. 182, 188, and 235]

## R 1570 INTERNAL CONTROLS

- A. Segregation of Duties; Organization Structure - N.J.A.C. 6A:23A-6.5
1. The school district shall evaluate business processes annually and allocate available resources appropriately in an effort to establish a strong control environment.
  2. The School Business Administrator/Board Secretary shall identify processes that are a violation of sound segregation of duties **when performed by the same individuals**. The School Business Administrator/Board Secretary shall segregate the duties of all such processes among Business Office staff based on available district resources, assessed vulnerability, and the associated cost-benefit, except as required **at N.J.A.C. 6A:23A-6.5(b)1. and 2. and A.2.a. and A.2.b.** below.
    - a. The functions of human resources and payroll shall be segregated and completed by different employees in **the** district.
    - b. The functions of purchasing and accounts payable shall be segregated and completed by different employees in **the** district.
  3. The district shall include in the **Annual Comprehensive Financial Report (ACFR)** detailed organizational charts for the Central Office that tie to the district's position control logs, including, but not limited to, the business, human resources, and information management functions.



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B. Standard Operating Procedures (SOP) for Business Functions – **N.J.A.C. 6A:23A-6.6**

1. The school district shall establish SOPs for each task or function of the business operations of the district.
2. The SOP manual shall include sections on each routine task or function **in** the following areas:
  - a. Accounting, including general ledger, accounts payable, accounts receivable, payroll and fixed assets, and year-end procedures for each;
  - b. Cash management;
  - c. Budget development and administration, including tasks such as authorization of transfers and overtime;
  - d. Position control;
  - e. Purchasing, including tasks **such** as preparation of requisitions, approval of purchase orders and encumbering of funds, bid and quote requirements, and verification of receipt of goods and services;
  - f. Facilities, including administration of work, and health and safety;
  - g. Security;
  - h. Emergency preparedness;
  - i. Risk management;
  - j. Transportation;
  - k. Food service;
  - l. Technology systems; and
  - m. Information management.



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3. **The district shall establish SOPs** that ensure office supplies are ordered in appropriate quantities, maintained in appropriate storage facilities, and monitored to keep track of inventory.
- C. Financial and Human Resource Management Systems; Access Controls - N.J.A.C. 6A:23A-6.7
1. **If the school district has a budget in excess of \$25,000,000 or more than three hundred employees, the district shall maintain an Enterprise Resource Planning (ERP) System that integrates all data and processes of the school district into a unified system. An ERP system uses multiple components of computer software and hardware and a unified database to store data for the various system modules to achieve the integration.**
  2. Whenever considering financial systems or the automation of other services or functions, the Superintendent or School Business Administrator/Board Secretary shall notify the Executive County Superintendent in writing to see if opportunities for a shared service system exist.
  3. Access controls shall be established for key elements of financial systems to ensure a single person does not have the ability to make system edits that would violate segregation of duties controls.
    - a. The process for creating, modifying, and deleting user accounts shall include the use of user access request forms.
    - b. All requests for financial applications shall be approved and specified by the School Business Administrator/Board Secretary.



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- c. All requests for network access shall be granted by the head of the technology department, if one exists.
- d. A review of user access shall be conducted yearly at a minimum by the relevant department managers and an audit trail should be maintained to verify the performance of this review.
- e. Access to the network and key applications within **the** district shall be restricted to authorized users through the use of unique user names and passwords.
- f. Proper protocols shall be implemented that appropriately address password expiration and complexity.

## D. Personnel Tracking and Accounting – N.J.A.C. 6A:23A-6.8

- 1. The school district shall maintain an accurate, complete, and up-to-date automated position control roster to track the actual number and category of employees and the detailed information for each. The position control roster shall:
  - a. Share a common database and be integrated with the district's payroll system;
  - b. Agree to the account codes in the budget software; **and**
  - c. Ensure the data within the position control roster system includes, at a minimum, the following information:
    - (1) The employee's name;
    - (2) The **employee's** date of hire;
    - (3) A permanent position tracking number for **the** employee, including:



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- (a) The expenditure account codes for the general fund consistent with the State prescribed budget, special revenue fund, and enterprise funds;
- (b) The building(s) **to which** the position is assigned;
- (c) The **certificate(s)** and endorsement(s) held, as applicable;
- (d) The assignment position title as follows:
  - i. Superintendent or Chief School Administrator;
  - ii. Assistant Superintendent;
  - iii. School Business Administrator;
  - iv. Board Secretary (when other than **N.J.A.C. 6A:23A-6.8(a)3.iii.(4)(A), (B), or (C) and D.1.c.(3)(d)i., D.1.c.(3)(d)ii., or D.1.c.(3)(d)iii.** above);
  - v. Principal;
  - vi. Vice Principal;
  - vii. Director;
  - viii. Supervisor;
  - ix. Facilitator;
  - x. Instructional Coach by Subject Area;
  - xi. Department Chairperson by Subject Area;



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- xii. Certificated Administrator – Other;
- xiii. Guidance;
- xiv. Media Specialist/Librarian;
- xv. School Nurse;
- xvi. Social Worker;
- xvii. Psychologist;
- xviii. Therapist – **Occupational** (OT);
- xix. Therapist – **Physical** (PT);
- xx. Therapist – Speech;
- xxi. Certificated Support Staff – Other;
- xxii. Teacher by Subject Area;
- xxiii. Instructional Assistants;
- xxiv. Certificated Instructional – Other;
- xxv. Aides supported by IEP;
- xxvi. Other Aides;
- xxvii. Maintenance Worker;
- xxviii. Custodian;
- xxix. Bus Driver;
- xxx. Vehicle Mechanic;
- xxxi. Food Service; and



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## xxxii. Other Non-certificated;

- (4) A control number for substitute teachers;
- (5) A control number for overtime;
- (6) A control number for extra pay;
- (7) The status of the position (filled, vacant, abolished, etc.);
- (8) An indication, when available, of whether the employee is retiring in the budget year or not being renewed, including associated costs such as contractual buyouts, severance pay, paid vacation or sick days, etc.;
- (9) Each of the following: base salary, step, longevity, guide, stipends by type, overtime, and other extra compensation;
- (10) The benefits paid by the district, net of employee reimbursements or co-pays, by type of benefit and for FICA and Medicare;
- (11) The position's full-time equivalent value by location;
- (12) The date the position was filled; and
- (13) The date the position was originally created by the Board of **Education**. If the date the position was originally created is not available, this item shall represent the date the person currently filling that position was approved by the Board.

Adopted: 28 July 1997

REVISED: October 14<sup>th</sup>, 2025



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Administrative Employment Contracts

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[See POLICY ALERT Nos. 182, 184, 188, 221, and 235]

## 1620 ADMINISTRATIVE EMPLOYMENT CONTRACTS

The Executive County Superintendent shall review and approve, for all Superintendents of Schools, Superintendents of Schools reappointed pursuant to N.J.S.A. 18A:17-20.1, Deputy Superintendents of Schools, Assistant Superintendents of Schools, and School Business Administrators, including any interim, acting, or person otherwise serving in these positions, in school districts, county vocational school districts, county special services school districts and other districts, except charter **schools**, within the county under the supervision of the Executive County Superintendent:

1. New employment contracts, including contracts that replace expired contracts for existing tenured and non-tenured employees;
2. Renegotiations, extensions, amendments, or other alterations of the terms of existing employment contracts that have been previously approved by the Executive County Superintendent; and
3. Provisions for contract extensions where such terms were not included in the original employment contract or are different from the provisions contained in the original approved employment contract.

In counties where there is no Executive County Superintendent, an Executive County Superintendent from another county shall be designated by the Commissioner of Education to review and approve all contracts **in accordance with N.J.A.C. 6A:23A:3-1(a) and 1., 2., and 3.** above.

The contract review and approval shall take place prior to any required public notice and hearing pursuant to N.J.S.A. 18A:11-11, and prior to the Board of Education approval and execution of the contracts to ensure compliance with all applicable laws, including, but not limited to, N.J.S.A. 18A:30-3.5; 18A:30-9; 18A:17-15.1; and 18A:11-12.



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In accordance with the provisions of N.J.A.C. 6A:23A-3.1(c)1, the public notice and public hearing required **pursuant to N.J.S.A. 18A:11-11 shall** be applicable to a Board that renegotiates, extends, amends, or otherwise alters the terms of an existing contract with a Superintendent of Schools, Deputy Superintendent of Schools, Assistant Superintendent of Schools, or School Business Administrator. In accordance with N.J.S.A. 18A:11-11, notice must be provided to the public at least thirty days prior to the scheduled action by the Board. The Board shall also hold a public hearing and shall not take any action on the matter until the hearing has been held. The Board shall provide the public with at least ten days' notice of the public hearing.

In accordance with N.J.A.C. 6A:23A-3.1(c)1, the public notice and public hearing required pursuant to N.J.S.A. 18A:11-11 shall not apply to new contracts, including contracts that replace expired contracts for existing employees in one of the positions **listed at N.J.A.C. 6A:23A-3.1(a)**, whether tenured or not tenured. Nothing shall preclude a Board from issuing a public notice and/or holding a public hearing on new contracts, including new contracts that replace expired contracts for existing tenured and non-tenured employees.

The public notice and public hearing required pursuant to N.J.S.A. 18A:11-11 is also required in the event an existing contract for a Superintendent of Schools, Deputy Superintendent of Schools, Assistant Superintendent of Schools, or School Business Administrator is rescinded or terminated by the Board before it is due to expire and the parties agree to new employment terms.

In connection with the Executive County Superintendent's review of the contract, the Board shall provide the Executive County Superintendent with a detailed statement setting forth the total cost of the contract for each applicable year, including salary, longevity (if applicable), benefits, and all other emoluments **in accordance with N.J.A.C. 6A:23A-3.1(d)**.

The review and approval of the employment contracts of Superintendents of Schools, Deputy Superintendents of Schools, Assistant Superintendents of Schools, and School Business Administrators conducted by the Executive County Superintendent shall be consistent with the following additional standards outlined in N.J.S.A. 18A:7-8.1 and N.J.A.C. 6A:23A-3.1(e):



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1. Contracts for each class of administrative position shall be comparable with the salary, benefits, and other emoluments contained in the contracts of similarly credentialed and experienced administrators in other districts in the region with similar enrollment, academic achievement levels and challenges, and grade span.
2. No contract shall include provisions that are inconsistent with the travel requirements pursuant to N.J.S.A. 18A:11-12 and N.J.A.C. 6A:23A-7, including, but not limited to, the provisions for mileage reimbursement and reimbursement for meals and lodging in New Jersey. Any contractual provision that is inconsistent with law **shall be** superseded by the law.
3. No contract shall include provisions for the reimbursement or payment of employee contributions that are either required by law or by a contract in effect in the district with other teaching staff members, such as payment of the employee's State or Federal taxes, or of the employee's contributions to FICA, Medicare, State pensions and annuities (TPAF), life insurance, disability insurance (if offered), and health benefit costs.
4. No contract shall contain a payment as a condition of separation from service that is deemed by the Executive County Superintendent to be prohibited or excessive in nature. The payment cannot exceed the lesser of the calculation of three months' pay for every year remaining on the contract with proration for partial years, not to exceed twelve months, or the remaining salary amount due under the contract.
5. No contract shall include benefits that supplement or duplicate benefits that are otherwise available to the employee by operation of law, an existing group plan, or other means; **for example**, an annuity or life insurance plan that supplements or duplicates a plan already made available to the employee. Notwithstanding the provisions of **N.J.A.C. 6A:23A-3.1**, a contract may contain an annuity where benefits are already contained in the existing contract between **that** employee and the district.



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Administrative Employment Contracts

6. Contractual provisions regarding accumulation of sick leave and supplemental compensation for accumulated sick leave shall be consistent with N.J.S.A. 18A:30-3.5 and **18A:30-3.6**. Supplemental payment for accumulated sick leave shall be payable only at the time of retirement and shall not be paid to the individual's estate or beneficiaries in the event of the individual's death prior to retirement. Pursuant to N.J.S.A. 18A:30-3.2, a new Board contract may include credit of unused sick leave **days** in accordance with the new Board's policy on sick leave credit for all employees.
7. Contractual provisions regarding accumulation of unused vacation leave and supplemental compensation for accumulated unused vacation leave shall be consistent with N.J.S.A. 18A:30-9. Contractual provisions for payments of accumulated vacation leave prior to separation can be included, but only for leave accumulated prior to June 8, 2007, and remaining unused at the time of payment. Supplemental payments for unused vacation leave accrued consistent with the provisions of N.J.S.A. 18A:30-9 after June 8, 2007, as well as unused vacation leave accumulated prior to June 8, 2007, that has not been paid, shall be payable at the time of separation and may be paid to the individual's estate or beneficiaries in the event of the individual's death prior to separation.
8. Contractual provisions that include a calculation of per diem for twelve-month employees shall be based on a two hundred sixty-day work year.
9. No provision for a merit bonus shall be made except where payment is contingent upon achievement of quantitative merit criterion and/or qualitative merit criterion:
  - a. A contract may include no more than three quantitative merit criteria and/or two qualitative merit criteria per contract year.
  - b. The Executive County Superintendent shall approve or disapprove the selection of quantitative merit and/or qualitative merit criteria and the data that forms the basis of measuring the achievement of quantitative merit and/or qualitative merit criteria.



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- c. A contract may provide for merit bonuses in an amount not exceeding 3.33 percent of annual salary for each quantitative merit criterion achieved and 2.5 percent of annual salary for each qualitative merit criterion achieved. Any such merit bonus shall be considered “extra compensation” for purpose of N.J.A.C. 17:3-4.1 and shall not be cumulative.
  - d. The Board shall submit to the Executive County Superintendent a resolution certifying that a quantitative merit criterion or a qualitative merit criterion has been satisfied and shall await confirmation of the satisfaction of that criterion from the Executive County Superintendent prior to payment of any merit bonus.
10. No provision for a bonus shall be made except where payment is contingent upon achievement of measurable specific performance objectives expressly contained in a contract approved pursuant to N.J.A.C. 6A:23A-3.1, where compensation is deemed reasonable relative to the established performance objectives and achievement of the performance objectives has been documented to the satisfaction of the Board .
11. No provision for payment at the time of separation or retirement shall be made for work not performed except as otherwise authorized in N.J.A.C. 6A:23A-3.1 and N.J.S.A. 18A:7-8.1.
12. No contract shall include a provision for a monthly allowance except for a reasonable car allowance. A reasonable car allowance shall not exceed the monthly cost of the average monthly miles traveled for business purposes multiplied by the allowable mileage reimbursement pursuant to applicable law and regulation and New Jersey Office of Management and Budget (NJOMB) circulars. If such allowance is included, the employee **cannot** be reimbursed for business travel mileage nor assigned permanently a car for official district business. Any provision of a car for official district business **shall** conform with N.J.A.C. 6A:23A-6.12 and **shall** be supported by detailed justification. No contract shall include a provision of a dedicated driver or chauffeur.



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13. All Superintendent contracts shall include, **pursuant to N.J.S.A. 18A:17-15.1**, the required provision **that** states that **the contract is null and void** in the event the Superintendent's certificate is revoked.
14. No contract shall include a provision for additional compensation upon the acquisition of a graduate degree unless the graduate degree is conferred by **an** accredited college or university. No contract shall include a provision for assistance, tuition reimbursement, or additional compensation for graduate school coursework unless the coursework culminates in the acquisition of a graduate degree conferred by **an** accredited **institution**, college, or university.

The review and approval of an employment contract for the Superintendent shall not include maximum salary amounts pursuant to N.J.S.A. 18A:7-8.j.

Any action(s) by the Executive County Superintendent undertaken pursuant to N.J.S.A. 18A:7-8.1, N.J.A.C. 6A:23A-3.1, and this Policy may be appealed to the Commissioner pursuant to the procedures set forth at N.J.A.C. 6A:3, Controversies and Disputes.

N.J.S.A. 18A:7-8; 18A:7-8.1; 18A:11-11  
N.J.A.C. 6A:23A-3.1; 6A:23A-7 et seq.

Adopted: 25 February 2010  
Revised: 23 November 2020  
**REVSIED: October 14<sup>th</sup>, 2025**



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[See POLICY ALERT Nos. 182, 188, and 235]

## 6111 SPECIAL EDUCATION MEDICAID INITIATIVE (SEMI) PROGRAM

Every New Jersey school district, with the exception of any district that obtains a waiver of the requirements of N.J.A.C. 6A:23A-5.3(b), shall take appropriate steps to maximize its revenue from the Special Education Medicaid Initiative (SEMI) program by following **the** policies and procedures to maximize participation in the program as set forth in N.J.A.C. 6A:23A-5.3(d) and to comply with all program requirements as set forth in N.J.A.C. 6A:23A-5.3(e).

The school district may seek, in the prebudget year, a waiver of the requirements of N.J.A.C. 6A:23A-5.3 in accordance with the procedures as outlined in N.J.A.C. 6A:23A-5.3(b). As part of the annual budget information, the **New Jersey** Department of Education shall provide each district with a projection of available SEMI reimbursement for the budget year, as determined by the **New Jersey** Department of **the** Treasury's third-party administrator for SEMI. The district shall recognize as revenue in its annual district budget no less than ninety percent of the projection. The district may seek approval from the Executive County Superintendent to use its own projection of SEMI reimbursement upon demonstration the numbers it used in calculating the projection are more accurate than the projection provided.

The district shall strive to achieve maximum participation in the SEMI program. "Maximum participation" means obtaining a ninety percent return rate of parental consent forms for all SEMI-eligible students. Districts shall enter all students following their evaluations into the third-party system **as determined by the New Jersey Department of the Treasury** to identify the district's universe of eligible students. This **may** be done without parental consent.

**If the district participates** in the SEMI reimbursement program, **the district** shall comply with program requirements as outlined in N.J.A.C. 6A:23A-5.3(e).



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Special Education Medicaid Initiative  
(SEMI) Program

**If the district** has less than ninety percent participation of SEMI-eligible students in the prebudget year or that has failed to comply with all program requirements at N.J.A.C. 6A:23A-5.3(e), **the district** shall submit a SEMI action plan to the Executive County Superintendent for review and approval as part of the district's proposed budget submission. The district's SEMI action plan shall include the components as outlined in N.J.A.C. 6A:23A-5.3(g).

**If the district does** not achieve ninety percent participation, or **does not** achieve their approved benchmarks in the SEMI program for a given budget year and cannot demonstrate that they fully implemented their **New Jersey** Department of Education-approved SEMI action plan **required at N.J.A.C. 6A:23A-5.3(f) and (g)**, **the district** shall be subject to review for the withholding of State aid by the **Commissioner of Education**, pursuant to N.J.S.A. 18A:55-3, in an amount equal to the SEMI revenue projection based on their approved benchmark for the budget year, if applicable, less actual SEMI reimbursements for the budget year. The State aid deduction shall be made in the second subsequent year after the budget year.

**If the district does not meet the requirement of the cost-settlement components of SEMI, the district may be required to refund all or part of their SEMI reimbursements.**

N.J.A.C. 6A:23A-5.3

Adopted: 14 August 2008

**REVISED: October 14<sup>th</sup>, 2025**



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[See POLICY ALERT Nos. 182, 188, and 235]

## R 6111 SPECIAL EDUCATION MEDICAID INITIATIVE (SEMI) PROGRAM

Every New Jersey school district, with the exception of any district that obtains a waiver of the requirements at N.J.A.C. 6A:23A-5.3(b) and A. below, shall take appropriate steps to maximize its revenue from the Special Education Medicaid Initiative (SEMI) program by following the policies and procedures to maximize participation in the program at N.J.A.C. 6A:23A-5.3(d) and C.1. below and to comply with all program requirements at N.J.A.C. 6A:23A-5.3(e) and C.2. below.

### A. Waiver

1. The school district may seek, in the prebudget year, a waiver of the requirements of N.J.A.C. 6A:23A-5.3, **Policy 6111, and this Regulation** upon demonstration that for the subsequent school year: **the district projects, based on reliable evidence, that it will have forty or fewer Medicaid-eligible classified students.**
  - a. **The application for a waiver of the requirements of N.J.A.C. 6A:23A-5.3, Policy 6111, and this Regulation shall be made to the Executive County Superintendent no less than forty-five days prior to the submission of the district's proposed budget for the school year to which the waiver request applies. The Executive County Superintendent shall notify the district of the decision on the waiver application within twenty days of receipt of the waiver request. If the waiver is not granted, the district shall submit to the Executive County Superintendent a SEMI action plan required at N.J.A.C. 6A:23A-5.3(f) and D. below as part of its annual district budget submission, or shall demonstrate to the Executive County Superintendent that the district has achieved maximum participation in the SEMI program in the prebudget year.**



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## B. Projection of Available SEMI Reimbursement

1. As part of the annual budget information, the New Jersey Department of Education shall provide **the** school district with a projection of available SEMI reimbursement for the budget year, as determined by the **New Jersey** Department of **the** Treasury's **third-party** administrator for SEMI.
  - a. **The district shall recognize as revenue in its annual school district budget no less than ninety percent of said projection.**
  - b. **The district may seek approval from the Executive County Superintendent to use its own projection of SEMI reimbursement upon demonstration the numbers it used in calculating the projection are more accurate than the projection provided.**

## C. SEMI Program Requirements

1. The school district shall strive to achieve maximum participation in the SEMI program. **For the purpose of Policy 6111 and this Regulation, "maximum participation"** means obtaining a ninety percent return rate of parental consent forms for all SEMI-eligible students. Districts shall enter all students following their evaluations into the third-party system **as determined by the New Jersey Department of the Treasury** to identify the district's universe of eligible students. This **may** be done without parental consent.
2. **If the district participates** in the SEMI reimbursement program, **the district** shall comply with program requirements as follows:
  - a. The district shall implement Policy **6111** and **this Regulation** concerning the effective and efficient administration of the SEMI reimbursement program consistent with the requirements of N.J.A.C. 6A:23A-5.3. **A complete listing of requirements and information are available at the SEMI/MAC website.**



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- b. Any service submitted to Medicaid for reimbursement shall be rendered by a Medicaid qualified practitioner, or rendered by a provider under the supervision of a Medicaid qualified practitioner. The following outlines the required documentation for each related service provider:
- (1) Nurses – copy of license (**educational services certificate issued by the State Board of Examiners** is not required for SEMI);
  - (2) Occupational Therapist – copy of license and **educational services certificate issued by the State Board of Examiners**;
  - (3) Physical Therapist – copy of license and **educational services certificate issued by the State Board of Examiners**;
  - (4) Psychologist – copy of **educational services certificate issued by the State Board of Examiners**;
  - (5) Social Worker – copy of **educational services certificate issued by the State Board of Examiners**; and
  - (6) Speech-language Specialist :
    - (a) **Qualification and documentation for provision of evaluation services shall include:**
      - (i) Copy of licensed physician's orders, which shall be maintained with the student's IEP; or
      - (ii) Copy of New Jersey license as a speech-language pathologist and educational services certificate with a speech-language specialist endorsement (N.J.A.C. 6A:9B-14.6) for the individual whose signature appears on the IEP; or



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- (iii) Copy of documentation that identifies the referral of speech services included in or with the student's IEP.
  - (b) Qualification for provision of related services shall include:
    - (i) Copy of educational services certificate or endorsement issued by the State Board of Examiners and an American Speech-Language-Hearing Association (ASHA) Certificate of Clinical Competence; or
    - (ii) Copy of educational services certificate with a speech-language specialist endorsement and a valid license authorized by the State Audiology and Speech-Language Pathology Advisory Committee in accordance with N.J.S.A. 45:3B-1 et seq.
  - (7) Audiologist – copy of license issued by the State Audiology and Speech-Language Pathology Advisory Committee in accordance with N.J.S.A. 45:3B-1 et seq.
- c. Practitioners who are not Medicaid qualified can deliver services under the direction of Medicaid qualified practitioners. **Practitioners who are not Medicaid qualified** include **only** certified occupational therapist assistants, physical therapist assistants, **speech-language specialists who do not meet the qualifications at N.J.A.C. 6A:23A-5.3(e)2.vi(2)(A) or (B) and C.2.b.(6)(i) and C.2.b.(6)(ii) above, and licensed practical nurses.**



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- d. Any direct therapy or other related service shall be prescribed in the related services section of the student's IEP prior to submitting a claim to Medicaid for reimbursement. Delivery of nursing services and dispensing of medication **shall** be referenced in the IEP and supported by physicians' orders or prescriptions, **which shall** be maintained on file. Supporting documentation to be maintained by the district shall be the cover/signature page, related services section of the IEP, therapy logs, and the evaluations and assessments conducted by the Medicaid-qualified practitioners.
- e. Entities where the district has placed SEMI-eligible students shall take steps to enable districts to maximize participation, including either logging the eligible services provided directly through the **third-party system as determined by the New Jersey Department of the Treasury** or the sending district, as mutually agreed upon with the district, and obtaining SEMI provider qualification certifications. Every out-of-district placement **shall** provide copies of SEMI provider qualifications, certifications, and licenses. **N.J.A.C. 6A:23A-5.3(e)5.** applies to the following out-of-district placement options:
- (1) Approved private schools for students with disabilities;
  - (2) Educational services commissions;
  - (3) Jointure commissions;
  - (4) Vocational half-time programs;
  - (5) **New Jersey** Department of Education regional day schools; and
  - (6) **County** special service school districts.



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- f. **If the district does not have an approved waiver pursuant to N.J.A.C. 6A:23A-5.3(b) and A. above the district shall comply with the program requirements to assure the year-end cost settlement of SEMI claims is properly calculated with the standardized submission of quarterly and annual cost data, as well as staff pool lists transmitted directly through the third-party system as determined by the New Jersey Department of the Treasury.**
- g. **To retain reimbursement, if the district does not have an approved waiver pursuant to N.J.A.C. 6A:23A-5.3(b) and A. above, the district shall ensure compliance with the necessary components of the cost settlement requirements which include completion of the online questionnaire – Random Moment Time Study (RMTS) – by staff provided directly through the third-party system as determined by the New Jersey Department of the Treasury.**
- h. All supporting documentation for a Medicaid claim shall be maintained on file and available for audit or State review for at least seven years from the date of service. Supporting documentation shall include provider certification (current and historical for each provider); provider service logs, licenses, and/or **certificates issued by the Division of Consumer Affairs or the New Jersey Department of Education, as applicable**; physician authorizations for nursing services; parental consent forms; attendance records; and copies of the student's IEP.

## D. SEMI Action Plan

- 1. **If the school district has less than ninety percent participation of SEMI-eligible students in the prebudget year or that has failed to comply with all program requirements at N.J.A.C. 6A:23A-5.3(e) and C.2. above, the district shall submit a SEMI action plan to the Executive County Superintendent for review and approval as part of the district's proposed budget submission.**



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2. The SEMI action plan shall include the following components:
  - a. Procedures for obtaining parental consent forms, **such as** the Parental Consent Best Practices **that** are available from the New Jersey Department of Education.
  - b. Establishment of a benchmark for the year of **implementation** or for the first year the district does not have an approved waiver pursuant to N.J.A.C. 6A:23A-5.3(b) **and A. above**, whichever is applicable, for obtaining maximum participation of all SEMI-eligible students by the start of the subsequent school year.
    - (1) The benchmarks for the **first year of implementation** or for the first year the district does not have an approved waiver pursuant to N.J.A.C. 6A:23A-5.3(b) **and A. above**, whichever is applicable, for achieving maximum participation shall close, **at a minimum**, the gap between current participation and maximum participation by fifty percent by the beginning of the subsequent school year; and
    - (2) The benchmarks shall be based on the percentage of parental consent forms collected from eligible students. The number of parental consent forms shall reflect one parental consent form **or one document noting parental refusal** for each eligible student;
  - c. Procedures to ensure all IEP meetings are documented in the third-party administrator's system. IEPs are claimable **only** if a Medicaid qualified practitioner is present **and it is documented that a health-related service is discussed**;
  - d. Procedures to ensure all SEMI-eligible services, including services provided by entities where the district has placed SEMI-eligible students, are documented in the third-party administrator's system;



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- e. Procedures to ensure a valid IEP is on file and the IEP date is on file in the third-party administrator's system for each SEMI-eligible student for whom parental consent has been obtained; **and**
  - f. Procedures to ensure service providers used by the school district and entities where the district has placed **SEMI-eligible** students have valid licenses and certifications documenting SEMI provider qualifications on file in the third-party administrator's system.
3. **If the district does not achieve ninety percent participation, or does not achieve their approved benchmarks in the SEMI program for a given budget year and cannot demonstrate they fully implemented their New Jersey Department of Education-approved SEMI action plan required at N.J.A.C. 6A:23A-5.3(f) and (g) and D. above, the district shall be subject to review for the withholding of State aid by the Commissioner of Education, pursuant to N.J.S.A. 18A:55-3, in an amount equal to the SEMI revenue projection based on their approved benchmark for the budget year, if applicable, less actual SEMI reimbursements for the budget year. The State aid deduction shall be made in the second subsequent year after the budget year.**
  4. **If the district does not meet the requirement of the cost-settlement components of SEMI, the district may be required to refund all or part of their SEMI reimbursements.**

Issued: 28 July 1997  
REVISED: October 14<sup>th</sup>, 2025



# POLICY GUIDE

## BAYONNE BOARD OF EDUCATION

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[See POLICY ALERT Nos. 192 and 235]

### 6220 BUDGET PREPARATION

The annual budget is the financial plan for the effectuation of the educational plan for the district. The budget shall be designed to carry out that plan in a thorough and efficient manner, to maintain school district facilities, and to honor continuing obligations of the district.

A proposed budget requires the critical analysis by every member of the Board of Education during its preparation. The administration shall work with the Board to ensure Board members have a thorough understanding of the budget appropriations, budget revenue, the proposed educational program, and the budget's impact to the local tax levy. The Board shall also provide for community input during the budget development process.

**The annual school district budget and supporting documentation shall be prepared in accordance with the provisions of N.J.S.A. 18A:7F; N.J.S.A. 18A:22-7 and 18A:22-8; and N.J.A.C. 6A:23A-8. The Board shall adopt and submit to the Executive County Superintendent for approval, together with Commissioner-prescribed supporting documentation, a budget that provides for a thorough and efficient education pursuant to N.J.A.C. 6A:23A-8.1(a). Pursuant to N.J.A.C. 6A:26-3.7 and 6A:26-3.12, the Board shall obtain approval of the local funding for a non-referendum capital project (school facility project or other capital project) in accordance with N.J.A.C. 6A:23A-8.4.**

The budget will be presented to the Board to allow adequate time for review and adoption.

The Board shall include in the budget application to the Executive County Superintendent a complete reporting of revenues and appropriations and other requirements pursuant to N.J.S.A. 18A:22-8-1 et seq. and N.J.S.A. 18A:7F-5 through 63.

The Board, upon submission of its budget application to the Executive County Superintendent or by the statutory submission date, whichever is earlier, shall make available upon request for public inspection all budget and supporting documentation contained in the budget application and all other documents listed in N.J.A.C. 6A:23A-8.1 once the budget application has been submitted to the Executive County Superintendent for approval.



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The budget, as adopted for the school year pursuant to N.J.S.A. 18A:7F-5, shall be provided for public inspection on the district's **website**, if one exists, and made available in print in a "user-friendly," plain language budget summary format in accordance with the provisions of N.J.A.C. 6A:23A-8.1(c).

All budgetary and accounting systems used in the school district must be in accordance with double-entry bookkeeping and Generally Accepted Accounting Principles as required in N.J.A.C. 6A:23A-16.1 et seq.

N.J.S.A. 18A:7F et seq.; 18A:22-7 et seq.  
N.J.A.C. 6A:23A-8.1 et seq.; 6A:23A-16.1 et seq.

Adopted: 28 July 1997  
**REVISED: October 14<sup>th</sup>, 2025**



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[See Policy Alert No. 235]

## R 6220 BUDGET PREPARATION

The annual school district budget will be prepared in accordance with the following procedure.

### A. Responsibility

1. The **School Business Administrator/Board Secretary** is responsible for the administration and coordination of all budget preparation activities and will be guided by the budget planning forecasts prepared in accordance with Policy 6210.
2. Each Principal will assess the educational needs of the students, collect and evaluate the requests for funds submitted by the teaching and support staff members in **their** building, and compile an estimate of the total building needs for the next budget year. The estimate will be submitted to the **School Business Administrator/Board Secretary**.
3. Each central office administrator will assess the needs of the program operation for which **they are** responsible (such as staff recruiting, facilities maintenance, transportation, capital improvements) and will prepare an estimate of the program needs for the next budget year. The estimate will be submitted to the **School Business Administrator/Board Secretary**.

### B. Priorities

1. All estimates submitted to the **School Business Administrator/Board Secretary** in accordance with paragraph A.2. and paragraph A.3. **above** will be reasonably detailed and supported by appropriate documentation to justify the expenditures requested.



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The administrators charged with estimating budgetary needs will be guided by these cost priorities;

- a. Staffing adequate to sustain the current instructional program;
  - b. Supplies and equipment adequate to sustain the current instructional program;
  - c. Maintenance of current facilities and programs;
  - d. New staff members to improve or expand the current program;
  - e. New supplies and equipment to improve or expand the current instructional program; and
  - f. New instructional programs.
2. The **Superintendent or designee and the School Business Administrator/Board Secretary** will review all estimates for budget allocations and, as necessary, discuss justifications and possible alternatives with the originating administrator. The **Superintendent or designee and the School Business Administrator/Board Secretary** will:
- a. Compare budget requests with inventory to determine whether requested resources are presently available;
  - b. Analyze budget requests on a district-wide basis to determine whether requested resources can be shared; and
  - c. Analyze budget requests for staffing requirements and convert those requirements to dollar equivalents.



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C. Form

1. The tentative budget shall contain:

- a. The total expenditure for each item for the preceding school year, the amount appropriated for the current school year adjusted for transfers as of the date specified by the New Jersey Department of Education (**NJDOE**) of the current school year, and the amount estimated to be necessary to be appropriated for the ensuing school year, indicated separately for each item as determined by the Commissioner;
- b. The amount of the surplus account available at the beginning of the preceding school year, at the beginning of the current school year and the amount anticipated to be available for the ensuing school year;
- c. The amount of revenue available for budget purposes from the preceding school year, the amount available for the current school year as of the date specified by the **NJDOE** and the amount anticipated to be available for the ensuing school year in the following categories as applicable:
  - (1) Revenues to be raised by local sources;(2) Revenues from State Aid;
  - (3) Revenues from Federal Aid;
  - (4) Revenues from intermediate sources; **and/or**
  - (5) Other sources of revenue;
- d. Transfers between current expense and capital outlay for the preceding school year, the current school year as of the date specified by the **NJDOE** of that year and transfers anticipated for the ensuing school year;



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- e. A presentation of the student population for the current school year and immediate past school year as reported in the application for State School Aid, and an estimate of the anticipated student population for the next school year;
- f. An estimate of staff composition by numbers in each administrative, instructional, and educational services area for the next school year; and
- g. **Any additional information required by the NJDOE and the Board of Education.**
- h. All budgetary and accounting systems used in the school district must be in accordance with double-entry bookkeeping and Generally Accepted Accounting Principles as included in statutes and administrative code.

## D. Timeline

The **Superintendent or designee and the School Business Administrator/Board Secretary** will submit the tentative budget recommendations to the **Board of Education** in accordance with the budget timeline established by the **NJDOE** and the Board. The proposed expenditures and anticipated revenues in the tentative budget will be supported by sufficient explanatory information to enable the Board to determine their validity.

Issued: 28 July 1997  
**REVISED: October 14<sup>th</sup>, 2025**



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Acceptable Use of Generative  
Artificial Intelligence (AI)

Aug 24

[See POLICY ALERT No. 234]

2365 ACCEPTABLE USE OF GENERATIVE ARTIFICIAL  
INTELLIGENCE (AI)

The Board of Education recognizes the use of artificial intelligence (AI) may result in increased and enhanced learning opportunities for students in the school district. The Board adopts this Policy to provide guidelines and expectations for student use of generative AI.

For the purpose of this Policy, “AI” means all types of generative AI technologies that create new content or outputs from a prompt to produce text, images, videos, or music.

For the purpose of this Policy, “AI tools” means software applications and platforms that utilize AI technologies to perform specific tasks and solve problems that typically require human intelligence.

For the purpose of this Policy, “assignment” means any task or work required of a student as part of a student’s educational and co-curriculum program in the district.

The Board recognizes the potential of AI tools to enhance and transform a student’s educational and co-curricular experience in the district. However, AI tools are not inherently knowledgeable and are trained from large amounts of data collected from various sources. Outputs generated by an AI tool may be inaccurate, inappropriate, or incomplete. Therefore, to ensure the responsible use of AI and to maintain academic integrity, students shall be required to comply with the district’s Acceptable Use of Generative Artificial Intelligence Plan (AI Plan) that will include proper citation and/or documentation methods to support the content provided by an AI tool in a student assignment.

The Superintendent or designee may designate an AI Coordinator to oversee the use of all AI tools in the district and may designate additional AI Coordinators and/or committees to monitor the use of all AI tools within the district.

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## BAYONNE BOARD OF EDUCATION

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### Acceptable Use of Generative Artificial Intelligence (AI)

The Superintendent or designee, in consultation with district staff and AI Coordinator(s), shall develop the district's AI Plan.

#### **Guidelines for Student Use:**

##### **Educational Integrity**

Students may use district approved AI tools, meeting current student data privacy standards, to assist with learning activities as approved by their teacher. Examples include brainstorming, research, and preliminary drafts. Teachers will provide explicit instructions regarding permissible AI use for assignments and assessments.

##### **Prohibited Uses**

Students are prohibited from:

- Using AI to fabricate misinformation or create content that could harm others.
- Employing AI to impersonate others, engage in harassment, bullying, or intimidation, as defined by the district's Harassment, Intimidation and Bullying Policy #5512.
- Using AI-generated outputs to misrepresent work as their own without proper citation.

##### **Ethical Use and Citation**

Students must disclose and appropriately cite AI-generated content in their assignments, following citation standards such as MLA or APA. Misuse of AI without proper acknowledgment constitutes plagiarism and will be addressed accordingly.

##### **Safeguards Against Harm**

AI tools must not be used to:

- Violate the privacy of students or staff.
- Share or misuse sensitive personal data.
- Generate harmful or threatening content.

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Acceptable Use of  
Generative Artificial  
Intelligence (AI)

## Responsibilities

- **Teachers**  
Teachers will guide students on ethical and effective AI use and integrate critical thinking and digital literacy into classroom instruction. They will clearly communicate expectations for each assignment.
- **Students**  
Students must use AI responsibly and follow all outlined policies, ensuring their actions uphold academic integrity and respect for others.
- **Administration**  
Administrators, with the support of an AI Coordinator, will review and approve AI tools for student use, ensuring compliance with state and federal laws, including COPPA and FERPA.

## Consequences

Violations of this policy will include, but not be limited to, the consequences listed in Acceptable Use of Computer Networks/Computers Policy #2361, the district's Student Discipline/Code of Student Conduct Policy #5600, Harassment, Intimidation and Bullying Policy #5512, and procedures related to academic dishonesty as described in Policy #5701. Consequences will consider the nature and severity of the violation, ensuring appropriate due process for all involved.

## Guidelines for Teachers, Staff, and Administrator Use:

### Purpose and Scope

AI tools may be used by teachers, staff, and administrators to enhance productivity, streamline workflows, and support the creation of instructional and administrative materials. The use of AI must align with district values, uphold professional integrity, and comply with confidentiality and privacy standards.

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Acceptable Use of  
Generative Artificial  
Intelligence (AI)

## Guidelines for Professional Use

- **Transparency and Personalization:** AI tools should support, not replace, human judgment. Final outputs must reflect the user's professional voice and understanding.
- **Creating Materials:** AI may assist with developing lesson plans, worksheets, or communications but must be reviewed for accuracy, relevance, and alignment with district objectives.
- **Ethical Use:** Sensitive information, including, but not limited to, student names and personal details, must not be input into AI tools to protect confidentiality.
- **Efficiency over Replacement:** AI should streamline repetitive tasks but must not replace critical thinking, creativity, or discretion in decision-making.

## Prohibited Uses

- **Autonomous Decision-Making:** AI cannot independently determine student performance, disciplinary actions, or other critical outcomes.
- **Sensitive Contexts:** AI must not be used for high-stakes communications or reports requiring empathy and discretion, such as disciplinary actions or evaluations.

## Accountability and Review

Staff are responsible for the accuracy and appropriateness of AI-generated content. Periodic reviews may be conducted by district administrators to ensure compliance with these guidelines.

The district's AI Plan will be reviewed and/or revised as needed.

In the event the Superintendent determines a provision(s) of this Policy or the district's AI Plan becomes inapplicable, inappropriate, undesirable, and/or irrelevant for any reason in the school setting, the Superintendent may revise or suspend a provision(s) of this Policy or the district's AI Plan. In such a case, the Superintendent will report to the Board the reason for the revision or suspension and recommend the Board ratify the Superintendent's actions.

Adopted: 29<sup>th</sup> April 2025

REVSIED: October 14<sup>th</sup>, 2025

# POLICY GUIDE

## BAYONNE BOARD OF EDUCATION

STUDENTS

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**Academic Integrity**

Sept 25

### 5701 ACADEMIC INTEGRITY

The Board of Education requires a high level of ethical standards for students in the school district, including honesty and integrity in all aspects of their academic program. The Board expects all students to embrace the highest standards of academic integrity in all assignments. Acts of academic dishonesty, including inappropriate or undisclosed use of generative artificial intelligence (AI), will not be accepted. Students are responsible for complying with the provisions of this Policy and may be subject to disciplinary action for any violation.

Students are expected to be honest in their studies and academic work. Students shall not engage in any of the following prohibited acts, including but not limited to:

1. **Plagiarism** – Presenting work from another source, person, or AI tool without acknowledgment that it is not their own work.
2. **Fabrication** – The deliberate use of false information or the falsification of research or other findings with the intent to deceive. This includes citing sources not used, fabricating data, or taking a test for another person.
3. **Misrepresentation** – Providing false information to a teaching staff member, such as false excuses for missing a deadline or falsely claiming to have submitted an assignment.
4. **Cheating** – Using unauthorized materials, technology, or AI tools to gain an unfair advantage on examinations, quizzes, or assignments, including obtaining copies of an examination.
5. **Obstruction** – Preventing other students from completing their assignments, disrupting experiments or projects, misrepresenting group contributions, or damaging the district's technology resources.

# POLICY GUIDE

## BAYONNE BOARD OF EDUCATION

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**Academic Integrity**

6. **Misuse of Generative AI** – Using AI in violation of Policy 2365 and the District's AI Plan, including but not limited to:
  - Submitting AI-generated content as one's own work.
  - Failing to acknowledge AI assistance when required by staff.
  - Using AI tools to bypass the learning process or assessment expectations.
  - Ignoring teacher instructions or school guidelines regarding AI use.
7. **Commercial Academic Misconduct** – Selling, offering, or preparing academic work (including AI-generated work) for submission by another student in fulfillment of a school requirement, in violation of N.J.S.A. 18A:2-3.
8. **Other Acts** – Any other conduct determined by the Principal to compromise the academic integrity of a student's work.

Any violation of this Policy shall be addressed in accordance with Policy and Regulation 5600.

A student may appeal a violation of this Policy in accordance with Policy 5710.

Students shall be informed of the conduct prohibited by this Policy, including rules for AI use, at the beginning of the school year.

### **N.J.S.A. 18A:2-3**

Adopted: 28 July 1997  
Revised: 29 April 2025  
**REVISED: October 14<sup>th</sup>, 2025**

# BYLAW GUIDE

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Board Member Election and Appointment  
Jul 25

[See POLICY ALERT Nos. 181, 202, and 235]

## 0143 BOARD MEMBER ELECTION AND APPOINTMENT

The election and appointment of Board of Education members will be conducted in strict compliance with law.

**[Applicable For Type II Districts With an Elected Board]** And Regional School District Boards

Vacancies in the membership of Boards of Type II districts having elected Boards shall be filled in accordance with N.J.S.A. 18A:12-15. Vacancies in the membership of a regional Board shall be filled from the constituent districts represented by the former incumbents in the same manner as vacancies in the membership of Boards of Type II districts having elected Boards in accordance with N.J.S.A. 18A:13-11. Such vacancies shall be filled as follows:

1. By the Executive County Superintendent, if the vacancy is caused by the absence of candidates for election to the Board or by the removal of a member because of lack of qualifications, or is not filled within sixty-five days following its occurrence;
2. By the Executive County Superintendent, to a number sufficient to make up a quorum of the Board if, by reason of vacancies, a quorum is lacking;
3. By special election, if in the annual school election two or more candidates qualified by law for membership on the Board receive an equal number of votes. Such special election shall be held only upon recount and certification by the County Board of Elections of such election result, shall be restricted to such candidates, shall be held within sixty days of the annual school election, and shall be conducted in accordance with procedures for annual and special school elections set forth in Title 19 of the Revised Statutes. The vacancy shall be filled by the Executive County Superintendent if in such special election two or more candidates qualified by law for membership on the Board receive an equal number of votes;



# BYLAW GUIDE

BAYONNE BOARD OF EDUCATION

BYLAWS

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Board Member Election and Appointment

4. By special election, if there is a failure to elect a member at the annual school election due to improper election procedures. Such special election shall be restricted to those persons who were candidates at such annual school election, shall be held within sixty days of such annual school election, and shall be conducted in accordance with the procedures for annual and special school elections set forth in Title 19 of the Revised Statutes;
5. By the Commissioner of Education if there is a failure to elect a member at the annual school election due to improper campaign practices; or
6. By a majority vote of the remaining members of the Board after the vacancy occurs in all other cases.

Each member so appointed shall serve until the organizational meeting following the next annual election unless the member is appointed to fill a vacancy occurring within the sixty days immediately preceding such election if the annual election is held in April, or occurring after the third Monday in July if the election is held in November, to fill a term extending beyond such election, in which case the member shall serve until the organizational meeting following the second annual election next succeeding the occurrence of the vacancy, and any vacancy for the remainder of the term shall be filled at the annual election or the second annual election next succeeding the occurrence of the vacancy, as the case may be in accordance with N.J.S.A. 18A:12-15.



# BYLAW GUIDE

## BAYONNE BOARD OF EDUCATION

### BYLAWS

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#### Board Member Election and Appointment

The Board Secretary shall promptly notify the President of a vacancy to be filled by the Board. The President shall inform all other Board members. The Board will give public notice of the vacancy and invite any qualified person to submit a written request for consideration of **their** candidacy for the vacancy. The Board may also require candidates submit a resume with their written request.

In considering candidates who have expressed an interest in a vacancy, the Board may interview candidates in public or executive session. The Board must vote to appoint a candidate to a vacancy in public session and there shall be no decisions made in executive session. In the event interviews are conducted in executive session, Board members, in the public session nomination and voting process, shall express their opinion in support of their vote so the public can witness any deliberations, policy formulation, and the decision making process of the Board.

A roll call vote will be conducted on candidates in the order the candidates were nominated with a second. If there are two or more vacancies, each vacancy will be filled by a separate election process. The first candidate who receives the votes of a majority of the remaining Board members will be elected to the vacancy. In the event no candidate receives a majority vote of the remaining Board members, another election process shall be conducted between the two candidates receiving the highest number of votes.]

N.J.S.A. 18A:12-11; 18A:12-15

N.J.S.A. 18A:13-5; 18A:13-10; 18A:13-11 [**regional district**]

N.J.S.A. 18A:54-16

N.J.S.A. 40A:9-12.1 [**vocational district**]

Adopted: 28 July 1997

Revised: 29 January 2015

**REVISED: October 14<sup>th</sup>, 2025**



# POLICY GUIDE

BAYONNE BOARD OF EDUCATION

ADMINISTRATION

1636.01/page 1 of 1

Notification of Promotion, New Job,  
and Transfer Opportunities

Jul 25

[See POLICY ALERT No. 235]

## **1636.01 NOTIFICATION OF PROMOTION, NEW JOB, AND TRANSFER OPPORTUNITIES**

The Board of Education shall make reasonable efforts to announce, post, or otherwise make known opportunities for promotion that are advertised internally within the district or externally on internet-based advertisements, postings, printed flyers, or other similar advertisements to all current employees in the affected department or departments of the district prior to making a promotion decision in accordance with N.J.S.A. 34:6B-23.

For the purpose of N.J.S.A. 34:6B-23 and this Policy, “promotion” means a change in job title and an increase in compensation.

Any promotion for a current employee that is awarded on the basis of years of experience or performance shall not be subject to the notification requirements established in N.J.S.A. 34:6B-23 and this Policy. Nothing in N.J.S.A. 34:6B-23 and this Policy shall be construed to prohibit the Board from making a promotion on an emergent basis due to an unforeseen event.

The Board shall disclose in each posting for new jobs and transfer opportunities that are advertised by the Board either externally or internally the hourly wage or salary, or a range of the hourly wage or salary, and a general description of benefits and other compensation programs for which the staff member would be eligible. Nothing in N.J.S.A. 34:6B-23 and this Policy shall be construed to prohibit the Board from increasing the wages, benefits, and compensation identified in the job opening posting at the time of making an offer for employment to an applicant.

N.J.S.A. 34:6B-23

**Adopted: October 14<sup>th</sup>, 2025**



# POLICY GUIDE

ADMINISTRATION

1648.15/page 1 of 1

Recordkeeping for Healthcare Settings  
in School Buildings—COVID-19

Jul 25

M

{See **POLICY ALERT Nos. 227 and 235**}

## 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.



# POLICY GUIDE

BAYONNE BOARD OF EDUCATION

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**Statutory Curricular Requirements**  
Jul 25  
M

[See POLICY ALERT Nos. 208, 217, 219, 224, and 235]

## 2422 STATUTORY CURRICULAR REQUIREMENTS

The New Jersey Student Learning Standards (NJSLS) provide clear and consistent learning goals across distinct content areas to help prepare students for postsecondary success. The NJSLS demonstrate what students are expected to learn at specific grade levels and bands, so that every parent and teacher can understand and support learning. The NJSLS offer the foundation on which school districts build coherent curriculum and plan instruction to prepare each student with the knowledge and skills needed to succeed.

The New Jersey State Board of Education adopts the NJSLS and the New Jersey statutes require instruction to be part of the school district's implementation of the NJSLS. The following statutes that require instruction to be part of the school district's implementation of the NJSLS include:

1. Accident and Fire Prevention (N.J.S.A. 18A:6-2) requires regular courses of instruction in accident and fire prevention.
2. Breast Self-Examination (N.J.S.A. 18A:35-5.4) requires offering instruction on breast self-examination for students in grades seven through twelve.
3. Bullying Prevention Programs (N.J.S.A. 18A:37-17) requires the establishment of bullying prevention programs.
4. Cancer Awareness (N.J.S.A. 18A:40-33) requires the development of a school program on cancer awareness by the Commissioner of Education.
5. Dating Violence Education (N.J.S.A. 18A:35-4.23a) requires instruction regarding dating violence in grades seven through twelve.



# POLICY GUIDE

BAYONNE BOARD OF EDUCATION

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## Statutory Curricular Requirements

6. Domestic Violence Education (N.J.S.A. 18A:35-4.23) allows instruction on problems related to domestic violence and child abuse.
7. Gang Violence Prevention (N.J.S.A. 18A:35-4.26) requires instruction in gang violence prevention for elementary school students.
8. Health, Safety, and Physical Education (N.J.S.A. 18A:35-5) requires that all students in grades one through twelve participate in at least two and one-half hours of health, safety, and physical education each school week.
9. Drugs, Alcohol, Tobacco, Controlled Dangerous Substances, and Anabolic Steroids (N.J.S.A. 18A:40A-1) requires instructional programs on drugs, alcohol, anabolic steroids, tobacco, and controlled dangerous substances and the development of curriculum guidelines for each grade Kindergarten through twelve.
10. Lyme Disease Prevention (N.J.S.A. 18A:35-5.1 through **18A:35-5.3**) requires the development of Lyme disease curriculum guidelines **for the teaching of information on the prevention of Lyme disease and other tick-borne diseases** .
11. Organ Donation (N.J.S.A. 18A:7F-4.3) requires information relative to organ donation to be given to students in grades nine through twelve.
12. Sexual Assault Prevention (N.J.S.A. 18A:35-4.3) requires the development of a sexual assault prevention education program by the Commissioner of Education for utilization by school districts.
13. Stress Abstinence (N.J.S.A. 18A:35-4.19 through 18A:35-4.22), also known as the "AIDS Prevention Act of 1999," requires sex education programs to stress abstinence.
14. Suicide Prevention (N.J.S.A. 18A:6-111 through **18A:6-113**) requires instruction in suicide prevention in public schools.



# POLICY GUIDE

BAYONNE BOARD OF EDUCATION

PROGRAM

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## Statutory Curricular Requirements

15. Cardiopulmonary Resuscitation (CPR)/Automated External Defibrillator (AED) (N.J.S.A. 18A:35-4.28 and 18A:35-4.29) requires public high schools and charter schools to provide instruction in cardiopulmonary resuscitation and the use of an automated external defibrillator to each student prior to graduation.
16. Sexually Explicit Images through Electronic Means (N.J.S.A. 18A:35-4.32 and **18A:35-4.33**) requires instruction, once during middle school, on the social, emotional, and legal consequences of distributing and soliciting sexually explicit images through electronic means.
17. History of Disabled and LGBT Persons (N.J.S.A. 18A:35-4.35 and **18A:35-4.36**) requires instruction on the political, economic, and social contributions of persons with disabilities and lesbian, gay, bisexual, and transgender people for middle and high school students.
18. Financial Literacy (N.J.S.A. 18A:35-4.34) requires instruction with basic financial literacy necessary for sound financial decision-making in each of the grades six through eight.
19. Sexual Abuse and Assault Awareness and Prevention Education (N.J.S.A. 18A:35-4.5a) requires age-appropriate sexual abuse and assault awareness and prevention education in grades preschool through twelve.
20. Curriculum to Include Instruction on Diversity and Inclusion (N.J.S.A. 18A:35-4.36a) requires instruction on diversity and inclusion in an appropriate place in the curriculum for students in grades Kindergarten through twelve.
21. Incorporation of Age-Appropriate Instruction Relative to Consent for Physical Contact and Sexual Activity (N.J.S.A. 18A:35-4.38) requires age-appropriate instruction in grades six through twelve on the law and meaning of consent for physical contact and sexual activity.
22. Health Curriculum to Include Instruction on Mental Health (N.J.S.A. 18A:35-4.39) requires health education programs to include instruction on mental health and the relation of physical and mental health for students in grades Kindergarten through twelve.



# POLICY GUIDE

BAYONNE BOARD OF EDUCATION

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## Statutory Curricular Requirements

23. Information About “New Jersey Safe Haven Infant Protection Act” Included in Public School Curriculum (N.J.S.A. 18A:35-4.40) **requires** information on the provisions of the “New Jersey Safe Haven Infant Protection Act” shall be included in curriculum for public school students in grades nine through twelve.
24. Infusion of African American Accomplishments into School Curricula (N.J.S.A. 18A:35-4.43) requires in the curriculum for all elementary and secondary students instruction that infuses into all courses on the United States the centuries of accomplishments by African Americans in the building and development of America.
25. **Asian American, Pacific Islander History, Contributions; Instruction Included in Curriculum (N.J.S.A. 18A:35-4.44) requires instruction on the history and contributions of Asian Americans and Pacific Islanders in an appropriate place in the curriculum of students in grades Kindergarten through twelve as part of the district’s implementation of the NJSLs in Social Studies.**

**26. Any other statutory or administrative codes requiring instruction to be part of the district’s implementation of the NJSLs.**

In accordance with the provisions of N.J.S.A. 18A:35-4.7, any student whose parent presents to the Principal a signed statement that any part of the instruction in health, family life education, or sex education is in conflict with **their** conscience or sincerely held moral or religious beliefs shall be excused from that portion of the course where such instruction is being given and no penalties as to credit or graduation shall result.

The Board must provide two and one-half hours of health, safety, and physical education courses in each school week, or proportionately less when holidays fall within the week. Recess period(s) shall not be used to meet the requirements of N.J.S.A. 18A:35-5, 7, and 8.

In accordance with N.J.S.A. 18A:35-4.31, the Board shall provide a daily recess period of at least twenty minutes for students in grades Kindergarten through five. A recess period is not required on a school day in which the day is substantially shortened due to a delayed opening or early dismissal. The recess period shall be outdoors, if feasible. A student shall not be denied recess for any reason, except as a consequence of a violation of the school district’s Code of Student Conduct, including a harassment, intimidation, or bullying (HIB) investigation pursuant to N.J.S.A. 18A:37-13 et seq. Students may not be denied recess more than twice per week for a violation of the Code of Student Conduct or HIB investigation and these students shall be provided restorative justice activities during the recess period.



# POLICY GUIDE

BAYONNE BOARD OF EDUCATION

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## Statutory Curricular Requirements

Restorative justice activities are defined as activities designed to improve the socioemotional and behavioral responses of students through the use of more appropriate and less punitive interventions thereby establishing a more supportive and inclusive school culture. The student's recess period should be scheduled in a manner that does not interfere with the implementation of a student's Individualized Education Program (IEP). School staff may deny recess for a student on the advice of a medical professional, school nurse, or the provisions of a student's IEP and/or 504 Plan.

A copy of the NJSLS and all related curriculum/course guides and instructional material shall be available for public inspection .

Adopted: 27<sup>th</sup> July 1997  
Revised: 24<sup>th</sup> August 2016  
Revised: 30<sup>th</sup> April 2019  
Revised: 26<sup>th</sup> October 2020  
Revised: 29<sup>th</sup> September 2021  
**REVISED: October 14<sup>th</sup>, 2025**



# POLICY GUIDE

BAYONNE BOARD OF EDUCATION

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Student Sun Protection  
Jul 25  
M

[See POLICY ALERT No. 235]

## 5339.01 STUDENT SUN PROTECTION

The Board of Education believes it is important that school district students protect themselves against harmful sun-related skin diseases by using protective measures. Pursuant to N.J.S.A. 18A:40-12.39 and notwithstanding any law or regulation to the contrary, the Board adopts this Policy concerning a student's use of sunscreen and sun-protective clothing, such as hats and sunglasses, while outdoors at school and school-sponsored functions.

As used in this Policy, "sunscreen" means a topical product used for the purpose of limiting skin damage caused by overexposure to the sun, and which is regulated by the Federal Food and Drug Administration for over-the-counter use, in accordance with N.J.S.A. 18A:40-12.39.a.

Students are not required to provide documentation from a physician or other licensed health care professional in order to use sunscreen or sun-protective clothing while outdoors at school or a school-sponsored function.

### [Optional]

The Board requires written permission from a student's parent to allow that student to carry or use sunscreen at school or a school-sponsored function for all students in grade(s) \_\_\_\_\_. Any student required to have written permission from their parent to carry or use sunscreen shall be monitored by school staff to ensure safety through the appropriate use of sunscreen.]

### [Optional]

Sunscreen can be packaged as aerosol, spray, lotion or cream with fragrances, as such the district prohibits the use of sunscreen that the Principal or designee may deem harmful to students with asthma or other respiratory ailments or a nuisance to students or staff members.]



# POLICY GUIDE

BAYONNE BOARD OF EDUCATION

STUDENTS  
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Student Sun Protection

Any student found to be using sunscreen in an inappropriate manner shall have their permission to use sunscreen revoked and be disciplined in accordance with the student code of conduct. If a student's permission to use sunscreen is revoked, the district shall notify the student's parent in writing of the reasons and duration for the revocation of that permission and of any discipline associated with the incident.

The district shall provide for the transportation and storage of sunscreen to ensure accessibility when students travel off school grounds for school-sponsored functions.

Nothing in this Policy shall be construed as requiring a staff member to assist a student in applying sunscreen.

N.J.S.A. 18A:40-12.39

**Adopted:      October 14<sup>th</sup>, 2025**



B1

**BOARD OF EDUCATION OF THE CITY OF BAYONNE**  
**HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, the following requests for leaves of absence have been received and considered by the Bayonne Board of Education; now, therefore

**BE IT RESOLVED**, that the leaves of absence are hereby granted as follows:

**MICHELE COTTER** – Secretary

Granted – Unpaid Medical Leave of absence from September 9, 2025 to September 12, 2025

**TINA GOMEZ**- Teacher Aide

Granted – Unpaid Personal Leave of absence from September 3, 2025 to December 5, 2025

**THOMAS R. JACOBSON** – Phys-ed Teacher

Granted – Unpaid Family medical Leave of absence from September 22, 2025 to December 19, 2025

**ANDRZEJ DAWIDOWSKI** – Engineer

Granted – Unpaid Medical Leave of absence from September 18, 2025 to October 10, 2025

**NANCY KOPACZ** – Teacher Aide

REVISED – Unpaid Medical Leave of absence from May 27, 2025 to October 7, 2025

**CHRISTINE GAUL** – Physical Therapy

REVISED – Unpaid Medical Leave of absence from September 22, 2025 to October 31, 2025

**MERIEM KOUDIL** – Teacher Aide

Granted – Unpaid Personal Leave of absence from September 3, 2025 to December 12, 2025

**SUSANNA WASIEWICZ** – Teacher

REVISED – Unpaid Medical Leave of absence from September 24, 2025 to October 21, 2025

**AUTUMN COLLINS** – Secretary

Granted – Unpaid Medical Leave of absence from September 10, 2025 to October 3, 2025

**SAMANTHA FRISCO** – Teacher

Granted – Unpaid Family Leave of absence from September 3, 2025 to November 25, 2025

**AMBER YOUNG** – Secretary

Granted – Unpaid Family Leave of absence from September 3, 2025 to November 25, 2025

**ELSA DURAN** – Bus Attendant

Granted – Unpaid Personal Leave of absence from September 3, 2025 to October 3, 2025

**KIRAN CHADHA** – Teacher Aide

Granted – Unpaid Medical Leave of absence from October 20, 2025 to December 23, 2025

**NICOLE VALETTE** – Bus Attendant

REVISED – Unpaid Personal Leave of absence from September 1, 2025 to September 26, 2025

**SANTINA BAMBACI** – Occupational therapist

REVISED – Unpaid Family Leave of absence from September 26, 2025 to December 19, 2025

REVISED – Unpaid Maternity Leave of absence from December 22, 2025 to June 30, 2026

B1

LISA COSTANTINO – Teacher Aide

REVISED – Unpaid Family Medical Leave of absence from September 4, 2025 to December 2, 2025

NICHOLAS NOLAN- Per Diem Custodian

REVISED – Unpaid Personal Leave of absence from July 2, 2025 to September 16, 2025

By passage of this Resolution, all of the above identified employees are hereby notified of the continued responsibility to fulfill their (Chapter 78 and/ or Chapter 44) health benefits contribution obligation. Passage of this Resolution, and the grant of leave of absence without pay, does not suspend, modify, or alleviate any respectively named employee's continued obligation to make such contribution.

ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025

**BOARD OF EDUCATION OF THE CITY OF BAYONNE**  
**HUDSON COUNTY, NEW JERSEY**

September 16th, 2025

**WHEREAS**, the Bayonne Board of Education has adopted and promoted the Community Education concept since 1975; and

**WHEREAS**, as part of the Community Education concept, the Bayonne Board of Education has taken appropriate action to meet the educational/recreational needs of the community; and

**BE IT HEREBY RESOLVED**, that based upon the recommendation of Mr. John Niesz, Superintendent of Schools, the personnel named on the attached sheets are hereby appointed to the positions listed to serve in sessions as dated. **THESE APPOINTMENTS ARE ON AN AS NEEDED BASIS OR SUBJECT TO SUFFICIENT CLASS ENROLLMENT.**

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16TH, 2025.**

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September 16th, 2025

Mr. John Niesz  
Superintendent of Schools

If it meets with your approval, I hereby recommend the appointment of the below named personnel to the position opposite their names, and at the salaries indicated, to the programs and dates as designated. All appointments are on an as needed basis or subject to sufficient class enrollment.

COMMUNITY EDUCATION PROGRAMS  
9/16/25-6/30/26

Personnel listed on the attached Excel Sheet

JT/lc  
James Turner  
Supervisor of Community Education

JT/lc

Name	Job ID#	POSITION	Rate
Bilak, Brittany	#3602	CE Before/After Care Aide 2025-2026	\$15.49/hr.
DeLeon, Heidi	#3602	CE Before/After Care Aide 2025-2026	\$15.49/hr.
Farag, Rita	#3602	CE Before/After Care Aide 2025-2026	\$15.49/hr.
Sarmiento, JoAnn	#3602	CE Before/After Care Aide 2025-2026	\$15.49/hr.
VanSant, Jennifer	#3602	CE Before/After Care Aide 2025-2026	\$30./hr.
Wadea, Marco	#3602	CE Before/After Care Aide 2025-2026	\$16.13/hr.
Bermudez, Mercedes	#3604	CE Before/After Care Teacher 2025-2026	\$16.13/hr.
Labbe, Skyler	#3604	CE Before/After Care Teacher 2025-2026	\$30./hr.
Lynch, Cynthia	#3604	CE Before/After Care Teacher 2025-2026	\$30./hr.
McCormack Sabo, Tanya	#3604	CE Before/After Care Teacher 2025-2026	\$16.13/hr.
Perez, Crystal	#3604	CE Before/After Care Teacher 2025-2026	\$30./hr.
Pollio, Kari	#3604	CE Before/After Care Teacher 2025-2026	\$30./hr.
Romero, Jocelyn	#3604	CE Before/After Care Teacher 2025-2026	\$30./hr.
Soloway, Jessica	#3604	CE Before/After Care Teacher 2025-2026	\$30./hr.
Yannaccone, Alyssa	#3604	CE Before/After Care Teacher 2025-2026	\$30./hr.
Yannaccone, Robert Jr.	#3604	CE Before/After Care Teacher 2025-2026	\$30./hr.
Topolewski, James	#3606	CE Event Staff 2025-2026 - Scoreboard	\$30./hr.
Corpus, Hannah	#3605	CE Skateguard/Cashier 2025-2026-Fill in when regular guards have other activities	\$15.49/hr.
Hoy, Amanda	#3605	CE Skateguard/Cashier 2025-2026-Fill in when regular guards have other activities	\$15.49/hr.
Petrillo, Agostino	#3605	CE Skateguard/Cashier 2025-2026-Fill in when regular guards have other activities	\$15.49/hr.
Orlando, Gianna	#3610	CE Youth Enrichment/Sports Program Teacher - Yoga & Dance	\$30./hr.
Rinaldi, John	#3610	CE Youth Enrichment/Sports Program Teacher 2025-2026 - Youth Wrestling	\$30./hr.
Paradine, Shane	#3610	CE Youth Enrichment/Sports Program Teacher 2025-2026-Baseball Instructor	\$16.13/hr.
Paczkowski, John	#3610	CE Youth Enrichment/Sports Program Teacher 2025-2026-Bees Football	\$30./hr.
Smith, Bryon	#3610	CE Youth Enrichment/Sports Program Teacher 2025-2026-Jr. Bees Football	\$15.49/hr.
Hayes, Jerome	#3610	CE Youth Enrichment/Sports Program Teacher 2025-2026/Jr. Bees Football	\$30./hr.
Ryan, William	#3610	CE Youth Enrichment/Sports Program Teacher 2025-2026 - Baseball Instructor	\$15.49/hr.

B2

**BOARD OF EDUCATION OF THE CITY OF BAYONNE,**

**HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, there is a need for coaches in the Bayonne School District; now,

**BE IT RESOLVED**, that the coaches be, and they are hereby appointed for the school years **2025-2026** to the positions and at the salaries indicated after their respective names attached.

**BE IT RESOLVED**, that the Bayonne Board of Education directs the Superintendent of Schools to enroll Bayonne High School as a member in the, NJSIAA, HICIAL, NJSFC, NJIFA and NJIHL for the **2025-2026** school year to allow participation in approved interscholastic athletic programs.

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

25-26 SEASON	POSITION	SPORT	LAST	FIRST	STATUS	CERT	BASE	PAST YRS EXP	ADD on 5th year
<b>JOB I.D. 3301</b>									
Winter	Head	Fencing	Castro	Juan	returning	teach cert	\$7,853	5	100
<b>JOB I.D. 3300</b>									
Winter	Asst	Fencing	Gotch	Jeffrey	returning	teach cert	\$6,026	4	100
<b>JOB I.D. 3248</b>									
Winter	Head	G Bowling	Russotto	Gabriel	returning	teach cert	\$7,853	2	
<b>JOB I.D. 3247</b>									
Winter	Head	B Bowling	Altobelli	Anthony	returning	teach cert	\$7,853	7	100
<b>JOB I.D. 3218</b>									
Winter	Head	B Basketball	Gamble	Ben	returning	sub cert	\$10,744	5	
<b>JOB I.D. 3217</b>									
Winter	Asst	B Basketball	Hladik	J.J.	returning	teach cert	\$7,853	10	200
Winter	Asst	B Basketball	Molloy	Ed	returning	teach cert	\$7,853	5	100
Winter	Asst	B Basketball	Walker	Kevin	returning	teach cert	\$7,853	8	200
Winter	Asst	B Basketball	Rodriguez	Rubin	returning	sub cert	\$7,853	4	
Winter	Asst	B Basketball	Valencia	Dareyus	returning	sub cert	\$7,853	1	
Winter	Para/Aide	B Basketball	Bellifemine	Dominic	returning	N/A	-----		
<b>JOB I.D. 3224</b>									
Winter	Head	G Basketball	Turner	James	returning	teach cert	\$10,744	18	400
<b>JOB I.D. 3223</b>									
Winter	Asst	G Basketball	Maggio	Samantha	returning	teach cert	\$7,853	6	100
Winter	Asst	G Basketball	Devaney	Ashley	returning	teach cert	\$7,853	7	100
Winter	Asst	G Basketball	Callaway	Rashad	returning	teach cert	\$7,853	4	
Winter	Asst	G Basketball	Young	Courtney	returning	sub cert	\$7,853	2	
Winter	Asst	G Basketball	Hernandez	Natasha	returning	teach cert	\$7,853	1	
<b>JOB I.D. 3315</b>									
Winter	Head	Ice Hockey	Brancatella	Nicholas	returning	teach cert	\$10,644	14	300
<b>JOB I.D. 3314</b>									
Winter	Asst	Ice Hockey	Fogu	Thomas	returning	teach cert	\$6,650	3	
Winter	Asst	Ice Hockey	Lojewski	Michael	returning	sub cert	\$6,650	1	
Winter	Asst	Ice Hockey	Lojewski	Matthew	returning	sub cert	\$6,650	1	
Winter	Asst	Ice Hockey	Ryan	James	new	sub cert	\$6,650	0	
Winter	Para/Aide	Ice Hockey	Popowski	Roman	returning		-----		
<b>JOB I.D. 3318</b>									
Winter	Head	Indoor Track	Caban	Dylan	returning	sub cert	\$7,318	4	100
<b>JOB I.D. 3317</b>									
Winter	Asst	Indoor Track	Ough	Nicole	returning	teach cert	\$5,504	3	
Winter	Asst	Indoor Track	Mackiewicz	Zachary	returning	teach cert	\$5,504	1	
Winter	Asst	Indoor Track	Murphy	Dara	returning	teach cert	\$5,504	1	
Winter	Volunteer	Indoor Track	Coates	Nia	new	teach cert	-----		
<b>JOB I.D. 3376</b>									
Winter	Head	B Swimming	Zebrowski	Deveney	returning	teach cert	\$7,853	6	100
<b>JOB I.D. 3375</b>									
Winter	Asst	B Swimming	Brown	Matthew	returning	teach cert	\$6,026	2	
<b>JOB I.D. 3378</b>									

Winter	Head	G Swimming	Zebrowski	Deveney	returning	teach cert	\$7,853	10	200
<b>JOB I.D. 3377</b>									
Winter	Asst	G Swimming	TBD				\$6,026		
<b>JOB I.D. 3400</b>									
Winter	Head	B Wrestling	Otis-Harris	Jerome	returning	sub cert	\$7,853	5	
<b>JOB I.D. 3399</b>									
Winter	Asst	B Wrestling	Wersinger	Peter	returning	teach cert	\$6,026	1	
Winter	Asst	B Wrestling	Rinaldi	John	returning	teach cert	\$6,026	3	
Winter	Para/Aide	B Wrestling	Jones	Marcus	returning		-----	3	
<b>JOB I.D. 3402</b>									
Winter	Head	G Wrestling	Lago	Noelia	returning	teach cert	\$7,853	5	100
<b>JOB I.D. 3401</b>									
Winter	Asst	G Wrestling	Mullin	Jonathan	returning	teach cert	\$6,026	3	
Winter	Asst	G Wrestling	Gomez	Justin	returning	teach cert	\$6,026	3	

**BAYONNE BOARD OF EDUCATION CITY OF BAYONNE  
HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, there is a need for coaches/advisors in the Bayonne School District;  
therefore

**BE IT RESOLVED**, that the attached coaches/advisors, are hereby appointed for the  
school year 2025-2026 to the positions and at the salaries indicated after their respective names.

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

Office of Assistant Superintendent of Personnel  
9/3/2025

<b>District</b>		
Spelling Bee District Coordinator	Donna Weiss	2,161.00
Math Olympiad District Coordinator	Katie Kim	2,161.00
Fire Bowl District Coordinator	Larissa Drennan	2,161.00
Forensics Team District Coordinator	Matt Ruttler	2,161.00
Academic Challenge Coordinator	Matt Ruttler	2,161.00
Chess Team District Coordinator	Michael Hoffman	2,161.00
District Wide Photographer	Paula Cherchio, Alessio Napoletano	\$30.00 per hour
<b>Bayonne High School</b>		
Peer Leadership Advisor - BHS	Kaitlyn Patella	3,561.00
Ambassador Advisor	Christina Cantale	2,922.00
Asst. Director Fall Production	Lauren Alexander	2,497.50
Asst. Director Spring Production	Brendan Wahlers	2,497.50
BHS Dance Company	Kelli McGovern	7,153.00
BHS Jr. Dance Ensemble	Blair Ritchie	4,995.00
Choreographer BHS Drama Society	Déja Baret	2,837.00
Class Advisor - Freshman	Geomara Martinez & Karla Guembes	2,918.00 (1,459 each)
Class Advisor - Sophomore	Jesse Wolleon	2,918.00
Class Advisor - Junior	Leigh Ann Schaefer & Laura Smith	2,918.00 (1,459 each)
Class Advisor - Senior	Sandra McGrath	2,918.00
Chess Club Advisor	Robert Lee	2,837.00
Art Club Advisor	Paula Cherchio	2,161.00
Banner Printing & Design	Kelli McGovern, Judy Skylarski, Samantha Herskowitz, Stacey Gitto	\$30.00 Per Hour
Conductor BHS Drama Student	Samantha Herskowitz	2,837.00

Production		
D.E.C.A. Advisor	Leigh Ann Schaefer, Donna Schaefer, Irene Pyke	2,922.00 (1,461 each)
Director BHS Drama Student Production - Fall	Brendan Wahlers	5,819.50
Director BHS Drama Student Production - Spring	Lauren Alexander	5,819.50
F.B.L.A. Advisor	Leigh Ann Schaefer, Donna Schaefer, Irene Pyke	2,922.00(974 each)
Instrumental Music Asst. Coordinator	Gary Shur	7,852.00
Instrumental Music Coordinator	Samantha Herskowitz	11,844.00
Lighting Design Tech BHS Student Production	Brendan Wahlers	\$30.00 Per Hour
Marching Band Color Guard Advisor BHS	Elizabeth Jessen	3,563.00
Marching Band Drill Design Show Coordinator	George Lavelle	3,563.00
Marching Band Drumline Coordinator	Giancarlo Megale	3,800.00
Marching Band Drumline Instructor	Gabriella Megale	3,563.00
Marching Band Percussion Arrangement	Eric Ficarra	3,450.00
Marching Band Show Choreography	Lori Law	3,450.00
Marching Band Wind Arrangement	David Parkhurst	3,800.00
Marching Band Wind Instructor	Michael Fatouros	3,800.00
Math Team Advisor - BHS	Teresa Kalinowski	2,161.00
Piano Accompanist Choir Productions	Lydia Megale	2,569.00
Set Construction BHS Drama Student Production	Alex Calianese	5,837.00
Set Design BHS Drama Society	Julia DeRuvo	2,837.00
Sound Design Tech. Drama	Pete Hastings, Danny Griffin	\$30.00 Per Hour

Society BHS		
Spring Music Vocal Music Director	Samantha Herskowitz	4,995.00
Stage Manager	Rylee Waldron	2,837.00
Steppers Coach BHS	Irene Pyke	7,853.00
Steppers Assistant Coach	Ashley Bishop	6,026.00
Student Activities Coordinator BHS	Carolina Oliver-Barone	5,233.00
Student Council Advisor BHS	Leigh Ann Schaefer, Kerry Weinstein	3,561.00 (1,780.5 each)
Student Productions-Director Fall	Brendan Wahlers	5,819.50
Student Productions-Director Spring	Lauren Alexander	5,819.50
Student Productions- Asst. Director/Vocal	Samantha Herskowitz	4,995.00
BHS Drama Student Production Assistant Director-Fall	Lauren Alexander	2,497.50
BHS Drama Student Production Assistant Director -Spring	Brendan Wahlers	2,497.50
Television Production BEN TV BHS	Peter Hastings	\$30.00 Per Hour
Television Production BEN TV BHS	Greg Bukshowany, Gianna Orlando, Stephen Hladik	\$30.00 Per Hour
Vocal Music Assistant Coordinator	Vincent Downes	4,995.00
Vocal Music Coordinator	Samantha Herskowitz	7,582.00
Vocal Music Director BHS Drama Production	Samantha Herskowitz	4,995.00
<b>Henry E. Harris</b>		
Flag Football Coach	James Foote	4,927.00
Girls Who Code	James Foote	2,161.00
Math Olympiad Advisor	Jeannine Farber	2,161.00
Softball Coach	Anna Brahm	\$30.00 per hour
Basketball Coach Girls Varsity	Natasha Hernandez	4,927.00

Geography Bee Advisor	Gina Nowak	2,161.00
Chess Team Advisor	Maria Pardo	2,161.00
Basketball Coach Girls JV	Natasha Hernandez	\$30.00 per hour
Project Innovate Advisor	Dana Simone/Tom Wilkinson	2,161.00
<b>Mary J. Donohoe School</b>		
Cheerleading Coach	Danielle Travelino/Jasmyn Velasquez (Split)	3,527.00 (1,763.5 each)
<b>Horace Mann</b>		
Eighth Grade Advisor	Jamie Smith and Kristin Mulroy	2,918.0 (1,459 each)0
Academic Challenge	Melissa Travelino	2,161.00
Chess Team Advisor	Alyssa Baran	2,161.00
Fire Bowl Advisor	Rooney Babilonia	2,161.00
Flag Football Coach	Rooney Babilonia	4,927.00
Math Olympiad Advisor	Melissa Travelino	2,161.00
Project Innovate Advisor	Riooney Babilonia	2,161.00
<b>John M. Bailey</b>		
Chess Team Advisor	Miriam Garcia	2,161.00
John Rodrigues Civics Competition Advisor	Robert Cuevas	2,161.00
Student Council Advisor	Alexandria Constantine; Robert Cuevas	3,561.00 (1,780.5 each)
Softball Coach	Mackenzie Brown	\$30.00 per hour
John Rodrigues Civics Competition Advisor	Robert Cuevas	2,161.00
Chess Team Advisor	Miriam Garcia	2,161.00
<b>Walter F. Robinson School</b>		
Basketball Coach - Boys JV	Kevin Polanco	\$30.00 per hour
Basketball Coach Boys Varsity	Kevin Polanco	4,927.00
Basketball Coach Girls JV	Christy Smith	\$30.00 per hour
Basketball Coach Girls Varsity	Christy Smith	4,927.00
Choir Instructor	Tom Warren	2,161.00
Flag Football Coach	Michael Pecoraro	4,927.00
Forensics Team Advisor	Angela Laszkow	2,161.00
Geography Bee Advisor	John Hall	2,161.00

John Rodrigues Civics Competition Advisor	John Hall	2,161.00
Softball Coach	John Hall	\$30.00 per hour
STEM Jr. Robotics Advisor	Tamara Adamyan	2,161.00
Student Council Advisor	John Hall &	3,561.00
Art Club Advisor	Dara Fischer	2,161.00
<b>Washington Community School</b>		
Basketball Coach - Boys JV	Dave Griffin Jr.	\$30.00 per hour
Basketball Coach Girls JV	Dave Griffin Jr.	\$30.00 per hour
Cheerleading Coach	Mercedes Bermudez	3,527.00
Student Council Advisor	Rose Abeal	3,561.00

<b>Nicholas Oresko School</b>		
John Rodrigues Civics Competition Advisor	Kerry Olander	2,161.00
Math Olympiad Advisor	James Sisk	2,161.00
Peer Leadership Advisor	Danielle Coll/Samantha Christie	3,561.00 (1,750.5 each)
Project Innovate Advisor	Lee Gray	2,161.00
Softball Coach	Nia Stroman	\$30.00 per hour
Spelling Bee Advisor	Eric Clappsy	2,161.00
STEM Jr. Robotics Advisor	Lee Gray	2,161.00
Student Council Advisor	Eric Clappsy	3,561.00
Yearbook Advisory	Jesse Matos	2,161.00
Volleyball Coach	Ashley Devaney	3,561.00
Academic Challenge	Abigail Lopez/Stephanie Kahle	2,161.00 (1,080.5 each)
Art Club Advisor	Melissa Mariano	2,161.00
Basketball Coach - Boys JV	Ashley Devaney	\$30.00 per hour
Basketball Coach Boys Varsity	Ashley Devaney	4,927.00
Basketball Coach Girls JV	Ashley Devaney	\$30.00 per hour
Basketball Coach Girls Varsity	Ashley Devaney	4,927.00
Cheerleading Coach	Ashley Devaney/Tamara Roman	3,527.00 (1,763.5 each)
Chess Team Advisor	Lee Gray	2,161.00
Choir Instructor	Janin Plasencia	2,161.00

Eighth Grade Advisor	Eric Clappsy/Lee Gray	2,918.00 (1,459 each)
Fire Bowl Advisor	Barbara DeBenedictis	2,161.00
Flag Football Coach	Ashley Devaney/Jesse Matos	4,927.00 (2,463.5 each)
Forensics Team Advisor	Carina Llamas	2,161.00
Geography Bee Advisor	Kerry Olander	2,161.00
Girls Who Code	Jesse Matos	2,161.00

**BOARD OF EDUCATION OF THE CITY OF BAYONNE,**  
**HUDSON COUNTY, NEW JERSEY**

**WHEREAS,** there is a need for coaches in the Bayonne School District,

**BE IT RESOLVED,** that the following coaches are hereby appointed for the **school year 2025-2026** to the positions and at the salaries indicated after their respective names below:

SEASON	POSITION	SPORT	LAST	FIRST	STATUS	BASE	PAST YRS EXP
Fall	Volunteer Coach	G Volleyball	Zinkevich	Alexander	new	---	0

**ADOPTED AT BOARD MEETING HELD ON SEPTEMBER 16, 2025**

**BAYONNE BOARD OF EDUCATION CITY OF BAYONNE  
HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, the Bayonne Board of Education has determined that there is a need for hiring of persons for certain positions in our district, and having obtained approval following a criminal history records review; now therefore

**BE IT RESOLVED**, that the Bayonne Board of Education approves the recommendations of the Superintendent of Schools and does appoint the following individuals to the positions listed below:

<b>Name</b>	<b>Position</b>
Nieves Lara	Food Service
Laura DeBrizzi	Food Service
Jesse Inirio	Food Service
Mayreni Soto Montes	Food Service
Andelmo Cabrera	Food Service
Georgia Cermak	Bus Aide
Iris Rodrigues	Bus Aide
Jolyssa Moody	Bus Aide
Anthony Di Troia	Per Diem Custodian
Jose Santiago	Per Diem Custodian

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

**BAYONNE BOARD OF EDUCATION CITY OF BAYONNE  
HUDSON COUNTY, NEW JERSEY**

B5

**WHEREAS**, this Board of Education finds it necessary to make salary adjustments and reassignments in the Food Service Department to meet the current operating needs of the school district; therefore

**BE IT RESOLVED**, that based upon the recommendations of the Superintendent of Schools, Mr. John Niesz, the below named personnel be reassigned to the position next to their name;

**BE IT FURTHER RESOLVED**, that this board approve the recommendations of the Superintendent of Schools to reassign the personnel listed below at the salary and effective dates indicated:

**FOOD SERVICE 2024-2025 REASSIGNMENTS**

<b>NAME</b>	<b>FROM</b>	<b>TO</b>	<b>NEW SALARY</b>	<b>EFFECTIVE DATE</b>
Yomar Trivino Quevedo	Food General Worker	Food Service Manager	\$18.11 Per Hour	October 1, 2025

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

Office of Assistant Superintendent of Personnel 9/4/2025

**BAYONNE BOARD OF EDUCATION CITY OF BAYONNE  
HUDSON COUNTY, NEW JERSEY**

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**WHEREAS**, based on enrollment of students in various grade levels and education programs throughout the school district, it is necessary that the attached staff be reassigned within the school district or newly appointed personnel, be assigned to the following positions; and

**BE IT RESOLVED**, that based upon the recommendations of the Superintendent of Schools, Mr. John Niesz, the attached **assignment(s) and reassignment(s)** are hereby made effective for the 2024-2025 school year, all assignments/reassignments are made without change in salary unless otherwise indicated.

**2025-2026 Reassignment**

<b>Last Name</b>	<b>First Name</b>	<b>From</b>	<b>To</b>
Cortese	Elizabeth	Teacher of Title 1 at Washington Community School	Teacher of Title 1 at Mary J. Donohoe School
Lissenden	Jillian	BCBA at John M. Bailey School	BCBA at Nicholas Oresko School
Circkirillo	Jennifer	Multisensory Reading Specialist at Horace Mann Community School	Multisensory Reading Specialist at Henry E. Harris School
Arias	Heather	Multisensory Reading Specialist at Lincoln Community School	Multisensory Reading Specialist at Nicholas Oresko School
Calcaterra	Mary	Multisensory Reading Specialist at Nicholas Oresko School	Multisensory Reading Specialist at Lincoln Community School

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

Office of Assistant Superintendent of Personnel 9/15/2025

**BOARD OF EDUCATION OF THE CITY OF BAYONNE,  
HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, there is a need for contracted Custodians, Engineers, Repair Department Personnel, and Bus Drivers'

**WHEREAS**, the Superintendent of Schools, Mr. John J. Niesz has recommended that new contracts be tendered; now, therefore,

**BE IT RESOLVED**, that the President and Secretary of this Board of Education are hereby authorized to execute the above-mentioned contracts on behalf of this Board; and that Board Counsel approve same as to form; and

**BE IT HEREBY RESOLVED**, that all of the attached named Custodians, Engineers, Repair Department Personnel, and Bus Drivers report to the Superintendent of Schools for assignment.

Name	Assignment	Salary	Effective
Maria Mendez	Bus Driver	\$47,217	September 1, 2025 25-26 Salary Guide
Eleidys Capellan De La Rosa	Bus Driver	\$47,217	September 1, 2025 25-26 Salary Guide

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

**BOARD OF EDUCATION OF THE CITY OF BAYONNE**  
**HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, this Board of Education of the City of Bayonne, Hudson County, New Jersey deems it necessary to increase the permanent substitute teachers stipend for the 2025-2026 school year; now

**THEREFORE, BE IT RESOLVED**, that the Bayonne Board of Education hereby approves an increase in the permanent substitute teachers stipend from \$3,000 per month to \$3,500 per month.

**APPROVED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

Office of Thomas Fogu Jr. Assistant Superintendent of Personnel  
9/3/2025

BOARD OF EDUCATION OF THE CITY OF BAYONNE,  
HUDSON COUNTY, NEW JERSEY.

Revised  
September 16, 2025

WHEREAS, the Bayonne Board of Education is desirous of utilizing funds allocated under the Elementary and Secondary Education Act (ESEA) Consolidated Formula Subgrant, Title IV Program, for the 2025-2026 school year, to promote student social-emotional well-being and mental health support, and,

WHEREAS, the Superintendent of Schools, Mr. John J. Niesz, has recommended the following personnel to be assigned to the FY2025-2026 Elementary and Secondary Education Act (ESEA) Consolidated Formula Subgrant, Title IV Program, now, therefore, be it,

RESOLVED, that the following personnel be assigned as listed below:

FY2025-2026 ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA) CONSOLIDATED FORMULA SUBGRANT  
Title IV – Part A Student Support and Academic Enrichment Program

NAME	ASSIGNMENT	EFFECTIVE DATE	ANNUAL SALARY	TITLE IV	LEA
Christy Glock	Supervisor of Mental Health Services	8/7/2025-6/30/2026	\$160,180.	\$160,180. (100%)* \$112,126. (70%)	\$0.00 \$48,054 (30%)

\*\$160,180. Board approved on August 19, 2025.

ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025.

Office of Curriculum & Instruction - 9/9/25 1:00pm - Title IV Budget #20-280-200-100-034-043

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**BOARD OF EDUCATION OF THE CITY OF BAYONNE**

**HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, the Bayonne Board of Education recognizes the importance of utilizing staff for student arrivals and departures at the community schools each day.

**WHEREAS**, teachers and assistants are need to meet the need of each building to provide a safe entrance and dismissal at the community schools

**BE IT FURTHER RESOLVED**, the Bayonne Board of Education hereby approves the following staff to be assigned the duties of morning and dismissal duty at each building at the rate approved in the collective bargaining contract.

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

<b>Staff</b>	<b>Position</b>	<b>Rate (Prorated)</b>
Dobrowolska, Margaret	AM Duty Teacher	\$30.00
Miller, Caitlin	AM Duty Teacher	\$30.00
Coll, Danielle	AM Duty Teacher	\$30.00
Roman, Tamara	AM Duty Teacher	\$30.00
Clapps, Eric	AM Duty Teacher	\$30.00
Macklin, Rachel	AM Duty Teacher	\$30.00
Conti, Christopher	AM Duty Teacher	\$30.00
Olesky, Joseph	AM Duty Teacher	\$30.00
Zasowski, William	AM Duty Teacher	\$30.00
Lane, Joshua	AM Duty Teacher	\$30.00
Bunce, Michael	AM Duty Teacher	\$30.00
Arnone, Vanessa	AM Duty Teacher	\$30.00
Collado, Erica	AM Duty Teacher	\$30.00
Margagliano, Jessica	AM Duty Teacher	\$30.00
Arabia, Thomas	AM Duty Teacher	\$30.00
Garcia, Miriam	AM Duty Teacher	\$30.00
Cuevas, Robert	AM Duty Teacher	\$30.00
Molloy, Ed	AM Duty Teacher	\$30.00
Chambers, Jymere	AM Duty Teacher	\$30.00
Brahm, Anna	AM Duty Teacher	\$30.00
Payer, Jennifer	AM Duty Teacher	\$30.00
Baran, Joann	AM Duty Teacher	\$30.00
Micek, Sam	AM Duty Teacher	\$30.00
Poalucci, Bernice	AM Duty Teacher	\$30.00
Mueller, Ashley	AM Duty Teacher	\$30.00
Torres, Giselle	AM Duty Teacher	\$30.00
Sleszynski, Damian	AM Duty Teacher	\$30.00
Armstrong, Keith	AM Duty Teacher	\$30.00
Stultz, Hayley	AM Duty Teacher	\$30.00
Virack, Melissa	AM Duty Teacher	\$30.00
Yannacone, Robert	AM Duty Teacher	\$30.00
Lucignano, Janet	AM Duty Teacher	\$30.00
Santopietro, Lisa	AM Duty Teacher	\$30.00
Bodayle, Jen	AM Duty Teacher	\$30.00
McNamara, Ryan	AM Duty Teacher	\$30.00
Sami, Ereni	AM Duty Teacher	\$30.00
Yurchak, Val	AM Duty Teacher	\$30.00
Merino, Ruben	AM Duty Teacher	\$30.00
Hall, John	AM Duty Teacher	\$30.00
Morel, Ericka	AM Duty Teacher	\$30.00
Amaro, Sherise	AM Duty Teacher	\$30.00
Salso, Fallon	AM Duty Teacher	\$30.00
Aballo, Pam	AM Duty Teacher	\$30.00
Barbarise, Laura	AM Duty Teacher	\$30.00

Blair, Kristen	AM Duty Teacher	\$30.00
Harden, Moira	AM Duty Teacher	\$30.00
Kobryn, Nicole	AM Duty Teacher	\$30.00
Kos, Sara	AM Duty Teacher	\$30.00
Napier, Tracy	AM Duty Teacher	\$30.00
Naughton, Margie	AM Duty Teacher	\$30.00
Nitkowski, Kara	AM Duty Teacher	\$30.00
O'Flaherty, Jennifer	AM Duty Teacher	\$30.00
Penn, Michael	AM Duty Teacher	\$30.00
Ruh, Caitlin	AM Duty Teacher	\$30.00
Rooney, Taylor	Am Duty Teacher	\$30.00
Mc Cabe, Mary	AM Duty Teacher	\$30.00
Wernock, Ashley	AM Duty Teacher	\$30.00
Labib, Sarah	AM Duty Teacher	\$30.00
Raslowsky, Danielle	AM Duty Teacher	\$30.00
Ballance, Kaitlyn	AM Duty Teacher	\$30.00
Jacobson, Rose	AM Duty Teacher	\$30.00
Megaró. Joseph	AM Duty Teacher	\$30.00
Ortiz, Lauren	AM Duty Teacher	\$30.00
Marsella, Falyn	AM Duty Teacher	\$30.00
Armstrong, Susan	AM Duty Teacher	\$30.00
Myers, Christina	AM Duty Teacher	\$30.00
Iorio, Jenna	AM Duty Teacher	\$30.00
Tsakos, Stamatia	AM Duty Teacher	\$30.00
Simone-Schmidt, Dana	AM Duty Teacher	\$30.00
Novembrino, Liana	AM Duty Teacher	\$30.00
Yannacone, Sherri	AM Duty Teacher	\$30.00
Murphy, Brianne	AM Duty Teacher	\$30.00
Maggio, Samantha	AM Duty Teacher	\$30.00
Joll, Nicole	AM Duty Teacher	\$30.00
Walker, Kevin	AM Duty Teacher	\$30.00
Morel, Rodolfo	AM Duty Teacher	\$30.00
Bock, Daniel	AM Duty Teacher	\$30.00
Campbell, Ryan	AM Duty Teacher	\$30.00
Hladik, JJ	AM Duty Teacher	\$30.00
Cannon, Vincent	AM Duty Teacher	\$30.00
Gregorian, Kathrine	AM Duty Teacher	\$30.00
Bergalowski, Jill	AM Duty Teacher	\$30.00
DelPiano, Christian	AM Duty Teacher	\$30.00
DeAngelo, Jason	AM Duty Teacher	\$30.00
Cangiano, Maura	AM Duty Teacher	\$30.00
Petti, Jessica	AM Duty Teacher	\$30.00
Vargas, Fausta	AM Duty Teacher	\$30.00
McCabe, Tara	AM Duty Teacher	\$30.00
Appleby, M	AM Duty Teacher	\$30.00

Stazak, Cassidy	AM Duty Teacher	\$30.00
DeRocco, Denise	AM Duty Teacher	\$30.00
Schwarz, Madison	AM Duty Teacher	\$30.00
Klimanksy, Kristen	AM Duty Teacher	\$30.00
Nattini, Mary	AM Duty Teacher	\$30.00
Brattole, Ali	AM Duty Teacher	\$30.00
Blackman, Amy	AM Duty Teacher	\$30.00
McDermott, Elizabeth	AM Duty Teacher	\$30.00
Aiello, Dana	AM Duty Teacher	\$30.00
Perlmutter, Emily	AM Duty Teacher	\$30.00
Anthony, Mary Pat	AM Duty Teacher	\$30.00
Plaza, Stephanie	AM Duty Alternate Teacher	\$30.00
Solloway, Jessica	AM Duty Alternate Teacher	\$30.00
Sgardelis, Sara	AM Duty Alternate Teacher	\$30.00
Baressi, Rosemary	AM Duty Alternate Teacher	\$30.00
Wachulec, Jaqueline	AM Duty Alternate Teacher	\$30.00
Burns, Melissa	AM Duty Alternate Teacher	\$30.00
Durak, Leah	AM Duty Alternate Teacher	\$30.00
Feuer, Kayla	AM Duty Alternate Teacher	\$30.00
Molesky, Diane	AM Duty Alternate Teacher	\$30.00
Olmo, Jessica	AM Duty Alternate Teacher	\$30.00
Pelliccia, Susan	AM Duty Alternate Teacher	\$30.00
Sinen, Danielle	AM Duty Alternate Teacher	\$30.00
Murphy, Jamie	AM Duty Alternate Teacher	\$30.00
Cmielewski Alexis	AM Duty Alternate Teacher	\$30.00
Tierney, Amy	AM Duty Alternate Teacher	\$30.00
Hall, Aric	AM Duty Alternate Teacher	\$30.00
Velasquez, Jasmyn	AM Duty Alternate Teacher	\$30.00
Locascio, Jenna	AM Duty Alternate Teacher	\$30.00
Romero, Jocelyn	AM Duty Alternate Teacher	\$30.00
Burbano, Danielle	AM Duty Alternate Teacher	\$30.00
Waters, Dayna	AM Duty Alternate Teacher	\$30.00
Trebour, Kylie	AM Duty Alternate Teacher	\$30.00
Liana, Donna	AM Duty Alternate Teacher	\$30.00
Trentacosti-Schack, Andrea	AM Duty Alternate Teacher	\$30.00
Sette, Gina	AM Duty Alternate Teacher	\$30.00
Russell, Mary	AM Duty Alternate Teacher	\$30.00
Moon, Dawn	AM Duty Alternate Teacher	\$30.00
Rolon, Megan	AM Duty Alternate Teacher	\$30.00
Norton, Joe	AM Duty Alternate Teacher	\$30.00
Scriven, Justin	AM Duty Alternate Teacher	\$30.00
Alvarez, Donna	AM/PM Alternate Teacher	\$30.00
Hughes, Vanessa	AM/PM Alternate Teacher	\$30.00

DeRos, Stefania	AM/PM Alternate Teacher	\$30.00
Deloughery, Amanda	AM/PM Alternate Teacher	\$30.00
Rentas, Esther	AM/PM Alternate Teacher	\$30.00
Jhaveri, Priya	AM/PM Alternate Teacher	\$30.00
Ammirato, Nicole	AM Duty Assistant	\$15.49
Henrnadez, Diane	AM Duty Assistant	\$15.49
Castano, Maria	AM Duty Assistant	\$15.49
Molesky, Amy	AM Duty Assistant	\$15.49
Makar, Eman	AM Duty Assistant	\$15.49
Masoud, Naira	AM Duty Assistant	\$15.49
Morgan, Nahid	AM Duty Assistant	\$15.49
Matali, Jain	AM Duty Assistant	\$15.49
Fajardo, Magda	AM Duty Assistant	\$15.49
Cestero, Nelvy	AM Duty Assistant	\$15.49
Gerges, Rina	AM Duty Assistant	\$15.49
Antczak, Debbie	AM Duty Assistant	\$15.49
McHugh, Loretta	AM Duty Assistant	\$15.49
Ibrahim, Maraina	AM Duty Assistant	\$15.49
Lema, Luce	AM Duty Assistant	\$15.49
Bermudez, Lisa	AM Duty Assistant	\$15.49
Makar, Mirian	AM Duty Assistant	\$15.49
Rezk, Samia	AM Duty Assistant Alternate	\$15.49
Ayoub, Marian	AM Duty Assistant Alternate	\$15.49
Megaro, Joseph	PM Duty Teacher	\$30.00
Ortiz, Lauren	PM Duty Teacher	\$30.00
Feeney, Kim	PM Duty Teacher	\$30.00
Payne, Samantha	PM Duty Teacher	\$30.00
Baran, Joann	PM Duty Teacher	\$30.00
Micek, Sam	PM Duty Teacher	\$30.00
Bilak, Brittany	PM Duty Teacher	\$30.00
Bryant, LaVacia	PM Duty Teacher	\$30.00
Poalucci, Bernice	PM Duty Teacher	\$30.00
Torres, Giselle	PM Duty Teacher	\$30.00
Pelliccia, Jennine	PM Duty Teacher	\$30.00
O'Connell, Tracy	PM Duty Teacher	\$30.00
Lucignano, Janet	PM Duty Teacher	\$30.00
Cirillo, Leslie	PM Duty Teacher	\$30.00
Fearon, Angela	PM Duty Teacher	\$30.00
Youssef, Marina	PM Duty Teacher	\$30.00
Wernock, Ashley	PM Duty Teacher	\$30.00
Heaney, Tina	PM Duty Teacher	\$30.00
Durak, Leah	PM Duty Teacher	\$30.00
Durak, Phoebe	PM Duty Teacher	\$30.00
Penn, Michael	PM Duty Teacher	\$30.00
Trebour, Kylie	PM Duty Teacher	\$30.00

Campbell, Ryan	PM Duty Teacher	\$30.00
Margagliano, Jessica	PM Duty Teacher	\$30.00
Molloy, Ed	PM Duty Teacher	\$30.00
Torres, Barbara	PM Duty Teacher	\$30.00
Petrakina, Ally	PM Duty Teacher	\$30.00
Ozak, Kathleen	PM Duty Teacher	\$30.00
Kahle, Stephanie	PM Duty Teacher	\$30.00
Olander, Kerry	PM Duty Teacher	\$30.00
Aballo, Pam	PM Duty Teacher	\$30.00
Rodriguez, Alicia	PM Duty Teacher	\$30.00
Petti, Jessica	PM Duty Teacher	\$30.00
Ajosa, Frank	PM Duty Teacher	\$30.00
Leonard, Denise	PM Duty Teacher	\$30.00
DeRocco, Denise	PM Duty Teacher	\$30.00
Klimansky, Kristen	PM Duty Teacher	\$30.00
Anthony, Mary Pat	PM Duty Teacher	\$30.00
Albright, Danetta	PM Duty Teacher	\$30.00
Nattini, Mary	PM Duty Teacher	\$30.00
Wetzel, Dorothy	PM Duty Teacher	\$30.00
Myers, Christina	PM Duty Alternate Teacher	\$30.00
Plaza, Stephanie	PM Duty Alternate Teacher	\$30.00
Alvarez, Christine	PM Duty Alternate Teacher	\$30.00
Plasencia, Janin	PM Duty Alternate Teacher	\$30.00
Bergalowski, Jill	PM Duty Alternate Teacher	\$30.00
McHugh, Loretta	PM Duty Assistant	\$15.49
Antczak, Debbie	PM Duty Assistant	\$15.49
Gergis, Rina	PM Duty Assistant Alternate	\$15.49

B 11

HUDSON COUNTY, NEW JERSEY

September 16, 2025

WHEREAS, the Bayonne Board of Education is desirous to provide before and/or afterschool tutoring for Academic Reading & Math Support from September 2025 to June 2026, now, therefore, be it

RESOLVED, that the following ADDITIONAL personnel listed below will provide ARMS tutoring and will be paid \$30.00 per hour by Title I funds not to exceed the budgeted amount for each school:

ALLOCATION/SCHOOL	NAME
<b>\$ 8,500 - Henry E. Harris Community</b>	
Salary Budget: #20-231-100-101-050-045	Donna Weiss, Jeannine Farber, Jenna Iorio
<b>\$ 8,000 - Lincoln Community</b>	
Salary Budget: #20-231-100-101-070-045	Harold Delaney, Kelly Devaney, Gerry McCaffery
<b>\$ 8,500 - Horace Mann Community</b>	
Salary Budget: #20-231-100-101-060-045	Adriana Bonetti
<b>\$17,000 - William Shemin Midtown Community</b>	
Salary Budget: #20-231-100-101-085-045	Tonya Mele
<b>\$11,000 - Washington Community</b>	
Salary Budget: #20-231-100-101-120-045	Rose Abeal, David Griffin Jr.
<b>\$11,000 - John M. Bailey Community</b>	
Salary Budget: #20-231-100-101-040-045	Kathleen Hickey, Colleen Malloy, Miriam Garcia

ADOPTED AT BOARD MEETING HELD ON SEPTEMBER 16, 2025.

Office of Curriculum & Instruction (cd)  
#2 9/5/2025 12:25pm

A large, stylized handwritten signature, possibly 'D', is written in dark ink. To its right, the initials 'KH' are written in a smaller, simpler hand.

B12

BOARD OF EDUCATION OF THE CITY OF BAYONNE,  
HUDSON COUNTY, NEW JERSEY.

September 16, 2025

WHEREAS, the Bayonne Board of Education is desirous to continue its Title I Program under the Elementary and Secondary Education Act (ESEA) Consolidated Formula Subgrant for the 2025-2026 school year, and,

WHEREAS, the Superintendent of Schools, John J. Niesz, has recommended the following personnel to be assigned to the Title 1 Program, as proportioned below, now, therefore, be it

RESOLVED, the following additional personnel be assigned to the 2025-2026 Title I Program under the Elementary and Secondary Education Act (ESEA) Consolidated Formula Subgrant from August 7, 2025 to June 30, 2026 and the percentage of their annual salaries to be charged as listed below:

<u>Teacher</u>	<u>Assignment</u>	<u>Annual Salary:</u>
Patricia Gonzalez	Title I #5 Lincoln Community	\$118,591. (100%)
Christine McMahon	Title I #2 Philip G. Vroom Community	\$117,211. (100%)
Fallon Salso	Title I #3 Dr. Walter F. Robinson Community	\$114,071. (100%)
Lauren Timpanaro	Title I #3 Dr. Walter F. Robinson Community	\$ 79,591. (100%)
Melissa Tomace	Title I #4 Mary J. Donohoe Community	\$ 77,091. (100%)

ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025.

Office of Curriculum & Instruction #2 (cd) 9/4/25 3:30pm  
Title I Teachers Budget: #20-231-100-101-010-034

HT

BOARD OF EDUCATION OF THE CITY OF BAYONNE,  
HUDSON COUNTY, NEW JERSEY.

September 16, 2025

WHEREAS, the Bayonne Board of Education is desirous to provide the Title I Parent Outreach Website from September 2025 to June 2026, now, therefore, be it

RESOLVED, that the personnel listed below will prepare and update the Title I Parent Outreach Website and will be paid at a rate of \$30.00 per hour by Title I Federal Funds not to exceed the budgeted amount of \$2,000.

NAME	PAYROLL SCHOOL
Katherine Gregorian	#10 Woodrow Wilson Community

ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025.

Office of Curriculum & Instruction (cd) #1  
9/3/25 3:25pm  
Budget #20-231-200-101-010-034

kt

B14

BOARD OF EDUCATION OF THE CITY OF BAYONNE,  
HUDSON COUNTY, NEW JERSEY.

September 16, 2025

WHEREAS, the Bayonne Board of Education is desirous to provide a Parent Newsletter from September 2025 to June 2026, now, therefore, be it

RESOLVED, that the personnel listed below will prepare the Parent Newsletter and will be paid at a rate of \$30.00 per hour by Title I Federal Funds not to exceed the budgeted amount of \$2,000.

NAME:	PAYROLL SCHOOL:
Nathalie Fuentes	#14 Nicholas Oresko Community

ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025.

Office of Curriculum & Instruction (cd) #1  
9/3/25 - 11:50am  
Budget: #20-231-200-101-010-034

kt

BOARD OF EDUCATION OF THE CITY OF BAYONNE,  
HUDSON COUNTY, NEW JERSEY.

September 16, 2025

WHEREAS, there is a need for data analysis teams in the Bayonne School District from August 7, 2025 to June 30, 2026; therefore

BE IT RESOLVED, that the following ADDITIONAL personnel listed below will assist principals in analyzing data and preparing presentations for teachers, not to exceed \$800.00 per person paid by Title IIA funds:

DEPARTMENT	NAME	BASE:
Bayonne High School-Mathematics	Rachael Mazzearella	9/1/25-6/30/26 \$30.00 p/hr.

ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025.

Office of Curriculum & Instruction (cd) #2 9/5/25 7:30am  
Budget: #20-274-100-101-010-037 \$29,600

*KH*  


B16

+BOARD OF EDUCATION OF THE CITY OF BAYONNE,  
HUDSON COUNTY, NEW JERSEY.

September 16, 2025

WHEREAS, the Bayonne Board of Education is desirous to provide Parent Workshops from September 2025 to June 2026, now, therefore, be it

RESOLVED, that the following additional personnel listed below will be presenting the Parent Workshops and will be paid \$30.00 per hour by Title I funds:

#2 Philip G. Vroom Community	Christine Alvarez, Christine McMahon, Crystal Perez
#3 Dr. Walter F. Robinson Community	Anne Smarz, Fallon Salso, Lauren Timpanaro
#4 Mary J. Donohoe Community	Melissa Tomace
#5 Lincoln Community	Patricia Gonzalez
#6 Horace Mann Community	Catherine Ryan, Martha Hanna
#8 William Shemin Midtown Community	Denise DeRocco, Denise Leonard
#9 Washington Community	Christina Fabiano, Elizabeth Cortese, Sandy Wojciechowski, David Griffin, Jr.
#10 Woodrow Wilson Community	Gina Puchinsky, Alyssa Scrudato
#12 John M. Bailey Community	Jane Kelly
#14 Nicholas Oresko Community	Samantha Christie, Nathalie Fuentes

ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025.

Office of Curriculum & Instruction (cd)#2 9/5/25 10:10am  
Budget: #20-231-200-101-010-034 - \$3,500

KH

**BOARD OF EDUCATION OF THE CITY OF BAYONNE**  
**HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, Bayonne High School operates a SASH after school program; and

**WHEREAS**, there is a need for professional staff to monitor the students assigned to SASH; now therefore;

**BE IT RESOLVED**, that the below professional staff are to be paid \$30.00 per hour effective September 1, 2025 through June 30, 2026 for monitoring the SASH program, on an as needed basis:

**SASH MONITORS FOR 2025-2026**

Not to exceed 4 staff and AIC scheduled at one time Tuesday through Thursday.

Kerry Weinstein  
Stephanie Fleck

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

**BOARD OF EDUCATION OF THE CITY OF BAYONNE**  
**HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, the Bayonne Board of Education operates a Home Instruction Program in the school district; and

**WHEREAS**, there is a need for professional staff to instruct and participate in the Home Instruction; now, therefore

**BE IT RESOLVED**, that all professional staff are to be paid \$40.00 an hour, effective September 1, 2025, for Home Instruction hours worked throughout the Bayonne Public School District.

**HOME INSTRUCTION STAFF FOR SCHOOL YEAR 2025-2026**

**Babilonia, Rooney**

**D'Angelo, Dana**

**Elmilligy, Mona**

**Greene, Tara**

**Peretti, Margaret**

**Scriven, Justin**

**Sweeney, Susan**

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

**BOARD OF EDUCATION OF THE CITY OF BAYONNE,**  
**HUDSON COUNTY, NEW JERSEY**

September 16, 2025

WHEREAS, there is a need for a Data Analysis Committee in the Bayonne School District at Bayonne Alternative High School from September 17, 2025, to June 30, 2026; therefore

BE IT RESOLVED, that the following personnel have applied to assist the principal in analyzing data and preparing presentations for teachers at the rate of \$30.00 per hour by Title I SIA funds, not to exceed the budgeted amount of \$4,000.00.

ALLOCATION	NAME	BASE:9/17/25-6/30/26
Teacher	Sonia Barton	\$30.00 p/hr.
School Psychologist	Raquan Clinton	\$30.00 p/hr
School Psychologist	Keirstin Lasher	\$30.00 p/hr
Teacher	Kathleen McNaught	\$30.00 p/hr
Teacher	Alicia Pineiro	\$30.00 p/hr

ADOPTED AT BOARD MEETING HELD September 16, 2025

Office of Dr. Michael Pierson, Principal, Bayonne Alternative High School - 9/04/2025 10:30 am

SIA #BAHS Salary Budget #20-233-200-100-016-034

*KH*

B20

BOARD OF EDUCATION OF THE CITY OF BAYONNE  
HUDSON COUNTY, NEW JERSEY.

September 16, 2025

**WHEREAS**, there is a need in the Bayonne School District for teachers for the Professional Learning Community Project (PLC) at Bayonne Alternative High School from September 17, 2025, to June 30, 2026, now therefore be it

**RESOLVED**, that the following personnel listed below will organize and run after-school Professional Learning Community Projects (PLC) and will be paid \$30.00 p/hr by Title I SIA funds not to exceed the budgeted amount of \$4,000.00.

ALLOCATION	NAME	BASE:9/17/25-6/30/26
Teacher	Sonia Barton	\$30.00 p/hr
Teacher	Christina Cantle	\$30.00 p/hr
School Psychologist	Raquan Clinton	\$30.00 p/hr
Business Guidance Counselor	Leigh Ann Halsey	\$30.00 p/hr
Teacher	Patricia Hosmer	\$30.00 p/hr
School Psychologist	Keirstin Lasher	\$30.00 p/hr
Teacher	Kathleen McNaught	\$30.00 p/hr
CST	Charlene Paiz	\$30.00 p/hr
Teacher	Alicia Pineiro	\$30.00 p/hr
School Psychologist	Deveney Zebrowski	\$30.00 p/hr

**ADOPTED AT BOARD MEETING HELD September 16, 2025**

**Office Dr. Michael Pierson, Principal, Bayonne Alternative High School - 9/4/2025 10:30 am**  
**SIA BAHS Salary Budget #20-233-200-100-016-034**

*Handwritten initials: YH*  
*Large handwritten signature: DP*

B21

BOARD OF EDUCATION OF THE CITY OF BAYONNE  
HUDSON COUNTY, NEW JERSEY.

September 16, 2025

**WHEREAS**, there is a need for the Social Emotional Learning (SEL) committee in the Bayonne School District at Bayonne Alternative High School from September 17, 2025, to June 30, 2026; therefore

**BE IT RESOLVED**, that the following personnel have applied to assist the principal in working together to prepare SEL surveys for students and parents throughout the year, analyze the data from these surveys, and monitor the implementation of interventions that promote a healthy school climate to ensure the well-being of the students SEL, at the rate of \$30.00 per hour paid by Title I SIA funds not to exceed the budgeted amount of \$4,000.00.

ALLOCATION	NAME	BASE:9/17/25-6/30/26
Teacher	Sonia Barton	\$30.00 p/hr
Teacher	Christina Cantle	\$30.00 p/hr
School Psychologist	Raquan Clinton	\$30.00 p/hr
Business Guidance Counselor	Leigh Ann Halsey	\$30.00 p/hr
Teacher	Patricia Hosmer	\$30.00 p/hr
School Psychologist	Keirstin Lasher	\$30.00 p/hr
Teacher	Kathleen McNaught	\$30.00 p/hr
CST	Charlene Paiz	\$30.00 p/hr
Teacher	Alicia Pineiro	\$30.00 p/hr
School Psychologist	Deveney Zebrowski	\$30.00 p/hr

**ADOPTED AT BOARD MEETING HELD September 16, 2025**

Office Dr. Michael Pierson, Principal, Bayonne Alternative High School - 9/4/2025 10:30 am  
SIA BAHS Salary Budget #20-233-200-100-016-034

*KH*

BOARD OF EDUCATION OF THE CITY OF BAYONNE.

HUDSON COUNTY, NEW JERSEY

September 16, 2025

WHEREAS, there is a need for elementary AM mathematics tutorial teachers in the Bayonne School District from October 2025 to June 2026; therefore

BE IT RESOLVED, that the personnel listed below will provide AM mathematics tutorial every Tuesday, Wednesday, and Thursday for grades 4-8 students in danger of failing mathematics in accordance with the Bayonne Board of Education promotion/retention regulation 5410. Teachers will receive a \$4,200 stipend (not to exceed \$54,600.00) paid from general funds:

#1 Henry E. Harris	Kim Feeney
#2 Philip G. Vroom	Martin McNerney
#3 Dr. Walter F. Robinson	Nansy Fanous Monica Feijoo
#4 Mary J. Donohoe	Daniel Bock
#5 Lincoln Community	Amy Hunter
#6 Horace Mann	Jamie Smith
#8 William Shemin Midtown Community	Tracie Fogu Tara Soto
#9 Washington Community	Steven Nixon
#10 Woodrow Wilson	Anthony Palmieri
#12 John M. Bailey	Ann Marie Meyers
#14 Nicholas Oresko	Kerry Olander

ADOPTED AT THE BOARD MEETING HELD ON SEPTEMBER 16, 2025

Office of Mathematics Department

9/5/2025-12:15 PM

Account # 11-190-100-101-999-010



Two handwritten signatures are present at the bottom left of the page. The first is a cursive signature, and the second is a stylized signature with a large loop.

**BOARD OF EDUCATION OF THE CITY OF BAYONNE BOARD OF EDUCATION**  
**HUDSON COUNTY, NEW JERSEY**

SEPTEMBER 16, 2025

**WHEREAS**, this Board of Education of the City of Bayonne, Hudson County, New Jersey deems it necessary to hire Fine & Performing Arts teacher for Ben TV video production not to exceed 100 hours.

**BE IT RESOLVED**, that this Board of Education appoints the following teacher listed below at \$30.00 per hour, to be paid from the Bayonne Board of Education to provide Ben TV video Production for the 2025-2026 school year.

Greg Bukshowany

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

Music, Art, & Business Department

SEPTEMBER 16, 2025

Account # 11-140-100-101-020-012

TC

BOARD OF EDUCATION OF THE CITY OF BAYONNE,

B24

HUDSON COUNTY, NEW JERSEY.

September 16, 2025

WHEREAS, the Bayonne Board of Education is desirous to provide an Attendance Committee at Dr. Walter Robinson Community School for the 2025-2026 school year, now, therefore, be it

RESOLVED, that the personnel listed below will prepare appropriate letters, check monthly attendance, develop strategies and interventions to improve attendance, track and analyze attendance data, identify students at risk of chronic absenteeism, call and meet with parents as necessary, and review schoolwide chronic absenteeism for the Attendance Committee and will be paid \$30.00 per hour by Title I SIA funds not to exceed the budgeted amount \$9,000.

<u>NAME:</u>	<u>School:</u>
Kelsey Burnett	Teacher #3 Dr. Walter F. Robinson Community School
Valerie Yurchak	Teacher #3 Dr. Walter F. Robinson Community School
Rachel Mizrak	Teacher #3 Dr. Walter F. Robinson Community School
Nehal Elrahamawy	Teacher #3 Dr. Walter F. Robinson Community School
Ereny Sami	Teacher #3 Dr. Walter F. Robinson Community School
Angela Laszkow	Teacher #3 Dr. Walter F. Robinson Community School
Leslie Cirillo	Counselor #3 Dr. Walter F. Robinson Community School
John Hall	Teacher #3 Dr. Walter F. Robinson Community School

ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025.

Office of Dr. Walter F. Robinson Community School – 9/8/2025 9:30am

SIA #3 Salary Budget #20-233-200-100-030-034

BOARD OF EDUCATION OF THE CITY OF BAYONNE  
HUDSON COUNTY, NEW JERSEY

WHEREAS, it has been determined that staff is needed as student support for Bayonne High School Orientation Day, and

WHEREAS, the following Teacher Assistants will work Bayonne High School Orientation Day, August 27<sup>th</sup>, 2025 at their hourly rate of pay, NOW

THEREFORE, BE IT RESOLVED, that the Superintendent approves the below listed names and hourly rate.

Karen Russo	\$23.88
Amany Beshay	\$23.67

ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025

B26

BOARD OF EDUCATION OF THE CITY OF BAYONNE,  
HUDSON COUNTY, NEW JERSEY.

September 16, 2025

**WHEREAS**, there is a need for Social Emotional Learning (SEL) teams in the Bayonne School District at Dr. Walter F. Robinson Community School from September 1, 2025 to June 30, 2026; therefore

**BE IT RESOLVED**, that the following personnel listed below will, work together to prepare SEL surveys for students and parents four times a year, analyze the data from these surveys and monitor the implementation of interventions that promote a healthy school climate to ensure the well-being of the students SEL, at the rate of \$30.00 per hour paid by Title I SIA funds not to exceed the budgeted amount of \$9,000.

<b>NAME:</b>	<b>TEACHER:</b>
Jessica Spiers	Teacher, #3 Dr. Walter F. Robinson Community School
Kelsey Burnett	Teacher, #3 Dr. Walter F. Robinson Community School
Angela Laszkow	Teacher, #3 Dr. Walter F. Robinson Community School
Rachel Mizrak	Teacher, #3 Dr. Walter F. Robinson Community School
Saony Camilo	Teacher, #3 Dr. Walter F. Robinson Community School
Valerie Yurchak	Teacher, #3 Dr. Walter F. Robinson Community School
Ereny Sami	Teacher, #3 Dr. Walter F. Robinson Community School
Leslie Cirillo	Counselor, #3 Dr. Walter F. Robinson Community School
John Hall	Teacher, #3 Dr. Walter F. Robinson Community School

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025.**

Office of Dr. Walter F. Robinson Community School – 9/8/2025 9:30am

SIA #3 Salary Budget. #20-233-200-100-030-034

BOARD OF EDUCATION OF THE CITY OF BAYONNE  
HUDSON COUNTY, NEW JERSEY

B27

WHEREAS, the Bayonne Board of Education has been informed that there are openings in the Bayonne Housing Authority Homework Assistance grant program; and

WHEREAS, the Superintendent of Schools, John J. Niesz, has recommended the following person(s) named below be assigned to this grant program; now, therefore

BE IT RESOLVED, that the following personnel be assigned to the 2025-2026 Bayonne Housing Authority Homework Assistance grant program. The salary adjacent to the employee name will be charged to the program:

*BAYONNE HOUSING AUTHORITY HOMEWORK ASSISTANCE PROGRAM*

<i>NAME</i>	<i>HOURLY RATE</i>
Craig Jacobs	30.00
Dyana Rivera	30.00

ADOPTED AT BOARD MEETING HELD September 16, 2025

**BOARD OF EDUCATION OF THE CITY OF BAYONNE**  
**HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, each month the Superintendent shall report to the Board of Education all acts of harassment, intimidation and bullying in accordance with the provisions of N.J.S.A. 18A: 17-46, which have occurred during that month for the board to review, now therefore,

**BE IT RESOLVED**, that the Superintendent of Schools, in accordance with N.J.S.A. 18A: 17-46 reports all acts of harassment, intimidation and bullying that took place during **August/September** to the Bayonne Board of Education and the Board accepts the recommendations of the Superintendent of Schools and building administrator.

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

**BAYONNE BOARD OF EDUCATION CITY OF BAYONNE  
HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, there is a need for food service operations at Veterans Stadium Concession Stand to support district programs and community needs; and

**WHEREAS**, the Superintendent recommends the employment of food service staff members to support these operations; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Bayonne Board of Education approves the employment of the listed food service staff members, as needed, to work at the rate listed below.

Name	Position	Rate
Richard Santiago	Supervisor	\$27.00/hr
Josephine Tinirello	Manager	\$22.00/hr
Karla Perez	Manager	\$23.00/hr
Vicsi Pichardo De La Cruz	General Worker	\$20.00/hr
Maria Ramos DeFranconeri	General Worker	\$20.00/hr
Joel Davilla	General Worker	\$20.00/hr

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

**BOARD OF EDUCATION OF THE CITY OF BAYONNE**  
**HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, the Bayonne Board of Education recognizes the importance of maintaining appropriate healthcare services for students and staff, during the absence of the regular nursing staff; and

**WHEREAS**, temporary registered nurse coverage is necessary to ensure continuity of care, meet legal and safety requirements, and support the health and well-being of all individuals at the Bayonne Board of Education and

**WHEREAS**, the hiring of a qualified substitute nurse on an as-needed basis will allow the District to meet its obligations during periods when the regular nurse is absent due to illness, leave, field trips, or other circumstances;

**BE IT FURTHER RESOLVED**, the Bayonne Board of Education hereby authorizes the administration to recruit, hire, and compensate at a rate of \$375.00 per day, licensed substitute registered nurses as needed to fulfill temporary nursing duties, in accordance with all applicable policies, procedures, and budgetary provisions.

Celiday Munoz, RN

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

**BAYONNE BOARD OF EDUCATION CITY OF BAYONNE  
HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, the Superintendent has recommended that the Bayonne Board of Education place the staff member named on the attached Schedule A on paid administrative leave on the effective date listed.

**WHEREAS**, the Board agrees with the Superintendent's recommendation to place the staff member on paid administrative leave on the effective date listed, now therefore

**BE IT RESOLVED**, this 16th day of September 2025, that the staff member named on Schedule A is placed on paid administrative leave on the effective date listed.

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

**Office of Assistant Superintendent of Personnel**

**SCHEDULE A**

Staff ID #10958 EFFECTIVE September 11, 2025

Staff ID #11094 EFFECTIVE September 15, 2025

**WHEREAS**, the Bayonne Board of Education recognizes the importance of providing enrichment opportunities to its students in order to foster academic growth, advanced learning, and preparation for future educational success; and

**WHEREAS**, Kean University has established the Kean Scholars Academy to provide education programs designed to enhance student learning in the areas of mathematics and related disciplines; and

**WHEREAS**, the Bayonne Board of Education is committed to supporting student participation in this program, specifically targeting 8th and 9th grade students with opportunities to explore mathematics through advanced coursework and experiential learning; and

**WHEREAS**, staff members are needed to coordinate, supervise, and transport Bayonne students to and from the Kean Scholars Academy program;

**NOW, THEREFORE, BE IT RESOLVED** that the Bayonne Board of Education hereby appoints the staff members named at the rate of \$30 an hour to support and accompany Bayonne students participating in the Kean Scholars Academy;

Rachael Mazzarella  
Martin McNerney  
Altagracia Pimentel  
Barbara DeBenedictis  
Lisa Gomez  
Tonya Mele

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

Office of the Assistant Superintendent of Personnel

B33

**BOARD OF EDUCATION OF THE CITY OF BAYONNE**  
**HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, the Bayonne Board of Education in cooperation with colleges and universities has determined that there is a need for the placement of student teachers/junior practicum in our district; now therefore

**BE IT RESOLVED**, that the Bayonne Board of Education approves the recommendation of the Superintendent of Schools and assigns the attached individuals as listed.

**STUDENT TEACHERS ASSIGNED FOR THE 2025 - 2026 SCHOOL YEAR**

LAST NAME	FIRST NAME	COLLEGE
Pepe	Mia	New Jersey City University

**ADOPTED AT THE BOARD MEETING HELD ON September 16, 2025**

09/16/25 – Assistant Superintendent of Personnel – Thomas Fogu, Jr.

TF



DANIEL M. CASTLES  
School Business Administrator

BAYONNE PUBLIC SCHOOLS  
Administration Building  
669 Avenue A  
Bayonne, New Jersey 07002

Telephone: 201-858-5560  
Fax: 201-858-5599

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**\*\*MONTHLY CHECKS RECEIVED - AUGUST 2025\*\***

DATE	FROM	DESCRIPTION	ACCOUNT	AMOUNT
08/07/25	School Employees	Medical insurance`	Refund	\$3,100.00
08/07/25	KPH Healthcare Services	Rebate - scripts	Refund	\$355,222.65
08/07/25	Found It LLC	Grounds shoot	Miscellaneous	\$5,810.00
08/07/25	Community Education	Ice time rental fees	Current O/R	\$1,171.25
08/07/25	Community Education	Adult - yoga & aerobics	Current O/R	\$608.00
<b>Subtotal</b>				<b>\$365,911.90</b>

DATE	FROM	DESCRIPTION	ACCOUNT	AMOUNT
08/13/25	School Employees	Medical insurance	Refund	\$3,340.00
08/07/25	School Employee	Medical insurance - Leave reimbursement	Refund	\$294.00
08/07/25	School Employee	Payroll reimbursement	Refund	\$6,393.81
08/07/25	N.J.S.I.G.	Workers compensation - secretary	Refund	\$3,654.18
08/07/25	N.J.S.I.G.	Workers compensation - custodial	Refund	\$1,243.28
08/07/25	CSM Cost Solutions	Food rebate	Miscellaneous	\$2,088.60
08/07/25	BMI Benefits LLC	Supplemental workers compensation	Miscellaneous	\$532.83
08/07/25	BMI Benefits LLC	Supplemental workers compensation	Miscellaneous	\$532.83
08/07/25	Iron Mountain	Paper rebate	Miscellaneous	\$664.28
08/07/25	West Orange BOE	Tuition	Miscellaneous	\$3,437.60
08/07/25	Community Education	Facility rental fee	Current O/R	\$1,200.00
08/07/25	Community Education	Ice time rental fees	Current O/R	\$20,141.50
<b>Subtotal</b>				<b>\$43,522.91</b>

DATE	FROM	DESCRIPTION	ACCOUNT	AMOUNT
08/19/25	School Employees	Medical insurance	Refund	\$2,350.00
08/19/25	Bayonne Board of Education	Medical insurance	Refund	\$51,994.01
08/19/25	N.J.S.I.G.	Workers compensation - secretary	Refund	\$1,305.06
08/19/25	NJ Institute for Disabilities Cerebral Palsy	Miscellaneous	Miscellaneous	\$558.81
08/19/25	Community Education	Adult - Yoga	Current O/R	\$57.00
08/19/25	Community Education	Ice time rental fees	Current O/R	\$9,776.25
<b>Subtotal</b>				<b>\$66,041.13</b>

DATE	FROM	DESCRIPTION	ACCOUNT	AMOUNT
08/20/25	Bayonne Board of Education	Medical insurance	Refund	\$52,222.02
<b>Subtotal</b>				<b>\$52,222.02</b>

DATE	FROM	DESCRIPTION	ACCOUNT	AMOUNT
08/26/25	School Employees	Medical insurance	Refund	\$2,773.00
08/26/25	Community Education	Ice time rental fees	Current O/R	\$1,580.00
08/26/25	Community Education	Ice time rental fees	Current O/R	\$2,025.00
08/26/25	Community Education	Y/E Karate - Adult aerobics	Current O/R	\$3,157.00
<b>Subtotal</b>				<b>\$9,535.00</b>

**GRAND TOTAL \$537,232.96**

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16th, 2025**

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**BOARD OF EDUCATION OF THE CITY OF BAYONNE**  
**HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, the following reports have been received and reviewed; therefore

**BE IT HEREBY RESOLVED**, that the Bayonne Board of Education accepts these reports as listed below and directs the Board Secretary to file these reports on behalf of this Board;

Board Secretary Report	June 2025
Report of School Monies	June 2025
Board Secretary Report	July 2025
Report of School Monies	July 2025
Board Secretary Report	August 2025
Report of School Monies	August 2025

**BE IT FURTHER RESOLVED**, that pursuant to NJAC 6:23-2.11, we certify that the Board Secretary's monthly financial report (appropriations section) did not reflect an over expenditure in any of the major accounts of funds, and based on the appropriation balances reflected on this report and the advice of the district officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year.

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16<sup>th</sup>, 2025**

**BOARD OF EDUCATION OF THE CITY OF BAYONNE**

**HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, claims, payrolls and social security taxes must be paid on behalf of this Board of Education, and

**WHEREAS**, the claims presented by the Board Secretary be approved and the School Business Administrator is hereby authorized and directed to draw warrants to pay same, now;

**BE IT HEREBY RESOLVED**, that the warrants forwarded to the Board Secretary and the Board President for signatures be paid, and;

**BE IT FURTHER RESOLVED**, that the **August 15<sup>th</sup>, 2025 regular** payroll and all taxes in the amount of **\$2,050,388.25** be accepted and approved, and now;

**BE IT FURTHER RESOLVED**, that the **August 29<sup>th</sup>, 2025 regular** payroll and all taxes in the amount of **\$1,292,977.54** be accepted and approved, and now;

**BE IT FURTHER RESOLVED**, that the **September 15<sup>th</sup>, 2025 – regular** payroll and all taxes in the amount of **\$6,818,865.48** be accepted and approved, and now;

**BE IT FURTHER RESOLVED**, that the purchase orders presented for review at the workshop **August 19<sup>th</sup>, 2025** are hereby accepted.

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16<sup>th</sup>, 2025**

**BOARD OF EDUCATION OF THE CITY OF BAYONNE**

**HUDSON COUNTY, NEW JERSEY**

**WHEREAS,** it has been deemed necessary by the School Business Administrator that with the attached Expense Account Adjustment report in related line accounts and programs categories for the 2025-2026 school years are sufficient to meet the anticipated expenditures; and

**WHEREAS,** the Chief School Administrator has approved that the attached Expense Account Adjustment report for the period **August 2025** of the Bayonne Board of Education; now

**THEREFORE, BE IT RESOLVED,** that this Board of Education accepts and ratifies the attached Expense Account Adjustment report to the line accounts and program categories for the 2025-2026 school year budgets.

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16<sup>th</sup>, 2025**

**BOARD OF EDUCATION OF THE CITY OF BAYONNE,  
HUDSON COUNTY, NEW JERSEY**

**BE IT RESOLVED** that the Bayonne Board of Education, upon recommendation of the Superintendent of Schools, approves the Contracts for Placement of Students with Disabilities.

NO.	ATTENDEE(S)	PLACEMENT	DATES	COST	FUND
1	Student: 864629	Essex Valley School	REVISED: Remove ESY Program	-\$10,956	District/IDEA-B Grant
2	Student: 902025	First Children, LLC	REVISED: Remove Extr. Serv	-\$39,420	District/IDEA-B Grant
3	Student: 855833	YCS - George Washington School	2025-2026 S/Y & Extraordinary Services	85,165 Extr Svs: \$40,500	District/IDEA-B Grant
4	Student: 932127	Windsor Prep High School	2025-2026 S/Y	\$59,842.83	District/IDEA-B Grant
5	Student: 875832	The Felician School for Exceptional Children	2025-2026 S/Y	\$67,980.84	District/IDEA-B Grant
7	Student: 948524	Morris Union Jointure Commission	25-2026 S/Y & Extr. Services	108,021 Extr Svs: \$76,569	District/IDEA-B Grant
8	Student: 929230	NJCU - A. Harry Moore Laboratory School	25-2026 S/Y & Extr. Services	2,741.92 Extr Svs: \$46,370.96	District/IDEA-B Grant
9	Student: 949230	NJCU - A. Harry Moore Laboratory School	025-2026 S/Y & ESY Program	2,741.92 ESY \$10,004.60	District/IDEA-B Grant
10	Student: 970725	NJCU - A. Harry Moore Laboratory School	2025-2026 S/Y	\$92,741.92	District/IDEA-B Grant

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

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**BOARD OF EDUCATION OF THE CITY OF BAYONNE**

**HUDSON COUNTY, NEW JERSEY**

**September 16<sup>th</sup>, 2025**

**WHEREAS**, the Bayonne Board of Education Athletics Department is in need of transportation to various team sport's games/ field trips for the 25-26 School Year

**WHEREAS**, the following Routes will begin September 2025-June 2026;

**THEREFORE, BE IT RESOLVED** that an agreement be given to the below listed transportation company's:

<b><u>Complete Luxury Travels</u></b>	<b><u>280 Saint Stevens Ave, Keasbey, NJ 08832</u></b>
<b><u>Custom Coach and Limo LLC</u></b>	<b><u>280 Saint Stevens Ave, Keasbey, NJ 08832</u></b>
<b><u>Kings Charter Bus Inc</u></b>	<b><u>8109 Portwood Turn, Manassas, VA20109</u></b>

Pick up: Bayonne High School  
Ice Rink  
667 Ave A  
Bayonne, NJ

Drop off: Various Sports Locations (See Attached)

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

**BOARD OF EDUCATION OF THE CITY OF BAYONNE**

**HUDSON COUNTY, NEW JERSEY**

**September 16, 2025**

**WHEREAS**, the Bayonne Board of Education based on the recommendation of the Child Study Team, chooses to send a Special Education student to the following school for the 2025-2026 school year.

**WHEREAS**, Blessings Transportation, has been awarded as per the August 19<sup>th</sup>, 2025 Resolution; and

**WHEREAS**, an addendum to the Contract for said Route 360 is to include an increase per mile for transport with a traveling nurse to school location, back to Bayonne and back to school location commenced in September 2025, and

**WHEREAS**, an addendum to the Contract for said Route 360 include an aide in addition to the traveling nurse

**THEREFORE, BE IT RESOLVED** that the below route adds the following cost;

**Blessings Transportation** **528 Bergen Ave, Jersey City, NJ**

RT. 360	DLC 217 Mountainview Rd. Warren, NJ	55 additional miles \$2.00 per mile /\$110.00 per diem \$45.00 per diem aide
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**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

**BOARD OF EDUCATION OF THE CITY OF BAYONNE**

**HUDSON COUNTY, NEW JERSEY**

**September 16, 2025**

**WHEREAS**, the Bayonne Board of Education based on the recommendation of the Child Study Team, chooses to send a Special Education student to the following school for the 2025-2026 school year.

**WHEREAS**, Smart School, has been awarded as per the June 10th, 2025 Resolution; and

**WHEREAS**, an addendum to the Contract for said Route 375a is to include a change to a new school location commenced in September 2025, and

**THEREFORE, BE IT RESOLVED** that the below route changes to the location below at no extra cost

**ROUTE 375a**

From: Banyan Elementary School  
12 Hollywood Ave.  
Fairfield, NJ

To: Banyan High School  
471 Main Street  
Little Falls, NJ

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

**BOARD OF EDUCATION OF THE CITY OF BAYONNE**

**HUDSON COUNTY, NEW JERSEY**

**September 16, 2025**

**WHEREAS**, the Bayonne Board of Education based on the recommendation of the Child Study Team, chooses to send a Special Education student(s), (ID#832438) to the following school for the 2025-2026 ESY school year.

**WHEREAS**, the following Emergency Route will begin July 2025, and

**THEREFORE, BE IT RESOLVED** that an emergency contract be given to the below listed transportation company:

<b><u>Move Me Transport</u></b>		<b><u>1806 RT 35, Oakhurst, NJ</u></b>
RT. E ESY 080b	Pick Up: Bayonne	\$ 663.65 Per diem
	Drop Off: Jardine Academy 61 Myrtle Street Cranford, NJ	

**WHEREAS**, the Bayonne Board of Education based on the recommendation of the Child Study Team, chooses to send a Special Education student(s), (ID#827739,919425,948524) to the following school for the 2025-2026 school year.

**WHEREAS**, the following Emergency Route will begin September 2025, and

**THEREFORE, BE IT RESOLVED** that an emergency contract be given to the below listed transportation company:

<b><u>Smart School Vehicle</u></b>		<b><u>48 Ivins Dr, New Egypt, NJ</u></b>
RT. E 374	Pick Up: Bayonne, NJ	\$230.00 Per diem \$ 60.00 Aide
	Drop Off: Deron School 1140 Commerce Ave. Union, NJ	

<b><u>R &amp; M Transportation Enterprise LLC</u></b>		<b><u>9 Dukoff Drive, Hamilton, NJ</u></b>
RT. E EMH01	Pick Up: Legacy Treatment Services 243 Pine Street Mount Holly, NJ	\$320.00 Per diem \$80.00 Aide
	Drop Off: Titusville Academy 86 River Road Titusville, NJ	

<b><u>JR Transportation</u></b>		<b><u>PO Box 858, Bayonne, NJ</u></b>
Rt. E 330e	Pick Up: Bayonne, NJ	\$385.00 Per diem \$100.00Aide
	Drop Off: DLC 217 Mountainview Rd. Warren, NJ	

**WHEREAS**, the Bayonne Board of Education based upon the recommendation of the State of New Jersey, Office of Student Achievement and Accountability, under the McKinney-Vento Homeless Assistance Act (Title X, Part C, of the No Child Left Behind Act) it has been determined a displaced student is now residing in the following cities

**WHEREAS**, the following route is an Emergency Route to provide transportation for the 2025-26 school year for student(s) (ID# 864527, 868837,824235,926426,864738,865736,872438,875332,882935,919129, 972125,971726) from this current residence to meet the request from the State of New Jersey, and

**THEREFORE, BE IT RESOLVED** that an emergency contract be given to the below listed transportation company:

**Newark Transport** **161 Lincoln Ave, Newark, NJ**

RT. E 392 Pick Up: Newark, NJ \$240.00 Per diem  
\$ 40.00 Aide

Drop Off: Bayonne High School  
667 Ave A  
Bayonne, NJ

RT. E 600 Pick Up: Jersey City, NJ \$260.00 Per diem  
\$80.00 Aide

Drop Off: Lincoln School  
208 Prospect Ave.  
Bayonne, NJ

2<sup>nd</sup> Drop Off: Woodrow Wilson School  
101 West 56<sup>th</sup> Street  
Bayonne, NJ

RT. E 450 Pick Up: Newark, NJ \$300.00 Per diem  
\$40.00 Aide

Drop Off: Bayonne High School  
669 Ave A  
Bayonne, NJ

**JR Transportation** **PO Box 858, Bayonne, NJ**

RT. E 435 Pick Up: Jersey City, NJ \$125.00 Per diem  
\$ 100.00 Aide

Drop Off: William Shemin Midtown School  
550 Ave A  
Bayonne, NJ

RT. E 422 Pick Up: Jersey City, NJ \$215.00 Per diem  
\$ 100.00 Aide

Drop Off: Woodrow Wilson School  
101 West 56<sup>th</sup> Street  
Bayonne, NJ

**Prestige Xpress** **28 Surrey Drive, Wayne, NJ**

RT. E 436 Pick Up: Jersey City, NJ \$250.00 Per diem  
\$50.00 Aide

Drop Off: Woodrow Wilson School  
101 West 56<sup>th</sup> Street  
Bayonne, NJ

**Sam Transportation**

**PO Box 276, Pine Brook, NJ**

RT. E 437

Pick Up: Jersey City, NJ

\$395.00 Per diem

\$75.00 Aide

1<sup>st</sup> Drop Off: Woodrow Wilson  
101 West 56<sup>th</sup> Street  
Bayonne, NJ

2<sup>nd</sup> Drop Off: Henry Harris  
135 Ave C  
Bayonne, NJ

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

**BOARD OF EDUCATION OF THE CITY OF BAYONNE,  
HUDSON COUNTY, NEW JERSEY**

**WHEREAS**, the New Jersey School Boards Association is conducting its annual workshop “Partners in Student Achievement” from October 20<sup>th</sup> through October 23<sup>rd</sup>, 2025, and;

**WHEREAS**, Bayonne Board of Education trustees, Business and Administrative Officials have indicated a desire to attend at the Atlantic City Convention Center, now;

**THEREFORE, BE IT HEREBY RESOLVED**, that the following Bayonne Board of Education employees are approved to attend the New Jersey School Boards Association Workshop, with expenses being within the related Board policy and State Regulation:

- John Niesz
- Dan Castles
- Tom Fogu
- Dr. Dennis Degnan
- Kenneth Kopacz
- Dr. Wachera Rangland-Brown
- Jennifer Vechiarelli
- John Phillips
- Lou Pacyna
- Courtney Young
- Karee McAndrew
- Angela Sanniola
- Pamela Sclafane
- Hector Gonzalez
- Mary Jane Desmond
- Saverio Maggio
- Lisa Burke
- Miriam Bechay
- Melissa Godesky Rodriguez
- William Young

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**

BOARD OF EDUCATION OF THE CITY OF BAYONNE,  
HUDSON COUNTY, NEW JERSEY

September 16, 2025

APPROVAL OF LOCAL EDUCATION AGENCY PERM AUDIT CORRECTIVE ACTION PLAN  
FOR DOCUMENTATION, QUARTERLY CERTIFICATION, AND THE SPECIAL EDUCATION MEDICAID  
INITIATIVE (SEMI) FOR THE 2025–2026 SCHOOL YEAR

WHEREAS, the Bayonne Board of Education has received the findings of the Local Education Agency (LEA) Payment Error Rate Measurement (PERM) Audit from the New Jersey Department of Education relating to the Special Education Medicaid Initiative (SEMI); and

WHEREAS, the Audit requires the District to submit and implement a Corrective Action Plan addressing compliance in the areas of Documentation, Quarterly Certification, and SEMI service logging and reporting; and

WHEREAS, the Superintendent of Schools has recommended the adoption of the Corrective Action Plan for the 2025–2026 school year to ensure that all requirements are met in accordance with state and federal guidelines; and

WHEREAS, this Corrective Action Plan shall be implemented at no cost to the District, utilizing existing personnel, systems, and procedures to meet audit compliance; and

NOW, THEREFORE, BE IT RESOLVED that the Bayonne Board of Education, upon recommendation of the Superintendent of Schools, hereby approves the Local Education Agency PERM Audit Corrective Action Plan for the 2025–2026 school year, specifically addressing Documentation, Quarterly Certification, and SEMI requirements; and

BE IT FURTHER RESOLVED that the Superintendent of Schools, the Business Administrator/Board Secretary, and all appropriate staff are authorized and directed to implement all measures contained in the Corrective Action Plan, to monitor compliance, and to submit all required certifications and documentation to the New Jersey Department of Education as required.

Office of The Assistant Superintendent of Special Services  
and The Department of Special Services

Date: 9/11/2025

Time: 2:51 PM

ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025

**BOARD OF EDUCATION OF THE CITY OF BAYONNE  
HUDSON COUNTY, NEW JERSEY**

**SEPTEMBER 16, 2025**

**WHEREAS**, this Board of Education of the City of Bayonne, Hudson County, New Jersey deems it necessary provide educational services to students that require home instruction and where such services cannot be provided directly by the district, and

**WHEREAS**, this Board of Education of the City of Bayonne, Hudson County, New Jersey agrees to enter into an agreement with CCBH, Inc. and student (ID # 920531) for services of 2 hours per day at a rate of \$99 per hour/per student, and

**THEREFORE, BE IT RESOVED**, that the contract will be in effect from September 1, 2025 through June 30, 2026; and

**BE IT FURTHER RESOLVED**, that the Board President and Board Secretary execute the Contract in the name and on behalf of this Board and that Board Counsel approve same as to form.

**ADOPTED AT BOARD MEETING HELD SEPTEMBER 16, 2025**