

MEETING OF THE LAKEWOOD BOARD OF EDUCATION, HELD ON Wednesday, SEPTEMBER 25, 2019, AT 6:30 P.M., 855 SOMERSET AVENUE, LAKEWOOD, NEW JERSEY 08701

I. PLEDGE OF ALLEGIANCE: Moshe Bender, President

Kevin Campbell, Assistant Business Administrator/Board Secretary called the meeting to order at 6:44 p.m. Mr. Campbell read the following:

SUNSHINE LAW

Pursuant to the provisions of Chapter 231, of the Laws of 1976 (THE OPEN PUBLIC MEETINGS ACT), Mr. Campbell notified the public that notice of the date, time, location and agenda of this meeting, to the extent known, was provided at least forty-eight (48) hours prior to the commencement of this meeting in the following manner:

1. By posting such notice on the public announcement board of the Lakewood Board of Education Offices, and the Lakewood Township Municipal Building.
2. By e-mailing such notice to the office of the Asbury Park Press.
3. By filing such notice with the Board Secretary.
4. By mailing such notice to all individuals who requested and paid for a copy of same.

II. ROLL CALL

Board Members Present: Mr. Moshe Bender
Mrs. Ada Gonzalez
Mr. Chanina Nakdimen
Mr. Heriberto Rodriguez
Mr. Shlomie Stern

Board Members Absent: Mr. Moshe Newhouse
Mr. Bentzion Treisser
Mrs. Thea Jackson-Byers
Mr. Isaac Zlatkin

Also Attending: Mrs. Laura A. Winters, Superintendent
Mr. Kevin Campbell, Assistant Business Administrator/Board Secretary
Mr. Robert S. Finger, Coordinator of Fiscal Services
Mr. David Shafter, State Monitor
Mr. Michael I. Inzelbuch, Esq., Board Attorney

III. EXECUTIVE SESSION - RESOLUTION

BE IT RESOLVED by the Lakewood Township Board of Education that:

1. It does hereby determine that it is necessary to meet in Executive Session to discuss matters of personnel, involving specific individuals, negotiations, anticipated litigation and/or alleged incidents of Harassment, Intimidation and Bullying (HIB).
2. These matters will be made public when the need for confidentiality no longer exists.
3. The time that the Board anticipated to be in Executive Session is TBD.

At 6:46 p.m., Mr. Rodriguez motioned for the Board to go into Executive Session. Mr. Bender seconded the motion.

At 7:43 p.m., the Board returned to Public Session. Mr. Inzelbuch, General Counsel, opened the meeting, as neither the President nor Vice President was present. He asked the Board to vote Mr. Rodriguez in as acting President for the meeting. Mr. Stern made the motion and Mrs. Gonzalez seconded. The Board by a voice vote agreed.

MOTION TO APPROVE MR. RODRIGUEZ AS ACTING PRESIDENT (passed)

Motion: Mr. Stern **Second:** Mrs. Gonzalez

5 Ayes: Mrs. Gonzalez, Mr. Nakdimen, Mr. Rodriguez, Mr. Stern, Mr. Zlatkin

0 Nays:

0 Abstained:

4 Absent: Mr. Newhouse, Mr. Treisser, Mrs. Jackson-Byers, Mr. Bender

IV. PLEDGE OF ALLEGIANCE – Mr. Rodriguez, Acting President

Mr. Campbell did Roll Call.

V. ROLL CALL

Board Members Present: Mrs. Ada Gonzalez
 Mr. Chanina Nakdimen
 Mr. Heriberto Rodriguez
 Mr. Shlomie Stern
 Mr. Isaac Zlatkin

Board Members Absent: Mr. Moshe Bender
 Mr. Moshe Newhouse
 Mr. Bentzion Treisser – Arrived 7:59 p.m.
 Mrs. Thea Jackson-Byers

Also Attending: Mrs. Laura A. Winters, Superintendent
Mr. Kevin Campbell, Assistant Business Administrator/Board Secretary
Mr. Robert S. Finger, Coordinator of Fiscal Services
Mr. David Shafter, State Monitor
Mr. Michael I. Inzelbuch, Esq., Board Attorney

- VI. PRESENTATIONS:**
1. Mike McNeil – Lakewood Housing – 7:30 p.m.
 2. Ella G. Clarke’s Chorus- Mr. Dylan Brown
 3. Clifton Avenue Grade School’s Chorus- Mr. Tyler Fling
 4. Preschool Presentation –Mrs. Heni Mozes & Mrs. Sara Garfunkel
 5. Ocean County College & Lakewood School District’s Initiative (MOA) - Veronica Guevara-Lovgren
 6. Introduction of Lakewood School District’s School Resource Officers (SROs) – Rob DeSimone, Director of Security
 7. Introduction of Lakewood School District’s Security Specialists- Rob DeSimone, Director of Security
 8. Discussion and Appeal of NJQSAC
 9. Discussion of the NJQSAC Placement indicators

At 9:03 p.m., the Board took a short break.

At 9:11 p.m., the Board returned. Mr. Campbell reopened the meeting and did Roll Call.

VII. ROLL CALL

Board Members Present: Mrs. Ada Gonzalez
Mr. Chanina Nakdimen
Mr. Heriberto Rodriguez
Mr. Shlomie Stern
Mr. Bentzion Treisser – Arrived 7:59 p.m., left 8:55 p.m.,
Returned 8:58 p.m.
Mr. Isaac Zlatkin - Left 9:59 p.m.

Board Members Absent: Mr. Moshe Bender
Mr. Moshe Newhouse
Mrs. Thea Jackson-Byers

Also Attending: Mrs. Laura A. Winters, Superintendent
Mr. Kevin Campbell, Assistant Business Administrator/Board Secretary
Mr. Robert S. Finger, Coordinator of Fiscal Services
Mr. David Shafter, State Monitor
Mr. Michael I. Inzelbuch, Esq., Board Attorney

Mr. Campbell opened the floor for the Public Hearing of the Superintendent Employment Contract. He addressed the public asking if there were any discussion, questions or comments from the Public. He then asked the Board if there were any discussion, questions or comments. Seeing as there were none, Mr. Campbell asked the Board for a motion to approve the Superintendent Employment Contract, commencing on July 1, 2020, and expiring on June 30, 2023.

VIII. RESOLUTION APPOINTING LAURA A. WINTERS

Whereas, the Lakewood Township Board of Education desires to employ Laura A. Winters as its Superintendent of Schools, and

Whereas, Laura A. Winters has agreed to undertake the role of Superintendent of Schools; and

Whereas, that the Lakewood Township Board of Education hereby appoints Laura A. Winters, as its Superintendent of Schools, commencing on July 1, 2020, and expiring on June 30, 2023, at a salary of \$204,500 for the 2020-2021 school year and a 3.5% increase for the 2021-2022 school year and a 3.5% increase for the 2022-2023 school year, for the three year (3) term, modification of her contract for one-time to add fifty (50) days to her retirement bank for unused vacation days, and subject to the remaining terms and conditions of the Superintendent Employment Contract.

Whereas, subject to the approval of Kevin Ahearn, Interim Executive County Superintendent of Schools for Ocean County review and written approval of the State of New Jersey Department of Education to the Superintendent Employment Contract between the Board of Education of the Lakewood School District and Laura A. Winters;

THEREFORE RESOLVED that the Board President and Board Secretary are authorized and directed to execute the aforesaid Superintendent Employment Contract on behalf of the Board of Education.

MOTION TO APPROVE THE SUPERINTENDENT EMPLOYMENT CONTRACT (passed)

Motion: Mr. Rodriguez **Second:** Mrs. Gonzalez

6 Ayes: Mr. Zlatkin, Mrs. Gonzalez, Mr. Nakdimen, Mr. Rodriguez, Mr. Stern, Mr. Treisser

0 Nays:

0 Abstained:

3 Absent: Mr. Newhouse, Mrs. Jackson-Byers, Mr. Bender

IX. MINUTES

Public Minutes – August 28, 2019

Executive Minutes – August 28, 2019

Public Minutes – September 5, 2019

Executive Minutes – September 5, 2019

X. COMMITTEE REPORTS – None At This Meeting

XI. CORRESPONDENCE AND COMMUNICATIONS – None At This Meeting

XII. RECOGNITION OF THE PUBLIC

1. Ana Benito
2. Andrew Meehan
3. Sandra Lopez
4. Ofelia Resendiz
5. Heli Ramirez
6. Luis Juanire
7. Maria Julian
8. Lucia Crivelli

A member of the audience asked to speak. Mr. Inzlebuch asked the Board if they would approve, as Ms. Diaz had not signed up to speak. By a Voice Vote the Board agreed.

9. Ms. Diaz

STATEMENT BY BOARD PRESIDENT

Pursuant to Board Policy 0164, Roberts' Rules of Order shall govern the Board of Education in its deliberations and in the conduct of its meetings. As such, all comments from the public and from other members of the Board should be directed to the Board President who is responsible for presiding over the meeting.

Anyone who desires to speak must sign-in and provide their proper name and address. The Sign-In sheet will be available from 6:00 p.m. to 7:30 p.m. or 30 minutes before a meeting is to start until the opening of the Public Session.

The President shall direct all inquiries or comments to the appropriate Administrator or Board member for response, as appropriate. The law requires a period of public comment at our meetings, not a question or answer session or debate. The board president at his discretion may or may not feel it is appropriate to answer questions raised during the public comment period. The board and administration do take all public comments seriously and consider them when conducting business.

The President may interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive or obscene. In addition, Security Personnel may direct any individual to leave the meeting when that person does not observe reasonable decorum, whether the person is at the microphone or at any other place in the meeting room. New Jersey law makes it a crime for any person to intentionally disrupt a public meeting. Law enforcement will be contacted if a person disrupts the meeting and fails to desist after being directed to do so.

Finally, we ask that you silence all electronic devices.

XIII. REPORTS AND RECOMMENDATIONS OF THE BUSINESS ADMINISTRATOR/ BOARD SECRETARY:

- A. Approve the attached Budgetary line item Transfers as of July 31, 2019.
- B. Acceptance of the Treasurers' and Board Secretary Reports as of July 31, 2019.
- C. Certification of No Over expenditures: - Pursuant to N.J.A.C. 6A:23A-16.10, I, Kevin Campbell /Assistant Business Administrator/ Board Secretary, certify that as of July 31, 2019 no budgetary line item account has obligations and payments which in total exceed the amount appropriated by the District Board of Education pursuant to N.J.S.A.18A:22-8 and 18A:22-8.1, and that the District financial accounts have been reconciled and are in balance.

Kevin Campbell

Assistant Business Administrator/Board Secretary

September 25, 2019

Date

- D. 1. Approval of 2019-2020 Bills List for the Warrant Account for September 25, 2019 in the amount of \$10,780,136.46
2. Approve the 2019-2020 Supplemental Bills List for the Warrant Account for September 25, 2019 in the amount of \$5,466,292.45.
- Approval of 2019-2020 Bills List for the Referendum related expenses for September 25, 2019 in the amount of \$20,400.00
 - Approve the 2019-2020 Supplemental Bills List for the Referendum related expenses for September 25, 2019 in the amount of \$118,610.00
- E. Approval of Bills List for Cafeteria Account for September 25, 2019 in the amount of \$30,217.97
- F. Approval of the Payroll and Board Share of Fica/Medi and DCRP for:
- September 15, 2019 in the amount of \$2,492,593.80
 - September 30, 2019 in the amount of \$2,607,542.67
- G. Approval of payment of New Jersey State Health Benefit Plan-None at this meeting.
- H. Transportation Items:
1. Approve a Joint Transportation Agreement with Point Pleasant Board of Education for one student for route ORAP6 for Ocean Road Elementary School in the amount of \$1,000 effective 9/4/2019 thru 6/19/2020.

2. Removed by administration due to student is no longer attending the after school program.
3. Move to award RFQ T18-1920 received on 9/11/19 to A to Z Transportation for route HOMESH2 for \$213.00 daily cost for the 2019/2020 school year.
4. Move to award RFQ T17-1920 received on 9/9/19 to Mr. Transportation for the following routes:

	Mr. Transportation			
	ROUTE COST	INC/DEC	AIDE	TOTAL
HOMES6	\$202.00	\$1.00	N/A	\$202.00
HOMES5	\$202.00	\$1.00	N/A	\$202.00

5. Move to record and award Bid T11-1920 received on 8/30/19 for School Orientation routes for the following routes to Klarr Transport as they were the sole bidder, as follows: Routes are for one day.

ROUTE	ROUTE/AIDE*	INC/DEC	TOTAL
OSLECC1*	No bid		
OSLECC2*	No bid		
OSLECC3*	No bid		
OSLECC4*	No bid		
OSLECC5*	No bid		
OSLECC6*	No bid		
OSLECC7*	No bid		
OLECC1	No bid		
OLECC2	No bid		
OLECC3	No bid		
OLECC4	No bid		
OLECC5	No bid		
OLECC6	No bid		
OLECC7	No bid		
OSSS1*	No bid		
OSSS2*	\$286.00/\$64.00	\$0.01	\$350.00
OSSS3*	No bid		
OSSS4*	No bid		
OSSS1	No bid		
OSSS2	No bid		
OSSS3	No bid		
OSSS4	No bid		
OSSS5	No bid		

ROUTE	ROUTE/AIDE*	INC/DEC	TOTAL
OCAGS1	\$194.00	\$0.01	\$194.00
OCAGS2	\$196.00	\$0.01	\$196.00
OCAGS3	No bid		
OSCAGS1*	\$226.00/\$48.00	\$0.01	\$274.00
OEGC1	\$226.00	\$0.01	\$226.00
OSEGC1*	\$226.00/\$48.00	\$0.01	\$274.00
OPES1	\$226.00	\$0.01	\$226.00
OPES2	No bid		
OPES3	No bid		
OPES4	No bid		
OPES5	No bid		
OPES6	No bid		
OSPES1*	No bid		
OOAK1	No bid		
OOAK2	No bid		
OOAK3	No bid		
OOAK4	No bid		
OSOAK1*	No bid		
OSOAK2*	No bid		

*Pending review of Aide

6. Move to record and award Bid T14-1920 received on 9/20/19 for School Trips for October 2019 thru June 2020 to Klarr Transport as they were the sole bidder as follows:

TRIP NUMBER	TRIP COST
1	\$ 460.00
2	\$ 460.00
3	NO BID
4	NO BID
5	\$ 360.00
6	\$ 350.00
7	\$ 225.00
8	\$ 460.00
9	\$ 360.00
10	\$ 450.00
11	\$ 330.00
12	\$ 400.00
13	\$ 400.00

TRIP NUMBER	TRIP COST
14	\$ 220.00
15	\$ 460.00
16	\$ 360.00
17	\$ 450.00
18	\$ 350.00
19	\$ 330.00
20	\$ 360.00
21	\$ 350.00
22	\$ 360.00
23	\$ 450.00
24	\$ 350.00
25	\$ 350.00
26	\$ 460.00
27	\$ 250.00
28	\$ 350.00
29	\$ 290.00
30	\$ 330.00
31	\$ 460.00
32	\$ 350.00
33	\$ 290.00
34	\$ 330.00
35	\$ 330.00
36	\$ 460.00
37	\$ 330.00
38	\$ 250.00
39	\$ 250.00
40	\$ 395.00
41	\$ 475.00
42	\$ 475.00
43	\$ 220.00
44	\$ 330.00
45	\$ 350.00
46	\$ 460.00
47	\$ 395.00
48	\$ 475.00

TRIP NUMBER	TRIP COST
49	\$ 220.00
50	\$ 395.00
51	\$ 475.00
52	\$ 220.00
53	\$ 460.00
54	\$ 350.00
55	\$ 475.00
56	\$ 330.00
57	\$ 735.00
58	\$ 945.00
59	\$ 475.00
60	\$ 350.00
61	\$ 460.00
62	\$ 330.00
63	\$ 425.00
64	\$ 460.00
65	\$ 220.00
66	\$ 350.00
67	\$ 330.00
68	\$ 460.00
69	\$ 330.00
70	\$ 425.00
71	\$ 725.00
72	\$ 800.00
73	\$ 425.00
74	\$ 500.00
75	\$ 300.00
76	\$ 660.00
TOTAL COST	\$ 29,580.00

7. Move to record and award RFQ T12-1920 for Student Transportation for one day Orientation Routes received on 9/3/19 @2:00 p.m. to Jay's Bus Services, 195 Rutgers University Blvd., Lakewood, NJ. These routes were part of Bid T11-1920 and did not receive any bids:

ROUTE NUMBER	ROUTE COST	INC/DEC	COST PER AIDE
OSPES1*			
OSOAK1*			
OSOAK2*			
OSSSS1*			
OSSSS3*			
OSSSS4*			
OSLECC1*			
OSLECC2*			
OSLECC3*			
OSLECC4*			
OSLECC5*			
OSLECC6*			
OSLECC7*			
OCAGS3	\$275.00	\$0.01	N/A
OPES2	\$275.00	\$0.01	N/A
OPES3	\$275.00	\$0.01	N/A
OPES4	\$275.00	\$0.01	N/A
OPES5	\$275.00	\$0.01	N/A
OPES6	\$275.00	\$0.01	N/A
OOAK1	\$275.00	\$0.01	N/A
OOAK2	\$275.00	\$0.01	N/A
OOAK4	\$275.00	\$0.01	N/A
OOAK3	\$275.00	\$0.01	N/A
OSSS1	\$275.00	\$0.01	N/A
OSSS2	\$275.00	\$0.01	N/A
OSSS3	\$275.00	\$0.01	N/A
OSSS4	\$275.00	\$0.01	N/A
OSSS5	\$275.00	\$0.01	N/A
OLECC1	\$275.00	\$0.01	N/A
OLECC2	\$275.00	\$0.01	N/A
OLECC3	\$275.00	\$0.01	N/A
OLECC4	\$275.00	\$0.01	N/A
OLECC5	\$275.00	\$0.01	N/A
OLECC6	\$275.00	\$0.01	N/A
OLECC7	\$275.00	\$0.01	N/A
TOTAL	\$6,050.00		

8. Move to record and award RFQ T20-1920 received on 9/25/19 @ 12:00 p.m. for Student Transportation for 2019/2020 school year for 165 days to A to Z Transportation and Mr. Transportation as follows:

ROUTE	ROUTE COST	INC/DEC	AIDE COST	VENDOR	TOTAL COST
HOMEES7	\$213.00	\$1.00	\$40.00	A to Z Transportation	\$35,145.00
HOMEHS1	\$224.00	\$1.00	\$60.00	Mr. Transportation	\$36,960.00

9. Move to cancel award of Student Transportation Contracts made on 9/5/2019 Board agenda Item H3 from Bid T12-1920 for Parental Contract Routes to Seman-Tov for SCHISB and SCHIYH, and SCHIFS to Klarr Transport These routes will not be issued to the vendors as they have been awarded as Parental Contracts on 9/5/2019 Item H4.
10. Approve Transportation Jointure Agreement as the Host District with Passaic Board of Education for 2019/2020 school year for displaced student Y.K. Route CCM1 at a per diem cost of \$74.50 for 180 days not to exceed \$13,347.00 to be received from Passaic Board of Education.
11. Approve Transportation Jointure Agreement as the Host District with Central Regional Board of Education for 2019/2020 school year for displaced student M.D. Route CRMS1 at a per diem cost of \$26.16 for 180 days not to exceed \$4,708.80 and students C.L. and J.L. Route CRHS2 at a per diem cost of \$27.42 for 180 days not to exceed \$4,935.60 to be received from Central Regional Board of Education.

I. DAVID SHAFTER, STATE MONITOR OVERRODE THE BOARD. THE MOTION FAILED.

Approve Holman, Frenia, Allison, P.C. review, analyze, recommended changes, and train personnel throughout the district for the District's 2019-2020 Standard Operating Procedures, starting October 1, 2019 through December 15, 2019, at a cost not to exceed \$60,800.00.

- J. **BE IT RESOLVED**, that the Lakewood Board of Education adopts the school district's **2019-2020** Budget after a Public Hearing held on September 25, 2019 and authorizes this Budget be submitted to the Executive Ocean County Superintendent of Schools as follows:

	<u>Budget</u>	<u>Tax Levy</u>
Total General Fund	\$172,492,195	\$102,844,033
Total Special Revenue Fund	\$58,828,424	N/A
Total Debt Service Fund	<u>\$2,289,638</u>	<u>\$1,622,951</u>
Total	\$233,610,257	\$104,466,984

BE IT FURTHER RESOLVED, that the Lakewood Board of Education approves the School Based Budgets (Fund 15) in the amount of \$35,128,974; and

BE IT FURTHER RESOLVED, that the Lakewood Board of Education approves the maximum General Fund Budgeted travel and related expense reimbursements in the amount of \$15,000, that the maximum amount approved in the pre-budget year was \$12,927 and that as of January 31, 2019 the total amount expended and encumbered on travel is \$7,635 and;
BE IT FURTHER RESOLVED, that the Lakewood Board of Education approves the maximum amounts for contracted professional services as follows:

*Legal Services	\$750,000
Audit Services	\$ 85,000

BE IT FURTHER RESOLVED, that this budget includes a DOE Loan Against State Aid in the amount of \$36,033,862 and;

BE IT FURTHER RESOLVED, that the Lakewood Board of Education approves this Budget with reduced Nonpublic Transportation Aid in the amount of \$4,769,145 as required by the NJ Department of Education as a condition of approval of the budget and;

BE IT FURTHER RESOLVED, that the Lakewood Board of Education approves this Budget with a corresponding deferment of audit and loan repayments in the amount of \$4,769,145 and;

BE IT FURTHER RESOLVED, that this budget has proposed programs and services in addition to the New Jersey Student Learning Standards adopted by the State Board of Education.

K. **WHEREAS**, Educational Data Services prepared specifications and bids were advertised and received by the Educational Services Commission of Morris County for the New Jersey Cooperative Bid Members of which Lakewood Board of Education is a member for certain subjects,

BE IT RESOLVED, that the Lakewood Board of Education approves unit price awards for the following and future purchases made for the 2019-2020 school year for subject supplies as follows:

SUBJECT	BID NUMBER	VENDOR	AMOUNT AWARDED
Physical Education supplies	9273	Levy's Inc	\$79.79
		Passon's Sports and US Games/BSN S ports/Varsity Sport	\$2,032.69
		School Specialty Inc/Sportime	\$2,570.45
		Nasco Education	\$1,337.49
		Palos Sports, Inc DBA School Health Corp	\$1,198.28
Office/Computer	8004	Staples Business Advantage	\$34,071.77

SUBJECT	BID NUMBER	VENDOR	AMOUNT AWARDED
Supplies			
Fine Art Supplies	9271	Cascade School Supplies Blick Art Materials School Specialty/Sax Arts Nasco Educational National Art & School Supplies Triarco Arts & Crafts W.B. Mason	\$1,597.38 \$2,249.32 \$4,757.65 \$1,743.81 \$1,629.00 \$1,312.30 \$1,562.58
General Classroom Supplies	8116	School Specialty/EDU Essentials	\$124,420.94
Library Supplies	9293	Cascade School Supplies Acco Brands USA dba GBC Demco Inc The Library Store	\$347.72 \$530.58 \$1,54.78 \$423.01
Science Supplies	9449	Nasco Education LLC Carolina Biological Supply Fisher Scientific Company LLC Flinn Scientific LLC Frey Scientific Parco Scientific Sargent Welch/VWR Wards Science/VWR EAI Education/Eric Armin Inc Bio Company	\$2,360.58 \$2,752.48 \$1,371.35 \$7,927.87 \$2,132.94 \$61.26 \$690.53 \$856.28 \$128.88 \$688.10
Audio Visual Supplies	9306	School Specialty/EDU Essentials Valiant National /Alltec Paper Clips Inc ACCO Brands USA/GBC Generations Technology B&H Photo PC University Distributors	\$716.66 \$848.15 \$135.82 \$697.14 \$47.20 \$182.00 \$101.74
Health & Trainer Supplies	9300	Henry Schein, Inc School Health Corp Medco Supply/Performance Health	\$1,582.71 \$5,927.79 \$5,615.13
Copy Duplicator Supplies	9462	W.B. Mason Co. Inc.	\$58,892.30
Athletic Supplies	9299	Flaghouse Inc	\$60.09

SUBJECT	BID NUMBER	VENDOR	AMOUNT AWARDED
Music	9298	Cascio Music Co. dba Interstate Music Shar Products Co Music in Motion K&S Music Inc	\$400.04 \$1,095.19 \$974.64 \$176.55
Teaching Aids	9275	Kurtz Bros Nasco Education Inc Lakeshore Learning Materials United Supply Corp Really Good Stuff School Specialty/Childcraft EAI Education/Eric Armin Discount School Supply/Earlychildhood, LLC Charles J. Becker/Becker's School Supplies S&S Worldwide, Inc Kaplan Early Learning Co.	\$4,885.56 \$1,309.03 \$19,147.81 \$2,819.65 \$603.95 \$7,695.29 \$385.20 \$1,838.46 \$1,022.27 \$366.80 \$1,479.22
Teaching Aids	9367	Cascade School Supplies Really Good Stuff LLC	\$2,021.97 \$1,379.86
Special Needs	9334	Flaghouse Inc Nasco Education LLC School Health Corp Super Duper Publications School Specialty Abilitations Becker School Supplies S&S Worldwide Inc	\$106.14 \$88.87 \$189.68 \$446.45 \$918.21 \$162.75 \$177.42
Math Supplies	9325	Nasco Education LLC EAI Education/Eric Armin	\$78.12 \$37.75
World Languages	9305	Teachers Discovery Inc./American Eagle	\$1,156.47

L. Move to approve the 2019-2020 Standard Operating Procedures Manual.

- M. The Lakewood Board of Education seeks approval from the State Monitor to appropriate \$1,251,561 Of 2018-2019 Extraordinary Aid for use in the 2019-2020 school year (contingent upon the Township of Lakewood approving the use of the 2018-2019 grant carryover funds for the 2019-2020 school year and approval of requested Township of Lakewood grant funds for the 2019-2020 school year as follows: (REVISION FROM AUGUST 28, 2019 AGENDA)

	Separate Proposal	2018-19 Township Grant Carryover	2019-20 Requested Township Grant	2018-19 Extraordinary Aid
Public School Courtesy Busing	\$1,287,916		\$1,287,916	
Non Public Courtesy Busing	\$2,300,000		\$2,300,000	
After School Programs	\$1,439,127	\$187,566		\$1,251,561
Non Public Related Services	\$943,362	\$203,888	\$739,474	
TOTAL	\$5,970,405	\$391,454	\$4,327,390	\$1,251,561

- N. Move to approve the Memorandum of Understanding with the YMCA to provide Therapeutic Counseling Services for the 2019-2020 school year for Clifton Ave School, Oak Street School, Spruce Street School and Piner Elementary School at no cost to the District.
- O. Move to approve Comegno Law Group, P.C. as Special Counsel to the Board of Education at a cost of \$200 per hour for performing legal services for, or on behalf, of the Board. (11-000-230-331-00-0000)(The Board was previously polled).
- P. Approve the reimbursement of \$340.00 each to Kevin Campbell, CPA and Jason Mercer, CPA for annual membership dues for New Jersey Society of CPAs.(11-000-251-890-00-0000)
- Q. Move to approve SD Gameday to provide part-time athletic training services for the 2019-2020 athletic school year, not to exceed 950 hours at a total cost of \$42,000. Coverage requested beyond 950 hours will be at a rate of \$50 per hour. (11-402-100-500-00-0000)
- R. Move to approve the attached Evaluation forms for Vendors and Contractors for goods, materials, supplies and services to aid in documenting and recording of the quality of goods and services provided by district vendors.
- S. Move to approve Green Light, LLC to design, provide and install 2,569 LED 4' tubes and 57 LED 2' tubes at the Lakewood Middle School through the NJ Clean Energy Grant NJ Smart Start Building Program, at no cost to the District.

- T. Move to record and award Bid 15-1920 for Nonpublic School Notification and Alert System received on September 24, 2019 @ 11:00 a.m. Thirteen firms were solicited and one response was received as follows:

Advanced Data Management LLC
1885 Swarthmore Ave
Lakewood, NJ 08701:

Annual cost per student (1-250 students)	\$24 plus \$1,000 setup fee for less than 125 students
Annual cost per student (251-750 students)	\$16.50
Annual cost per student (750+ students)	\$11.00
Pricing for Hardware optional based on needs of school	
Tablet for staff to take attendance	\$492.00 each
Terminal/Device for students to mark attendance/present	Keypad \$554.00 Card Swipe \$532.00 Fingerprint \$590.00 Combination Unit \$624.00
42" display or greater for visual notification in school	\$1,327.00 each
Portable stand for 42" display	\$245.00 each
Classroom device for attendance entry, 2-way communication with main office, and display of attendance, WIFI compatible and block internet browsing	\$659.00 each
Portable cart for keypad or fingerprint unit	\$171.00 each
Tabletop stand for fingerprint unit	\$49.00 each
Wall bracket for finger print unit	\$18.00 each
External rechargeable battery and charger for units	\$170.00 each
Hard wired power supply	\$185.00 each
Wireless base station for terminal/device	\$450.00 each
1 year extended warranty for each device	\$135.00 each
Additional RFID tokens	\$1.95 each
Onsite training	\$110.00 per hour
Entry pass printer	\$392.00 each
Paper for entry pass printer	\$7.50 each

Recommend award to Advanced Data Management, LLC for Nonpublic Notification and Alert System for the 2019/2020 school as their proposal was responsible and responsive to the specification of the bid. The project is funded thru the Nonpublic Security Grant and contract amount is based on each school's Nonpublic Security Grant Allocations and needs

of each school. (20-511-266-610-XX-XXXX)

- U. **WHEREAS**, The Lakewood Board of Education is awarding Bid 15-1920 for Nonpublic School Security Alert System, item T on September 25, 2019; and

WHEREAS, The District has identified a need for the use of this system for the Public School Transportation Initiative to be established for the 2019/2020 school year; and

WHEREAS, The District will use this Security Alert System to inform public school parents if their child's bus from school to home will be late; and

WHEREAS, the sole bid proposal for Bid 15-1920 received from Advanced Data Management LLC indicates a price of \$11.00 per student over 750 students for this service; and

WHEREAS, Pursuant to N.J.S.A. 18A:18A-5 (19) the provision or performance of goods or services for the support or maintenance of proprietary computer hardware and software shall be exempt from the requirement for advertising for such services;

BE IT RESOLVED, That the Lakewood Board of Education award Advanced Data Management LLC, 1885 Swarthmore Ave., Lakewood, NJ 08071 to provide Admire Pro School Bus Dismissal Program to the Public School District as part of the 2019/2020 "Transportation Initiative" to keep parents informed if their child's bus will be late, at a cost of \$11.00 per student for an approximate total of \$60,000 paid thru budget account 11-000-230-530-15-0015.

- V. **WHEREAS**, Ateres Tzipora and Ohr Elchanan, two non-public schools in Lakewood are no longer operating; and

WHEREAS, these two schools received State and Federal Grant Funding for those Lakewood eligible students that were attending said schools; and

WHEREAS, the students formerly attending those schools are now attending Bais Yaakov of Ocean County and Ohr Avraham Chaim respectively, both located in Lakewood, New Jersey;

THEREFORE BE IT RESOLVED, that the Board of Education approve the State and Federal Grant funding allocated to Aterex Tzipora and Ohr Elchanan for said students be reallocated to Bais Yaakov of Ocean County and Ohr Avraham Chaim in accordance with NJDOE documentation and guidance.

XIV. REPORTS AND RECOMMENDATIONS OF SUPERINTENDENT:

A. Superintendent Items

1. Approve Job Descriptions:
 - Coordinator of Fiscal Services
 - Translator and Interpreter
2. Approve the 2019-2020 Organizational Chart.
3. Approve the Intern Affiliation Agreement between Kean University and the Lakewood Board of Education commencing from September 1, 2019 and expiring on August 30, 2022, at no cost to the district.
4. Approve 2019-2020 Lakewood School District Goals.
5. Motion to approve the District Mentors for the 2019-2020 School Year.

Mentor Name	SCHOOL
Elrica Kersaint	LHS
Michael Gertner	LMS
Jessica Stone	LMS
Tracy Brenman	CAS
Lauren Fobes	CAS

6. Approve non-profit organization Bright and Beautiful Dog Therapy, Inc. to visit self-contained special education classrooms at Oak Street Elementary School, approximately twice monthly during the 2019-2020 school year, at no cost to the district.
7. Motion to approve the first reading of Board Policy and Regulation:
 - Policy 3159 Teaching Staff Member/School District Reporting Responsibilities (revised)
 - Policy 3218 Use, Possession, or Distribution of Substances (M) (revised)
 - Regulation 3218 Use, Possession, or Distribution of Substances (M) (revised)
 - Policy 4218 Use, Possession, or Distribution of Substances (M) (revised)
 - Regulation 4218 Use, Possession, or Distribution of Substances (M) (revised)
 - Policy 5517 School District Issued Student Identification Cards (revised)
 - Policy 6112 Reimbursement of Federal and Other Grant Expenditures (M) (revised)
 - Regulation 6112 Reimbursement of Federal and Other Grant Expenditures (M) (revised)

- Policy 7440 School District Security (revised)
 - Regulation School District Security (revised)
 - Policy 8467 Weapons (m) (revised)
 - Regulation 8467 Weapons (M) (revised)
8. Approve the Lakewood Middle School participation in the 2019-2020 N. J. Middle School Risk & Protective Factors Survey that will be conducted by Montclair State University on behalf of the State of New Jersey, from October 2019 through June 2020, at no cost to the district.
- The purpose of the survey is to collect data from middle school students about their school climate and safety; community; drug, alcohol, and tobacco (i.e. vaping/e-cigarettes) perceptions and use; and other factors that discourage risky behaviors.
9. Approve SJS Healthcare Education to provide CPR/AED & First Aid training, to district staff, at a rate of \$55.00 per person, maximum of 15 students per class, 2 classes on September 24, 2019, at 9:00 a.m. & 1:00 p.m., for a maximum cost \$1,650.00, to be paid through budget account #11-000-251-340-00-0000.
10. Approve Jim Rahn, Math Consultant, at Lakewood High School for 16 days of lesson plan studies and teacher support, at a cost of \$1,200.00 per day, not to exceed \$19,200.00, to be paid through budget account #15-000-223-320-03-0003. (Originally approved on the August 28, 2019 Agenda.)
11. Approve Cross point Baptist Church to provide group training and support sessions for preschool parents in the Family Resource Center, at 100 Linden Avenue, on September 24, 2019, October 22, 2019, November 26, 2019 and December 17, 2019, at no cost to the district.
12. Approve Care One NJ to provide CPR training for 60 General Education teachers & paraprofessionals, at a cost not to exceed \$2,400.00, to be paid through budget account # 20-218-100-610-00-1211.
13. Approve early childhood paraprofessionals Veronica Hansen & Margie Rivera-Cortes to provide translation for a promotional video for the preschool program, not to exceed 15 hours each, at a rate of \$20.00 per hour, to be paid through budget account # 20-218-100-610-00-1211.

14. Approve the 2019-2020 tuition costs for the following out-of-district placements to be paid through budget account #11-000-100-566-00-0000. Subject to review by General Counsel; Moreover, no payments will be made more than 30 days in advance unless and until the Administration provides a written rationale as to the basis for same and the Board specifically approves same at a Board meeting. In addition, as to the New Jersey Department of Education Mandated Tuition Contract, Page 10, Paragraph "A." (and/or anywhere delineated in the Contract) "any and all monies owed, if any, by the district to the approved private school(s) shall be paid throughout the 2021-2022 school year provided there are no applicable Audit findings, in applicable with State law , provided there are available funds, and shall be aid throughout the 2021-2022 school year."

Number	Placement	Per Diem Rate/Monthly Rate	Billable Days/Months	Start Date
918920	Center for Education	\$328.20/day	180 days	9/3/2019-6/30/2020
930213	Center for Education	\$328.20/day	180 days	9/3/2019-6/30/2020
908512	Coastal Learning Center Monmouth Corp.	\$287.41/day	30 days	7/1/2019-8/12/2019
4241	Collier School	\$331.00/day	180 days	9/4/2019-6/30/2020
930415	Collier School	\$331.00/day	180 days	9/4/2019-6/30/2020
924390	Maple Lake Academy for Boys. LLC	\$4,320.00/month	210 days	7/1/2019-6/30/2020
905715	Monmouth County Vocational School District Board of Education	\$922.50/month	180 days	9/1/2019-6/30/2020
926412	Neptune Township Board of Education	\$305.56/day	210 days	7/8/2019-6/30/2020
905715	Neptune Township Board of Education	\$152.78/half day	210 days	7/8/2019-6/30/2020
909635	Neptune Township Board	\$305.56/day	210 days	7/8/2019-6/30/2020

Number	Placement	Per Diem Rate/Monthly Rate	Billable Days/Months	Start Date
	of Education			
907769	Ocean Academy	\$341.50/day	180 days	9/4/2019- 6/30/2020
929642	SCHI	\$543.26/day	210 days	7/1/2019- 6/30/2020
930278	SCHI	\$543.26/day	180 days	9/2/2019- 6/30/2020
930170	SCHI	\$543.26/day	167 days	9/19/2019- 6/30/2020
907783	SCHI	\$543.26/day	190 days	7/15/2019- 6/30/2020
926793	SCHI	\$543.26/day	210 days	7/1/2019- 6/30/2020
907205	SCHI	\$543.26/day	210 days	7/1/2019- 6/30/2020
215341	SCHI	\$543.26/day	180 days	9/2/2019- 6/30/2020
912227	SCHI	\$543.26/day	180 days	9/2/2019- 6/30/2020
923733	SCHI	\$543.26/day	180 days	9/2/2019- 6/30/2020
920188*	SCHI	\$543.26/day	210 days	7/1/2019- 6/30/2020
912782	SCHI	\$543.26/day	180 days	9/2/2019- 6/30/2020
928930	The Alpha School. LLC.	\$173.24/half day	180 day	9/4/2019- 6/30/2020
910307	Wall Township Board of Education	\$3,076.60/month \$8.20/month- OT	180 days	9/5/2019- 6/30/2020

*Correction from the 6/24/2019 Board Agenda

15. Approve the 2019-2020 tuition costs for the following out-of-district placements to be paid through budget account #11-000-100-569-00-0000. **Subject to review by General Counsel; Moreover, no payments will be made more than 30 days in advance unless and until the Administration provides a written rationale as to the basis for same and the Board specifically approves same at a Board meeting. In addition, as to the New Jersey Department of Education Mandated Tuition Contract, Page 10, Paragraph "A." (and/or anywhere delineated in the Contract) "any and all monies owed, if any, by the district to the approved private school(s) shall be paid throughout the 2021-2022 school year provided there are no applicable Audit findings, in applicable with State**

law , provided there are available funds, and shall be aid throughout the 2021-2022 school year.”

Number	Placement	Per Diem Rate/Monthly Rate	Billable Days/Months	Start Date
915764	Bnos Tzippa	\$320.00/month (Case Management \$1,200.00/month (Special Education Teacher)	185 days	9/4/2019-6/24/2020
927342	Yeshiva Orchos Chaim	\$1,600.00/month (Special Education Services)	245 days	9/5/2019-6/30/2020
915088	Yeshiva Orchos Chaim	\$1,600.00/month (Special Education Services)	245 days	9/1/2019-6/30/2020
915874	Yeshiva Orchos Chaim		245 days	9/1/2019-6/30/2020
920699	Yeshiva Orchos Chaim		245 days	9/1/2019-6/30/2020

16. Approve the 2019-2020 tuition costs for the following out-of-district placements to be paid through budget account #11-000-100-567-00-0000. **Subject to review by General Counsel; Moreover, no payments will be made more than 30 days in advance unless and until the Administration provides a written rationale as to the basis for same and the Board specifically approves same at a Board meeting. In addition, as to the New Jersey Department of Education Mandated Tuition Contract, Page 10, Paragraph “A.” (and/or anywhere delineated in the Contract) “any and all monies owed, if any, by the district to the approved private school(s) shall be paid throughout the 2021-2022 school year provided there are no applicable Audit findings, in applicable with State law , provided there are available funds, and shall be aid throughout the 2021-2022 school year.”**

Number	Placement	Per Diem Rate/Monthly Rate	Billable Days/Months	Start Date
929683	Neptune Township Board of Education	\$80.56/day	180 days	9/6/2019-6/30/2020

17. Approve the following nursing companies to provide one to one nursing for the 2019-2020 school year; to be paid through budget account #11-000-217-320-00-0000 as follows: **Subject to review by General Counsel; Moreover, no payments will be made more than 30 days in advance unless and until the Administration provides a written rationale as to the basis for same and the Board specifically approves same at a Board meeting. In addition, as to the New Jersey Department of Education Mandated Tuition Contract, Page 10, Paragraph "A." (and/or anywhere delineated in the Contract) "any and all monies owed, if any, by the district to the approved private school(s) shall be paid throughout the 2021-2022 school year provided there are no applicable Audit findings, in applicable with State law , provided there are available funds, and shall be aid throughout the 2021-2022 school year."**

Student ID	Agency	Rate per hour	Start Date
195329	Bayada Home Health Care, Inc.	\$50.00/hr-LPN&RN	9/1/2019-6/30/2020

18. **Be it Hereby Resolved** that the Board of Education approve student #6972, to continue with prior Settlement Agreement at Tree of Knowledge, Miami, Florida through June 30, 2020. Thereafter, the District has no further responsibility. District to pay TOK directly. **No IEP, No Transportation. (Per CST recommendation and recent independent Psychiatric evaluation.) (Correction Originally on the August 28, 2019 Agenda)**
19. **Be it Hereby Resolved** that the Board of Education approve student #4309, to continue with prior Settlement Agreement at Tree of Knowledge, Miami, Florida through June 30, 2020 with the following correction: OT \$80.00 per hour; BCBA Services, Counseling and Speech \$70.00 per hour. Duration and frequency as stated in prior settlement agreement. District to pay TOK directly. **No IEP, No Transportation. (Per CST recommendation and recent independent Educational evaluation.) (Correction Originally on the August 28, 2019 Agenda)**
20. **Be it Hereby Resolved** that the Board of Education approve student #926205, to continue with prior Settlement Agreement at Tree of Knowledge, Miami, Florida through June 30, 2020 with the following correction: Counseling and Speech \$70.00 per hour; Case Management \$40.00 per hour. Duration and frequency as stated in prior settlement agreement. District to pay TOK directly. **No IEP, No Transportation. (Per CST recommendation and recent independent Educational and Psychiatric evaluation.) (Correction Originally on the August 28, 2019 Agenda)**
21. **Be it Hereby Resolved** that the Board of Education approve student #4223, to continue with prior Settlement Agreement at Tree of Knowledge, Miami, Florida through June 30, 2020. District to pay TOK directly. **No IEP. No Transportation. (Per CST recommendation and recent independent Educational and Psychiatric evaluation.) (Correction Originally on the August 28, 2019 Agenda)**

22. **Be it Hereby Resolved** that the Board of Education approve student #3636, to continue with prior Settlement Agreement at Tree of Knowledge, Miami, Florida through June 30, 2020 with the following correction: Counseling and Speech \$70.000 per hour. Duration and frequency as stated in prior settlement agreement. District to pay TOK directly. **No IEP, No Transportation. (Per CST recommendation and recent independent Educational and Psychiatric evaluation.) (Correction Originally on the August 28, 2019 Agenda)**
23. **Be it Hereby Resolved** that the Board of education approves student #923404, commencing September 10, 2019 through June 30, 2020, as per her last evaluation, and subject to OAL approval. Related Services: OT \$80.00 per hour, PT \$70.00 per hour, Speech \$70.00 per hour, Feeding Therapy at the District rate, one to one Nurse through the Nursing Agency (not to be paid by district), a one to one aide not to exceed \$2,500 per month, and 2 hours per week of Case Management at \$40.00 per hour. **No IEP, No Tuition. No Transportation. (Correction Originally on the August 28, 2019 Agenda)**
24. Medical/Administrative Homebound Instruction for the following students by the following agency/consultant, to be paid through budget account #11-150-100-320-00-0000.

Number	Agency/Consultant	Date	Hourly Rate
912193	Tree of Knowledge	10/6/19 – 11/6/19	\$50.00
912193	Carmella Quick, Valerie Truisi	9/6/19-11/6/19	\$40.00
927724	Alison Havemann	9/13/19 – 10/13/19	\$40.00
919347	Silvergate Prep	9/6/19 – 10/6/19	\$50.00
930952	Jon Wudzki, Alison Havemann	9/13/19 – 10/13/19	\$40.00
905890	Silvergate Prep	9/6/19 – 10/6/19	\$50.00
906829	Children's Hospital of Philadelphia (CHOP)	10/6/19 – 11/6/19	\$57.99
214755	Silvergate Prep	9/6/19 – 10/6/19	\$50.00
908540	Brenda Douglas	9/9/19 – 10/9/19	\$40.00
923988	Todd Pizzella	9/11/19 – 10/11/19	\$40.00
192013	Tanya Lees, Michael Hadley	9/13/19 – 11/13/19	\$40.00
185340	Tanya Lees	9/6/19 – 10/6/19	\$40.00
194469	Kathryn Bower	9/9/19 – 10/9/19	\$40.00

25. Approve Tree of Knowledge to provide student #912193 as per IEP for art therapy and counseling, at a rate not to exceed \$130.00 per session (one per week) from October 1, 2019 – October 31, 2019, to be paid through budget account # 11-150-100-320-00-0000.

26. Approve Malka Golovenitz to conduct functional vision evaluations/functional vision assessments, at a rate of \$500.00 per evaluation, and TVI student services/staff consultations at \$150.00 per 45 minutes for the 2018-2019 school year; not to exceed \$2,820.00.
27. Approve Malka Golovenitz to conduct functional vision evaluations/functional vision assessments, at a rate of \$500.00 per evaluation, and TVI student services/staff consultations, at \$150.00 per 45 minutes for the 2019-2020 school year; not to exceed \$52,000.00 (correction originally on June 24, 2019 agenda).
28. Approve Meredith Alvira to provide special education coaching and support for 7 workshops for Special Education Teachers, TBD, on the following dates: January 13, 2020, January 17, 2020, & June 1, 2020 through June 5, 2020, at a rate of \$1,700.00 per day, not to exceed \$11,900.00, to be paid through Title IIA funds, budget account #20-270-200-300-15-0015.
29. Approve Nandy Itwaru, to provide Sondag training to the following staff on October 3, 2019, at a rate of \$40.00 per hour, not to exceed \$200.00 (5hours).

Last Name	First Name	School
Monesesson	Zahrana	Clarke
Gervasini	Alexis	Clarke
Sagarese	Shirley	Clarke
Kindangen	Alissa	Clarke
Rodger	Renee	Clarke
Hatcher	Laura	Clarke
Cloonan	Stacey	Clifton
Ferguson	Brianna	Clifton
Zaza	Laureen	Clifton
Prubila	LeeAnn	Oak
Coviolo	Peter	Oak
Hans	Kara	Oak
Corrigan	Jessica	Oak
Jensen	Heidi	Oak
Chapman	Tara	Oak
Ruiz	Georgia	Oak
Weiss	Jamie	Middle School
Thomas	Dawn	Middle School
Kowalski	Patricia	Middle School
Gueverra	Luis Steven	Middle School

30. Approve Learnwell dba Education Inc. to be compensated at the rate of \$51.00/hr for up to 5 hours per week for regular education students and for up to 10 hours per week for special education students, on academic school days unless otherwise specified by the district for the 2019-2020 school year.
31. Approve MaryAnn Powell to work additional hours, on an as needed basis, in the Business Office for the 2019-2020 school year, at a rate of time and a half, to be paid through account #11-000-251-100.
32. Approve the After School Clubs and Tutoring Program Budgets for 2019-2020 School Year:

School	Description	Staff Cost	FICA/Medicare	Material Supplies	Transportation	Location Cost Total
CAS	Clubs	\$74,160.00	\$5,673.24	\$6,000.00	\$25,000.00	\$110,833.24
CAS	Owls Tutoring	\$123,360.00	\$9,437.04	\$1,000.00	\$25,000.00	\$158,797.04
EGC	Clubs	\$46,440.00	\$3,552.66	\$6,000.00	\$25,000.00	\$80,992.66
EGC	After School Tutoring	\$27,000.00	\$2,065.50	\$8,000.00	\$25,000.00	\$62,065.50
OSS	Club Budget	\$25,600.00	\$1,958.40	\$3,600.00	N/A	\$31,158.40
OSS	After School Tutoring	\$187,360.00	\$14,333.04	N/A	\$25,000.00	\$226,693.04
Piner	Clubs	\$14,160.00	\$1,083.24	N/A	N/A	\$15,243.24
SSS	Clubs	\$19,680.00	\$1,175.04	\$2,250.00	\$28,800.00	\$51,905.04
LMS	Clubs	\$88,800.00	\$6,793.20	N/A	\$35,000.00	\$130,593.20
LMS	After School Academy	\$177,600.00	\$13,586.40	N/A	\$35,000.00	\$226,186.40
Grand Totals		\$784,160.00	\$59,657.76	\$26,850.00	\$223,800.00	\$1,094,467.76

33. Approve Gladys Dunn for 100 additional hours to create supplemental science and math materials, at the cost of \$40.00 per hour, to be paid through Title III, budget account # 20-241-200-100-15-0015.
34. Approval for the following After School Clubs at Oak Street School starting October 2, 2019 through May 21, 2020, on Tuesday, Wednesday and Thursday at \$40 per hour for Certificated, \$20 per hour for Non-Certificated, \$80.00 per hour for Administrators, not to exceed for stipends \$33,280.00 and supplies/materials not to exceed \$3,600.00, for a maximum total of \$36,880.00, to be paid through Lakewood Township Grants funds.

Club	Staff Member	Days of Week
Art Enrichment	John Minka	Tuesday, Wednesday and Thursday
The Krafters	Julianna Kraft	
Full Instrumental Ensembles	David Greenberg	Tuesday, Wednesday and Thursday
Chamber Choir	Jessica Giorgiantonio	Tuesday, Wednesday and Thursday
Pitched and Percussion Ensemble	Nichole Maldonado	Tuesday, Wednesday and Thursday

35. Approve Oak Street School After School Program effective October 2, 2019 terminating May 21, 2020. Teachers will work 1 hour per day, Tuesdays, Wednesdays and Thursdays, not to exceed 3 hours per week, at a rate of \$40.00 per hour, not to exceed \$144,000.00, paid through account #15-421-100-101-09-0009. Program Coordinator, Jennifer Patella, will work 1 hour per day, Tuesdays, Wednesdays and Thursdays with an additional 2 hours per week for clerical duties, at a rate of \$40.00 per hour, at a cost not to exceed \$6,400.00, paid through account #15-421-200-100-09-0009. Bilingual Secretary, Gricelda Figueroa, will work 2 hours per week to assist Program Coordinator, at a rate of \$20.00 per hour, at a cost not to exceed \$1,300.00, paid through account #15-421-200-100-09-0009.

The following teachers are to be approved to participate in the program as either classroom or substitute teacher:

Alvarez, Angela*	Egleston, Debra*	Nausedas, Laura
Beaton, Jennifer*	Fattori, Alyssa	Naylor, Amy
Bender, Lindsey	Gahr, Ashley	Nielsen, Stephanie
Bugbee, Peter	Gold, Kimberly	O'Hara, Gina
Buray, Holly	Hans, Kara	Patella, Jennifer
ury, Jessica	Herman, Jenna	Pescatore, Victoria
Campbell, Kaneisha	Hoffman, Kyle	Peterson, Jacelyn
Carini, Andrea	Horner, Jacquelyn	Pipes, Karen
Carpenter, Dawn	Jude, Patricia*	Priante, Kimberly
Chapman, Tara	Katechis, Nicoletta	Pribula, LeeAnn
Cignarella, Carly	Kawka, Shannon	Rex, Kristen
Correia, Rondalyn	Kearney-Canace, Tracey	Ruiz, Georgia
Corrigan, Jessica	Kelusak, Erin	Singer, Estera
Coviello, Peter	Kessler, Tara	Solly, Jennifer
Crenshaw, Katrina	Kulesza, John*	Stripto, Nicole
Crewe, Dana	Lane-Downing, Kimberly	Tsapatsaris, Ana
Czech, Margaret	Longsworth, Rutricia	Wootton, Kathleen

Dowling, Christine* Doyle, Courtney	Mauriello, Cassandra	Zelada-Lara, Lilian* Martinez, Nivia**
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*Substitutes Teacher

** Substitute Secretary

36. Approve the renewal of Stewart/Xerox Annual Contract for the monthly usage (print per page) from July 1, 2019 to June 30, 2020, at a rate \$1,035.94 monthly, not to exceed \$12,431.28, to be paid budget account # 11-190-100-500-00-0000.

37. Approve the following staff for the 2019-2020 School Year District Residency Yearly Confirmation, as per District Policy #5111, Lunch Form/Household Survey Processing and during peak enrollment and transfer periods, starting July 1, 2019 through October 30, 2019, on an as needed basis, at a rate of \$40.000 per hour, not to exceed a maximum of 40 hours per person, to be paid through budget account #11-000-252-100-00-0000.

Ann Baillie

Jacqueline Burns

Ana Faone

Karen Vargas

Jisseh Paulino

Aimee Powers

Pat Short

38. Approve Colleen Giaconia, Linda Schenck, Kelly Dugan, Ashley Scaffiddi and Andrea Palermo chaperone, as needed, for Lakewood Middle School Halloween Day Dance, October 25, 2019, from 6:00 p.m. to 9:00 p.m., at a rate of \$50.00 per chaperone, to be paid through budget account # 15-130-100-101-04-1017. A maximum number of chaperones will be determined based on the number of confirmed students attending as of Thursday, October 24, 2019. Total not to exceed \$250.00.

39. Approve two (2) security specialists to provide security for the LMS Halloween Day Dance, October 25, 2019, to be paid \$24.38 per hour, for 3 hours each, not to exceed \$292.56, to be paid through budget account # 11-000-266-100-00-0000.

40. Approve the following EGC staff members and After School Clubs from October 8, 2019 through April 29, 2019, two times per week, Certificated staff 1.5 hours per day and Administrator 2 hours per day, 27 weeks, Tuesdays and Thursdays 2:30 p.m. to 3:30 p.m., Certificated at a rate of \$40 per hour, for a maximum cost of \$49,000.00, Administrator at a rate of \$80 per hour for a maximum cost of \$4,320.00. Materials/Supplies for a maximum cost of \$6,000.00, transportation for 3 late buses, to be paid through pending budget approval provided by superintendent. (Additional staff & correction from the August 28, 2019 agenda.)

Club Name	Teacher	# of Days	Amount
Clay & Paper Club	Tina Sardano	2	\$3,240.00
Clay & Paper Club	Paulette Fox	2	\$3,240.00

Club Name	Teacher	# of Days	Amount
Generation Pound	Alyson Szczygiel	2	\$3,240.00
Generation Pound	Dena Stuart	2	\$3,240.00
Music & Movement	Vanessa Arias	2	\$3,240.00
Music & Movement	Kathleen Tuorto	2	\$3,240.00
STEAM	Todd Pizzella	2	\$3,240.00
STEAM	Elizabeth Fontanes	2	\$3,240.00
Self-Care Club	Tara Napolitano	2	\$3,240.00
Knitting Club	Lorraine Tweitmann	2	\$3,240.00
Drama Club	Dylan Brown	2	\$3,240.00
Music/Sports Icon Appreciation Club	Maureen McGuinness	2	\$3,240.00
Recorder Club (Tuesdays)	Nicole Cinman	1	\$1,620.00
Recorder Club (Thursdays)	David Greenberg	1	\$1,620.00
Bee Club	Luane Acevedo	2	\$3,240.00
Bee Club	Danielle Ortiz	2	\$3,240.00
Administration on a Rotating Basis of One Hour a Week			
Supervising Administrator	Deborah Meabe	1	\$2,160.00
Supervising Administrator	Tobree Mostel	1	\$2,160.00

41. Approve Patricia Halpin to provide the following workshops for the fall coaches and wrestling team, student athletes for the 2019-2020 School Year, not to exceed \$1,140.00:

- CPR/AED course: 3 classes for 15 coaches, at a rate of \$200.00 per class, not to exceed \$600.00 and the following staff:

Steven Acosta	Vincent Currao	Eugene Drumright
Kelly Armstrong	Michael Filardo	Lewis Peccarelli
Timothy Brown	Jill Walsh	Nichalos Santucci
Caleb Correa	Dena Stuart	
Kylene Dudley	Susan Wiemken	
Maxine Worthy	Steven Forsyth	

- First Aid course: 1 class for 14 coaches, at a rate of \$40.00 per hour, not to exceed \$120.00 and the following staff:

Steven Acosta	Vincent Currao	Eugene Drumright
Kelly Armstrong	Michael Filardo	Lewis Peccarelli
Timothy Brown	Jill Walsh	Nichalos Santucci
Caleb Correa	Dena Stuart	Luis Guevara
Kylene Dudley	Susan Wiemken	Evan Baubles
Maxine Worthy	Steven Forsyth	

- Impact testing: for a maximum of 75 student athletes, for 3 days in the HS library, at a rate of \$8.000 per day, not to exceed **\$240.00**.
- Wrestling Weight Certification: for 30 student wrestlers, 1 day test, for 3 to 4 hours, not to exceed **\$160.00**.
- Wrestling Weight recertification, as needed, for wrestlers, 1 hour/day, at a rate of \$40.00 per day.

42. Approve the following LMS staff members and Clubs to meet after school two times per week Mondays, Tuesdays, Thursdays and Fridays, beginning September 16, 2019 through June 12, 2020, for 2.5 hour per day, not to exceed \$88,817.00, to be paid through the Lakewood Township Grant funds:

Club Name	Advisor	Total Amount No to Exceed
Drama Club	McKenzie, Kristen	\$7,400.00
Art Club	Ambrozaitis, Lindsay	\$2,467.00
Art Club	Redimiller, Jessica	\$2,467.00
Art Club	Nadaeu, Meghan	\$2,467.00
Makers/Steam Club	TBD	\$3,700.00
Makers/Steam Club	TBD	\$3,700.00
Mind Stretch Club	Levine, Andrea	\$7,400.00
Literacy Online Magazine Club	Kravetz, Rose	\$7,400.00
Inner Canvas Club	Klotz, Mary Ellen	\$7,400.00
The Art of Chess Club	Lee, Darren	\$7,400.00
Student Ambassador Club	Varela, Gloria	\$3,700.00
Student Ambassador Club	Greene, Elyssa	\$3,700.00
Spanish Club	Janusz, Maria	\$3,700.00
Spanish Club	Canchon Vergara, Javier	\$3,700.00
Community Service Club	Scaffidi, Ashley	\$7,400.00
Zen in Martial Arts Club	Tu, Quoc	\$7,400.00
Horticulture Club	Quinlan, Brian	\$7,400.00
Garage Band Club	Palermo, Andrea	\$7,400.00
Administrator (rotating)	Rolston, Deborah	\$2,467.00
Administrator (rotating)	Horowitz, Scott	\$2,467.00
Administrator (rotating)	Goldstein, Richard	\$2,467.00

43. Approve LMS After School Academy, beginning September 16, 2019 through June 12, 2020, Tuesdays, Wednesdays and Thursdays, 1 Friday per month, two (2) hours per day, at a rate of \$40.00 per hour, a maximum of \$8,880.00 per staff member, not to exceed \$168,720.00. the number of staff will be determined once students are placed in classes.

Staff Name	Total Amount No to Exceed
Kirby, Kathleen	\$8,880
Kravetz, Rose	\$8,880
Mount, James	\$8,880
Stone, Jessica	\$8,880
Dudley, Kylene	\$8,880
Darnowski, Sheila	\$8,880
McLean, Joseph	\$8,880
Quick, Carmella	\$8,880
Nielsen, Catherine	\$8,880
Slocum, Heather	\$8,880
Goble, William	\$8,880
Yakovchuk, Roy ½ Hours	\$4,440
Lee, Darren ½ Hours	\$4,440
Bruno, Julianne	\$8,880
Douglas, Brenda	\$8,880
Myers, Susan	\$8,880
Barton, Courtney	\$8,880
Baird, Alexandra	\$8,880
Young, Danielle	\$8,880
Deborah Rolston	\$8,880
Quinlan, Brian	Substitute
Canchon Vergara, Javior	Substitute
Pietruska, Holly	Substitute
Schoenberg, Erika	Substitute
Decker, Danielle	Substitute
Barone, Elizabeth	Substitute
Clampffer, Ashley	Substitute
Toro, Mary	Substitute
Goldstein, Richard	Substitute
Horowitz, Scott	Substitute

44. Transportation for both the Lakewood Middle School After School Academy and clubs, beginning September 16, 2019 through June 12, 2020, Mondays, Tuesdays, Wednesdays and Thursdays, Fridays per month, for 5 Buses, at a rate of \$414 per day, for 168 days, not to exceed \$69,552.00.
45. Approve Eric Harrison to provide legal services at the following rates; \$185.00 per hour for all attorneys, \$65.00 per hour for all paralegals, for the 2019-2020 school year.

46. Approve the following chaperones for the LHS Homecoming Dance on Saturday, September 12, 2019 6:30-10:30 p.m. at a rate of \$75.00 each as per Schedule G of the LEA contract Guide, to be paid through budget account # 15-240-600-03-0003:

Payne, Matthew	Savini, Kevin
Callahan-Melia, Jeanette	Lasj, Kaitlin
Eleneski, Kelly	White, Gloria

47. Approve the purchase of the following Spanish books for the High School, to be paid through budget account # 15-190-100-03-0003:

Quantity	Title	ISBN #	Unit Price	Total
400	iAvancemos Cuaderno	#9778061878218	\$16.60	\$6,640.00
400	iAvancemos Cuaderno	#9780618765942	\$15.95	\$6,380.00
80	Avancemos Cuaderno	#97806187822087	\$16.60	1,328.00
1	Shipping & Handling			1,506.54
Total				\$15,854.54

48. Professional Development for the following staff for the 2019-2020 school year:

LAST NAME	FIRST NAME	WORKSHOP	DATE(S)	REGISTRATION FEE	MILEAGE	OTHER
Artuna	Ashley	Arts Educators of NJ Conference 2019	10/7/19	*\$365.00	**\$21.40	\$0.00
Goldstein	Richard	FEA/NJPSA/NJASCD Fall Conference	10/17/19 10/18/19	***\$233.60	\$0.00	\$0.00
Horowitz	Scott	FEA/NJPSA/NJASCD Fall Conference	10/17/19 10/18/19	***\$233.60	\$0.00	\$0.00
Hutchinson-Daniluk	Valerie	2019 NJ Science Convention	10/22/19 10/23/19	*\$300.00	**\$48.44	\$0.00
Hutchinson-Daniluk	Valerie	Monmouth County Vocational Technical School	10/11/19	\$0.00	**\$22.19	\$0.00
Laureigh	Melissa	2019 NJ Science Convention	10/22/19 10/23/19	*\$300.00	**\$48.44	\$0.00
Rolston	Deborah	FEA/NJPSA/NJASCD Fall Conference	10/17/19 10/18/19	***\$233.60	\$0.00	\$0.00
Truisi	Valerie	Jersey Shore Consortium	9/24/19 10/15/19 10/29/19 11/9/19	****\$325.00	****\$105.84	****\$20.00 tolls

LAST NAME	FIRST NAME	WORKSHOP	DATE(S)	REGISTRATION FEE	MILEAGE	OTHER
Tu	Quoc	Jersey Shore Consortium	9/24/19 10/15/19 10/29/19 11/9/19	****\$325.00	****\$105.84	****\$20.00 tolls
Warga	Emily	Jersey Shore Consortium	9/24/19 10/15/19 10/29/19 11/9/19	****\$325.00	****\$105.84	****\$20.00 tolls
Campbell	Kevin	Implementation of Internal Controls	10/25/19	#\$125.00	##\$9.45	\$0.00
Lee	Kristine	Implementation of Internal Controls	10/25/19	#\$125.00	##\$9.45	\$0.00
Mercer	Jason	Implementation of Internal Controls	10/25/19	#\$125.00	##\$9.45	\$0.00
Piasentini	Diane	Implementation of Internal Controls	10/25/19	#\$125.00	##\$9.45	\$0.00

*Registration Fee Account #: 11-000-223-320-00-0000

**Mileage Account #: 11-000-223-580-00-0000

***Registration Fee Account #: 15-000-223-320-04-0004

****Registration Fee Account #: 20-270-200-500-15-0015

***** Registration Fee Account #: 11-000-251-580-00-0000

Registration Fee Account #: 11-000-251-580-00-0000

##Mileage Account #: 11-000-223-580-00-0000

49. Approve the following placements for the FALL 2019 semester for student teaching (subject to approval of Criminal History background check):

LAST NAME	FIRST NAME	COLLEGE/UNIVERSITY	PLACEMENT	DATES FOR PLACEMENT
Powell	Cammie	Capella	*CAGS	September-December

50. Move that the Board of Education grant formal permission to General Counsel to make requests for information or advice from district auditing firm Holman, Frenia and Allison, P.C. in addition to requests from Chief School Administrator, and/or School Business Administrator, and/or Board President, at no cost to the district.

51. Approve the following LMS Club to meet after school two times per week Mondays, Tuesdays, Thursdays and Fridays beginning September 25, 2019 and ending June 12, 2020, for 2.5 hours a day, at a rate of \$40.00 per hour, not to exceed \$7,000.00, to be paid through budget account # 15-401-100-100-04-0004.

Club Name	Advisor	Total Amount No to Exceed
Steam Club	Kelsey Baron	\$7,000.00

52. **Be it Hereby Resolved** that the Board of education approves to continue previous settlement for student #914114, for years 2019-2020, 2020-2021, 2021-2022, and 2022-2023 with the following modifications: One to One aide not to exceed \$3,500/month, 2 hours per week of Case Management at \$40 per hour, and transportation to continue at \$10,000 per school year (\$1,000.00/month) as per previous settlement pending BID. Pending OAL approval and receipt of independent educational evaluation. **No Tuition. No Speech. No Fees. No evaluations.** All other requirements must be met in accordance with the terms of the Settlement Agreement and Release provided to the Board, which is on file in the office of the Business Administrator.
53. Approve LMS to accept \$500.00 donation from Lakeland Bank in Lakewood. The donation will be used to pay for the operating cost of the Strand that night, Wednesday, December 11, 2019.
54. Approve Rochel Yehudis Weissman, BCBA for the 2019-2020 school year, not to exceed 5 hours per week, at an hourly rate of \$120.00 per hour.
55. Approve Chana Norman, Special Education Instructor for the 2019-2020 school year, not to exceed 10 hours per week, at an hourly rate of \$40.00 an hour.
56. Approval of the following After School Clubs at Spruce Street School starting on November 5, 2019 through March 13, 2020, Tuesday, Wednesday, Thursday and Friday, at a rate of \$40.00 per hour for certificated, \$20.00 per hour for non-certificated, & \$80.00 per hour for Administrators, not to exceed for stipends \$26,080.00, and supplies/materials not to exceed \$2,250.00, Transportation for 16 weeks \$28,800.00, for a maximum total of \$57,130.00, to be paid through Lakewood Township Grants Funds.

Club	Staff Member	Day of Week
Ballet	Christina Ritter & Bridget Tjarks	Tuesday and Wednesday
Community Art Through Students	Ashley Antuna	Tuesday and Wednesday
Jr. Community Art Through Students	Natasha Wilson	Tuesday and Wednesday
Creative Expressions	Jessica Desantis	Tuesday and Wednesday
Painting	Stacy Moses	Tuesday and Wednesday
Computer Club	William Burnett	Thursday and Friday
Drama Club	Zeynep Padilla	Thursday and Friday

Club	Staff Member	Day of Week
Latin Sounds and Dance	Elsa Mena	Thursday and Friday
Gymnastics/Yoga	Susan Mazzaroni	Thursday and Friday
Musical Fun Fitness	George Karsko	Thursday and Friday
Reading Club	Ana Carey	Thursday and Friday
Administrators	Yvette Cucuro/Aleida Salguero	Rotating
Coordinators	Jeanette Rodriguez/Patricia Short	Rotating

57. Approve the Computer Science Principles curriculum for the 2019-2020 SY.
58. Approve Ann Baillie to coordinate and administer the Para Pro Assessment testing, from October 1, 2019 through June 30, 2020, at a rate of \$300.00 per month.
59. Approve Sonia Segue to work in Transportation from end of day to 6:30 p.m. at time and a half pay, from September 26, 2019 through December 31, 2019.
60. Approve for the Superintendent of Schools to submit a request to NJDOE to appeal the Lakewood School District's Interim Quality Single Accountability Continuum (QSAC) review dated September 2019.

IMPORTANT INFORMATION:

Fire Drill Report – September 2019
Security Drill Report – September 2019
HIB Report – September 2019

B. PERSONNEL

1. CERTIFICATED

a. Resignations

1. MANDELBAUM, Chana
Speech Therapist
Declined the Position
2. FRANCIS, Colleen
Teacher – ICS – OSS
Effective: November 17, 2019 or sooner

3. RESCINDED

MULLEN, Jennifer
Teacher – PreK – Piner
Effective: October 30, 2019 or sooner
(board approved September 5, 2019)

4. KANAREK, Nechama

Teacher – Interventionist – LECC Campus II
Effective: October 7, 2019 or sooner
(revised from August 28, 2019 agenda)

5. MCGUINNESS, Maureen

Teacher – ESL – SSS
Effective: November 18, 2019 or sooner

6. ORELLANA, Oscar

COMMUNITY LIASON PILOT PROGRAM - ONLY
Effective: September 26, 2019

b. Retirements

1. FRY, John

Physical Education – LMS
Effective: January 1, 2020

c. Terminations - None At This Meeting

d. Leaves of Absence

1. AMSEL, Sima

Teacher-Piner
NJFL-Bonding-Unpaid
Effective: October 15, 2019
Returning: October 23, 2019

2. FINKEL, Esther

Teacher-Piner Elementary
Maternity-Sick (4 days)-Paid
Effective: October 15, 2019
Terminating: October 20, 2019
NJFL-Unpaid
Effective: October 21, 2019
Terminating: December 1, 2019
FMLA-Unpaid

Effective: December 2, 2019
Returning: December 20, 2019

3. FORTUNA, Victoria
Psychologist-CST/LHS
Medical-Sick (4 days)-Paid
Effective: September 3, 2019
Terminating: September 8, 2019
Medical-Extra consideration minus sub pay (41 days)-Paid
Effective: September 9, 2019
Returning: November 13, 2019
4. FLOYD, Harold
Teacher-OSS
Medical-Sick (36 days)-Paid
Effective: September 3, 2019
Returning: October 29, 2019 (pending Dr.'s release)
5. HENDRY, Janet
LDTC-CAGS
Contractual-Sick (16 days)-Paid
Effective: September 26, 2019
Returning: October 24, 2019
6. LASDUN, Ahuva
Maternity-Sick (2 days)-Paid
Effective: October 10, 2019
Terminating: October 11, 2019
NJFL-Unpaid
Effective: October 15, 2019
Terminating: November 24, 2019
FMLA-Unpaid
Effective: November 25, 2019
Returning: December 16, 2019
7. LIVINGSTON, Anna
Teacher-LMS
Maternity-Sick (29 days) & Personal (4 days)-Paid
Effective: November 11, 2019
Terminating: January 8, 2020
NJFL-Unpaid
Effective: January 9, 2020
Returning: March 17, 2020

8. PLOTNIK-Chana
Occupational Therapist-OSS
Bonding-Personal (1 day)-Paid
Effective: September 3, 2019
Terminating: September 3, 2019
Extra Consideration minus Sub Pay-(20 days)-Paid
Effective: September 4, 2019
Terminating: October 3, 2019
FMLA-Unpaid
Effective: October 4, 2019
Terminating: January 3, 2020
NJFL-Unpaid
Effective: January 4, 2020
Returning: March 20, 2020
9. SCHWARTZ, Phyllis
Teacher-CIII
Bonding-NJFL-Unpaid
Effective: October 7, 2019
Returning: October 28, 2019

e. Transfers

1. SMALL, Leilanie
From: Teacher – RPO – EGC
To: Teacher – Spanish – CAS
Effective: September 16, 2019
Terminating: June 30, 2020
(budget account # 15120-100-101-06-0006)
(Due to the needs of the District)
(no additional cost to District)
2. ROSCIANO-DIPIETRO, Michelle
From: School Psychologist
To: Supervisor of Child Study Team
Effective: September 12, 2019
Terminating: June 30, 2020
Salary: Step 9, MA30 - \$130,944.00 prorated
(budget account # 11-000-219-104-13-0013)
(replacement for Adina Weisz)
(Board was previously polled)

3. DORAN, Amanda

From: Teacher – Digital Literacy - LMS
To: Teacher – Bilingual ELA – LMS
Effective: September 23, 2019
Terminating: June 30, 2020
(budget account # 15-240-100-101-04-0004)
(replacement for P. Beneavides – resigned - \$65,111.00)
(no additional cost to District)

4. WEISZ, Adina

From: Supervisor of Related Services/
Supervisor of Child Study Team
To: Supervisor of Related Services
Effective: September 12, 2019
Terminating: June 30, 2020
(no additional cost to the district)
(Currently on LOA)
(Pending further review)

5. GOLDBAUM, Malka

From: PSH Special Itinerant Teacher- LECC Campus I
To: PSH Special Itinerant Teacher-Piners
Effective: September 1, 2019
Terminating: June 30, 2020
(Transferred based on the location of the students that need her support)
(no additional cost to District)

f. Appointments

1. *PRIBULA, LeeAnn

Teacher – 5th Gr. ICS – OSS
Effective: September 1, 2019
Terminating: June 30, 2020
Salary: Step 2, BA - \$50,061.00
(Mentoring paid by employee if necessary)
(budget account #15-213-100-101-09-0009)
(New Position)

2. *OSTROWE McKenzie, Kristen
Teacher – Drama – LMS/LHS
Effective: September 1, 2019
Terminating: June 30, 2020
Salary: Step 15, BA - \$58,111.00
(Mentoring paid by employee if necessary)
(budget account #15-140-100-101-03-0003 &
15-130-100-101-04-0004)
(New Position)
3. *MYRON, Kelli
Teacher – 6th Gr. ICS/LA Sp. Ed – LMS
Effective: October 3, 2019 or sooner
Terminating: June 30, 2020
Salary: Step 3, BA - \$50,361.00 prorated
(Mentoring paid by employee if necessary)
(budget account #15-213-100-101-04-0004)
(replacement for M Donahue – resigned - \$51,666.00)
4. *KINDANGEN, Alissa
Teacher – Resource Room – EGC
Effective: September 16, 2019 or sooner
Terminating: June 30, 2020
Salary: Step 2, BA - \$50,061.00 prorated
(Mentoring paid by employee if necessary)
(budget account #15-213-100-101-05-0005)
(replacement for J Coward – resigned - \$51,966.00)
5. *NEUMAN, Brocha
Teacher – Sp. Ed. ICR – LECC Campus II
Effective: September 16, 2019 or sooner
Terminating: June 30, 2020
Salary: Step 11, MA - \$57,511.00 prorated
(Mentoring paid by employee if necessary)
(budget account #11-213-100-101-12-0012)
(New Position)
6. *FIERRO, Daniel
Teacher – 5th Gr. – CAS
Effective: September 13, 2019
Terminating: June 30, 2020
Salary: Step 2, BA - \$50,061.00 prorated
(Mentoring paid by employee if necessary)
(budget account #15-120-100-101-06-0006)

(replacement for K DiMarsico – non-renewal - \$51,966.00)

7. *LIEBHAUSER, Rachael
Guidance Counselor – Piner
Effective: September 23, 2019
Terminating: June 30, 2020
Salary: Step 2, MA - \$53,061.00 prorated
(Mentoring paid by employee if necessary)
(budget account #15-000-218-104-10-0010)
(replacement for D Simonelli – resigned - \$54,761.00)
8. *ORTIZ, Luisanny
School Counselor – LHS
Effective: October 7, 2019
Terminating: June 30, 2020
Salary: Step 6, MA - \$54,261.00 prorated
(Mentoring paid by employee if necessary)
(budget account #15-000-218-104-03-0003)
(replacement for O Orellana – reassigned)
9. *LABARRE, Timothy
Teacher – Physical Education – OSS
Effective: September 1, 2019
Terminating: June 30, 2020
Salary: Step 2, BA - \$50,061.00
(Mentoring paid by employee if necessary)
(budget account #15-120-100-101-09-0009)
(New Position)
10. *MCCLATCHEY, Mary
Nurse – EGC
Effective: September 3, 2019
Terminating: June 30, 2020
Salary: Step 8, BSN - \$52,411.00 prorated
(Mentoring paid by employee if necessary)
(budget account #15-00-213-100-05-0005)
(replacement for N. Rickards – resigned - \$67,971.00)
11. *D'AMICO, Kerri
Teacher – ABA – LECC Campus I
Effective: October 7, 2019
Terminating: June 30, 2020
Salary: Step 11, MA15 - \$58,511.00 prorated
(Mentoring paid by employee if necessary)

(budget account #11-216-100-101-15-0015)
(replacement for N. Kanarek – resigned - \$62,111.00)

12. *BERRIOS, David

Teacher – Music – LHS

Effective: October 9, 2019

Terminating: June 30, 2020

Salary: Step 9, MA30 - \$58,511.00 prorated

(Mentoring paid by employee if necessary)

(budget account #15-140-100-101-03-0003)

(replacement for T. Orton – resigned - \$50,761.00)

13. *PFEIFER, Cristina

Teacher – Computers – EGC

Effective: October 2, 2019

Terminating: June 30, 2020

Salary: Step 1, BA - \$49,761.00 prorated

(Mentoring paid by employee if necessary)

(budget account #15-120-100-101-05-005)

(replacement for J. Coward – resigned - \$53,361.00)

g. Reappointments – None At This Meeting

h. Salary Adjustments

1. BENDER, Lindsey

Teacher – Bilingual – OSS

Effective; September 1, 2019

Terminating: June 30, 2020

Salary From: Step 2, BA - \$50,361.00

Salary To: Step 2, BA - \$50,061.00

(Correction from August 28, 2019 agenda)

2. CARTHY, Jennifer

From: Step 9, BA - \$53,111.00

To: Step 9, BA15 - \$54,111.00

Effective: September 1, 2019

Terminating: June 30, 2020

(budget account # 20-220-100-101-00-0000)

3. KLINGER, Aimee
From: Step 20, BA15 - \$67,611.00
To: Step 20, BA30 - \$68,611.00
Effective: September 1, 2019
Terminating: June 30, 2020
(budget account # 15-140-100-101-03-0003)
4. YOUNG, Danielle
From: Step 4, BA15 - \$51,761.00
To: Step 4, BA30 - \$52,761.00
Effective: September 1, 2019
Terminating: June 30, 2020
(budget account # 15-212-100-101-04-0004)
5. **REMOVED DUE TO DUPLICATION**
6. CITTADINO, Jennifer
From: Step 9, BA15 - \$54,111.00
To: Step 9, MA - \$56,111.00
Effective: September 1, 2019
Terminating: June 30, 2020
(budget account # 11-000-221-176-00-0000)
7. DESANTIS, Jessica
From: Step 9, BA15 - \$54,111.00
To: Step 9, MA - \$56,111.00
Effective: September 1, 2019
Terminating: June 30, 2020
(budget account # 15-240-100-101-07-0007)
8. SWEIGART, Lizia
From: Step 12, BA30 - \$57,211.00
To: Step 12, MA - \$58,211.00
Effective: September 1, 2019
Terminating: June 30, 2020
(budget account # 15-110-100-101-0010)
9. HAINES, Melanie
From: Step 17, BA - \$61,111.00
To: Step 17, BA15 - \$62,111.00
Effective: September 1, 2019
Terminating: June 30, 2020
(budget account # 15-230-100-101-07-0007)

10. SPICER, Alaina

From: Step 8, MA - \$55,411.00

To: Step 8, MA15 - \$56,411

Effective: September 1, 2019

Terminating: June 30, 2020

(budget account # 15-140-100-101-03-0003)

11. MITCHELL, Stacy

From: Step 16, BA - \$59,611.00

To: Step 16, BA15 - \$60,611.00

Effective: September 1, 2019

Terminating: June 30, 2020

(budget account # 15-120-100-101-05-0005)

12. *MCLAUGHLIN, Lindsay

Literacy Coach – K-2 – District

Effective: November 1, 2019(or sooner)

Terminating: June 30, 2020

From Salary: Step 16, BA - \$59,611.00

To Salary: Step 16, MA - \$62,611.00

(Mentoring paid by employee if necessary)

(budget account #11-000-221-176-00-0000)

(Originally on August 28, 2019 Agenda)

13. *GREENES, Rochel

Teacher – Spec Ed - PreK – LECC Campus

Effective: September 1, 2019

Terminating: June 30, 2020

From Salary: Step 2, MA - \$50,061.00

To Salary: Step 2, MA - \$53,061.00

(Mentoring paid by employee if necessary)

(budget account #11-216-100-101-15-0015)

(Originally on August 28, 2019 Agenda)

i. Stipends

1. SCHLEICHER, Joanne

Perkins Grant Coordinator - LHS

for the 2019-2020 School Year

Stipend: \$6,000.00

(budget account # 20-360-200-104-03-0003)

2. SPICER, Alaina
Coordinator – Math – LHS
2019-2020 School Year
Stipend: \$3,960.00
(budget account # 15-140-100-101-03-1013)
(replacement for Y. Botuck – resigned position only)

3. Culture & Climate Coordinators – LHS
2019 2020 School Year
Stipend Amount \$2,500.00 each
(budget account #20-232-200-100-03-0003)

Kelly Hammel
Nancy Riordan

4. Morning Duty Stipend
Stipend Elementary: \$1,800.00
Stipend LMS/LHS: \$3,600.00
2019-2020 School Year
(This Stipend Is Pensionable)
(budget account #11-000-270-160-00-2000)

Last Name	First Name	Location	Amount	Effective Date
MCLAUGHLIN	MARYELLEN	CAS	1,800.00	09/01/19
O'NEILL	JULIANN	CAS	1,800.00	09/01/19
PALMIERI	HEATHER	CAS	1,800.00	09/23/19
STEINMETZ	DOREEN	CAS	1,800.00	09/24/19
TRUAX	PAIGE	CAS	1,800.00	09/01/19
WIEMKEN	SUSAN	CAS	1,800.00	09/01/19
WUDZKI	JON	CAS	1,800.00	09/01/19
DOWNEY	SHANNON	EGC	1,800.00	09/01/19
HATCHER	LAUREN	EGC	1,800.00	09/01/19
STUART	DENA	EGC	1,800.00	09/01/19
TRAHEY	SARA	EGC	1,800.00	09/01/19
TWEITMANN	LORRAINE	EGC	1,800.00	09/01/19
BERGAMOTTA	LISA	HS	3,600.00	09/01/19
BYRD	MARIA	HS	3,600.00	09/24/19
CUSANELLI	DANIELLE	HS	3,600.00	09/01/19
HEILMAN	EILEEN	HS	3,600.00	09/01/19
VANHISE	STEVEN	HS	3,600.00	09/01/19
JANUSZ	MARIA	MS	3,600.00	09/01/19
MOORE	TARA	MS	3,600.00	09/01/19

Last Name	First Name	Location	Amount	Effective Date
MUTH	MICHAEL	MS	3,600.00	09/01/19
PIERO	LISA	MS	3,600.00	09/01/19
DOWLING	CHRISTINE	OSS	1,800.00	09/01/19
KOK	VIVIEN	OSS	1,800.00	09/01/19
NAYLOR	AMY	OSS	1,800.00	09/01/19
PESCATORE	VICTORIA	OSS	1,800.00	09/01/19
SALINS	ANDRIS	OSS	1,800.00	09/01/19
TSAPATSARIS	ANNA	OSS	1,800.00	09/01/19
FAAS	MATTHEW	Piners	1,800.00	09/01/19
GRIFFIN	LAUREN	Piners	1,800.00	09/01/19
MANN	RAYMOND	Piners	1,800.00	09/01/19
MCCRACKEN	TRUDY	Piners	1,800.00	09/01/19
SLAWSKY	BRUECK	Piners	1,800.00	09/01/19
ANTUNA	ASHLEY	SSS	1,800.00	09/23/19
BOUNEY	MICHELE	SSS	1,800.00	09/01/19
BURNETT	WILLIAM	SSS	1,800.00	09/01/19
FLEMMING	KRISTEN	SSS	1,800.00	09/23/19
GLICKMAN	ALEXA	SSS	1,800.00	09/23/19
KARSKO	GEORGE	SSS	1,800.00	09/01/19
MACCONNELL	CHRISTINE	SSS	1,800.00	09/01/19
RITTER	CHRISTINA	SSS	1,800.00	09/23/19
TJARKS	BRIDGET	SSS	1,800.00	09/01/19
WILSON	NATASHA	SSS	1,800.00	09/01/19

SUBSTITUTES ON AN AS NEEDED BASIS

NAME OF SUBSTITUTE	LOCATION
Correia, Rondalyn	OSS
Floyd, Harold	OSS
Giorgiantonio, Jessica	OSS
Carlo, Rose	SSS
Glickman, Alexa	SSS
Babiak, Lori	SSS
Cohen, Chaya	LECC
Mazaroni, Susan	SSS
Sorrentino, William	SSS
Hall, Kathleen	SSS
Innarella, Theresa	SSS

5. Fall Coaches
2019-2020 School Year
(budget account # 11-402-100-100-15-0000)

Last Name	First Name	Sport	Position	Group	Step	Salary
Acosta	Steven	Cross Country	Asst. Coach	III	1	\$4,926
Orellana	Walter	Middle School Soccer	Asst. Coach	II	1	\$4,954
Stuart	Dena	Girls Field Hockey	Head Coach	II	4	\$7,795
Lang	Thomas	LMS Girls Volleyball	Asst. Coach	II	1	\$4,954
Forsyth	Steven	Football	Asst. Coach	I	1	\$4,926

6. Co-Curriculum Stipend Positions - LHS
2019-20 School Year
per LEA contract Schedule G.
Account #15-401-100-100-03-0003

Staff Member	Co-Curricular Position	Stipend Amount
Mary (Gail) Hague & Alexandra Desena	Stock Room Clerk	\$1,720.00 to be split 2 ways: \$860.00 each
Eileen Hurler	Student of the Month	\$1,027.00
Michael Zink & Kaitlayn Cash	Class of 2023	\$1,335.00 to be split 2 ways: \$667.50 each
Rosemary Caricari	Pine Needle Annual Business Manager	\$1,652.00

7. Co-Curriculum Stipend Positions - LMS
2019-20 School Year
per LEA contract Schedule G.
Account #15-401-100-100-04-0004

Staff Member	Co-Curricular Position	Stipend Amount
Kelly Dugan	Class Advisor Grade 6	\$1,167.00

j. Tuition Reimbursement

1. BAQUERO, Coleen
Physical Therapist – LECC Campus I
2 credits
PT 655 Business & Marketing
\$850.00
Account #11-000-291-280-00-0000

k. Miscellaneous

1. FILKIN, Karen
LDTC-CST
Sick (31) + Personal (66) = 97
 $97 \div 2 = 48.5$
 $\$100,480.60 \div 183 = \549.07
 $\$549.07 \times 48.5 = \$26,629.89$

2. NON-CERTIFICATED

a. Resignations

1. MAURE, Pietrina
Stockroom Clerk Stipend Positions – LHS – ONLY
2019-2020
Position Rescinded – reassigned
2. CAPISTRAN, Jennifer
Student of the Month Stipend Positions – LHS – ONLY
Pine Needle
Annual Business Manager
2019-2020
Position Rescinded – reassigned
3. PERO, James
Security Specialist – District
Effective: October 20, 2019
4. LIEBHAUSER, Rachael
Paraprofessional – CAS - ONLY
Effective: September 20, 2019
(Hired as a teacher)

5. SAAVADRA, Magaly
Parent Liaison – LHS – ONLY
Declined Position
6. LUSS, Faigy
Paraprofessional – LECC
Effective: October 7, 2019
7. PFEIFER, Cristina
Paraprofessional – EGC ONLY
Effective: October 2, 2019

b. Retirements

1. MANNEY, Robert
Attendance Coordinator
Effective: October 31, 2019
2. DONNELLY, Kathleen
Paraprofessional – K Program – Piner
Effective: January 1, 2020

c. Terminations - None At This Meeting

d. Leaves of Absence

1. CUZCO, Emilia
Attendance Officer-ECG
Maternity-Sick (10 days) & Personal (4 days)-Paid
Effective: September 9 2019
Terminating: October 1, 2019
(pending attendance data)
FMLA-Unpaid
Effective: October 2, 2019
Terminating: January 7 2020
NJFL-Unpaid
Effective: January 8, 2020
Terminating: April 7, 2020
Contractual-Unpaid
Effective: April 8, 2020
Terminating: June 30, 2020

2. HEARNS, Josie
Para-SSS
FMLA-Medical-Unpaid
Effective: September 3, 2019
Terminating: November 12, 2019
Contractual-Medical-Unpaid
Effective: November 13, 2019
Returning: January 2, 2020 (pending Dr.'s release)
3. HUGHES, Patricia
Para-OSS
Medical-Sick (10 days)-Paid
Effective: September 16, 2019
Returning: October 2, 2019

e. Transfers

1. ARANEO, Dawn
From: Paraprofessional – 1:1 – CAS
To: Paraprofessional – 1:1 – LMS
Effective: September 3, 2019
Terminating: June 30, 2020
(budget account # 11-000-217-106-04-0004)
(move to new school with student for continuity)
(no additional cost to District)
2. YOUNG, Donna
From: Paraprofessional PS Classroom -LECC Campus I
To: Paraprofessional -1:1 LECC Campus I
Effective: September 1, 2019
Terminating: June 30, 2020
(Meeting IEP Mandate)
(no additional cost to District)
3. JOSEPH, Tova
From: Paraprofessional PS Classroom -LECC Campus II
To: Paraprofessional PS -1:1 LECC Campus I
Effective: September 1, 2019
Terminating: June 30, 2020
(Filling vacancy from Diane Derenzis transfer)
(no additional cost to District)

4. ZWEIRCAN, Grazyna

From: Paraprofessional – 1:1 – CAS
To: Paraprofessional – 1:1 – OSS
Effective: September 16, 2019
Terminating: June 30, 2020
(budget account # 11-000-217-106-09-0009)
(move to new school with student for continuity)
(no additional cost to District)

5. CAPISTRAN, Jennifer

From: Secretary I – Piner
To: Administrative Secretary – Piner
Effective: August 5, 2019
Terminating: June 30, 2020
Salary: Step 4 - \$27,683.00 prorated

f. Appointments

1. *WITTY, Tehila

Paraprofessional – 1:1 – LECC Campus 1
Effective: September 10, 2019
Terminating: June 30, 2020
Salary: Step 12, 60 Credits - \$20,849.00 prorated
(New Position – IEP Mandated)
(Changed from June 24, 2019 Agenda)

2. *ASAD, Josefa

Translator/Interpreter – District – CAS
Effective: September 3, 2019
Terminating: June 30, 2020
Salary: \$25,000.00 prorated
(budget account # 11-000-219-104-13-0013)
(New Position)

3. *FAONE, Michael J. IV

Warehouse/Courier – District
Effective: September 18, 2019
Terminating: June 30, 2020
Salary: \$25,000.00 prorated
(budget account # 11-000-262-100-00-0000)

4. *COLON, Diana
Paraprofessional – 1:1 – LECC Campus II
Effective: September 16, 2019
Terminating: June 30, 2020
Salary: Step 6, 90 Credits - \$20,289.00 prorated
(budget account # 11-000-217-106-08-0015)
(replacement T. Joseph – reassigned - \$18,794.00)
5. *CITKOWICZ, Dana
Paraprofessional – PSD – LECC Campus I
Effective: September 16, 2019
Terminating: June 30, 2020
Salary: Step 11, 90 Credits - \$21,199.00 prorated
(budget account # 11-216-00-106-15-0015)
(replacement M. Shor – reassigned - \$20,994.00)
6. *&***SUBSTITUTE SECRETARY
2019-2020 School Year
At a Rate of \$12 hour per hour

Leahey, Maura
7. *&***Substitute Paraprofessional
2019-2020 School Year
At a rate of \$12.00 per hour

Carlo, Angela – BA
8. *PERO, James
Attendance Office – 10 months – LMS
Effective: October 21, 2019
Terminating: June 30, 2020
Salary: Step 25 - \$39,735.00 prorated
(budget account # 15-000-211-100-04-0004)
(replacement R Manney – retired - \$43,695.00)
9. *ORELLANA, Walter
Paraprofessional – 1:1 - Piner
Effective: October 2, 2019
Terminating: June 30, 2020
Salary: Step 6, 60 credits - \$19,589.00 prorated
(budget account # 11-000-217-106-08-0015)
(replacement for M. Shor - reassigned)

10. *ESQUENAZI, Linda
Paraprofessional – Transitional K – MD – LECC Campus II
Effective: October 7, 2019
Terminating: June 30, 2020
Salary: Step 6, 90 credits - \$20,289.00 prorated
(budget account # 11-212-100-106-12-0012)
(New Position)

11. * CAPARINO, Joseph
Security Specialist – Part-Time as needed
Effective: September 26, 2019
Terminating: June 30, 2020
Salary: \$24.38 per hour
(budget account #11-000-266—100-00-0000)

12. *RODRIGUEZ, Adrianna
Paraprofessional – 2:1 – Piner
Effective: October 2, 2019
Terminating: June 30, 2020
Salary: Step 6, 0 credits - \$18,089.00 prorated
(budget account # 11-000-217-106-10-0010)
(New Position as per IEP)

13. ***Site Supervisor – Building Usage
Effective: 2019-2020 School Year
Stipend: Per Building Usage Policy

- Faone, Michael

14. *DEFELICE, Norma
Paraprofessional – 1:1 Bilingual – EGC
Effective: October 7, 2019
Terminating: June 30, 2020
Salary: Step 11, 90 Credits -\$21,199.00 prorated
(Mentoring paid by employee if necessary)
(budget account #11-000-217-106-05-0005)
(replacement for N. Kanarek – resigned - \$62,111.00)

g. Reappointments – None At This Meeting

h. Salary Adjustments – None At This Meeting

i. Stipends

1. FAONE, Ana
COMMUNITY LIASON PILOT PROGRAM
Effective: September 26, 2019
Terminating: JUNE 30, 2020
Stipend: \$1,000.00 Per Month
(budget account # 11-000-211-174-00-0000)

2. 1:1 Paraprofessional A.M. Duty Stipend
Elementary Stipend: \$1,000.00
LMS & LHS Stipend: \$2,000.00
2019-2020 School Year
(This Stipend Is Pensionable)
(budget account #11-000-270-160-00-2000)

Last Name	First Name	Location	Amount	Effective Date
ANTICO	ADRIANNE	CAS	1,000.00	09/01/19
BROOKS	BENJAMIN	CAS	1,000.00	09/01/19
DENTINO	ANTHONY	CAS	1,000.00	09/01/19
DESTEFANO	DEBRA	CAS	1,000.00	09/01/19
FONT	AMY	CAS	1,000.00	09/01/19
GREVES	DENISE	CAS	1,000.00	09/01/19
HART	DANA	CAS	1,000.00	09/01/19
IACOBINO	JENNIFER	CAS	1,000.00	09/01/19
KLEIN	BAILA	CAS	1,000.00	09/01/19
LOPEZ	DELIA	CAS	1,000.00	09/01/19
MALDONADO	DELILAH	CAS	1,000.00	09/23/19
MENDEZ	ANDREA	CAS	1,000.00	09/01/19
PARKER	DOROTHEA	CAS	1,000.00	09/01/19
PICCIOLO	LUCY	CAS	1,000.00	09/01/19
RENOUF	LEILA	CAS	1,000.00	09/01/19
SNYDER	HOLLY	CAS	1,000.00	09/01/19
SOLANO	RAYSA	CAS	1,000.00	09/01/19
ZWIERCAN	GRAZYNA	CAS	1,000.00	09/01/19
DELIZ	GAIL	EGC	1,000.00	09/01/19
ESPOSITO	SHARON	EGC	1,000.00	09/01/19
JONES-BROWN	TORI	EGC	1,000.00	09/01/19
MOODY	LISA	EGC	1,000.00	09/01/19
ORTEGA	CRISTAL	EGC	1,000.00	09/01/19
PFIEFER	CRISTINA	EGC	1,000.00	09/01/19
ACOSTA	STEVEN	HS	2,000.00	09/01/19
DEVICO	SANDRA	HS	2,000.00	09/01/19

Last Name	First Name	Location	Amount	Effective Date
RENZI	SHERI	HS	2,000.00	09/01/19
RIVERA	SUSAN	HS	2,000.00	09/01/19
RUSZCZYK	ELIZABETH	HS	2,000.00	09/01/19
SHORTER	SHERRI	HS	2,000.00	09/01/19
SUBBHAN	EZEKIEL	HS	2,000.00	09/01/19
TRONT	GRACE	HS	2,000.00	09/01/19
ABOFF	ERIN	LECC	1,000.00	09/01/19
ASKIN	KIMBERLY	LECC	1,000.00	09/01/19
DELPEZZO	ANGELA	LECC	1,000.00	09/01/19
DEUTSCH	CHAYA CHARYL	LECC	1,000.00	09/01/19
GREENES	ROCHEL	LECC	1,000.00	09/01/19
MATTHAEY	CORTNEY	LECC	1,000.00	09/01/19
NERI	ROSARIA	LECC	1,000.00	09/01/19
RODRIGUEZ	RAVIN	LECC	1,000.00	09/01/19
SALAMEH	MARIAN	LECC	1,000.00	09/01/19
SHOR	MILADYS	LECC	1,000.00	09/01/19
YOUNG	DONNA	LECC	1,000.00	09/01/19
ARANEO	DAWN	MS	2,000.00	09/01/19
DECHAMPLAIN	DEBORAH	MS	2,000.00	09/01/19
DONATO	MICHELE	MS	2,000.00	09/01/19
EMPORELLI	ELENI	MS	2,000.00	09/01/19
GUADAGNO	LINDA	MS	2,000.00	09/01/19
GUEVARA	LUIS	MS	2,000.00	09/01/19
KING	BOBBIE	MS	2,000.00	09/01/19
LAMARUGGINE	ANTOINETTE	MS	2,000.00	09/01/19
MAHAFFEY	LILLIAN	MS	2,000.00	09/01/19
PAREJA	JACQUELINE	MS	2,000.00	09/01/19
SEERY	DANIEL	MS	2,000.00	09/01/19
STRANIERO	SAMANTHA	MS	2,000.00	09/01/19
WEBB	AMANDA	MS	2,000.00	09/01/19
WEBER	DIANE	MS	2,000.00	09/01/19
WHATTON	COLLEEN	MS	2,000.00	09/01/19
WOOD	JANET	MS	2,000.00	09/01/19
ZUCZEK	KAREN	MS	2,000.00	09/01/19
BEAM	MELANIE	OSS	1,000.00	09/01/19
BUCKLEY	AMELIA	OSS	1,000.00	09/01/19
CARR	TERRI	OSS	1,000.00	09/01/19
DECHAMPLAIN	ABIGAIL	OSS	1,000.00	09/01/19
FERNANDINI	WENDY	OSS	1,000.00	09/01/19
GUARIN	JUAN	OSS	1,000.00	09/01/19

Last Name	First Name	Location	Amount	Effective Date
HAUPT	BRENDA	OSS	1,000.00	09/01/19
LAMARUGGINE	ANGELA	OSS	1,000.00	09/01/19
MARINO	AMY	OSS	1,000.00	09/01/19
MARTINEZ	NIVIA	OSS	1,000.00	09/01/19
MULHOLLAND	BRANDI	OSS	1,000.00	09/01/19
NISIVOCIA	JESSICA	OSS	1,000.00	09/01/19
O'NEILL	DIANA	OSS	1,000.00	09/01/19
PANORA	JENNIFER	OSS	1,000.00	09/01/19
PRIMMER	GAIL	OSS	1,000.00	09/01/19
RIZK	NOHA	OSS	1,000.00	09/01/19
ROUSE	CHRISTINA	OSS	1,000.00	09/01/19
SIERCHIO	VALERIE	OSS	1,000.00	09/01/19
ABDELSHAHID	HANAN	Piners	1,000.00	09/01/19
ADDARIO	KATELYN	Piners	1,000.00	09/01/19
BENVENISTI	DORIS	Piners	1,000.00	09/23/19
CASTANEDA	MARGARETH	Piners	1,000.00	09/01/19
ECKE	KAYLA	Piners	1,000.00	09/01/19
HUNTINGTON	ELIZABETH	Piners	1,000.00	09/01/19
LEFURGE	KATHLEEN	Piners	1,000.00	09/01/19
OQUENDO	MARIA	Piners	1,000.00	09/01/19
POWOSKI	MELINDA	Piners	1,000.00	09/01/19
REGINA	LISA	Piners	1,000.00	09/01/19
ALBAN	MONICA	SSS	1,000.00	09/01/19
ATTIA	MARTHA	SSS	1,000.00	09/01/19
BENEVENTO	JILL	SSS	1,000.00	09/01/19
COSGROVE	CHRSTINE	SSS	1,000.00	09/01/19
DAVENPORT	SUSAN	SSS	1,000.00	09/01/19
FLAGG	CARON GAYLE	SSS	1,000.00	09/01/19
FRATTELLONE	TYLER	SSS	1,000.00	09/01/19
GHATAS	ERENY	SSS	1,000.00	09/01/19
GRIMES	SARA	SSS	1,000.00	09/01/19
MUDRYK	NICOLE	SSS	1,000.00	09/01/19
PRESCOTT	KELLY	SSS	1,000.00	09/01/19
RODRIGUEZ	LEAH	SSS	1,000.00	09/01/19
VALLENUEVO	SUZANNE	SSS	1,000.00	09/01/19

SUBSTITUTES ON AN AS NEEDED BASIS

NAME OF SUBSTITUTE	LOCATION
Sumeriski, Donna	OSS
Sansone, Debra	OSS
Nakhil, Abdellatif	OSS
McKinnon, Jessica	OSS
Berrios, Alexandra	OSS

3. Morning Bus Duty – LECC
2019-2020 School Year
Rate: \$20.00 per hour
(on an as needed basis)

NAME OF SUBSTITUTE
Heagele, Marli

4. Afternoon Bus Duty – LECC
2019-2020 School Year
Rate: \$20.00 per hour
(on an as needed basis)

NAME OF SUBSTITUTE
Tobon, Blanca
Patricia Flores, Reina
Nieves, Karina
Heagele, Marli
Greenstein, Batya

5. Parent Training After Care – LECC
2019-2020 School Year
Rate: \$20.00 per hour
(budget account # 20-218-100-610-00-1211)

Lois Cunningham
Tova Joseph
Eileen Romano
Blanca Tobon

j. Miscellaneous

1. PAULINO, Jisseh

Title Correction

From: Secretary Central Resignation

To: Clerical Assistant Central Registration

Effective: July 1, 2019

Terminating: June 30, 2020

(correction from the August 28, 2019 agenda)

2. SHORT, Kenneth

From: Copier/Warehouse – Part Time

To: Copier/Warehouse Clerk – Part Time

Effective: July 1, 2019

Terminating: June 30, 2020

(Correction from May 13, 2019 Agenda)

* Appointment subject to approval of Criminal History background check by State Department of Education, as per NJSA 18A:6-7-1, et. seq., NJSA 18A:39-17 et. seq., or NJSA 18A:6-4.13 et seq., as applicable.

** As required by law and code, this Emergent Employee Resolution, upon motion duly made, seconded and carried, it was RESOLVED that this person be employed by the Board of Education of the Lakewood Public School District in the County of Ocean on an emergent basis.

*** This position does not include the following:

Medical Coverage

Personal Days

Dental Coverage

Professional Days

Prescriptions

Vacation Days

Optical Coverage

Sick Days

Reimbursement for Credits

MOTION TO APPROVE TO ACCEPT THE ADDITIONS & CORRECTIONS TO THE AGENDA, MINUTES, BUSINESS & SUPERINTENDENT AGENDAS (passed)

Motion: Mr. Rodriguez **Second:** Mr. Treisser

5 Ayes: Mrs. Gonzalez, Mr. Nakdimen, Mr. Rodriguez, Mr. Stern, Mr. Treisser

0 Nays:

0 Abstained:

4 Absent: Mr. Zlatkin, Mr. Newhouse, Mrs. Jackson-Byers, Mr. Bender

Note: Mr. Nakdimen's vote should reflect his abstention from any item pertaining to or involving SCHI, specifically Superintendent Agenda, Section A, Item #14.

Mr. Rodriguez wrote a letter revising his vote to reflect his subsequent abstention from Superintendent Agenda item, B: Personnel, 2: Non-Certificate, f. Appointments, # 2.

David Shafter, State Monitor overruled the Board, Business Agenda, Item I. Therefore, the motion **FAILED**.

As a result of insufficient votes to pass the Superintendent Agenda item, B: Personnel, 2: Non-Certificate, f. Appointments, # 2, Mr. Shafter overrode the Board's vote. Therefore, the Superintendent Agenda item, B: Personnel, 2: Non-Certificate, f. Appointments, # 2 **PASSED**.

Payment will not be made by the Board of Education Business Office until a contract is fully executed by the Board and prior to work commencing reviewed and initialed by General Counsel.

XV. OLD BUSINESS

XVI. NEW BUSINESS

XVII. GOOD AND WELFARE

For Informational Purposes:

Transportation Department

Staff Member	Hours of Operation
Sonia Segui	6:00 a.m. to 6:30 p.m.
Carol Calabrese	7:00 a.m. to 3:00 p.m.
Mary Walsh	8:00 a.m. to 4:00 p.m.
Amy Bearden	8:30 a.m. to 4:30 p.m.

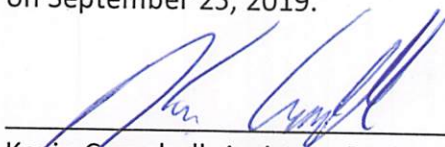
XVIII. ADJOURNMENT

Motion to Adjourn:

Motion: Mr. Treisser **Second:** Mrs. Gonzalez

Meeting was adjourned at 10:16 p.m.

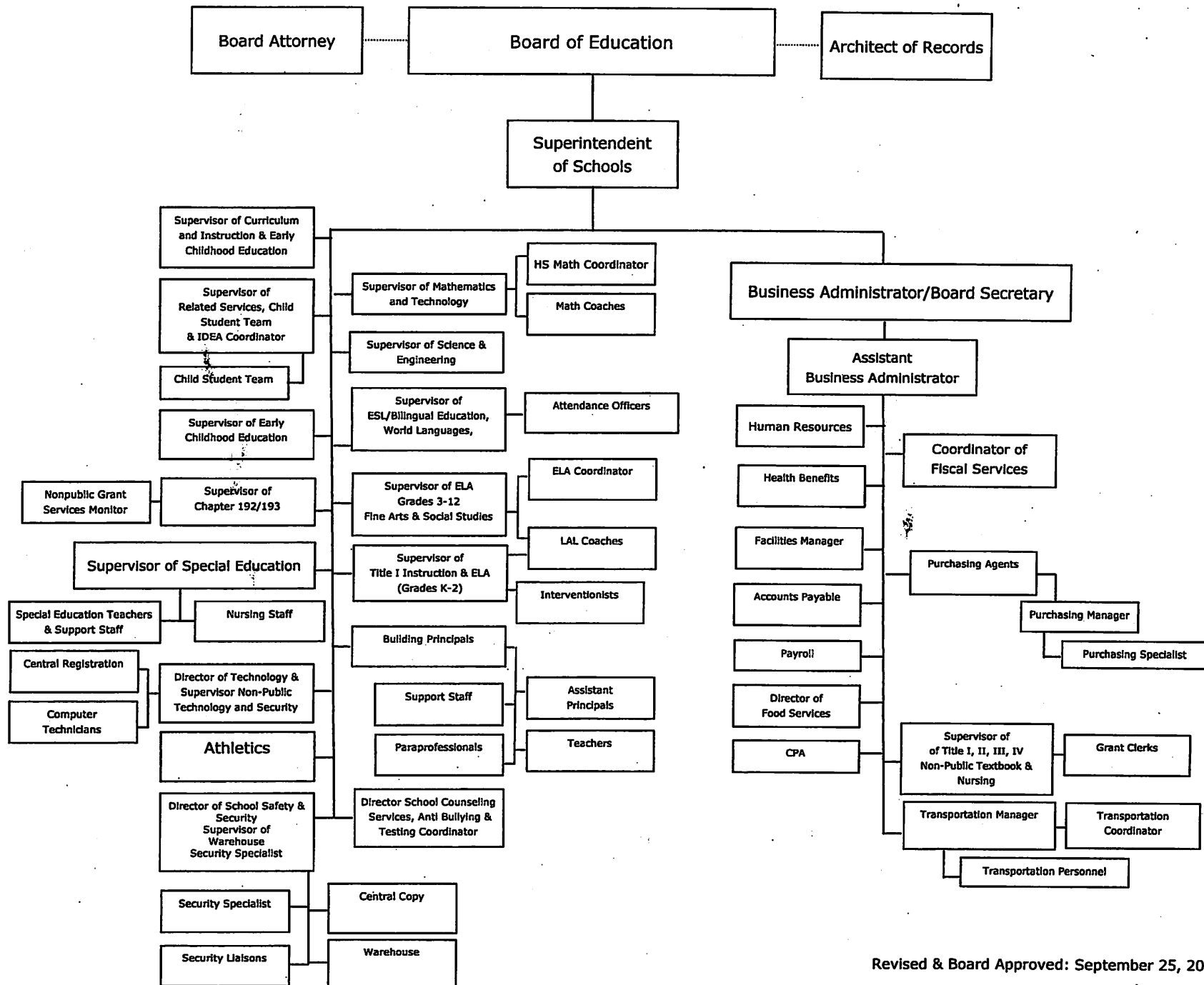
I, Kevin Campbell, Assistant Business Administrator/Board Secretary, of the Lakewood Board of Education, hereby certify this to be a true copy of the Minutes from a public meeting held on September 25, 2019.



Kevin Campbell, Assistant Business Administrator /Board Secretary

October 31, 2019

Lakewood Board of Education 2019-2020 Organizational Chart



TEACHING STAFF MEMBER/SCHOOL DISTRICT REPORTING RESPONSIBILITIES

3159 TEACHING STAFF MEMBER/SCHOOL DISTRICT REPORTING RESPONSIBILITIES

The Board of Education and all certificate holders shall **adhere to the reporting requirements outlined in N.J.A.C. 6A:9B-4.3 and N.J.S.A. 18A:16-1.3.** For the purposes of this Policy, "certificate holders" shall include all individuals who hold certificates, credentials, certificates of eligibility (CEs), and certificates of eligibility with advance standing (CEASs) issued by the **New Jersey State Board of Examiners.** For purposes of this Policy, the term "certificate" shall include all standard, emergency and provisional certificates, all credentials, and all CEs and CEASs issued by the **New Jersey State Board of Examiners.**

All certificate holders shall report an arrest or indictment for any crime or offense to the Superintendent within fourteen calendar days of their arrest or indictment in accordance with the provisions of N.J.A.C. 6A:9B-4.3. The report submitted to the Superintendent shall include the date of arrest or indictment and charge(s) lodged against the certificate holder. Such certificate holders shall also report to the Superintendent the disposition of any charge within seven calendar days of the disposition. Failure to comply with these reporting requirements may be deemed "just cause" for revocation or suspension of certification pursuant to N.J.A.C. 6A:9B-4.4. The school district shall make these reporting requirements known to all new employees upon initial employment and to all employees on an annual basis.

The Superintendent shall notify the New Jersey State Board of Examiners when:

1. Tenured teaching staff members who are accused of criminal offenses or unbecoming conduct resign or retire from their positions;
2. Nontenured teaching staff members, including substitute teachers, who are accused of criminal offenses or unbecoming conduct resign, retire, or are removed from their positions;
3. A certificate holder fails to maintain any license, certificate, or authorization that is mandated pursuant to N.J.A.C. 6A:9B for the holder to serve in a position;
4. The Superintendent becomes aware that a certificate holder has been convicted of a crime or criminal offense while in the district's employ; or
5. The Superintendent has received a report from the Department of Children and Families substantiating allegations of abuse or neglect, or establishing

TEACHING STAFF MEMBER/SCHOOL DISTRICT REPORTING RESPONSIBILITIES

"concerns" regarding a certificated teaching staff member.

The school district shall cooperate with the New Jersey State Board of Examiners in any proceeding arising from an order to show cause issued by the New Jersey State Board of Examiners and based on information about the certificate holder that the school district provided.

The Superintendent shall also notify the New Jersey State Board of Examiners, in accordance with the provisions of N.J.S.A. 18A:16-1.3, whenever a nontenured, certificated employee is dismissed prior to the end of the school year for just cause as a result of misconduct in office. This notification requirement shall not apply in instances where the employee's contract is not renewed. The Superintendent will comply with the additional notice requirements to the New Jersey State Board of Examiners in the event it is subsequently determined by a disciplinary grievance arbitration, a court, or an administrative tribunal of competent jurisdiction that the basis for the dismissal did not constitute misconduct in office. In addition, whenever the Superintendent notifies the New Jersey State Board of Examiners of an employee's dismissal for reasons of misconduct in accordance with the provisions of N.J.S.A. 18A:16-1.3, the employee shall receive a simultaneous copy of the notifying correspondence.

In the event the Board of Education determines, pursuant to a tenure charge finding under N.J.S.A. 18A:6-10 or a disorderly person conviction under N.J.S.A. 9:6-8.14, that a teaching staff member has failed to report an allegation of child abuse in accordance with State law or regulations, the Board shall submit a report to the New Jersey State Board of Examiners that outlines its findings. The New Jersey State Board of Examiners shall review the certification of the teaching staff member to determine if the teaching staff member's failure to report warrants the revocation or suspension of his/her certificate. In accordance with N.J.S.A. 9:6-8.14, any person failing to report an act of child abuse, having reasonable cause to believe that an act of child abuse has been committed, may be deemed a disorderly person.

N.J.S.A. 9:6-8.14; 18A:6-10; 18A:6-38.5; 18A:16-1.3

N.J.A.C. 6A:9B-4.3; 6A:9B-4.4

Adopted: 17 October 2013

Revised: 17 November 2016

Revised:

USE, POSSESSION, OR DISTRIBUTION OF SUBSTANCES (M)

3218 USE, POSSESSION, OR DISTRIBUTION OF SUBSTANCES (M)

M

The Board of Education recognizes a teaching staff member who reports to work under the influence of a **substance** poses a significant threat to their health, safety, and welfare and the health, safety, and welfare of others, including students and other staff members. The Board strongly advises any teaching staff member that has a dependency on a substance as defined in this Policy to seek appropriate treatment. The Board has an obligation and the right to maintain a safe and healthy work environment and adopts this Policy as an important component toward maintaining a safe environment in the school district.

For the purposes of this Policy, "substance" or "substances" **as defined in N.J.S.A. 18A:40A-9 and N.J.A.C. 6A:16-4.1(a)** means alcoholic beverages; any controlled dangerous substances, including anabolic steroids as defined in N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2; any chemical or chemical compound which releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined in N.J.S.A. 2C:35-10.4; and over-the-counter and prescription medications that are improperly used to cause intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system.

A teaching staff member shall be required to submit to an immediate medical examination to include a substance test if the Principal or designee has reasonable suspicion to believe a teaching staff member is under the influence of a substance during work hours or at a school-sponsored function where the teaching staff member has been assigned job responsibilities. Refusal **by** a teaching staff member to consent to the medical examination **including** a substance test will be **deemed** a positive test result **for substances**. **In the event the results of the medical examination and substance test are not provided to the Superintendent, within twenty-four hours or as soon as the test results are available, it will be deemed a positive test result for substances and the teaching staff member shall be subject to appropriate discipline. Any required medical examination and testing shall be paid for by the Board.**

In the event the Board physician determines the teaching staff member was under the influence of a substance, the determination shall be reported to the Superintendent and the teaching staff member will be subject to appropriate discipline. Appropriate discipline may include, but not be limited to, withholding an increment, terminating a non-tenured teaching staff member, and/or filing tenure charges for a tenured teaching staff member in

USE, POSSESSION, OR DISTRIBUTION OF SUBSTANCES (M)

accordance with law. The teaching staff member will be afforded the opportunity to have positive test results confirmed using acceptable confirmation test practices. This confirmation test shall be paid for by the teaching staff member.

In the event a teaching staff member's medical examination and substance test results are negative for a substance or if the Board physician determines the teaching staff member was not under the influence of a substance, the results or determination shall be reported to the Superintendent and the teaching staff member shall be returned to their position unless the Superintendent has a reason the teaching staff member should not be returned to their position.

In accordance with the requirements of N.J.A.C. 6A:16-6.3(a), any staff member who, in the course of their employment, has reason to believe a staff member has unlawfully possessed or in any way been involved in the distribution of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall report the matter as soon as possible to the Principal, or in the absence of the Principal, the Principal's designee responsible at the time of the alleged violation. Either the Principal or designee shall notify the Superintendent who shall notify, as soon as possible, the County Prosecutor or other law enforcement official designated by the County Prosecutor to receive such information. The Superintendent or designee shall provide to the County Prosecutor or designee all known information concerning the matter, including the identity of the staff member involved.

In accordance with the provisions of N.J.A.C. 6A:16-6.3(a)3, the Superintendent or designee shall not disclose the identity of a staff member who has voluntarily sought and participated in an appropriate treatment or counseling program for an alcohol or drug abuse problem, provided the staff member is not reasonably believed to be involved or implicated in drug-distribution activities. An admission by a staff member in response to questioning initiated by the Principal or designee or following the discovery by the Principal or designee of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall not constitute a voluntary, self-initiated request for counseling and treatment.

A staff member who unlawfully possessed or in any way has been involved in the distribution of a controlled dangerous substance, including anabolic steroids or drug paraphernalia, pursuant to N.J.A.C. 6A:16-6.3, shall be subject to appropriate discipline which may include, but not be limited to, termination of a non-tenured teaching staff member or the filing of tenure charges for a tenured teaching staff member in accordance with law.

A teaching staff member who has been determined by the Board physician to be under the

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influence of a substance during work hours or at a school-sponsored function where the teaching staff member has been assigned job responsibilities may be offered a Last Chance Agreement upon the recommendation of the Superintendent and approval by the Board. A written Last Chance Agreement must be approved by the Board.

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N.J.S.A. 18A:16-3; 18A:40A-9

N.J.A.C. 6A:16-4.1; 6A:16-6.3; 6A:16-6.5

Adopted: 17 October 2013

Revised: 13 May 2015

Revised:

R 3218 USE, POSSESSION, OR DISTRIBUTION OF SUBSTANCES (M)

M

A. Definition

1. **"Board physician"** means a physician currently licensed by the New Jersey Board of Medical Examiners in medicine or osteopathy and appointed by the Board of Education.
2. **"Principal or designee"** means the teaching staff member's Principal or a staff member designated by the Principal to be responsible at the time of the alleged violation or the teaching staff member's supervisor or a staff member designated by the teaching staff member's supervisor to be responsible at the time of the alleged violation.
3. **"Substance" or "substances" as defined in N.J.S.A. 18A:40A-9 and N.J.A.C. 6A:16-4.1(a)** means alcoholic beverages; any controlled dangerous substances, including anabolic steroids as defined in N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2; any chemical or chemical compound which releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined in N.J.S.A. 2C:35-10.4; and over-the-counter and prescription medications that are improperly used to cause intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system.
4. **"Substance test"** means a test conducted by a **Board-approved** laboratory using accepted substance use practices, accepted chain of custody procedures, and testing methodology recommended by the laboratory instrument's manufacturer.
5. **"Under the influence"** means the presence of a substance as defined in Policy 3218 and this Regulation as confirmed in a medical examination and substance test.

- B. Procedures to be Followed When a Staff Member has Unlawfully Possessed or has been Involved in the Distribution of a Controlled Dangerous Substance.**

1. Subject to N.J.A.C. 6A:16-6.5, any staff member who, in the course of their employment, has reason to believe a staff member has unlawfully possessed or in any way been involved in the distribution of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall report the matter as soon as possible to the Principal or designee in accordance with the provisions of Policy 3218 and N.J.A.C. 6A:16-6.3(a).
 - a. In accordance with the provisions of N.J.A.C. 6A:16-6.3(a)1, upon receiving a report, the Principal or designee shall notify the Superintendent who shall notify, as soon as possible, the County Prosecutor or other law enforcement official designated by the County Prosecutor to receive such information.
 - b. In accordance with the provisions of N.J.A.C. 6A:16-6.3(a)2, the Superintendent or designee shall provide to the County Prosecutor or designee all known information concerning the matter including the identity of the staff member involved.
 - c. A staff member who unlawfully possessed or in any way has been involved in the distribution of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall be subject to appropriate discipline, which may include, but not be limited to, termination of a non-tenured teaching staff member or the filing of tenure charges for a tenured teaching staff member in accordance with law.

C. Procedures to be Followed When a Teaching Staff Member is Suspected to be Under the Influence of a Substance

1. The following procedures shall be used when a teaching staff member is suspected of being under the influence of a substance during work hours or at a school-sponsored function where the teaching staff member has been assigned job responsibilities.
 - a. The Principal or designee, upon receiving a report or information a teaching staff member may be under the influence of a substance during work hours or at a school-sponsored function where the teaching staff member has been assigned job responsibilities will:

- (1) Immediately notify the Superintendent;

- (2) Immediately meet with the teaching staff member;
 - (a) The Principal or designee may include another staff member in this meeting; and
 - (b) The teaching staff member suspected of being under the influence may include another staff member or a representative of their choice in this meeting.
- b. The Principal or designee shall present to the teaching staff member the report or information supporting the suspicion the teaching staff member may be under the influence of a substance.
- c. The teaching staff member shall be provided an opportunity to respond to the report or information presented by the Principal or designee.
- d. In the event the Principal or designee believes the teaching staff member may be under the influence of a substance after meeting with the teaching staff member, the Principal or designee will arrange for an immediate medical examination **by the Board physician. The medical examination shall include a substance test administered by the Board physician or a Board-approved laboratory.**
- e. The teaching staff member shall be transported to the examination and testing location by means of transportation approved by the Superintendent or designee and shall be accompanied by the Principal or designee.
- f. The teaching staff member, prior to the medical examination and substance test, will be informed by the **Board** physician or designee on the type of testing to be completed and the substances that will be tested.
- g. The teaching staff member may, prior to being examined **or** tested, disclose to the **Board** physician **or designee** any prescription medicine, over-the-counter medicine or supplements, or any other reason why the teaching staff member's test results may be positive.
- h. **Refusal by a teaching staff member to consent to the medical**

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examination which includes a substance test will be deemed as a positive test result for substances.

2. The **results of the** medical examination and substance test shall be used by the **Board** physician to determine if the teaching staff member is under the influence of any substance as defined in Policy 3218 and this Regulation. The substance test procedures will provide for a **confirmation** test using acceptable confirmation test procedures.
 - a. **Any specimen determined by the Board physician or Board-approved laboratory to have been adulterated by the teaching staff member will be deemed a positive test result for substances.**
3. The results of the substance test **shall be provided to the Superintendent and Board physician** within twenty-four hours of the test being administered **or** as soon as the test results are available. **The Superintendent shall provide the teaching staff member with these results.**
 - a. **In the event the results of the medical examination and substance test are not provided to the Superintendent, it will be deemed a positive test result for substances.**
4. If the **Board** physician determines, based upon the medical examination and the results of the substance test, that the teaching staff member was not under the influence of a substance during work hours or at a school-sponsored function where the teaching staff member was assigned job responsibilities, the teaching staff member shall return to their position in the school district **unless the Superintendent has a reason the teaching staff member should not be returned to their position.**
5. If the **Board** physician determines, based upon the medical examination and the results of the substance test, that the teaching staff member was under the influence of a substance during work hours or at a school-sponsored function where the teaching staff member was assigned job responsibilities, the **Board** physician will:
 - a. Discuss the results of the examination and substance test with the teaching staff member and provide the teaching staff member an opportunity to present any medical or other reasons for the **Board** physician's determination.

- b. Provide the teaching staff member an opportunity to have the substance test results confirmed by a laboratory selected by the **teaching staff member** and approved by the **Board physician and Superintendent**.
 - (1) The **Board** physician will schedule and coordinate the **confirmation** test procedures, including the acceptable time period for the **confirmation** test to be conducted based on the existing test results, and the time in which a **confirmation** test result would be valid. **This confirmation test shall be paid for by the teaching staff member.**
 - (2) The **confirmation** test results must be provided to the **Board physician and Superintendent** within the time period required by the **Board** physician.
 - (3) Any **confirmation** test results provided to the **Board physician and Superintendent** not within the time period required by the **Board** physician shall not be accepted and the teaching staff member shall be determined to have waived their right to have **the results of a confirmation test** considered.
- c. After completing the requirements in 5. a. and b. above, the **Board** physician shall make a final determination whether the teaching staff member was under the influence of a substance during work hours or at a school-sponsored function where the teaching staff member was assigned job responsibilities.
 - (1) If the **Board** physician makes a final determination the teaching staff member was not under the influence during work hours or at a school-sponsored function where the teaching staff member was assigned job responsibilities, the **Board** physician will report a **final determination** to the Superintendent and the teaching staff member shall return to their position in the school district **unless the Superintendent has a reason the teaching staff member should not be returned to their position.** Any records or documentation **regarding a negative medical examination or**

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substance test shall not be included in the teaching staff member's personnel file.

- (2) If the **Board** physician makes a final determination the teaching staff member was under the influence during work hours or at a school-sponsored function where the teaching staff member was assigned job responsibilities, the **Board** physician will report a **final determination**.

D. Procedures to be Followed When a Teaching Staff Member is Determined to be Under the Influence of a Substance

1. Any teaching staff member determined by the **Board** physician to be under the influence of a substance during work hours or at a school-sponsored function where the teaching staff member was assigned job responsibilities shall be required to meet with the Superintendent.
 - a. The teaching staff member may include a staff member or a representative of their choice in this meeting.
2. The Superintendent will provide the teaching staff member an opportunity to respond to the **Board** physician's determination.
3. A teaching staff member determined to **be** under the influence of a substance during work hours or at a school-sponsored function where the teaching staff member was assigned job responsibilities will be subject to appropriate discipline which may include, **but not be limited to**:
 - a. **Withholding an increment;**
 - b. **Terminating a non-tenured teaching staff member; and/or**
 - c. **Filing tenure charges for a tenured teaching staff member.**

Issued: 17 October 2013

Revised: 13 May 2015

Revised:

USE, POSSESSION, OR DISTRIBUTION OF SUBSTANCES (M)

4218 USE, POSSESSION, OR DISTRIBUTION OF SUBSTANCES (M)

M

The Board of Education recognizes a support staff member who reports to work under the influence of a **substance** poses a significant threat to their health, safety, and welfare and the health, safety, and welfare of others, including students and other staff members. The Board strongly advises any support staff member that has a dependency on a substance as defined in this Policy to seek appropriate treatment. The Board has an obligation and the right to maintain a safe and healthy work environment and adopts this Policy as an important component toward maintaining a safe environment in the school district.

For the purposes of this Policy, "substance" or "substances" as defined in N.J.S.A. 18A:40A-9 and N.J.A.C. 6A:16-4.1(a) means alcoholic beverages; any controlled dangerous substances, including anabolic steroids as defined in N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2; any chemical or chemical compound which releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined in N.J.S.A. 2C:35-10.4; and over-the-counter and prescription medications that are improperly used to cause intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system.

A support staff member shall be required to submit to an immediate medical examination to include a substance test if the support staff member's supervisor has reasonable suspicion to believe a support staff member is under the influence of a substance during work hours or at a school-sponsored function where the support staff member has been assigned job responsibilities. Refusal by a support staff member to consent to the medical examination including a substance test will be deemed a positive result for substances. In the event the results of the medical examination and substance test are not provided to the Superintendent, within twenty-four hours or as soon as the test results are available, it will be deemed a positive result for substances and the support staff member shall be subject to appropriate discipline. Any required medical examination and testing shall be paid for by the Board.

In the event the Board physician determines the support staff member was under the influence of a substance, the determination shall be reported to the Superintendent and the support staff member will be subject to appropriate discipline. Appropriate discipline may include, but not be limited to, withholding an increment, terminating a non-tenured

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support staff member, and/or filing tenure charges for a tenured support staff member in accordance with law. The support staff member will be afforded the opportunity to have positive test results confirmed using acceptable confirmation test practices. This confirmation test shall be paid for by the support staff member.

In the event a support staff member's medical examination and substance test results are negative for a substance or if the Board physician determines the support staff member was not under the influence of a substance, the results or determination shall be reported to the Superintendent and the support staff member shall be returned to their position unless the Superintendent has a reason the support staff member should not be returned to their position.

In accordance with the requirements of N.J.A.C. 6A:16-6.3(a), any staff member who, in the course of their employment, has reason to believe a staff member has unlawfully possessed or in any way been involved in the distribution of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall report the matter as soon as possible to the Principal, or in the absence of the Principal, to the staff member's **supervisor** responsible at the time of the alleged violation. Either the Principal or the staff member's **supervisor responsible at the time of the alleged violation** shall notify the Superintendent who shall notify, as soon as possible, the County Prosecutor or other law enforcement official designated by the County Prosecutor to receive such information. The Superintendent or designee shall provide to the County Prosecutor or designee all known information concerning the matter, including the identity of the staff member involved.

In accordance with the provisions of N.J.A.C. 6A:16-6.3(a)3, the Superintendent or designee shall not disclose the identity of a staff member who has voluntarily sought and participated in an appropriate treatment or counseling program for an alcohol or drug abuse problem, provided the staff member is not reasonably believed to be involved or implicated in drug-distribution activities. An admission by a staff member in response to questioning initiated by the Principal or **Superintendent's** designee or following the discovery by the Principal or **Superintendent's** designee of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall not constitute a voluntary, self-initiated request for counseling and treatment.

A staff member who unlawfully possessed or in any way has been involved in the distribution of a controlled dangerous substance, including anabolic steroids or drug paraphernalia, pursuant to N.J.A.C. 6A:16-6.3, shall be subject to appropriate discipline which may include, but not be limited to, termination of a non-tenured support staff

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member or the filing of tenure charges for a tenured support staff member in accordance with law.

A support staff member who has been determined by the Board physician to be under the influence of a substance during work hours or at a school-sponsored function where the support staff member has been assigned job responsibilities may be offered a Last Chance Agreement upon the recommendation of the Superintendent and approval by the Board. A written Last Chance Agreement must be approved by the Board.

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N.J.S.A. 18A:16-3; 18A:40A-9

N.J.A.C. 6A:16-4.1; 6A:16-6.3; 6A:16-6.5

Adopted:

Adopted: 17 October 2013

Revised: 13 May 2015

Revised:

R 4218 USE, POSSESSION, OR DISTRIBUTION OF SUBSTANCES (M)

M

A. Definition

1. "Board physician" means a physician currently licensed by the New Jersey Board of Medical Examiners in medicine or osteopathy and appointed by the Board of Education.
2. "Substance" or "substances" as defined in N.J.S.A. 18A:40A-9 and N.J.A.C. 6A:16-4.1(a) means alcoholic beverages; any controlled dangerous substances, including anabolic steroids as defined in N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2; any chemical or chemical compound which releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined in N.J.S.A. 2C:35-10.4; and over-the-counter and prescription medications that are improperly used to cause
determination.
- D. Procedures to be Followed When a Support Staff Member is Determined to be Under the Influence of a Substance intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system.
3. "Substance test" means a test conducted by a **Board-approved** laboratory using accepted substance use practices, accepted chain of custody procedures, and testing methodology recommended by the laboratory instrument's manufacturer.
4. "Support staff member's supervisor" or "supervisor" means the building or district administrative staff member who is responsible for supervising the support staff member. For the purposes of this Policy and Regulation, the support staff member's supervisor shall be the support staff member's Principal or any other administrative staff member **responsible at the time of the alleged violation or as designated by the Superintendent.**
5. "Under the influence" means the presence of a substance as defined in Policy

4218 and this Regulation as confirmed in a medical examination and substance test.

B. Procedures to be Followed When a Staff Member has Unlawfully Possessed or has been Involved in the Distribution of a Controlled Dangerous Substance

1. Subject to N.J.A.C. 6A:16-6.5, any staff member who, in the course of their employment, has reason to believe a staff member has unlawfully possessed or in any way been involved in the distribution of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall report the matter as soon as possible to the staff member's supervisor in accordance with the provisions of Policy 4218 and N.J.A.C. 6A:16-6.3(a).
 - a. In accordance with the provisions of N.J.A.C. 6A:16-6.3(a)1, upon receiving a report, the supervisor shall notify the Superintendent who shall notify, as soon as possible, the County Prosecutor or other law enforcement official designated by the County Prosecutor to receive such information.
 - b. In accordance with the provisions of N.J.A.C. 6A:16-6.3(a)2, the Superintendent or designee shall provide to the County Prosecutor or designee all known information concerning the matter including the identity of the staff member involved.
 - c. A staff member who unlawfully possessed or in any way has been involved in the distribution of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall be subject to appropriate discipline, which may include, but not be limited to, termination of a non-tenured support staff member or the filing of tenure charges for a tenured support staff member in accordance with law.

C. Procedures to be Followed When a Support Staff Member is Suspected to be Under the Influence of a Substance

1. The following procedures shall be used when a support staff member is suspected of being under the influence of a substance during work hours or at a school-sponsored function where the support staff member has been assigned job responsibilities.

- a. The support staff member's supervisor, upon receiving a report or information a support staff member may be under the influence of a substance during work hours **or at a school-sponsored function where the support staff member has been assigned job responsibilities** will:
 - (1) Immediately notify the Superintendent;
 - (2) Immediately meet with the support staff member;
 - (a) The support staff member's supervisor may include another staff member in this meeting; and
 - (b) The support staff member suspected of being under the influence may include another staff member or a representative of their choice in this meeting.
- b. The support staff member's supervisor shall present to the support staff member the report or information supporting the suspicion the support staff member may be under the influence of a substance.
- c. The support staff member shall be provided an opportunity to respond to the report or information presented by the supervisor.
- d. In the event the supervisor or designee believes the support staff member may be under the influence of a substance after meeting with the support staff member, the supervisor will arrange for an immediate medical examination **by the Board physician. The medical examination shall include a substance test administered by the Board physician or a Board-approved laboratory.**
- e. The support staff member shall be transported to the examination and testing location by means of transportation approved by the Superintendent or designee and shall be accompanied by the support staff member's supervisor or designee.
- f. The support staff member, prior to the medical examination and substance test, will be informed by the **Board** physician or designee on

- the type of testing to be completed and the substances that will be tested.
- g. The support staff member may, prior to being examined or tested, disclose to the **Board** physician or **designee** any prescription medicine, over-the-counter medicine or supplements, or any other reason why the support staff member's test results may be positive.
 - h. **Refusal by a support staff member to consent to the medical examination which includes a substance test** will be deemed a positive result for substances.
2. The **results of the** medical examination and substance test shall be used by the **Board** physician to determine if the support staff member is under the influence of any substance as defined in Policy 4218 and this Regulation. The substance test procedures will provide for a **confirmation** test using acceptable confirmation test procedures.
- a. **Any specimen determined by the Board physician or Board-approved laboratory to have been adulterated by the support staff member** will be deemed a positive result for substances.
3. The results of the substance test **shall be provided to the Superintendent and Board physician** within twenty-four hours of the test being administered or as soon as the test results are available. **The Superintendent shall provide the support staff member with these results.**
- a. **In the event the results of the medical examination and substance test are not provided to the Superintendent, it will be deemed a positive result for substances.**
4. If the **Board** physician determines, based upon the medical examination and the results of the substance test, that the support staff member was not under the influence of a substance during work hours or at a **school-sponsored function where the support staff member was assigned job responsibilities**, the support staff member shall return to their position in the school district **unless the Superintendent has a reason the support staff member should not be returned to their position.**

5. If the **Board** physician determines, based upon the medical examination and the results of the substance test, that the support staff member was under the influence of a substance during work hours **or at a school-sponsored function where the support staff member was assigned job responsibilities**, the **Board** physician will:
 - a. Discuss the results of the examination and substance test with the support staff member and provide the support staff member an opportunity to present any medical or other reasons for the **Board** physician's determination.
 - b. Provide the support staff member an opportunity to have the substance test results confirmed by a laboratory selected by the **support** staff member and approved by the **Board** physician and **Superintendent**.
 - (1) The **Board** physician will schedule and coordinate the **confirmation** test procedures, including the acceptable time period for the **confirmation** test to be conducted based on the existing test results, and the time in which a **confirmation** test result would be valid. **This confirmation test shall be paid for by the support staff member.**
 - (2) The **confirmation** test results must be provided to the **Board** physician and **Superintendent** within the time period required by the **Board** physician.
 - (3) Any **confirmation** test results provided to the **Board** physician and **Superintendent** not within the time period required by the **Board** physician shall not be accepted and the support staff member shall be determined to have waived their right to have the results of a **confirmation** test considered.
 - c. After completing the requirements in 5. a. and b. above, the **Board** physician shall make a final determination whether the support staff member was under the influence of a substance during work hours **or at a school-sponsored function where the support staff member was**

assigned job responsibilities.

- (1) If the **Board** physician makes a final determination the support staff member was not under the influence during work hours **or at a school-sponsored function where the support staff member was assigned job responsibilities**, the **Board** physician will report a **final determination** to the Superintendent and the support staff member shall return to their position in the school district **unless the Superintendent has a reason the support staff member should not be returned to their position**. Any records or documentation regarding a **negative medical examination or substance test** shall not be included in the support staff member's personnel file.
- (2) If the **Board** physician makes a final determination the support staff member was under the influence during work hours **or at a school-sponsored function where the support staff member was assigned job responsibilities**, the **Board** physician will report a **final**
 1. Any support staff member determined by the **Board** physician to be under the influence of a substance during work hours **or at a school-sponsored function where the support staff member was assigned job responsibilities** shall be required to meet with the Superintendent.
 - a. The support staff member may include a staff member or a representative of their choice in this meeting.
 2. The Superintendent will provide the support staff member an opportunity to respond to the **Board** physician's determination.
 3. A support staff member determined to be under the influence of a substance during work hours **or at a school-sponsored function where the support staff member was assigned job responsibilities** will be subject to appropriate discipline which may include, **but not be limited to:**
 - a. **Withholding an increment;**
 - b. **Terminating a non-tenured support staff member; and/or**

- c. Filing tenure charges for a tenured support staff member.

Issued: 17 October 2013

Revised: 13 May 2015

Revised:

SCHOOL DISTRICT ISSUED STUDENT IDENTIFICATION CARDS

5517 SCHOOL DISTRICT ISSUED STUDENT IDENTIFICATION CARDS

The Board of Education recognizes school building security measures are important for the safety and welfare of all students, staff, parents, and community members in school buildings

The purpose of the District Identification Card (ID) is to identify a person(s) as an authorized student or staff member associated with the Lakewood School District, High School and Middle School, thereby, allowing a quick response to unauthorized person(s). Students and staff must wear their ID at all times. Failure to do so will result in disciplinary action.

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

The procedures are as follows:

1. ID cards must be hung on a lanyard around the neck during the entire school day.
2. ID cards must be worn with the picture facing out.
3. ID cards must not be defaced or altered (no stickers, no coloring, etc.).
4. ID cards must be worn on the outermost layer of clothing (visible at all times).
5. Students must also present their ID cards to enter lunch, the library, and any school sponsored event.
6. Students without an ID should proceed directly to the attendance office and obtain a temporary ID card.
7. The cost for replacement of a lost ID card for student: \$2.00, staff: \$6.00, and a lanyard is \$1.00.
8. Any student or staff member not wearing an appropriate ID card may be refused entrance into the building.

Students without an appropriate ID card and lanyard are in violation and will receive

SCHOOL DISTRICT ISSUED STUDENT IDENTIFICATION CARDS

disciplinary consequences.

Staff members without an appropriate ID card will be referred to the building administrator.

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

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

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

Adopted: 17 October 2013

Revised:

REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES (M)

6112 REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES (M)

The Cash Management Improvement Act (CMIA) and related Federal regulations require a State to minimize the time elapsing between the transfer of funds from the United States Treasury and the expenditure of funds for program purposes. This requirement applies to grantees such as the State of New Jersey and their subgrantees, such as a school district. The State of New Jersey and school districts must assure funds have been, or will be, spent within a minimal amount of time after having been drawn from the Federal government.

In accordance with this requirement, the New Jersey Department of Education (NJDOE) has implemented a reimbursement request system of payment. The procedures as outlined in the New Jersey Department of Education Policies and Procedures for Reimbursement of Federal and Other Grant Expenditures shall be followed by school districts in submitting reimbursement requests. Reimbursement requests for entitlement grant awards under **the Every Student Succeeds Act (ESSA)**, the Individuals with Disabilities Education Act (IDEA), the Carl D. Perkins Career and Technical Education Improvement Act of 2006, **and any other program designated by the NJDOE** shall be made using the NJDOE's Electronic Web-Enabled Grant (EWEG) System.

Reimbursement requests by the School Business Administrator/Board Secretary or designee shall be made for individual titles and awards using the payment functionality of the EWEG system. **Only one reimbursement request per month may be submitted for an individual title, award, or subgrant.** Reimbursement requests may only be for expenditures that have already occurred or will occur **within three business days of receipt of funds.**

The submission of a reimbursement request constitutes a certification by the School Business Administrator/Board Secretary that the school district has previously made the appropriate expenditures and/or will make the expenditures **within three business days of receipt of funds** and that the expenditures are allowable and appropriate to the cost objective(s) of the subgrant.

The Superintendent or designee is responsible for submitting an amendment application to the NJDOE for approval if a new budget category for which no funds were previously budgeted or approved has been created. The Superintendent or designee is responsible for submitting an amendment application to the NJDOE for approval if cumulative transfers among expenditure categories exceed ten percent of the total award. **The Superintendent or designee is responsible for monitoring the cumulative ten percent level of fiscal change.**

Reimbursement requests must be in accordance with approved grant applications. A

REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES (M)

reimbursement request may be submitted at any time after the subgrant has received final NJDOE approval. Reimbursement requests submitted at least ten business days before the end of the month but no later than the fifteenth day of the month will be reviewed and, if approved, processed for payment the first business day of the following month. School districts will normally receive payment by the fifth business day of the month and will be able to track the grant's payment history in EWEG through the payments link of the grant application.

Reimbursement requests must contain a brief description of the expenditures for which reimbursement is being requested. Individual line items need not be detailed. Expenditures must be supported by documentation at the school district level but should not be submitted to the NJDOE with a reimbursement request. The Superintendent or designee is responsible to maintain supporting documentation for seven years and for making it available to the NJDOE, the United States Department of Education, and/or their authorized representatives upon request. Documentation for salary expenditures is subject to the requirements of the **Federal Uniform Grant Guidance**. Documentation for all other expenditures must include evidence that the expenditures are allowable costs and of the relationship of the expenditure to the subgrant's cost objectives.

The NJDOE staff will review reimbursement requests to determine **that** they meet the subgrant's criteria. When a reimbursement request is approved or denied, the school district will receive an email notification through the EWEG system. Approval of a reimbursement request by NJDOE does not imply approval of the expenditures as allowable or appropriate to the subgrant's cost objectives as the approval of expenditures will continue to be processed through the final report. The School Business Administrator/Board Secretary or designee assumes responsibility for assuring that all funds requested through the EWEG system either have already been expended, or will be expended **within three business days of receipt of funds**.

New Jersey Department of Education Policies and Procedures for Reimbursement of Federal and Other Grant Expenditures – **March 2014**

Adopted: 17 October 2013

Revised:

R 6112 REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES (M)**M**

The State of New Jersey and school districts must assure certain Federal and other grant funds have been, or will be, spent within a minimal amount of time after having been drawn from the Federal government. In accordance with this requirement, the New Jersey Department of Education (NJDOE) has implemented a reimbursement request system of payment **for grant awards**. The procedures outlined in this Regulation are to be followed by school districts in submitting reimbursement requests. Reimbursement requests for entitlement grant awards under **the Every Student Succeeds Act (ESSA)**, the Individuals with Disabilities Education Act (IDEA), the Carl D. Perkins Career and Technical Education Improvement Act of 2006, **and any other program designated by the NJDOE** shall be made using the NJDOE's Electronic Web-Enabled Grant (EWEG) System.

A. Definitions

1. "Cost objective" means a function, organizational subdivision, contract, grant, or other activity for which cost data are needed and for which costs are incurred.
2. "Grant" means an award of financial assistance by the Federal government to the State of New Jersey, Department of Education or funds NJDOE receives from the State legislature to be awarded to eligible subgrantees.
3. "Grantee" means the State of New Jersey, Department of Education, to which a grant is awarded by the Federal government.
4. "Subgrant" means an award of financial assistance to an eligible subgrantee, in this case, awards by the State of New Jersey, Department of Education to local education agencies or other eligible entities.
5. "Subgrantee" means the local education agency or other legal entity to which a subgrant is awarded and which is accountable to the State of New Jersey, Department of Education for the use of funds provided.

B. Procedures

REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES (M)

1. Functionality

- a. The School Business Administrator/Board Secretary or designee will submit reimbursement requests using the payment functionality of the EWEG system.
- b. The payment functionality is enabled upon final NJDOE approval of the subgrant application through the EWEG system.

2. Submission of Reimbursement Requests

- a. The School Business Administrator/Board Secretary or designee will make reimbursement requests for individual titles and awards. Therefore, reimbursement requests for **ESSA** will be made for each individual title. Reimbursement requests for IDEA must be made separately for Basic and Preschool as well as for the Perkins Secondary and Perkins Post-Secondary grant funds. Only one reimbursement request per month may be submitted for an individual title, award, **or subgrant**.
- b. Reimbursement requests may only be for expenditures that have already occurred or will occur **within three business days of receipt of funds**. The following examples are based upon the schedule in Section C. below.
 - (1) The school district has ordered and received supplies and has paid the vendor. The school district may request reimbursement.
 - (2) The school district has ordered and received equipment but has not yet paid the vendor. The school district expects payment to be made on the **seventh** of the **following** month, following the monthly Board meeting. The school district may request reimbursement **since the school district will make payment within three business days of receipt of funds**.
 - (3) The school district makes salary payments on the **first and fifteenth** day of each month. In a given month, the school

REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES (M)

district may request reimbursement for payroll expenditures actually made during the month and for the payroll scheduled for the **first** day of the **following** month **because the school district will make payroll expenditure within three business days of receiving the funds**. The school district may not request reimbursement in anticipation of subsequent pay dates, **that is, those occurring more than three business days after receiving funds**.

- (4) The school district is responsible for payment of health benefits to its provider on a quarterly basis. The subgrantee may request reimbursement prospectively if payment to the provider will be made **within three business days of receipt of funds**. If payment to the provider is made at the end of the month; however, the school district must request reimbursement during the month following payment.
 - (5) The school district is responsible for reimbursing the State of New Jersey for pension and social security payments made on behalf of employees paid with Federal funds. For members of the Teachers' Pension and Annuity Fund (TPAF), school districts shall reimburse the State no later than November. The request for reimbursement for pension and social security contributions for members of TPAF should be made at the time the school district will make payment to the State. For members of the Public Employees Retirement System or other State pension systems, the school district should request reimbursement at the time payments are due to the State for pension contributions and to the Internal Revenue Service for Social Security contributions. The school district should not include fringe benefit calculations in their regular salary reimbursement requests.
- c. The submission of a reimbursement request constitutes a certification by the School Business Administrator/Board Secretary that the school district has previously made the appropriate expenditures and/or will make the expenditures **within three business days of receipt of funds**. The submission of a reimbursement request also constitutes a

REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES (M)

certification that the expenditures are allowable and appropriate to the cost objective(s) of the subgrant.

d. Reimbursement requests must be in accordance with approved grant applications.

(1) The Superintendent or designee is responsible for submitting an amendment application to the NJDOE for approval if a new budget category for which no funds were previously budgeted or approved has been created.

(2) The Superintendent or designee is responsible for submitting an amendment application to the NJDOE for approval if cumulative transfers among expenditure categories exceed ten percent of the total award. The Superintendent or designee is responsible for monitoring the cumulative ten percent level of fiscal change.

C. Processing Timelines

1. Reimbursement requests may be submitted at any time after the subgrant has received final NJDOE approval. No more than one reimbursement request may be submitted per month for any one subgrant.
2. Reimbursement requests submitted at least ten business days before the end of the month but no later than the fifteenth day of the month will be reviewed and, if approved, processed for payment the first business day of the following month. School districts will normally receive payment by the fifth business day of the month and will be able to track the grant's payment history in EWEG through the payments link of the grant application.

D. Content of Reimbursement Requests

1. Reimbursement requests must contain a brief description of the expenditures for which reimbursement is being requested. Individual line items need not be detailed.
 - a. Example - \$8,750 is being requested in the 100 function code. The description is "salaries and instructional supplies."

2. Expenditures must be supported by documentation at the school district level. This documentation should not be submitted to the NJDOE with a reimbursement request. The Superintendent ~~of Schools~~ or designee is responsible to maintain supporting documentation for seven years and for making it available to the NJDOE, the United States Department of Education, and/or their authorized representatives upon request.
3. Documentation for salary expenditures is subject to the requirements of the **Federal Uniform Grant Guidance**. Documentation for all other expenditures must include evidence that the expenditures are allowable costs and of the relationship of the expenditure to the subgrant's cost objectives.

E. Review and Approval of Reimbursement Requests

1. NJDOE staff will review reimbursement requests to determine that they meet the subgrant's criteria, including but not limited to the following:
 - a. Adequate description of the expenditures is provided;
 - b. No new budget category has been created; and
 - c. The reimbursement request does not exceed the allowable threshold for an amendment as a result of cumulative transfers among expenditure categories.
2. When a reimbursement request is approved or denied, the school district will receive an email notification through the EWEG system.
3. Approval of a reimbursement request by NJDOE does not imply approval of the expenditures as allowable or appropriate to the subgrant's cost objectives. Approval of expenditures will continue to be processed through the final report. The School Business Administrator/Board Secretary **or designee** assumes responsibility for assuring that all funds requested through the EWEG system either have already been expended, or will be expended **within three business days of receipt of funds**

Issued: 17 October 2013

Revised:

7440 SCHOOL DISTRICT SECURITY

The Board of Education believes the buildings and facilities of the school district represent a substantial community investment. The Board directs the development and implementation of a plan for school district security to protect the school community's investment in the school buildings and facilities. **The Board will comply with the security measures required in N.J.S.A. 18A:7G-5.2 for new school construction and for existing school buildings.**

The school district security program will include: maintenance of facilities that are secure against unwelcome intrusion; protection against fire hazards and faulty equipment; and compliance with safe practices in the use of electrical, plumbing, heating, and other school building equipment.

The Board shall provide to local law enforcement authorities a copy of the current blueprints and maps for all schools and school grounds within the school district or nonpublic school. In the case of a school building located in a municipality in which there is no municipal police department, a copy of the blueprints and maps shall be provided to an entity designated by the Superintendent of the New Jersey State Police. The Board shall provide revised copies to the applicable law enforcement authorities or designated entities any time that there is a change to the blueprints or maps.

The Board directs close cooperation of district officials with law enforcement, fire officials, and other emergency agencies.

Each public elementary and secondary school building shall be equipped with at least one panic alarm for use in a school security emergency pursuant to N.J.S.A. 18A:41-10 through 13.

The Superintendent of Schools shall designate a school administrator, or a school employee with expertise in school safety and security, as a School Safety Specialist for the district in accordance with the provisions of N.J.S.A. 18A:17-43.3. The School Safety Specialist shall be required to acquire a New Jersey Department of Education School Safety Specialist certification in accordance with the provisions of N.J.S.A. 18A:17-43.2. The School Safety Specialist shall also serve as the school district's liaison with local law enforcement and national, State, and community agencies and organizations in matters of school safety and security.

Access to school buildings and grounds outside the hours school is in session shall be limited to personnel whose employment requires their presence in the facility. An adequate key

control system will be established to limit building access to authorized personnel and guard against the potential of intrusion by unauthorized persons who have obtained access improperly.

In accordance with N.J.S.A. 18A:7G-5.2.b.(15), propping open doors to buildings on school grounds is strictly prohibited and students and staff shall not open a door for any individual. All persons seeking entry into the main building shall be directed to the main entrance.

Building records and funds shall be kept in a safe place and secured as appropriate and necessary.

Protective devices designed to be used as safeguards against illegal entry and vandalism may be installed when appropriate. The Board may approve the employment of school resource officers, school security officers, and/or law enforcement officers in situations in which special risks are involved.

N.J.S.A. **18A:7G-5.2**; 18A:17-43.1; 18A:17-43.2; 18A:17-43.3;
18A:41-7.1; 18A:41-10; 18A:41-11; 18A:41-12; 18A:41-13
N.J.A.C. **6A:16-1.3; 6A:26-1.2**

Adopted: 17 October 2013

Revised: 28 March 2018

Revised: 27 March 2019

R 7440 SCHOOL DISTRICT SECURITY

A. Definitions

“Access” means authorized access to a school building or school grounds through the use of a Board-approved key control system.

“Key control system” means the use of a key, card, code, or any other means to disengage a locking mechanism to provide entry to a school building or school grounds.

“Panic alarm” means a silent security system signal generated by the manual activation of a device intended to signal a life-threatening or emergency situation requiring a response from law enforcement.

“School buildings” and “school grounds” means and includes land, portions of land, structures, buildings, and vehicles, when used for the provision of academic or extracurricular programs sponsored by the school district or community provider and structures that support these buildings, such as school district wastewater treatment facilities, generating facilities, and other central service facilities including, but not limited to, kitchens and maintenance shops. “School buildings” and “school grounds” also includes athletic stadiums; swimming pools; any associated structures or related equipment tied to such facilities including, but not limited to, grandstands; night field lights; greenhouses; garages; facilities used for non-instructional or non-educational purposes; and any structure, building, or facility used solely for school administration. “School buildings” and “school grounds” also includes other facilities such as playgrounds; and other recreational places owned by local municipalities, private entities, or other individuals during those times when the school district has exclusive use of a portion of such land in accordance with N.J.A.C. 6A:16-1.3 and 6A:26-1.2.

B. Access to School Buildings and School Grounds

1. Access to school buildings and grounds during the school day will be permitted to all students enrolled in the school, all authorized school staff members, and visitors pursuant to Policy and Regulation 9150.
2. Access to school buildings and grounds before and after the school day will be permitted to:

- a. Members of the Board of Education;
 - b. Administrative and supervisory staff members, teaching staff members, and support staff members assigned to a school building or grounds in the performance of their duties;
 - c. Other school staff members in the performance of their professional responsibilities;
 - d. Students involved in interscholastic athletics, co-curricular or extra-curricular activities, and authorized spectators;
 - e. Members of organizations granted the use of school premises pursuant to Policy and Regulation 7510;
 - f. Police officers, fire fighters, health inspectors, and other agents of Federal, State, and local government in the performance of their official duties;
 - g. Members of the public present to attend a public Board of Education or public school-related function; and
 - h. Others authorized by the Superintendent or designee and/or by Board Policy.
3. All visitors to a school building during a school day will be required to register their presence in the school and comply with the provisions of Policy and Regulation 9150. The school's registration and sign-in procedures may include the use of a school visitor management system requiring the visitor to present acceptable identification to access the school building.
 4. Signs will be conspicuously posted to inform visitors of the requirement to register their presence into the building.

C. Key Control System for Access to School Buildings and Facilities

1. School staff members will be provided access to a school building using the school's key control system as follows:
 - a. Teaching staff members and support staff members will be provided access using the school's key control system to the school building and to other facilities on school grounds to which they require access for the performance of their professional duties.
 - (1) The Building Principal will determine the school staff members who shall be provided access to facilities within the school building and on school grounds.
 - (2) The Superintendent or designee will determine the district administrators, supervisors, and other staff members who shall be provided access to facilities within the school building and on school grounds.
2. School staff members provided access to a school building or other facilities on school grounds shall be responsible for ensuring their key control system authorization is not shared with another individual without prior approval of the Principal or designee for school staff members, or the Superintendent or designee for district staff members. Staff members are prohibited from permitting their key control system authorization to be used by another person unless prior approval is obtained from the Principal or designee at the building level and Superintendent or designee at the district level or in the event of an emergency.
3. A staff member's loss of a key, card, or any other device authorizing the staff member access to a school building or a facility on school grounds must be immediately reported to the Principal or Superintendent or designee. The staff member who loses a key, card, or any such access device may be responsible for the replacement cost.

D. School Building Panic Alarm or Emergency Mechanisms (N.J.S.A. 18A:41-10 through 13)

1. Each public elementary and secondary school building shall be equipped with

at least one panic alarm for use in a school security emergency including, but not limited to, a non-fire evacuation, lockdown, or active shooter situation.

2. The alarm shall be directly linked to local law enforcement authorities or, in the case of a school building located in a municipality in which there is no municipal police department, a location designated by the Superintendent of the New Jersey State Police.
3. The alarm shall be capable of immediately transmitting a signal or message to such authorities outlined in D.2. above upon activation.
4. The alarm shall not be audible within the school building.
5. Each panic alarm required under N.J.S.A. 18A:41-11 and Policy and Regulation 7440 shall:
 - a. Adhere to nationally recognized industry standards, including the standards of the National Fire Protection Association and Underwriters Laboratories; and
 - b. Be installed solely by a person licensed to engage in the alarm business in accordance with the provisions of N.J.S.A. 45:5A-27.
6. The school district may equip its elementary and secondary school buildings with an emergency mechanism that is an alternative to a panic alarm if the mechanism is approved by the New Jersey Department of Education.

E. Staff Member Responsibilities

1. Staff members should not bring to school valuable personal items that cannot be in the staff member's personal possession at all times. The Board of Education is not responsible for a staff member's personal possession in the event the item is lost, stolen, misplaced, damaged, or destroyed.
2. In the event a staff member observes a student has a valuable item in school, the staff member will report it to the Principal or designee. A valuable item may include, but is not limited to, an unusually large amount of money, expensive jewelry or electronic equipment, or any item that is determined by

the Principal or designee to be valuable to a student based on the student's age.

- a. The Principal or designee may contact the student's parent and request the parent come to school to retrieve the valuable item;
 - b. The Principal or designee may secure the valuable item and return it to the student at the end of the school day and inform the student and the parent not to bring the valuable item to school in the future; or
 - c. The Principal or designee will permit the student to maintain the valuable item and inform the student and the parent not to bring the valuable item to school in the future.
 - d. The Board of Education is not responsible for a student's personal possession in the event the item is lost, stolen, misplaced, damaged, or destroyed when in the possession of the student.
3. Teaching staff members shall close classroom windows and shut and lock classroom doors when leaving at the end of the school day; shut and lock classroom doors during the school day when the room is not going to be in use after their assignment, and report immediately to the Principal or designee any evidence of tampering or theft.
 4. Custodians shall, at the end of the work day, conduct a security check of the building to make certain that all windows are closed and all office, classroom, and building doors are shut and locked, except as such doors may be required to be open for persons with access.
 5. Office personnel shall take all reasonable precautions to ensure the security of all school and district records and documents against unauthorized access, deterioration, and destruction.

F. School Safety Specialist

1. The Superintendent of Schools shall designate a school administrator, or a school employee with expertise in school safety and security, as a School Safety Specialist for the district in accordance with the provisions of N.J.S.A.

18A:17-43.3.

2. The School Safety Specialist shall:
 - a. Be responsible for the supervision and oversight for all school safety and security personnel, policies, and procedures in the school district;
 - b. Ensure that these policies and procedures are in compliance with State law and regulations; and
 - c. Provide the necessary training and resources to school district staff in matters relating to school safety and security.
3. The School Safety Specialist shall also serve as the school district's liaison with law enforcement and national, State, and community agencies and organizations in matters of school safety and security.
4. The School Safety Specialist shall be required to acquire a New Jersey Department of Education School Safety Specialist Certification in accordance with the provisions of N.J.S.A. 18A:17-43.2.

G. Summoning Law Enforcement Authorities

1. Law enforcement authorities will be summoned promptly whenever evidence is discovered that indicates: a crime has been committed on school premises or in the course of staff or student transportation to or from school; a break and entry may have occurred on school grounds; a deadly weapon is on school premises; a breach of the peace has occurred on school premises; for any reason required in the Memorandum of Understanding between the Board of Education and Law Enforcement and in accordance with Policy and Regulation 9320; or for any other reason there is concern about the health, safety, and welfare of persons on school grounds or school property.
2. **Anytime** law enforcement agents are summoned in accordance with **G.1. above**, the Superintendent **will be notified** as soon as possible.

Issued: 17 October 2013
Revised: 28 March 2018
Revised: 27 March 2019

8467 WEAPONS (M)

M

The Board of Education prohibits the possession, use, or exchange of any weapon in any school building, on school grounds, at any school-sponsored event, and on school sanctioned transportation except as the possession and use of a weapon is authorized by law and required in the performance of the possessor's duty.

For the purpose of this policy, "weapon" means anything readily capable of lethal use or of inflicting serious bodily injury. "Weapon" includes, but is not limited to, all firearms, knives, dangerous instruments intended to inflict harm, components that can be readily assembled into a weapon, explosive devices, and imitation firearms. For the purposes of this policy "firearm" means those items enumerated in N.J.S.A. 2C:39-1f and 18 U.S.C. 921.

Any pupil or school employee who has reasonable grounds to suspect the presence of a weapon prohibited by this policy shall immediately report his/her suspicion to the Building Principal or designee and/or immediate supervisor. **A Security Specialist and/or the Director of Security** shall conduct an appropriate search in accordance with Policy No. 5770 and confiscate any weapon discovered in the course of the search. He/she shall, if appropriate and feasible, summon the aid of law enforcement officers in the conduct of the search. **The Security Specialist/Director of Security** who confirms the presence of a weapon under circumstances that place persons at serious risk may confiscate the weapon immediately and may use such force as is reasonable and necessary to obtain possession.

Unless the weapon has been taken into custody by a law enforcement officer, the **Security Specialist or Director of Security** shall immediately store any confiscated weapon in a securely locked box or container **once the weapon has been made "safe/inoperable"** and report the presence of the weapon to the Superintendent. The **Director of Security** shall promptly notify, by telephone call and **email**, the Chief of Police of Lakewood that a weapon is present on school premises; the notice shall request removal of the weapon by an authorized law enforcement officer. The Superintendent shall obtain and file a receipt for any weapon removed by a law enforcement officer.

Any pupil who possesses, uses, or exchanges a weapon in violation of this policy shall be subject to stringent discipline, which may include expulsion. Any pupil or school employee who suspects or knows of the presence of a weapon in violation of this policy and fails to report the same shall be subject to discipline. Any person who possesses a weapon on school premises or school transportation or at a school-sponsored function shall be reported to the appropriate law enforcement agency.

Any pupil who is convicted or is an adjudicated delinquent for possession of a firearm or who is found to be in possession of a firearm on school property must be immediately removed from the regular education program and provided with an alternative program, pending a hearing before the Board of Education. Pupils convicted or found to be delinquent for possessing a firearm on school property, on a school bus, or at a school-sponsored function or committing a crime while possessing a firearm shall be immediately removed from the regular education program for a period of not less than one calendar year and placed in an alternative education school or program pending a hearing before the Board of Education to remove the pupil. (Chapters 127 and 128 of 1995, The Zero Tolerance for Guns Act)

Any pupil who commits an assault upon members of the school community with a weapon other than a firearm on school property must be immediately removed from the regular education program and provided with an alternative program, pending a hearing before the Board of Education. (Chapters 127 and 128 of 1995, The Zero Tolerance for Guns Act)

Pupils with disabilities violating the provisions of this policy shall be dealt with in accordance with Policy No. 2460 and Regulation No. 2460.6.

Nothing in this policy shall be construed to prohibit the reporting of a crime committed by a child with a disability to the appropriate law enforcement or judicial authorities, or to prevent such authorities from exercising their responsibilities with regard to the application of Federal or State law to crimes committed by a child with disabilities.

Any pupil requiring removal from the regular education program for the reasons enumerated above shall be removed in accordance with Policy and Regulation No. 5611.

The Superintendent, or designee, shall prepare regulations to implement this policy for the guidance of school staff in dealing with incidents involving weapons in the school district.

N.J.S.A. 2C:39-1 et seq.; 2C:58-6.1; 2C:58-15

N.J.S.A. 18A:6-1

N.J.S.A. 23:4-16

N.J.A.C. 6A:14-2.8 et seq.

Chapters 127 and 128 of 1995, The Zero Tolerance for Guns Act

18 U.S.C. 921

20 U.S.C 1415

Adopted: 17 October 2013

Revised:

R 8467 WEAPONS (M)

M

A. Definitions

"Weapon" includes:

1. Firearms, which include but are not limited to, any handgun, rifle, shotgun, machine gun, automatic or semi-automatic rifle, or any gun, device, or instrument in the nature of a weapon from which may be fired or ejected any solid projectile ball, slug, pellet, missile, or bullet, or any gas, vapor or other noxious thing, by means of a cartridge or shell or by the action of an explosive or the igniting of flammable or explosive substances. It also includes any firearm that is in the nature of an air gun, spring gun or pistol or other weapon of a similar nature in which the propelling force is a spring, elastic band, carbon dioxide, compressed or other gas or vapor, air or compressed air, or is ignited by compressed air, and ejecting a bullet or missile smaller than three-eighths of an inch in diameter, with sufficient force to injure a person. Firearms for the purposes of this regulation means those items enumerated in N.J.S.A. 2C:39-1f and 18 U.S.C. 921.
2. Components that can be readily assembled into a weapon.
3. Gravity knives, which means any knife that has a blade that is released from the handle or sheath thereof by the force of gravity or the application of centrifugal force.
4. Switchblade knives, which means any knife or similar device that has a blade that opens automatically by hand pressure applied to a button, spring, or other device in the handle of the knife.
5. Daggers, dirks, pen knives, box cutters, stilettos, and other dangerous knives.
6. Ballistic knives, which means any device capable of lethal use that can propel a knife blade.
7. Billies, blackjacks, bludgeons, metal knuckles, sandclubs, slingshots, cesti or similar leather bands studded with metal filings or razor blades imbedded in wood.

8. Stun guns, which means any weapon or other device that emits an electrical charge or current intended to temporarily or permanently disable a person.
9. Any device that projects, releases, or emits tear gas or any other substance intended to produce temporary physical discomfort or permanent injury through being vaporized or otherwise dispensed in the air.
10. Imitation firearms, which means an object or device reasonably capable of being mistaken for a firearm.

B. Confiscation

1. A **Security Specialist** who confiscates any weapon shall immediately notify the **Director of Security and the Superintendent**.
2. The **Director of Security** shall immediately notify the Chief of Police of the Lakewood Police Department by telephone **and email** that a weapon has been confiscated and shall request removal of the weapon by a police officer. The telephone call shall be confirmed in a written **email**.
3. The Principal shall safeguard the weapon until a law enforcement officer takes custody of it **after a Security Specialist/Director of Security makes the weapon "safe/inoperable."**
 - a. The Principal shall place the weapon in a box or container.
 - b. The Principal shall record or cause to be recorded on the container or on a document attached to the container,
 - (1) A description of the weapon;
 - (2) The name and signature of the person who confiscated the weapon;
 - (3) The date, time, and place the weapon was confiscated;
 - (4) The circumstances under which the weapon was confiscated; and

- (5) The name of the pupil or staff member believed to be in possession of the weapon when it was confiscated.
- c. The container will be placed in a secure location under lock and key and under the Principal's direct control.
- d. In the event any person other than the Principal is permitted access to the weapon prior to its retrieval by a law enforcement officer, that person shall enter his/her name and signature on the record along with the time and date of inspection and the reason for the access. Access to the weapon will be permitted only in the presence of the Principal.
- e. The law enforcement officer who takes custody of the weapon shall be required to sign and date the record to indicate his/her receipt of the substance or item.
- 4. The Principal shall provide to the law enforcement officer who takes custody of the weapon:
 - a. All information concerning the manner in which it was confiscated;
 - b. The identity of all persons who had custody of the weapon following its confiscation; and
 - c. The identity of any pupil or staff member believed to have been in possession of the weapon.

C. Evacuation

- 1. The Principal shall, in accordance with Regulation No. 8420, direct the immediate evacuation of the school building or the appropriate portion thereof in the event that:
 - a. The presence of an incendiary device or explosive is known or is reasonably reliably suspected;
 - b. A person possessing a firearm or incendiary device or explosive refuses to surrender the weapon and the use of force necessary to confiscate

the weapon would place another person at serious risk; or

- c. The Principal in his/her judgment believes that the school community is at risk and the building should be evacuated.

- 2. Regular evacuation routes may be modified as required to protect pupils and staff members from danger.
- 3. Law enforcement officers shall be summoned immediately to any school building evacuated under this regulation.

D. Removal of Pupils from Educational Program

- 1. A pupil convicted or found to be delinquent for possessing a firearm on any school property, on a school bus, or at a school-sponsored function or a pupil committing a crime with a firearm shall be immediately removed from the school's regular education program for a period of not less than one calendar year in accordance with Chapters 127 and 128 of 1995, The Zero Tolerance for Guns Act and Policy No. 5611.
- 2. A pupil who assaults a member of the school community with a weapon other than a firearm on school property, on a school bus, or at a school-sponsored function must be immediately removed from the school's regular education program in accordance with Chapters 127 and 128 of 1995, The Zero Tolerance for Guns Act and Policy No. 5611.
- 3. Removal of a pupil for reasons enumerated in this Regulation shall be in accordance with Policy and Regulation No. 5611.
- 4. The Building Principal will immediately notify the pupil's parent(s) or legal guardian(s) if the pupil is found to be in possession of a firearm on school property or if a pupil commits an assault upon members of the school community with a weapon other than a firearm on school property.

Issued: 17 October 2013

Revised:

State of New Jersey
Department of Education
Office of State Monitor
Lakewood Public Schools
200 Ramsey Avenue
Lakewood, NJ 08701
Phone: 732-364-2400 Ext. 7443
Email: dshafter@lakewoodpiners.org

October 3, 2019

Moshe Bender, President
Lakewood Township Board of Education
200 Ramsey Avenue
Lakewood, NJ 08701

RE: Partial Override Resolution to Approve the 2019-2020 Budget
Override Appointment of Holman, Frenia, Allison, P.C. SOP Review and Training
Appointment of Josefa Asad Translator/Interpreter

Dear President Bender:

The Board of Education at its September 25, 2019 approved a Resolution to Approve the 2019-2020 Budget. The resolution included the following two paragraphs:

"BE IT FURTHER RESOLVED, that the Lakewood Board of Education approves this Budget with the stipulation that if the School for Children with Hidden Intelligence is successful in their tuition appeal that the NJ Department of Education will provide additional state funds in the amount of \$5,008,333 as Emergency Aid to cover those payments and;

BE IT FURTHER RESOLVED, that the Lakewood Board of Education approves this Budget with the stipulation that if the deficit of the Lakewood Student Transportation Authority becomes the responsibility of the school district that the NJ Department of Education will provide additional state funds in the amount of \$2,900,000 as Emergency Aid to cover of those payments and;"

The board of education may not approve a budget with stipulations regarding items that may or may not occur including the requirement of receiving Emergency Aid if an event does occur. If the State does not agree to additional Emergency Aid then budget would not be approved by the Board of Education. By my authority of State Monitor under Title 18A:7A-55 I am deleting the above two paragraphs from the resolution

Another paragraph of the same resolution stated:

"BE IT FURTHER RESOLVED, that the Lakewood Board of Education approves this budget with a reduction to the appropriation for Nonpublic Transportation in the amount of \$4,769,145 to reflect only

the cost of mandated transportation for nonpublic students as required by the NJ Department of Education as a condition of approval of the budget and;"

By my authority of State Monitor under Title 18A:7A-55 I am deleting the above paragraph from the budget resolution and inserting the following language in its place:

"BE IT FURTHER RESOLVED, that the Lakewood Board of Education approves this budget with a corresponding deferment of audit and loan repayments in the amount of \$4,769,145 and;"

The Board of Education approved the following item:

"Approve Holman, Frenia, Allison, P.C. review, analyze, recommended changes, and train personnel throughout the district for the District's 2019-2020 Standard Operating Procedures, starting October 1, 2019 through December 15, 2019, at a cost not to exceed \$60,800.00.

This service is an unbudgeted administrative expense. Documentation has not been presented showing why these services are needed. If items in the CAFR point for a need for these services, the corrective action plan will address this and any services that might be needed should be considered by the board at that time. By my authority as State Monitor under Title 18:7A-55 I am overriding the above item.

The appointment of Josefa Asada as Translator/Interpreter was on the agenda for approval. Only five board members were present at the meeting and one board member was conflicted and could not vote on this item. The appointment failed with 4 yeses and 1 no. By my authority as State Monitor under Title 18A:7A-55 I am overriding the above item and approving the superintendent's recommendation for the employment of Josefa Asad.

I also direct the district's acting board secretary to file this letter of with the agenda in addition to the formal minutes of the meeting.

If you have any questions or require additional information do not hesitate to contact me.

Sincerely,



David Shafter
State Monitor

- c. Members of the Board of Education
Laura Winters, Superintendent
Kevin Campbell, Assistant School Business Administrator-Assistant Board Secretary
Keven Ahearn, Executive County Superintendent
Charles Muller, Executive County School Business Administrator
Glenn Forney, Office of State Monitors
Michael Inzelbuch, Board Attorney
Jo-Ann Zsamba, Executive Secretary