



**MEETING OF THE LAKEWOOD BOARD OF EDUCATION HELD ON WEDNESDAY, JUNE 27, 2018,  
AT 6:30 P.M., IN THE COMMONS, 855 SOMERSET AVENUE, LAKEWOOD, NEW JERSEY 08701**

At 6:43 p.m., due to the lack of a Quorum, the Board opened in committee. At 7:02 p.m. Mr. Campbell came out of Committee and opened the Public meeting. The Board remained in the conference room. Mr. Campbell then identified the Board Members in Executive Session. At 7:04 p.m. Mr. Campbell returned to Executive Session.

- I. **PLEDGE OF ALLEGIANCE:** Mr. Kevin Campbell, Interim Business Administrator, Board Secretary

**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.



Mr. Campbell read in the members who were in the conference room for the Executive Session:

II. **ROLL CALL**

Board Members Present: Mr. Isaac Zlatkin  
Mrs. Ada Gonzalez  
Mr. Chanina Nakdimen  
Mr. Moshe Tendler  
Mrs. Thea Jackson-Byers  
Mr. Bender

Board Members Absent: Mr. Newhouse  
Mr. Rodriguez  
Mr. Treissor

**Also Attending:** Mrs. Laura A. Winters, Superintendent  
Mr. Kevin Campbell, Interim Business Administrator/Interim Board Secretary  
Mr. Robert Finger, Interim Asst. Bus. Administrator/Interim Asst. Bd. Sec.  
Mr. David Shafter, State Monitor  
Mr. Michael Inzelbuch, Esq. Board Attorney



### III. EXECUTIVE SESSION - RESOLUTION

**Whereas**, Public Law 1975, Chapter 231, known as the Open Public Meetings Act, provides that a public body may not exclude the public from any meeting to discuss any matter described therein until the public body has first adopted a Resolution; and

**Whereas**, the Board of Education of the Township of Lakewood has determined that the following items must be discussed in closed session and that the public must be excluded from said deliberations; and

**Whereas**, the Board of Education of the Township of Lakewood has determined that the subject matter of the closed discussion falls within those matters described in subsection 7b of the Open Public meetings Act;

**Now, Therefore, Be It Resolved**, by the Board of Education of the Township of Lakewood, County of Ocean, State of New Jersey, that

A. The Board of Education, in closed session, may discuss one or more of the following subject matters:

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.

Which subject matters constitute a subject matter described in the sub-section 7b of the open Public Meetings Act.

**Be It Further Resolved** that, the Board of Education, of the Township of Lakewood, will disclose to the public the subject matter of said closed discussions, as soon as the matters have been resolved and the determination can be disclosed to the public.

At 8:39 p.m., the Board returned to Public Session and reopened the Public Session. Mr. Zlatkin motioned to return to Public Session and Mrs. Gonzalez seconded.



**IV. ROLL CALL**

Board Members Present: Mr. Isaac Zlatkin  
Mrs. Ada Gonzalez  
Mr. Chanina Nakdimen  
Mr. Moshe Tendler  
Mrs. Thea Jackson-Byers  
Mr. Bender

Board Members Absent: Mr. Newhouse  
Mr. Rodriguez  
Mr. Treissor

**Also Attending:** Mrs. Laura A. Winters, Superintendent  
Mr. Kevin Campbell, Interim Business Administrator/Interim Board Secretary  
Mr. Robert Finger, Interim Asst. Bus. Administrator/Interim Asst. Bd. Sec.  
Mr. David Shafter, State Monitor  
Mr. Michael Inzelbuch, Esq. Board Attorney

**Translator:** Ana Faone



**V. PRESENTATIONS: 1. Seal of Biliteracy Certificates – T Paolantonio**

After the presentations Oscar Orellano gave an update on the Community Liaison Program. He also introduced Apolinar Gonzalez a Lakewood resident who spoke regarding the help he had received through the Community Liaison Program.

**VI. MINUTES** Public Meeting – May 9, 2018  
Public Meeting – May 30, 2018

**VII. COMMITTEE REPORTS – None At This Meeting**

**VIII. CORRESPONDENCE AND COMMUNICATIONS - None At This Meeting**

**IX. RECOGNITION OF THE PUBLIC 1. Aaron Hirsch**

After the Public Session Michael Inzelbuch, Esq. Board Attorney reported on the Transportation Progress Report from Consultant Ross Haber. The report will be posted online.

## **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.

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.

### **X. REPORTS AND RECOMMENDATIONS OF THE BUSINESS ADMINISTRATOR/BOARD SECRETARY**

A. Approve the attached Budgetary line item Transfers as of April 30, 2018.

1. Approve the attached Budgetary line item Transfers as of May 31, 2018.

B. Acceptance of the Treasurers' and Board Secretary Reports as of April 30, 2018.

1. Acceptance of the Treasurers' and Board Secretary Reports as of May 31, 2018.

C. Certification of No Over expenditures:

Pursuant to N.J.A.C. 6A:23A-16.10, I, Kevin Campbell Interim Business Administrator/ Board Secretary, **do not** certify that as of June 27, 2018 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.

Tuition and Transportation line items exceed appropriations and will not be reconciled through June 30, 2018.



In addition Health Benefits appropriation has been over-expended.

In addition, the District is awaiting State Aid Refunds for the below State Aid advance repayments.

|                        |           |
|------------------------|-----------|
| 11-000-230-181-00-0000 | \$270,000 |
| 11-000-230-181-00-0001 | \$338,409 |
| 11-000-230-181-00-1000 | \$177,543 |

Kevin Campbell  
Interim Business Administrator/ Board Secretary

June 27, 2018  
Date

D. Approve **2017-2018** Bills List for June 27, 2018 for the Warrant Account in the amount of \$10,053,670.77.

D1. Approve **2018-2019** Bills List for June 27, 2018 for the Warrant Account in the amount of \$920,435.17.

D2. Approve Supplemental 2017-2018 Bills List for June 26, 2018 for the Warrant account in the amount of \$501,084.46.

D3. Approve Supplemental 2018-2019 Bills List for June 26, 2018 for the Warrant account in the amount of \$1,749,289.13.



E. Approve Bills List for the Cafeteria Account for June 27, 2018 in the amount of \$531,148.51.

F. Approval of the Payroll and Board Share of Fica/Medi as follows:

- Payroll of June 8, 2018 in the amount of \$2,283,027.14
- Payroll of June 22, 2018 in the amount of \$2,266,546.79

G. Approval of payment of New Jersey State Health Benefit Plan for April 2018 in the amount of \$1,621,623.68.

## **XI. REPORTS AND RECOMMENDATIONS OF SUPERINTENDENT:**

### **A. Superintendent Items**

#### **1. Approve Second Reading and Adoption of the following Bylaws, Policies and Regulations:**

- 1000 Table of Content for Policy & Regulation
- Policy 1550 Equal Employment/Anti-Discrimination Practices (M)(R)  
Formally known as: Affirmative Action Program For Employment And Contract Practices
- Regulation 1550 Equal Employment/Anti-Discrimination Practices (M)(R)  
Formally known as: Affirmative Action Program For Employment And Contract Practices
- 2000 Table of Content for Regulation
- Policy 2431 Athletic Competition (M)(R)
- Regulation 2431.2 Medical Examination Prior To Participation On A School-Sponsored Interscholastic Or Intramural Team Or Squad (M)(R)  
Formally known as: Medical Examination To Determine Fitness For Participation In Athletics

#### **2. Approve First Reading of the following Bylaws, Policies and Regulations:**

- 2000 Table of Content for Policy
- Policy 2431.8 Varsity Letters for Interscholastic Extracurricular Activities (M)
- 5000 Table of Content for Regulation
- Policy 5350 Pupil Suicide Prevention
- Regulation 5350 Pupil Suicide Prevention
- Policy 5533 Pupil Smoking (M)
- Policy 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M)
- Regulation 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M)
- 8000 Table of Content for Policy
- Policy 8462 Reporting Potentially Missing or Abused Children (M)
- Policy 8561 Procurement Procedures for School Nutrition Programs
- Policy 8651 Community Use Of Transportation (M)



**3. RESCIND FROM THE MAY 30, 2018 AGENDA:**

By the authority of David Shafter, State Monitor under Title 18A:7A-55, I am overriding this motion and approving the following contracts as attached:

Consultant Services Contract for Negotiation Services between Robert S. Finger and the Lakewood Board of Education for the period of June 1, 2018 through June 30, 2018 and a second contract with the same title for the period of July 1, 2018 through December 31, 2018. The contractual rate in both contracts shall be \$125.00 per hour and the combined amount of both contracts shall not exceed \$12,500.00.

4. Approve the revised 2018-2019 School Calendar.
5. Approve the Security Drill Statement of Assurance.
6. Approve the 2018-2019 Nursing Plan and Physician Standing Orders for School Staff.
7. Approve the 2018-2019 Annual School Plans for:



Clifton Avenue Grade School  
Ella G. Clarke  
Lakewood High School  
Lakewood Middle School  
Oak Street School  
Piner Elementary School  
Spruce Street School

8. Approve the 2018-2019 Annual School Plans for submission to the New Jersey Department of Education:

Clifton Avenue Grade School  
Ella G. Clarke  
Lakewood High School  
Lakewood Middle School  
Oak Street School  
Piner Elementary School  
Spruce Street School

9. Motion to approve the revised following Job Descriptions:

- Principal – High School
  - Principal – Middle School
  - Principal – Elementary School
  - Paraprofessional (Teacher Aide) – Highly Qualified – Category I
  - Paraprofessional (Teacher Aide) – Highly Qualified – Category II
- 

10. Approve Professional Development for the following staff for the 2018-2019 school year:

| Last Name          | First Name | Workshop                                                    | Date(s)                              | Register Fee                           | Mileage  | Other                                           |
|--------------------|------------|-------------------------------------------------------------|--------------------------------------|----------------------------------------|----------|-------------------------------------------------|
| Hutchinson-Daniluk | Valerie    | *Core Training Human Body Systems @ Stevens Univ., Maryland | 7/8/18 – 7/13/18<br>7/16/18- 7/19/18 | \$2400.00 (includes breakfast & lunch) | \$204.60 | \$850.00 (Room & Board)<br>\$2,880.00 (Stipend) |

\*Perkins Funds 20-360-200-104-03-0000 (Correction from the May 30, 2018 Board Agenda)

11. Ratify the Approval of Jenkinson's Aquarium to present "All About Penguins" at Lakewood Middle School, June 21, 2018, cost not to exceed \$425.00, to be paid through budget account # 15-190-100-890-0004.
12. Approve Doctoral program: Doctoral Study Intensive, 6 credits, at a cost of \$5,798.30 for Laura A. Winters, as per her negotiated contract (Term: June 28, 2018 - August 26, 2018).
13. Approve the submission of the Collaborative Partners Grant Application for the 2018-2019 school year.
14. Approval of the submission of the NJDOE 2018-2019 Title 1 Application.
15. In accordance with 2 CFR 200.430 & 2 CFR 200.431 the following staff will have all or part of their total compensation for fiscal year 2018 charged to a Federal award(s). Actual amounts to be determined based on time and effort spent on each award at fiscal year-end.

| Staff Member        | Federal Award | Account Number         |
|---------------------|---------------|------------------------|
| Desena, Alexandra   | Title I       | 20-231-200-100-15-0000 |
|                     | Title II      | 20-270-200-100-15-0000 |
|                     | Title III     | 20-241-200-100-15-0000 |
|                     | Title III IMM | 20-242-200-100-15-0000 |
|                     | Title IV      | 20-280-200-100-15-0000 |
| Feifer, Tova        | Title I       | 20-231-200-100-15-0000 |
| Lieberman, Benjamin | Title I       | 20-231-200-100-15-0000 |
|                     | Title II      | 20-270-200-100-15-0000 |
|                     | Title III     | 20-241-200-100-15-0000 |
|                     | Title III IMM | 20-242-200-100-15-0000 |
|                     | Title IV      | 20-280-200-100-15-0000 |
| Mercer, Jason       | Title I       | 20-231-200-100-15-0000 |
|                     | Title II      | 20-270-200-100-15-0000 |
|                     | Title III     | 20-241-200-100-15-0000 |

| Staff Member      | Federal Award | Account Number         |
|-------------------|---------------|------------------------|
|                   | Title III IMM | 20-242-200-100-15-0000 |
|                   | Title IV      | 20-280-200-100-15-0000 |
| O'Neill, Patricia | Title I       | 20-231-200-100-15-0000 |
|                   | Title II      | 20-270-200-100-15-0000 |
|                   | Title III     | 20-241-200-100-15-0000 |
|                   | Title III IMM | 20-242-200-100-15-0000 |
|                   | Title IV      | 20-280-200-100-15-0000 |
| Gonzalez, Evelyn  | Title III     | 20-241-200-100-15-0015 |
| Pribila, Maureen  | Title III     | 20-241-200-100-15-0015 |

16. Approve the following staff member to work on updating and revising curriculum for each of the subject areas: Art - K-5, Music - K-5, Social Studies - K-5, and English Language Arts - 6, effective July 1, 2018 through August 30, 2018, for a maximum of 40 hours each, at a rate of \$40.00 per hour. (Correction from the May 30, 2018 Agenda)

6th Grade ELA

Mary Ellen Klotz  
Heather Ross

K-5 Social Studies

Alyson Szczygiel  
Todd Pizzella

K-5 Art

Lauren Griffin  
John Minka

K-5 Music

Austin Barney  
Jessica Wilson

17. Approve staff to work on curriculum accommodations and modifications: Suzanne Rackham and Justina Rose for ELLS, as per required by QSAC, effective July 1, 2018 through August 30, 2018, for a maximum of 20 hours each, at a rate of \$40.00 per hour.
18. Approve the following elementary science lab teachers to compile supplemental resources to support the classroom science curriculum, from July 1, 2018 through August 30, 2018, for a maximum of 20 hours per person, at a rate of \$40 per hour.

|                |           |
|----------------|-----------|
| Jon Wudzki     | CAS       |
| Luanne Acevedo | EGC       |
| Amy Naylor     | OSS       |
| Susan Scribner | SSS/Piner |

19. Motion to approve the following District Instructional Coach Staff as follows:

|                          |                      |
|--------------------------|----------------------|
| Laura Stross             | Literacy Grades K-2  |
| Carolyn Kauffman         | Literacy Grades K-2  |
| Harriett Reynoso         | Literacy Grades 3-5  |
| Shelly Elsbree           | Literacy Grades 6-12 |
| Stephanie Niechwiadowicz | Math Grades K-5      |
| Amanda Santa Maria       | Math Grades K-5      |
| Yaffa Botuck             | Math Grades 6-12     |

20. Approve the following LMS staff members to participate in the Element Alternative Program, beginning September 24, 2018 through June 20, 2019 to be paid through the following budget accounts: Teachers Account: 15-423-100-101-04-0004, Counselor: 15-423-200-100-04-0004, Aide: 15-423-100-106-04-004, Program Administrator: 15-423-200-100-04-0004.

| Staff Member      | Position                   | Maximum hours per week | Total Not to exceed |
|-------------------|----------------------------|------------------------|---------------------|
| Donna Climer      | Guidance Counselor         | 15 shared              | \$22,800 Combined   |
| Nicole Hankins    |                            |                        |                     |
| Brian Quinlan     | SS teacher                 | 3.5                    | \$5,320             |
| Benjamin Pivetz   | Math Teacher               | 5                      | \$7,600             |
| Morgan Toal       | ELA Teacher                | 5                      | \$7,600             |
| Stephanie Badum   | Science Teacher            | 3.5                    | \$5,320             |
| Taylor Celenza    | Special Education Teacher  | 12                     | \$16,720            |
| Krista Smith      |                            |                        |                     |
| Timothy Reddan    | Physical Education Teacher | 3                      | \$4,560             |
| Lorraine Peace    | Program Aide Per week      | 15                     | \$11,400            |
| Scott Horowitz    | Administrator              | 8                      | \$23,680 Combined   |
| Richard Goldstein |                            |                        |                     |
| Deborah Rolston   | Administrator              | As Needed              | As Needed           |
| Heather Slocum    | Substitute                 | As needed              | As Needed           |
| Courtney Barton   | Substitute                 | As needed              | As Needed           |
| Angela Boettcher  | Substitute                 | As needed              | As Needed           |
| Mary Ellen Klotz  | Substitute                 | As needed              | As Needed           |

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21. Approve the following LMS staff (one per day) to supervise After-School Detention, for the 2018-2019 School Year, Monday-Friday , at a rate of \$40.00 per hour, not to exceed \$9,520.00, to be paid through budget account # 15-130-100-101-04-1012.

Ehlers, Diana  
Janusz, Maria  
Piero, Lisa  
Quinlan, Brian  
Stone, Jessica  
Toal, Morgan

22. Approve LMS to work collaboratively with CJFHC to plan and implement two TOP "Teen Outreach Program" club programs for the 2018-2019 School Year (25 Sessions), at no cost to the school district.

23. Approve the following LECC staff for the Transportation After-Care for the 2017-18 ESY program, at a rate of \$20.00 per hour, on an as needed basis:



Cangialosi, Julie  
Carlo, Angela  
DelPezzo, Angela  
Matthey, Courtney  
Muller, Shari  
Pierce, Lisa  
Randolph, Michael  
Romano, Eileen  
Shor, Miladys  
Turna, Gulbeyaz

24. Approve the following staff for the Transportation After-Care for the 2017-18 ESY at, at a rate of \$40.00 per hour, on an as needed basis:

Bower, Kathryn  
Karsko, George  
Minka, John  
Palmieri, Ida  
Speicher, Victoria

25. Approve the following LECC teachers to write early childhood literacy curricula during July 2018 through August 2018, at a rate of \$40.00 per hour, not to exceed 40 hours each, to be paid through budget account # 20-220-200-110-00-0000.

Choffey, Laura  
Goldman, Chana  
Kanarek, Nechama  
Miller, Rivka  
Rindner, Susie  
Sweigart, Lizia  
Wolfe, Staci

26. Approve the following LECC teachers to write a preschool home visiting policy and procedure manual, July 2018 through August 2018, at a rate of \$40.00 per hour, not to exceed 10 hours each, to be paid through budget account # 20-220-200-110-00-0000.

Gargulinski, Melissa  
Jasinski, Rachel  
Mylod, Kim  
Slawsky, Brueck

27. Approve Talk Trac for nonpublic student licenses, not to exceed \$2,000.00, to be paid through Township Grant budget account # 20-002-216-320-00-0011.

28. Approve nonpublic related services for the 2017-2018 school year, not to exceed \$385,000, to be paid from Township Nonpublic Grant funds, budget account 20-002-216-320-00-0011.

29. Approve T. Brander Therapy, Inc. to provide speech therapy at \$70.00 an hour and a speech evaluation at \$220.00, not to exceed \$50,000.00, to be paid through budget account # 11-00-216-320-00-0000.

30. Approve Jennifer Kaznowski, Social Worker, to be the Early Intervention District Representative, at a rate of \$40.00 per hour, from July 1, 2018 through June 30, 2019; to be paid through budget account # 11-000-219-104-13-0013.

31. Approve the following students and Lawrence J. Clark to attend Temple University football camp, June 16, 2018 at a cost of \$225.00, to be paid through LHS Football Student Activities Account.

Barksdale, Haziq  
Clark, La'mir  
Morris, Dante  
Peace, Andre  
Pierce, Tye

32. Approve Oscar Orellana, LHS staff member and Dante Morris and Antonio Cummings, LHS students, to attend the NHC Wrestling National Duals, Virginia Beach, VA., Friday, May 25, 2018 through Monday, May 28, 2018, three nights at Double Tree Hilton, at a rate \$93.00 per night, cost not to exceed \$279.00, to be paid through LHS Wrestling Student Activities account.
33. REMOVE Approve Michelle Doyle to present Title 1 Training "Title 1 fiscal and regulatory issues and relevant U.S. Department of Education guidance" and includes the consultation process, June 27, 2018 through June 28, 2018, at a cost of \$7,620.00 and \$180.00 for Benjamin Lieberman, , cost not to exceed \$7,800.00,, to be paid through Title I funds, budget account # 20-231-200-300-15-0000.
34. Approve the 2017-2018 tuition costs for the following out-of-district placements, to be paid through budget account # 11-000-100-566-00-0000.

| Number | Placement                         | Per Diem Rate/Monthly Rate                                    | Aide/Nurse Per Diem/Monthly | Billable Days | Start Date           |
|--------|-----------------------------------|---------------------------------------------------------------|-----------------------------|---------------|----------------------|
| 927031 | Lehmann                           | \$340.00/day                                                  |                             | 14            | 6/1/2018-6/30/2018   |
| 924950 | Ocean Academy                     | \$302.25/day*                                                 |                             | 48            | 4/19/2018-6/30/2018  |
| 21027  | SCHI                              |                                                               | \$133.33/day                | 161           | 10/16/2017-6/30/2018 |
| 908826 | The Titusville Academy            | \$269.49/day                                                  |                             | 13            | 6/13/2018-6/30/2018  |
| 195334 | Putnam/Northern Westchester BOCES | \$5,499.00/month-Tuition<br>\$5,357.84/month-Related Services | \$6,100.00/month            | 10 months     | 9/5/2017-6/30/2018   |

\*Correction from 5/30/2018 Agenda

35. Approve the 2017-2018 tuition costs for the following out-of-district placements, to be paid through budget account # 11-000-100-561-00-0000.

| Number  | Placement                           | Per Diem Rate/Monthly Rate | Aide/Nurse Per Diem/Monthly | Billable Days | Start Date          |
|---------|-------------------------------------|----------------------------|-----------------------------|---------------|---------------------|
| *912694 | Jackson Township Board of Education | \$73.51/day                |                             | 101 days      | 1/26/2017-6/30/2018 |

\*Correction from 5/30/2018 Agenda

36. Approve the 2018-2019 tuition costs for the following out-of-district placements, to be paid through budget account # 11-000-100-566-00-0000.

| Number | Placement                               | Per Diem Rate/Monthly Rate | Aide/Nurse Per Diem/Monthly | Billable Days | Start Date         |
|--------|-----------------------------------------|----------------------------|-----------------------------|---------------|--------------------|
| 908512 | Coastal Learning Center Monmouth Corp.  | \$291.64/day               |                             | 217           | 7/2/2018-6/30/2019 |
| 185340 | Coastal Learning Center Monmouth Corp.  | \$291.64/day               |                             | 217           | 7/2/2018-6/30/2019 |
| 191550 | Coastal Learning Center Monmouth Corp.  | \$291.64/day               |                             | 217           | 7/2/2018-6/30/2019 |
| 194469 | Coastal Learning Center Monmouth Corp.  | \$291.64/day               | \$140.00/day                | 217           | 7/2/2018-6/30/2019 |
| 195331 | Marie H. Katzenbach School for the Deaf |                            | \$3,900.00 ESY Program      | 20            | 7/9/2018-8/3/2018  |
| 909553 | Regional Day School                     | \$6,270.00 (ESY Program)   |                             | 30            | 7/2/2017-8/13/2017 |
| 909533 | Regional Day School                     | \$419.94/day               |                             | 180           | 9/1/2017-6/30/2018 |
| 151017 | Regional Day School                     | \$6,270.00 (ESY Program)   |                             | 30            | 7/2/2017-8/13/2017 |
| 151017 | Regional Day School                     | \$419.94/day               |                             | 180           | 9/1/2017-6/30/2018 |
| 201028 | Regional Day School                     | \$6,270.00 (ESY Program)   |                             | 30            | 7/2/2017-8/13/2017 |
| 201028 | Regional Day School                     | \$419.94/day               |                             | 180           | 9/1/2017-6/30/2018 |
| 919452 | Regional Day School                     | \$6,270.00 (ESY Program)   |                             | 30            | 7/2/2017-8/13/2017 |
| 919452 | Regional Day School                     | \$419.94/day               |                             | 180           | 9/1/2017-6/30/2018 |
| 906484 | Regional Day School                     | \$6,270.00 (ESY Program)   | \$5,300 (ESY Program)       | 30            | 7/2/2017-8/13/2017 |
| 906484 | Regional Day School                     | \$419.94/day               | \$294.44/day                | 180           | 9/1/2017-6/30/2018 |
| 919496 | SCHI                                    | \$509.51/day               | \$152.38/day                | 210           | 7/2/2018-6/30/2019 |
| 914670 | SCHI                                    | \$509.51/day               | \$152.38/day                | 210           | 7/2/2018-6/30/2019 |

| Number | Placement | Per Diem<br>Rate/Monthly Rate | Aide/Nurse Per<br>Diem/Monthly | Billable<br>Days | Start Date         |
|--------|-----------|-------------------------------|--------------------------------|------------------|--------------------|
| 922855 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 919232 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 921027 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 917432 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 925318 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 918618 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 919169 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 909113 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 911014 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 919321 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 920251 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 918616 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 923405 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 918521 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 926317 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 920188 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 908343 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 923530 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 913056 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 915874 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 909483 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 920962 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 915076 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 185321 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 921138 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 195332 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 912512 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 921114 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 908521 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 914680 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 912540 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 920707 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 924315 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 923904 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 917921 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 920802 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 922357 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 905755 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 920939 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 925452 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |

| Number | Placement | Per Diem<br>Rate/Monthly Rate | Aide/Nurse Per<br>Diem/Monthly | Billable<br>Days | Start Date         |
|--------|-----------|-------------------------------|--------------------------------|------------------|--------------------|
| 165324 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 923912 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 922505 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 917733 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 924428 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 918483 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 909571 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 922027 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 908014 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 921584 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 921672 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 907623 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 920977 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 913133 | SCHI      | \$509.51/day                  | \$152.38/day                   | 210              | 7/2/2018-6/30/2019 |
| 916043 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 926225 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 912227 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 905576 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 923749 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 905859 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 906448 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 915966 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 909041 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 914762 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 911874 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 909812 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 907450 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 908223 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 913427 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 924295 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 925972 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 923896 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 905613 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 919400 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 918460 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 911018 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 924348 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 911485 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 915764 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 195330 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |

| Number | Placement | Per Diem<br>Rate/Monthly Rate | Aide/Nurse Per<br>Diem/Monthly | Billable<br>Days | Start Date         |
|--------|-----------|-------------------------------|--------------------------------|------------------|--------------------|
| 922232 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 924587 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 915394 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 919135 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 910484 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 909598 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 905667 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 921408 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 906939 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 920937 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 917549 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 911114 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 924244 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 912535 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 923978 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 907205 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 917718 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 909566 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 925967 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 916025 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 906519 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 917491 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 924665 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 911726 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 923754 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 921124 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 925333 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 917204 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 906646 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 913422 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 908422 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 906862 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 920063 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 925265 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 924329 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 922018 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 907390 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 918076 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 922127 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 918640 | SCHI      | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |

| Number | Placement                   | Per Diem<br>Rate/Monthly Rate | Aide/Nurse Per<br>Diem/Monthly | Billable<br>Days | Start Date         |
|--------|-----------------------------|-------------------------------|--------------------------------|------------------|--------------------|
| 9596   | SCHI                        | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 913155 | SCHI                        | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 921370 | SCHI                        | \$509.51/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 920937 | SCHI                        |                               | \$152.38                       | 180              | 9/3/2018-6/30/2018 |
| 925044 | SEARCH Day<br>Program       | \$335.07/day                  | \$170.00/day                   | 220              | 7/2/2018-6/30/2019 |
| 918043 | The Center for<br>Education | \$322.59/day                  | \$105.00/day                   | 210              | 7/2/2018-6/30/2019 |
| 914899 | The Center for<br>Education | \$322.59/day                  | \$105.00/day                   | 210              | 7/2/2018-6/30/2019 |
| 925058 | The Center for<br>Education | \$322.59/day                  |                                | 191              | 7/2/2018-6/30/2019 |
| 924558 | The Center for<br>Education | \$322.59/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 919846 | The Center for<br>Education | \$322.59/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 914914 | The Center for<br>Education | \$322.59/day                  | \$105.00/day                   | 210              | 7/2/2018-6/30/2019 |
| 922667 | The Center for<br>Education | \$322.59/day                  | \$105.00/day                   | 210              | 7/2/2018-6/30/2019 |
| 917529 | The Center for<br>Education | \$322.59/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 921459 | The Center for<br>Education | \$322.59/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 925264 | The Center for<br>Education | \$322.59/day                  | \$105.00/day                   | 210              | 7/2/2018-6/30/2019 |
| 913490 | The Center for<br>Education | \$322.59/day                  |                                | 191              | 7/2/2018-6/30/2019 |
| 920794 | The Center for<br>Education | \$322.59/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 918536 | The Center for<br>Education | \$322.59/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 912341 | The Center for<br>Education | \$322.59/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 923404 | The Center for<br>Education | \$322.59/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 922484 | The Center for<br>Education | \$322.59/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 919854 | The Center for<br>Education | \$322.59/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 913847 | The Center for              | \$322.59/day                  |                                | 210              | 7/2/2018-6/30/2019 |

| Number | Placement                | Per Diem Rate/Monthly Rate | Aide/Nurse Per Diem/Monthly | Billable Days | Start Date         |
|--------|--------------------------|----------------------------|-----------------------------|---------------|--------------------|
|        | Education                |                            |                             |               |                    |
| 925341 | The Center for Education | \$322.59/day               | \$105.00/day                | 210           | 7/2/2018-6/30/2019 |
| 924460 | The Center for Education | \$322.59/day               |                             | 195           | 7/2/2018-6/30/2019 |
| 909798 | The Center for Education | \$322.59/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 920234 | The Center for Education | \$322.59/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 926574 | The Center for Education | \$322.59/day               | \$105.00/day                | 210           | 7/2/2018-6/30/2019 |
| 921133 | The Center for Education | \$322.59/day               | \$105.00/day                | 210           | 7/2/2018-6/30/2019 |
| 919502 | The Center for Education | \$322.59/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 924915 | The Center for Education | \$322.59/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 922491 | The Center for Education | \$322.59/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 921119 | The Center for Education | \$322.59/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 922383 | The Center for Education | \$322.59/day               | \$105.00/day                | 210           | 7/2/2018-6/30/2019 |
| 922739 | The Center for Education | \$322.59/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 911363 | The Center for Education | \$322.59/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 918321 | The Center for Education | \$322.59/day               | \$105.00/day                | 195           | 7/2/2018-6/30/2019 |
| 921274 | The Center for Education | \$322.59/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 921755 | The Center for Education | \$322.59/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 924589 | The Center for Education | \$322.59/day               | \$105.00/day                | 210           | 7/2/2018-6/30/2019 |
| 917785 | The Center for Education | \$322.59/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 919842 | The Center for Education | \$322.59/day               | \$105.00/day                | 210           | 7/2/2018-6/30/2019 |
| 918295 | The Center for Education | \$322.59/day               |                             | 210           | 7/2/2018-6/30/2019 |

| Number | Placement                                     | Per Diem<br>Rate/Monthly Rate | Aide/Nurse Per<br>Diem/Monthly | Billable<br>Days | Start Date         |
|--------|-----------------------------------------------|-------------------------------|--------------------------------|------------------|--------------------|
| 923305 | The Center for<br>Education                   | \$322.59/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 925316 | The Center for<br>Education                   | \$322.59/day                  |                                | 210              | 7/2/2018-6/30/2019 |
| 920796 | The Center for<br>Education                   | \$322.59/day                  | \$105.00/day                   | 210              | 7/2/2018-6/30/2019 |
| 919166 | The Education<br>Academy                      | \$297.26/day                  |                                | 210              | 7/9/2018-6/30/2019 |
| 916421 | The Education<br>Academy                      | \$297.26/day                  |                                | 210              | 7/9/2018-6/30/2019 |
| 907303 | The Education<br>Academy                      | \$297.26/day                  | \$134.00/day                   | 210              | 7/9/2018-6/30/2019 |
| 910296 | The Education<br>Academy                      | \$297.26/day                  |                                | 210              | 7/9/2018-6/30/2019 |
| 907238 | The Education<br>Academy                      | \$297.26/day                  |                                | 210              | 7/9/2018-6/30/2019 |
| 912595 | The Newgrange<br>School of<br>Princeton, Inc. | \$323.91/day                  |                                | 214              | 7/9/2018-6/30/2019 |
| 912528 | The Newgrange<br>School of<br>Princeton, Inc. | \$323.91/day                  |                                | 214              | 7/9/2018-6/30/2019 |
| 906767 | The Newgrange<br>School of<br>Princeton, Inc. | \$323.91/day                  |                                | 214              | 7/9/2018-6/30/2019 |
| 909524 | The Newgrange<br>School of<br>Princeton, Inc. | \$323.91/day                  |                                | 214              | 7/9/2018-6/30/2019 |
| 907337 | The Newgrange<br>School of<br>Princeton, Inc. | \$323.91/day                  |                                | 214              | 7/9/2018-6/30/2019 |
| 194500 | The Newgrange<br>School of<br>Princeton, Inc. | \$323.91/day                  |                                | 214              | 7/9/2018-6/30/2019 |
| 906555 | The Newgrange<br>School of<br>Princeton, Inc. | \$323.91/day                  |                                | 214              | 7/9/2018-6/30/2019 |
| 908922 | The Newgrange<br>School of<br>Princeton, Inc. | \$323.91/day                  |                                | 214              | 7/9/2018-6/30/2019 |
| 912852 | The Rugby School                              | \$379.89/day                  |                                | 211              | 7/9/2018-6/30/2019 |

| Number | Placement                | Per Diem Rate/Monthly Rate | Aide/Nurse Per Diem/Monthly | Billable Days | Start Date         |
|--------|--------------------------|----------------------------|-----------------------------|---------------|--------------------|
| 905850 | The Rugby School         | \$379.89/day               |                             | 211           | 7/9/2018-6/30/2019 |
| 908826 | The Titusville Academy   | \$308.21/day               |                             | 182           | 9/4/2018-6/30/2019 |
| 907123 | New Road School of Ocean | \$286.14/day               | \$100.00/day                | 210           | 7/2/2018-6/30/2019 |
| 205132 | New Road School of Ocean | \$286.14/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 912427 | New Road School of Ocean | \$286.14/day               | \$100.00/day                | 210           | 7/2/2018-6/30/2019 |
| 910083 | New Road School of Ocean | \$286.14/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 908359 | New Road School of Ocean | \$286.14/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 909476 | New Road School of Ocean | \$286.14/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 909194 | New Road School of Ocean | \$286.14/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 907788 | New Road School of Ocean | \$286.14/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 909235 | New Road School of Ocean | \$286.14/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 908922 | New Road School of Ocean | \$286.14/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 205165 | New Road School of Ocean | \$286.14/day               |                             | 210           | 7/2/2018-6/30/2019 |
| 204271 | New Road School of Ocean | \$286.14/day               |                             | 210           | 7/2/2018-6/30/2019 |

37. Approve the following nursing companies to provide one to one nursing for the 2017-2018 school year; to be paid through budget account #11-000-217-320-00-0000 as follows:

| Student ID | Agency                        | Rate per hour |
|------------|-------------------------------|---------------|
| 927031     | Bayada Home Health Care, Inc. | \$50.00/hr    |

38. Approve the following nursing companies to provide one to one nursing for the 2018-2019 school year; to be paid through budget account #11-000-217-320-00-0000 as follows:

| Student ID | Agency                | Rate per hour                     |
|------------|-----------------------|-----------------------------------|
| 926012     | Brentwood Health Care | \$45.00/hr-LPN and \$55.00/hr- RN |
| 195332     | Brentwood Health Care | \$45.00/hr-LPN and \$55.00/hr- RN |

39. Approve Sara Harvey, Education Resource, Inc. to provide a one (1) day in-service, on either September 5, 2018 or September 6, 2018, for Related Services staff, CST and Special Education Staff, not to exceed \$5,500.00, to be paid through budget account #11-000-219-500-00-0000. \*Correction from 5/9/2018 Agenda.
40. Approve Parental reimbursement for student 906448 for ESY/Camp for summer of 2017, in the amount of \$5,200.00, to be paid through budget account # 11-000-100-569-00-0000.
41. Approve Towne Nursing to provide substitute nursing services for the 2018-2019 school year; at \$51.00 per hour for LPN and \$56.00 per hour for RN; to be paid through budget account #11-000-217-320-00-0000.
42. 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 |
|--------|---------------------------------------------------|-------------------|-------------|
| 926460 | TBD                                               | 7/2/18 – 8/13/18  | \$40.00     |
| 910106 | Florence Bivins Rhoney                            | 6/12/18 – 6/23/18 | \$40.00     |
| 910106 | Karen Pipes                                       | 7/2/18 – 8/13/18  | \$40.00     |
| 912409 | Joan Bivins                                       | 7/2/18 – 8/13/18  | \$40.00     |
| 171028 | Jon Wudzki                                        | 5/21/18 – 6/22/18 | \$40.00     |
| 912193 | Kathryn Bower, Jeanette Callahanmelia             | 7/2/18 -8/13/18   | \$40.00     |
| 195329 | Kathryn Bower                                     | 7/2/18 – 8/13/18  | \$40.00     |
| 205333 | Jon Wudzki                                        | 7/2/18 – 8/13/18  | \$40.00     |
| 906829 | CHOP                                              | 7/9/18– 8/24/18   | \$56.57     |
| 175325 | Barry Hoberman                                    | 6/7/18 – 6/22/18  | \$40.00     |
| 908319 | Tree of Knowledge                                 | 6/4/18 – 8/3/18   | \$40.00     |
| 913648 | Tree of Knowledge                                 | 7/2/18 – 8/13/18  | \$50.00     |
| 204709 | Florence Bivins Rhoney                            | 5/18/18 – 6/4/18  | \$40.00     |
| 910438 | TBD                                               | 7/2/18 – 8/13/18  | \$40.00     |
| 910438 | Nicole Pirella Iacoves                            | 6/12/18 – 6/23/18 | \$40.00     |
| 194467 | TBD                                               | 7/2/18 – 8/13/18  | \$40.00     |
| 205344 | Kathryn Bower, Candy Herringer                    | 7/2/18 – 8/13/18  | \$40.00     |
| 904120 | Gail Condon                                       | 5/25/18 – 6/12/18 | \$40.00     |
| 909117 | Patricia Callahan                                 | 5/25/18 - 6/12/18 | \$40.00     |
| 923725 | Patricia Gregory, Christine Fagan, Iryna Magbanua | 5/25/18 – 6/11/18 | \$40.00     |
| 909136 | Kathleen Kirby                                    | 6/4/18 – 6/11/18  | \$40.00     |
| 909136 | Preferred                                         | 5/1/18 – 5/17/18  | \$40.00     |
| 194235 | Preferred                                         | 5/1/18            | \$40.00     |
| 909453 | Education Inc.                                    | 5/29/18 – 6/1/18  | \$49.00     |
| 909242 | Melissa Pick                                      | 6/5/18 – 6/22/18  | \$40.00     |
| 909242 | Education Inc.                                    | 5/26/18 – 5/31/18 | \$49.00     |

|        |                        |                   |         |
|--------|------------------------|-------------------|---------|
| 909955 | Education Inc.         | 5/24/18 – 6/7/18  | \$49.00 |
| 916773 | Education Inc.         | 6/2/18 – 6/16/18  | \$49.00 |
| 922719 | Education Inc.         | 6/1/18 – 6/15/18  | \$49.00 |
| 185337 | TBD                    | 5/25/18 – 6/12/18 | \$40.00 |
| 191100 | Florence Bivins Rhoney | 5/23/18 – 6/6/18  | \$40.00 |
| 205120 | Kathleen Kirby         | 5/18/18 – 6/4/18  | \$40.00 |
| 225427 | Carmella Quick         | 7/2/18 – 8/13/18  | \$40.00 |
| 201148 | Jon Wudzki             | 6/7/18 – 8/7/18   | \$40.00 |
| 204275 | Amy Klinger            | 6/5/18 – 9/1/18   | \$40.00 |

43. Approve Freehold Child Diagnostic Center to complete Psychiatric Evaluations, at a rate of \$500 per evaluation for the 2017-2018 school year, not to exceed \$10,000.00; to be paid through budget account # 11-000-219-390-13-0000.

44. Approve Malka Golovenzitz to conduct Functional Vision Evaluations/Functional vision assessment at a rate of \$500.00 per evaluation and TVI student services/staff consultations at \$150.00 per 45 minutes for the 2017-2018; not to exceed \$10,000.00; to be paid through budget account # 11-000-219-390-13-0000.

45. Approve the following Child Study Team members to work on an hourly 'as needed basis', at the rate of \$40.00 per hour for the department. This must be approved prior by the Supervisor of Special Services to meet state mandated requirements during the last week of June and the months of July 2018 and August 2018 in addition to their contractual 20 days of summer employment; to be paid through budget account #11-000-219-104-13-0013

|                      |                             |
|----------------------|-----------------------------|
| Abraham, Penina      | Hendry, Janet               |
| Anderson, Sherriese  | Hunt, Janaya                |
| Bell, Laura          | Jacobs, Miriam              |
| Blackwell, Marisol   | Kaznowski, Jennifer         |
| Bowers, Carol        | Maksumov, Yana              |
| Climer, Donna        | Nussbaum, Gila              |
| Filkin, Karen        | Rosciano-DiPietro, Michelle |
| Fortuna, Victoria    | Stern, Peter                |
| Gruenebaum, Batsheva | Wehl, Rachel                |
| Halle, Michelle      | Zentman, Chana              |

46. Approve the following individuals to provide Home Instruction for the 2018 – 2019 school year, at \$40.00 per hour, to be paid through budget accounts 11-150-100-320-00-0000.

|                |                        |
|----------------|------------------------|
| Frank Harrison | Florence Bivins-Rhoney |
| Barry Hoberman | Joan Bivins            |
| Gail Condon    | Atara Rubinstein       |
| Tara Rivera    | Holly Devito           |

47. REMOVE Approve Medical Homebound Instruction for students in the 2018-2019 school year, to be provided by the agency/consultant, to be paid through budget account # 11-150-100-320-00-0000.

|                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------|
| Education Inc./LearnWell Education                                                                               |
| Hampton Behavioral Health                                                                                        |
| Preferred Behavioral Health: Riptide/SAIL                                                                        |
| The Educational Services Commission of NJ (formerly known as Middlesex Regional Educational Services Commission) |
| Union County Educational Services Commission                                                                     |
| The Children's Hospital of Philadelphia                                                                          |
| New Hope Foundation                                                                                              |
| EVOKE                                                                                                            |
| Princeton House Behavioral Health                                                                                |
| Embrace Kids Foundation                                                                                          |
| Tree of Knowledge                                                                                                |

48. Approve Dr. Valentina Ward to complete psychological evaluations for the 2018-2019 school year, at a rate of \$800 per evaluation, at a cost not to exceed \$4,000.00; to be paid through budget account #11-000-219-320-00-0000/11-000-219-390-13-0000
49. Approve Freehold Child Diagnostic Center to complete Psychiatric Evaluations, at a rate of \$750 per evaluation for the 2018-2019 school year, not to exceed \$60,000.00; to be paid through budget account 11-000-219-320-00-0000/11-000-219-390-13-0000.
50. Approve Advanced Psychiatric Care to complete Psychiatric Evaluations, at a rate of \$350 per evaluation and Dangerous Assessment evaluations at a rate of \$250 per hour for the 2018-2019 school year, not to exceed \$60,000.00; to be paid through budget account 11-000-219-320-00-0000/11-000-219-390-13-0000.
51. Approve Neurology Specialists of Monmouth County, Dr. Noah Gilson R., M.D., to conduct Neurological Evaluations at a rate of \$400 per evaluation for the 2018-2019 school year, not to exceed \$30,000.00; to be paid through budget account #11-000-219-320-00-0000/11-000-219-390-13-0000.
52. Approve Avon OT Inc. to provide DIR consulting, at a rate of \$100 per hour, not to exceed 12 hours per week, for the 2018-2019 school year; not to exceed \$74,000.00; to be paid through budget account # 11-000-219-390-00-000.
53. Approve Dr. Dorothy Pietrucha of Meridian Pediatric Associates to conduct Neurological Evaluations, at a rate of \$175.00, for the 2018-2019 school year, not to exceed \$8750.00; to be paid through budget account #11-000-219-320-00-0000/11-000-219-390-13-0000.



54. Approve Malka Golovenzitz to conduct Functional Vision Evaluations/Functional Vision Assessment at a rate of \$500.00 per evaluation and TVI student services/staff consultations at \$150.00 per 45 minutes for the 2018-2019; not to exceed \$52,000.00; to be paid through budget account # 11-000-217-320-00-0000.

55. Approve the following service fees for Adam Krass of Adam Krass Consulting LLC for the 2018-2019 school year, not to exceed \$7200.00, to be paid from account 11-000-219-390-13-0000:

**Assistive Technology Service Fee**

- a) Assistive Technology Evaluation (learning supports, physical access) \$1,200
- b) Combined Assistive Technology(AT)/Augmentative and Alternative \$2,400  
Communication (AAC) Evaluation  
(with licensed speech language pathologist co-evaluator)
- c) Assistive Technology Services (training, set up, integration support) \$200/hour  
(2 hour minimum/day)
- d) Augmentative and Alternative Communication (AAC) Services (training,  
\$240/hour  
setup, speech and language support)  
(provided by licensed speech language pathologist)  
(2 hour minimum/day)
- e) Assistive Technology Workshops/Professional Development Training

- A. Half Day \$700
- B. Full Day \$1,200

56. Approve Chaya Sorscher-Levi to provide auditory verbal therapy services, at a rate of \$150.00, for the 2018-2019 school year, not to exceed \$20,000; to be paid through budget account #11-000-219-320-00-0000/11-000-219-390-13-0000.

57. Approve Child, Adolescent and Adult Psychiatry to complete Psychiatric Evaluations, at a rate of \$600 per evaluation, for the 2018-2019 school year, not to exceed \$60,000.00; to be paid through budget account # 11-000-219-320-00-0000/11-000-219-390-13-0000.

58. Approve Aliza Beren/Child Smart LLC as a BCBA consultant for the 2018-2019 school year; not to exceed a total of \$25,000.00, to be paid through budget account 11-000-219-320-00-0000/11-000-219-390-13-0000.

59. Approve Vivian Attanasio; Verbal Behavior Analysts, LLC as a Board Certified Behavior Analyst (BCBA), to conduct evaluations at \$1,900.00 an evaluation or at \$150.00 per hour, to be paid through budget account # 11-000-219-320-00-0000/11-000-219-390-13-0000.

60. Approve the following teachers for the Summer CST Meetings throughout the district for 2018-2019 school year, to be paid through budget account # 11-000-219-104-130-013:

|                                              |                                          |
|----------------------------------------------|------------------------------------------|
| Marissa Bedrose - DUAL Certified             | Stacy Mitchell - General Education       |
| Michelle Greenberg - DUAL Certified          | Rutricia Longworth - General Ed. Teacher |
| Marissa Romito-Collins - DUAL Certified      | Carmella Quick- Dual Certified           |
| Esther Weinfeld - DUAL Certified             | Kaneisha Campbell- General Ed. Teacher   |
| Melissa Pick - DUAL Certified                | Gina Silinonte- General Ed. Teacher      |
| Juliann Gilbert - DUAL Certified             | Kathleen Kirby- Special Ed. Teacher      |
| Laura Choffey - General Education            | Jodi Dotts- Special Ed. Teacher          |
| Mary Drawbaugh – DUAL Certified              | Lewis Peccarelli- General Ed. Teacher    |
| Tracy Brenman - General Education            | Maryellen Klotz- General Ed. Teacher     |
| Brueck Slawsky - General Education           | Esther Finkel - DUAL Certified           |
| Alyson Szczygiel - General Education         | Jean Felipe - General Ed. Teacher        |
| Alicia Wigdortz – DUAL Certified             | Cariann Meyer - General Ed. Teacher      |
| Taylor Celenza – DUAL Certified              | Lizia Sweigart - General Ed. Teacher     |
| Michael Hadley – General Education Certified | Miriam Schwed - Special Ed. Teacher      |

61. Approve the following translators for Child Study Team meetings, at a rate of \$25 per hour, not to exceed 25 hours per week, for the 2018-2019 school year, to be paid through budget account #11.000.219.104.13.0013.

|                      |                     |
|----------------------|---------------------|
| Aracelis Medina      | Lesbia Ortiz-Torres |
| Ruth Stillwagon      | Lizette Steffer     |
| Jeannette Eberhart   | Pool Quesada        |
| Nilka Ramirez        | Tracy Tejeda        |
| Josefa Asad          | Norma DeFelice      |
| Laureano Ballesteros |                     |

62. Approve Delta-T to conduct the following evaluations at the rates in the proceeding table for the 2018-2019 school year, not to exceed \$209,950.00; to be paid through budget account #11-000-219-320-00-0000/11-000-219-390-13-0000.

| <b>DELTA-T SCOPE OF SERVICES</b>                       |                    |                        |
|--------------------------------------------------------|--------------------|------------------------|
| <b>SERVICE</b>                                         | <b>HOURLY RATE</b> | <b>EVALUATION RATE</b> |
| Speech Therapy Services                                | \$78.00/hour       | \$400.00/evaluation    |
| Occupational Therapy Services                          | \$78.00/hour       | \$400.00/evaluation    |
| Physical Therapy Services                              | \$78.00/hour       | \$400.00/evaluation    |
| School Social Worker                                   | \$34.00/hour       | \$285.00/evaluation    |
| Psychologist                                           | \$57.50/hour       | \$285.00/evaluation    |
| LDTC                                                   | \$52.00/hour       | \$285.00/evaluation    |
| BCBA                                                   | \$90.00/hour       | \$400.00/evaluation    |
| Structured Learning Experience (SLE) Coordinator       | \$34.00/hour       | n/a                    |
| Develop IEP's                                          | \$50.00/hour       | n/a                    |
| Participate in IEP Meetings and Eligibility Conference | \$50.00/hour       | n/a                    |
| Provide Transition Services                            | \$103.50/hour      | n/a                    |

63. Approve Oxford to conduct the following evaluations at the rates in the proceeding table for the 2018-2019 school year, not to exceed \$45,500.00; to be paid through budget

| <b>OXFORD SCOPE OF SERVICES</b>                        |                                    |
|--------------------------------------------------------|------------------------------------|
| <b>SERVICE</b>                                         | <b>EVALUATION RATE/HOURLY RATE</b> |
| Speech Therapy Services                                | \$350.00/evaluation                |
| Occupational Therapy Services                          | \$350.00/evaluation                |
| Physical Therapy Services                              | \$400.00/evaluation                |
| School Social Worker                                   | \$350.00/evaluation                |
| Psychologist                                           | \$350.00/evaluation                |
| LDTC                                                   | \$350.00/evaluation                |
| BCBA                                                   | \$119.00/hour                      |
| Counseling                                             | \$84.00/hour                       |
| Develop IEP's                                          | \$84.00/hour                       |
| Participate in IEP Meetings and Eligibility Conference | \$84.00/hour                       |

account #11-000-219-320-00-0000/11-000-219-390-13-0000.

64. Approve Therapeutic Outreach to conduct the following evaluations at the rates in the proceeding table for the 2018-2019 school year, not to exceed \$50,000.00; to be paid through budget account #11-000-219-320-00-0000/11-000-219-390-13-0000.

| <b>THERAPEUTIC OUTREACH SCOPE OF SERVICES</b>          |                                    |
|--------------------------------------------------------|------------------------------------|
| <b>SERVICE</b>                                         | <b>EVALUATION RATE/HOURLY RATE</b> |
| Speech Therapy Services                                | \$283.50/evaluation                |
| Occupational Therapy Services                          | \$274.50/evaluation                |
| Physical Therapy Services                              | \$274.50/evaluation                |
| School Social Worker                                   | \$283.50/evaluation                |
| Psychologist                                           | \$283.50/evaluation                |
| LDTC                                                   | \$283.50/evaluation                |
| BCBA                                                   | \$119.00/hour                      |
| FBA                                                    | \$254.50/evaluation                |
| Counseling                                             | \$70.00/hour                       |
| Provide Transition Services                            | \$103.50/hour                      |
| Develop IEP's                                          | \$70.00/hour                       |
| Participate in IEP Meetings and Eligibility Conference | \$70.00/hour                       |

65. Approve Psych-Ed to conduct the following evaluations at the rates in the proceeding table for the 2018 -2019 school year, not to exceed \$50,000.00; to be paid through budget account #11-000-219-320-00-0000/11-000-219-390-13-0000.

| <b>PSYCH-ED SCOPE OF SERVICES</b>                      |                                    |
|--------------------------------------------------------|------------------------------------|
| <b>SERVICE</b>                                         | <b>EVALUATION RATE/HOURLY RATE</b> |
| Speech Therapy Services                                | \$400.00/evaluation                |
| Occupational Therapy Services                          | \$400.00/evaluation                |
| Physical Therapy Services                              | \$400.00/evaluation                |
| School Social Worker                                   | \$350.00/evaluation                |
| Psychologist                                           | n/a                                |
| LDTC                                                   | n/a                                |
| BCBA                                                   | \$90.00/hour                       |
| FBA                                                    | \$400.00/evaluation                |
| Counseling                                             | \$75.00/hour                       |
| Provide Transition Services                            | \$75.00/hour                       |
| Develop IEP's                                          | \$100.00/hour                      |
| Participate in IEP Meetings and Eligibility Conference | \$85.00/hour                       |

66. Approve Behavior Therapy Associates to provide behavior consultation and classroom support for up to 20 hours a week, at a rate of \$120.00/hour for the 2018-2019 school year, not to exceed \$120,000.00; to be paid through budget account #11-000-219-320-00-0000/11-000-219-390-13-0000.

67. Approve Creative Learning Services to conduct the following evaluations at the rates in the proceeding table for the 2018-2019 school year, not to exceed \$43,750.00; to be paid through budget account #11-000-219-320-00-0000/11-000-219-390-13-0000.

| CREATIVE LEARNING SERVICES SCOPE OF SERVICES |                             |
|----------------------------------------------|-----------------------------|
| SERVICE                                      | EVALUATION RATE/HOURLY RATE |
| LDTC                                         | \$350.00/evaluation         |
| Provide Transition Services                  | \$100.00/hour               |

68. Approve Trilingual Educational Consultant to conduct the following evaluations at the rates in the proceeding table for the 2018-2019 school year, not to exceed \$68,000.00; to be paid through budget account #11-000-219-320-00-0000/11-000-219-390-13-0000.

| TRILINGUAL EDUCATIONAL CONSULTANT SCOPE OF SERVICES    |                             |
|--------------------------------------------------------|-----------------------------|
| SERVICE                                                | EVALUATION RATE/HOURLY RATE |
| Psychologist                                           | \$340.00/evaluation         |
| FBA                                                    | \$340.00/evaluation         |
| Participate in IEP Meetings and Eligibility Conference | \$70.00/hour                |

69. Approval of the following school trips:

| Date    | School | Where to                       | # Students | # Staff / Adults | Admission Cost/Acct#                    | Transportation Cost/Acct# |
|---------|--------|--------------------------------|------------|------------------|-----------------------------------------|---------------------------|
| 6/21/18 | OSS    | LMS                            | 217        | 0                | \$0.00                                  | \$175.00 (In-House)       |
| 6/6/18  | LMS    | LAKEHURST<br>NAVAL AIR<br>BASE | 15         | 2                | \$0.00                                  | \$245.00 (In-House)       |
| 6/13/18 | LHS    | *Six Flags                     | 70         | 7                | \$2,250.00 (Adm.)<br>\$1,188.00 (Meals) | \$350.00 (In-House)       |

\*PBSIS FUNDS/DONATION

70. Approve Professional Development for the following staff for the 2017-2018/2018-2019 school years:

| Last Name   | First Name | Workshop                            | Date(s)                                 | Register Fee | Mileage | Other                                  |
|-------------|------------|-------------------------------------|-----------------------------------------|--------------|---------|----------------------------------------|
| Bell        | Laura      | OOD @ Collier                       | 5/29/18                                 | \$0.00       | \$14.57 | \$0.00                                 |
| Bell        | Laura      | Observation Sinai School            | 5/30/18                                 | \$0.00       | \$41.66 | \$0.00                                 |
| Bell        | Laura      | OOD @ New Road School               | 6/4/18                                  | \$0.00       | \$2.48  | \$0.00                                 |
| Breidenbach | Charles    | Chaperone Special Olympics TCNJ     | 6/8/18<br>6/9/18<br>6/10/18             | \$0.00       | \$0.00  | \$225.00<br>Chaperone                  |
| Campbell    | Kevin      | **Principles of Public Purchasing 2 | 7/17/18<br>7/31/18<br>8/7/18<br>8/14/18 | \$962.00     | \$0.00  | \$0.00                                 |
| Fry         | John       | Chaperone Special Olympics TCNJ     | 6/8/18<br>6/9/18<br>6/10/18             | \$0.00       | \$0.00  | \$225.00<br>Chaperone                  |
| Orellana    | Oscar      | Chaperone Special Olympics TCNJ     | 6/8/18<br>6/9/18<br>6/10/18             | \$0.00       | \$0.00  | \$225.00<br>Chaperone                  |
| Cirlincione | Jamie      | *NJTESOL                            | 5/30/18                                 |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| Costello    | Barbra     | *NJTESOL                            | 5/30/18                                 |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| Dunn        | Gladys     | *NJTESOL                            | 5/30/18                                 |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| Gonzalez    | Evelyn     | *NJTESOL                            | 5/30/18                                 |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| Hidalgo     | Marlene    | *NJTESOL                            | 5/31/18                                 |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| Kaminski    | Claire     | *NJTESOL                            | 6/1/18                                  |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |

| Last Name  | First Name | Workshop                                              | Date(s) | Register Fee | Mileage | Other                                  |
|------------|------------|-------------------------------------------------------|---------|--------------|---------|----------------------------------------|
| Kersaint   | Elrica     | *NJTESOL                                              | 6/1/18  |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| Luna       | Georgette  | *NJTESOL                                              | 5/30/18 |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| Lieberman  | Benjamin   | ***Danielson<br>Framework for New<br>Administrsrators | 8/14/18 | \$178.00     | \$33.51 | \$3.00 (TOLLS)                         |
| Mazzaroni  | Susan      | *NJTESOL                                              | 6/1/18  |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| McGuinness | Maureen    | *NJTESOL                                              | 5/30/18 |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| Meyer      | Cariann    | *NJTESOL                                              | 5/31/18 |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| Mostel     | Tobree     | *NJTESOL                                              | 6/1/18  |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| Perez      | Luz        | *NJTESOL                                              | 6/1/18  |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| Rindner    | Susan      | *NJTESOL                                              | 5/31/18 |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| Rinehart   | Michele    | *NJTESOL                                              | 5/31/18 |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| Silvestri  | Daniel     | *NJTESOL                                              | 6/1/18  |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| Small      | Leilanie   | *NJTESOL                                              | 5/30/18 |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |

| Last Name   | First Name | Workshop                                      | Date(s)            | Register Fee | Mileage | Other                                  |
|-------------|------------|-----------------------------------------------|--------------------|--------------|---------|----------------------------------------|
| Smith       | Krista     | *NJTESOL                                      | 5/30/18            |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| Steinmetz   | Doreen     | *NJTESOL                                      | 5/30/18            |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| Tsapatsaris | Ana        | *NJTESOL                                      | 5/31/18            |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| Wilson      | Natasha    | *NJTESOL                                      | 6/1/18             |              |         | \$2.65 (TOLLS)<br>\$10.00<br>(PARKING) |
| Halle       | Michelle   | Lehman School IEP                             | 6/6/18             | \$0.00       | \$2.66  | \$0.00                                 |
| Halle       | Michelle   | Tour Education Academy                        | 10/23/17           | \$0.00       | \$13.39 | \$0.00                                 |
| Halle       | Michelle   | Regional Day School Tour                      | 2/26/18            | \$0.00       | \$13.02 | \$0.00                                 |
| Halle       | Michelle   | Childrens Ctr of Monmouth County Tour         | 3/5/18             | \$0.00       | \$9.05  | \$0.00                                 |
| Halle       | Michelle   | The Lehman School IEP                         | 10/20/17           | \$0.00       | \$2.67  | \$0.00                                 |
| Halle       | Michelle   | The Lehman School IEP                         | 12/8/17            | \$0.00       | \$2.67  | \$0.00                                 |
| Halle       | Michelle   | The Lehman School IEP                         | 2/2/18             | \$0.00       | \$2.67  | \$0.00                                 |
| Halle       | Michelle   | The Lehman School IEP                         | 3/14/18            | \$0.00       | \$2.67  | \$0.00                                 |
| Halle       | Michelle   | The Lehman School IEP                         | 3/21/18            | \$0.00       | \$2.67  | \$0.00                                 |
| Halle       | Michelle   | Center for Education IEP                      | 9/8/17             | \$0.00       | \$1.05  | \$0.00                                 |
| Halle       | Michelle   | Center for Education IEP                      | 2/26/18            | \$0.00       | \$1.05  | \$0.00                                 |
| Lieberman   | Benjamin   | ****6 <sup>th</sup> Annual Equitable Services | 7/10/18<br>7/11/18 | \$550.00     | \$0.00  | \$38.68 (TOLLS)<br>\$63.80 (GAS)       |

| Last Name | First Name | Workshop                                  | Date(s)  | Register Fee | Mileage | Other                                                                                                                                          |
|-----------|------------|-------------------------------------------|----------|--------------|---------|------------------------------------------------------------------------------------------------------------------------------------------------|
|           |            | Institute                                 |          |              |         | \$117.00<br>(PARKING<br>AIRPORT)<br>\$84.00<br>(PARKING<br>HOTEL)<br>\$139.41 (CAR<br>RENTAL)<br>\$322.39<br>(FLIGHT)<br>\$420.00<br>(LODGING) |
| Filkin    | Karen      | Program Visit OSS                         | 6/18/18  | \$0.00       | \$1.49  | \$0.00                                                                                                                                         |
| Jacobs    | Miriam     | Observation JSCE                          | 6/18/18  | \$0.00       | \$39.06 | \$26.75 (TOLLS)                                                                                                                                |
| Jacobs    | Miriam     | Observation Tiferes<br>Miriam             | 10/31/18 | \$0.00       | \$38.44 | \$26.75 (TOLLS)                                                                                                                                |
| Jacobs    | Miriam     | IEP Childrens Center                      | 4/12/18  | \$0.00       | \$8.68  | \$0.00                                                                                                                                         |
| Jacobs    | Miriam     | IEP Mt. Sinai Academy                     | 4/11/18  | \$0.00       | \$44.64 | \$0.00                                                                                                                                         |
| Mackow    | Nicole     | *****2018 NJ PBSIS<br>Annual Leader Forum | 5/31/18  | \$14.50      | \$21.70 | \$0.00                                                                                                                                         |
| Valgenti  | Bridgit    | *****2018 NJ PBSIS<br>Annual Leader Forum | 5/31/18  | \$14.50      | \$21.70 | \$0.00                                                                                                                                         |

\*PREV. APPROVED 4/13/18 ADDITION OF TOLLS & PARKING ONLY ACCOUNT #20-241-200-500-15-0015

\*\*BUDGET ACCOUNT #11-000-251-580-00-0000 2018-2019 BUDGET

\*\*\*REGISTRATION ACCOUNT #11-000-223-500-00-0000 TRAVEL #11-000-223-580-00-0000

\*\*\*\*ACCOUNT #20-270-200-500-15-0015 TITLE II

\*\*\*\*\*ACCOUNT #20-231-200-500-04-0999

71. Approve the following placements for the Fall 2018 semester for student teaching (subject to approval of Criminal History background check):

| LAST NAME    | FIRST NAME | COLLEGE/UNIVERSITY | PLACEMENT | DATES FOR PLACEMENT     |
|--------------|------------|--------------------|-----------|-------------------------|
| Ras          | Nicole     | Rowan              | LHS       | 9/10/1/-10/17/18        |
| Jacobs       | Milka      | WGU                | CAGS      | September 2018-12 weeks |
| Ambula       | Todd       | Teach-Now          | SSS       | 9/5/18-11/21/18         |
| Rizzo-Mahler | Danielle   | Kean               | LHS       | 9/4-12/21/18            |

72. Approve the following placements for the Fall 2018 semester for student observations:

| LAST NAME | FIRST NAME | COLLEGE/UNIVERSITY | PLACEMENT | DATES FOR PLACEMENT |
|-----------|------------|--------------------|-----------|---------------------|
| Guarino   | Brian      | GCU                | LHS       | 10/8-12/14/18       |

73. Approve Morgan Toal LMS staff member, to be a chaperone for the NJ Natural Gas Project Venture Educational Program, 1415 Wycoff Road, Wall, New Jersey, monthly from 2:00 p.m.- 5:00 p.m., starting October 2018 through May 2019. NJNG will cover all cost for the chaperone and bussing for the program, at no cost to the district.

74. Approve for renewal of Realtime Information Technology, Inc. for the 2018-2019 school year as follows:

- Realtime Student Information System—\$47,200.00, Notification/Alert System - \$10,082.50 and Misc. Modules/Functions - \$1,000.00 to be paid through account #11.000.218.500.00.0000
- 504 Student Manager—\$7,050.00 to be paid through account #11.150.100.500.00.0000
- Special Education Mgmt./IEP Writer—\$19,585.00 to be paid through account #11.000.210.500.00.0000
- Food Service Mgmt./POS—\$10,350.00 to be paid through account #60.910.310.500.00.0000
- Student Information System—Non-Public—\$37,500.00 to be paid through account #20.502.200.500.00.0000

75. Approve for renewal of Stewart/Xerox print management for the district, effective July 2, 2018 through June 30, 2019, at a monthly cost of \$3,176.00, to be paid through budget account #11-190-100-500-00-0000.

76. Approve for renewal of Upcycle to recycle our non-working I.T. equipment, effective July 2, 2018 through June 30, 2019, at no cost to district.

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77. Approve for renewal of Print Again to recycle empty toner cartridges, effective July 2, 2018 through June 30, 2019, at no cost to the district.
78. Approve for renewal of our license for Isonas Pure Access for the 2018-2019 school year from Office Business Systems, at a cost of \$1,596.00, to be paid through account #11-000-252-500-00-0000.
79. Approve for renewal of Destiny Library Manager Hosted Service for the 2018-2019 school year from Follet School Solutions, at a cost of \$20,391.40, to be paid through budget accounts: #15-000-222-600-03-0003, #15-000-222-600-04-0004, #15-000-222-600-05-0005, #15-000-222-600-05-0005, #15-000-222-600-06-0006, #15-000-222-600-07-0007, #15-000-222-600-09-0009 for \$3,398.56 each.
80. Approve for renewal of Mitel MiVoice Service for the 2018-2019 school year, from SHI International Corp. NJ State Contract #M0003, at a cost of \$77,964.00, to be paid through budget account #11-000-230-530-15-0015.
81. Approve the purchase and installation of three HP Servers, Microsoft Win Server License, Citrex VM and annual maintenance from NWN, State Contract MNNVP-134 PA#40116, at a cost of \$51,712.91, to be paid through budget to account #11-000-252-330-00-0000.
- 
82. Approve the purchase of 9 Cisco network switches from NWN, State Contract M7000, at a cost of \$17,109.77, to be paid through budget account #11-000-252-500-00-0000.
83. Approve the installation of 10GB fiber, including necessary supplies in H.S. B116, Oak A1-2, Oak B1-2, LECC Campus 1, LECC Campus 3 and Clifton CST to OBS Inc., at a cost of \$18,890.50, to be paid through budget account #11-000-252-330-00-0000.
84. Approve Emilia Cuzco to work on the Para Pro Assessment testing during the months of July and August, at a rate of \$30.00 per hour.
85. Approve for Maureen Pribila to administer testing for all incoming students during the summer of 2018, at a rate of \$40.00 per hour, not to exceed \$7,000.00, to be paid through budget account #11-240-100-101-11-0011.

86. Recommend for approval the District Central Registration staff to complete the 2018 – 2019 School Year District Residency Yearly Confirmation, as per District Policy #5111, and during peak enrollment and transfer periods, starting August 15, 2018 and lunch forms through October 13, 2018, on an as needed basis, at a rate of \$25.00 per hour, not to exceed a maximum of 40 hours per person, to be paid through budget account #11-000-252-100-00-0000.

Ana Faone  
Karen Vargas  
Jackie Burns

Jisseh Vargas  
Ann Baillie  
Aimee Powers

87. Approve for District I.T. Technicians; Rich Ogle and Bryan Powell to work during off hours when schools are vacant, from July 2, 2018 through June 30, 2019, to install cabling, network infrastructure and other IT projects, to be paid at an overtime rate, to be paid through budget account #11-000-252-100-00-0000
88. Approve Jeanette Callahan, Patricia Gregory, Amy Mann, and Mary Ware to work on updating and revising grades 9-12 English Language Arts curriculum, at a rate of \$40.00, not to exceed 30 hours each paid through budget account #11-000-221-104-00-0000.
89. Approval for Bryan Powell to work during BOE meetings for Audio/Visual set-up, meeting recordings, breakdown and district Video Productions, June 1, 2018 - June 30, 2019 on an as needed basis, at a rate of \$50.00 per hour.
90. Approval for the Lakewood High School 2018-2019 school year 9th grade student population to participate in the Ocean County Health Department Alcohol prevention program AlcoholEdu, at no cost to the District.
91. Approve a mandatory SGO training for administrators which will be presented by Stockton on August 29, 2018. The cost for this half day training will not exceed \$658.00 and will be paid through account: 11-000-223-320-00-0000.
92. Approve The Danielson Group to provide five hours of consulting to the district to assist with revising the Teacher Observation Rubric Tool. The consulting will take place over the months of June and July 2018. The cost for this will not exceed \$625.00 and will be paid through account: 11-000-223-320-00-0000.
93. Approve The Danielson Group to provide a mandatory administrator training on the Teacher Observation Rubric Tool. This training will take place on August 30, 2019. The cost for the training will be \$1,950.00 and will be paid through account: 11-000-223-320-00-0000.

94. Approve Staff Development Workshops to create a Reading Unit of Study for First Grade. This unit will be completed by July 31, 2018. The cost for this work will not exceed \$5,100.00 and will be paid for through account #: 15-000-223-320-07-0007.

95. Approve the following staff for the Lakewood High School Summer Intervention & Summer Bridge Programs. Programs will run July 2nd – August 10<sup>th</sup> from 8:00 – 1:00. Paid through account #20-232-100-100-03-0003 (LHS SIA Carry Over funds).

| Staff Member              | Position                                                                 | Rate                                        |
|---------------------------|--------------------------------------------------------------------------|---------------------------------------------|
| Kelly Armstrong           | Physical Education – Bridge Program                                      | \$40.00 per hour – not to exceed \$5,800.00 |
| Maria Byrd                | Guidance Counselor – Bridge program                                      | \$40.00 per hour - not to exceed \$5,800.00 |
| Jeanette Callahan         | ELA teacher- Bridge program                                              | \$40.00 per hour- not to exceed \$5,800.00  |
| Valerie Hutchison-Daniluk | Science teacher – Bridge program                                         | \$40.00 per hour- not to exceed \$5,800.00  |
| Jillian Walsh             | Social Studies teacher – Bridge program                                  | \$40.00 per hour- not to exceed \$5,800.00  |
| Melissa Borowicki         | Math teacher – Bridge program                                            | \$40.00 per hour- not to exceed \$5,800.00  |
| Timothy Brown             | Paraprofessional – summer intervention program                           | \$20.00 per hour- not to exceed \$2900.00   |
| Lawrence Clark            | Attendance Officer – summer intervention program                         | \$30.00 per hour- not to exceed \$4,350.00  |
| Vincent Currao            | Physical Education teacher – summer intervention                         | \$40.00 per hour- not to exceed \$5,800.00  |
| TBD                       | Security Specialist                                                      | \$24.87 per hour- not to exceed \$3,606.15  |
| TBD                       | Security Specialist                                                      | \$24.87 per hour- not to exceed \$3,606.15  |
| James DeSopo              | Science teacher – summer intervention                                    | \$40.00 per hour- not to exceed \$5,800.00  |
| Andrea DeJohn             | Guidance Counselor – summer intervention                                 | \$40.00 per hour- not to exceed \$5,800.00  |
| Aimee Kinger              | Science teacher – summer intervention                                    | \$40.00 per hour- not to exceed \$5,800.00  |
| Michael Filardo           | Social Studies teacher/Credit recovery facilitator – summer intervention | \$40.00 per hour- not to exceed \$5,800.00  |
| Kevin Savini              | Social Studies teacher – summer intervention                             | \$40.00 per hour- not to exceed \$5,800.00  |
| Robert Terrigno           | Social Studies teacher – summer intervention                             | \$40.00 per hour- not to exceed \$5,800.00  |

|                     |                                                              |                                             |
|---------------------|--------------------------------------------------------------|---------------------------------------------|
| Arthur Lang         | Math teacher - summer intervention                           | \$40.00 per hour- not to exceed \$5,800.00  |
| Grace Lehotay       | ELA teacher – summer intervention/credit recovery            | \$40.00 per hour- not to exceed \$5,800.00  |
| Michael Hadley      | Social Studies teacher – summer intervention/credit recovery | \$40.00 per hour- not to exceed \$5,800.00  |
| Jacqueline McDonald | Math teacher – summer intervention                           | \$40.00 per hour- not to exceed \$5,800.00  |
| Stephen Peacock     | ELA teacher – summer intervention                            | \$40.00 per hour- not to exceed \$5,800.00  |
| Samuel Salguero     | Music/Recording Arts - Bridge                                | \$40.00 per hour- not to exceed \$5,800.00  |
| Michael Francia     | Art – Summer Bridge                                          | \$40.00 per hour- not to exceed \$5,800.00  |
| Nicholas Taylor     | TV Production – Bridge                                       | \$40.00 per hour- not to exceed \$5,800.00  |
| Daniel Silvestri    | ESL teacher – summer intervention                            | \$40.00 per hour- not to exceed \$5,800.00  |
| Alaina Spicer       | Math teacher – summer intervention                           | \$40.00 per hour- not to exceed \$5,800.00  |
| Brian Surgent       | Science teacher – summer intervention                        | \$40.00 per hour- not to exceed \$5,800.00  |
| Damarisinai Carrion | World Language teacher – summer intervention                 | \$40.00 per hour- not to exceed \$5,800.00  |
| Tracey Taylor       | Supervisor of Summer School                                  | \$80.00 per hour- not to exceed \$11,600.00 |
| Gloria White        | Paraprofessional – summer intervention                       | \$20.00 per hour – not to exceed \$2,900.00 |

96. Approve the following Lakewood High School staff members as Substitutes for the Summer Bridge and Summer Intervention programs. Staff will get paid \$40.00 per hour (Certificated staff) or \$20.00 per hour (Paraprofessional) for 5 hours per day, on an as needs basis. Paid through account #20-232-100-100-03-0003 (LHS SIA Carry over funds).

Iryna Magbuana  
Eugene Drumright  
Toni-Ann Mortellito  
Nancy Kwicinski  
Michael Hadley  
Christine Fagan  
Sharon Haluska

97. Approve the following Summer Bridge staff members for two additional planning days prior to the program beginning on July 2<sup>nd</sup> to create cross-curricular lessons within the content areas and plan with literacy coach to implement literacy throughout the four core content areas. A total of 10 hours per staff member at \$40.00 per hour, not to exceed \$400.00 per staff member. Paid through account #20-232-100-100-03-0003 (LHS SIA Carry over funds).

| Staff Member            | Content Area   | Amount   |
|-------------------------|----------------|----------|
| Valerie Daniluk         | Science        | \$400.00 |
| Jillian Walsh           | Social Studies | \$400.00 |
| Melissa Borowicki       | Math           | \$400.00 |
| Jeanette Callahan-Melia | ELA            | \$400.00 |

98. Approve Steven Zengel to analyze collected 2017-2018 high school attendance data and establish achievable and significant attendance goals for the 2018-2019 school year in accordance with the Lakewood HS Annual School Plan (SMART Goal 3). 100 hours at \$40.00 per hour, not to exceed \$4,000.00. Paid through account #20-232-100-100-03-0003 (LHS – SIA Carry over funds).

99. Approve Shelleen Elsbree, Literacy Coach, LHS to embed literacy standards and strategies into science, social studies and ELA curriculum and align lesson plans to reflect these standards. Also to revise ELA curriculum 9-12 based on assessment data and additional county curriculum requirements. Assist in embedding questions, standards, and activities for SE, ELL, and the Honors program. 100 hours at \$40.00 per hour, not to exceed \$4,000.00. Paid through LHS SIA carry over funds, account #20-232-100-100-03-0003.

100. Approve the following staff members to each receive \$50.00 as per the LEA contract guide for chaperoning the Junior Prom on May 18, 2018.

Robert Terrigno  
Kevin Savini  
Gloria White  
Candy Herriger  
Patricia Gregory

101. Approve Chaya Kramer and Rachel Gewirtz to provide additional speech evaluation write ups for the 2018-2019 school year, at a rate of \$300.00 per speech evaluation not to exceed \$7,500.00 paid through account # 11-000-216-320-00-0000.

102. Approve Kyna Darrow Bar to provide additional PT evaluation write ups for the 2018-2019 school year at a rate of \$300.00 per evaluation not to exceed \$7,500.00 paid through account #11-000-216-320-00-0000.

103. Approve Chaya Kramer to provide feeding evaluation write ups for the 2018-2019 school year at a rate of \$300.00 per evaluation not to exceed \$7,500.00 paid through account #

11-000-216-320-00-0000.

104. Approve Lynda's Therapy LLC to provide speech therapy/bilingual speech therapy services at \$80.00 per hour and \$300.00 per bilingual speech evaluation paid through account # 11-000-216-320-00-0000.
105. Approve Janet Felix and Mary Ann Powell to work additional hours as needed in the business office for the 2018-2019 school year, at a rate of time and a half, to be paid through budget account #11-000-251-100-00-0000.
106. Approve the acceptance of IDEA funds for the 2018-19 school year:
- IDEA Preschool Grant \$300,424  
IDEA Preschool Nonpublic Share: \$308,382  
IDEA Basic Grant \$7,358,389  
IDEA Basic Nonpublic Share: \$6,042,918
107. Approve A.W. o/b/o C.W. v. Lakewood Twp. Bd. of Educ. OAL Dkt. No.: EDS-04025-18 / Agency Ref.: 2018-27606. Parental contract to resume for student to be transported to the Harbor School in Eatontown, New Jersey at \$177.24 per diem for ESY and 2018-2019 SY, at a Cost savings to the district, and as per settlement which is on file in the Business Office.
108. Approve Richard Ogle, Perkins Technical Coordinator additional hours to work on the Perkins Grant for the 2017-2018 school year at \$40.00 per hour not to exceed \$4,000.00 to be paid through budget account #20-360-200-104-03-0000.
109. Approve Diane Russo, Perkins Grant Coordinator additional hours to work on the Perkins Grant for the 2017-2018 school year at \$40.00 per hour not to exceed \$4,000.00 to be paid through budget account #20-360-200-104-03-0000.
110. Approve Handle With Care, Behavior Management Systems, Inc. to present three workshops, "Verbal Skills Training, Physical Skills Training and Instructor Certification Program" on November 13, November 14 and November 15, 2017 for an additional cost of \$465.45 to be paid through budget account #11-000-223-500-00-0000 for the following additional staff members: (Correction agenda November 15, 2017)

| NAME            | SCHOOL |
|-----------------|--------|
| Asifa Rizwan    | EGC    |
| Matthew Faas    | Piner  |
| Jessica Howland | SSS    |
| Maria McGorry   | SSS    |

111. Approve the following staff members to work on the K-5 Science curriculum effective July



1, 2018 through August 30, 2018 for a maximum of 20 hours each, at a rate of \$40.00 per hour.

Arlaukas, Christine  
Kearney, Tracey  
Notaro, Salvatore  
Rinaldi, Jessica  
Soares, Juliana

112. Approve the following staff members to work with the ELA coach on the high school science curriculum effective July 1, 2018 through August 30, 2018 for a maximum of 20 hours each, at a rate of \$40.00 per hour.

DeSopo, James  
Fagan, Christine

113. Approve the following staff members to work with the curriculum team and add additional special education modifications and accommodations to the curriculum effective July 1, 2018 through August 30, 2018. Pending LHS ASP approval of funds at a rate of \$40.00 per hour.



Jennifer Garcia - 40 hours  
Iryna Magbanua- 40 hours  
Sharon Solar - 20 hours  
Jenna DelGrosso- 20 hours  
Kathleen Anen- 20 hours

114. Approve the revised Interlocal Agreement Between the Township of Lakewood and the Lakewood Township Board of Education, pending all appropriate approvals including the State Monitor. A copy is on file in the Superintendent's Office.

115. Approve to settle PERC complaint CO 2018-163 Prescription Waiver for RX coverage in an amount not to exceed \$36,000.00 subject to Attorney and State Monitor review.

**IMPORTANT INFORMATION:**

Fire Drill Report – June 2018  
Security Drill Report – June 2018  
HIB Report – May 31, 2018-June 27, 2018

**B. PERSONNEL**

**1. CERTIFICATED**

**a. Resignations**

1. D'AMICO, Joseph  
Teacher – Social Studies – LMS  
Effective: June 30, 2018
2. ENGLE, Annmarie  
Teacher – 3<sup>rd</sup> Gr. – OSS  
Effective: June 30, 2018
3. LALANDE, Stephen  
Teacher – 4<sup>th</sup> Gr. – OSS  
Effective: June 30, 2018
4. GALLOWAY, Joan  
Teacher – 2<sup>nd</sup> Gr. Bilingual – CAS  
Effective: June 30, 2018
5. DELGIODICE, Nicole  
Teacher – English – LHS  
Effective: June 30, 2018
6. CARAVANO, Cheri  
Teacher – Math – 8<sup>th</sup> Gr. – LMS  
Effective: June 30, 2018
7. DELLO RUSSO, Leila  
Teacher – 5<sup>th</sup> Grade – CAS  
Effective: June 30, 2018
8. ROMO, Paulina  
Teacher LA – Bilingual – LMS  
Effective: June 30, 2018
9. MANZOLI, Andrea  
Teacher – 4<sup>th</sup> Grade – OSS  
Effective: June 30, 2018

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- 
10. KUC, Jessica  
Teacher – 1<sup>st</sup> Grade – Piner  
Effective: June 30, 2018
  11. WEINGARTNER, Tara  
Teacher – CAS  
Effective: June 30, 2018
  12. COOPERMAN, Daniel  
Teacher – Mathematics/Engineering – LHS  
Effective: June 30, 2018
  13. ANEN, Denise  
Teacher – OSS  
Effective: June 30, 2018
  14. AMSEL, Sima  
Teacher – ESY  
Declined – Position
  15. ELEFANT, Dovid  
Job Coach - ESY  
Declined Position
  16. EHLERS, Diana  
Teacher – Art – LMS  
Effective: June 30, 2018
  17. STEINBERG, Toby  
Teacher – Preschool – Campus II  
Effective: June 30, 2018
  18. SHORT, Nicole  
Teacher – ESY  
Declined Position

b. Retirements – None At This Meeting

c. Terminations

1. WNEK, Stephanie  
Teacher  
Rescind reappointment on the May 9, 2018 Agenda  
Listed in error.

d. Leaves of Absence

1. BARRY, Rachel  
Teacher-OSS  
FMLA-Medical-Sick (7 days)-Paid  
Effective: June 11, 2018  
Terminating: June 19, 2018  
FMLA-Medical-Unpaid  
Effective: June 20, 2018  
Terminating: June 30, 2018
2. TAYLOR, Nicholas  
Teacher-LHS  
FMLA-Personal (4 days) & Sick (4 days)-Paid  
Effective: May 9, 2018  
Returning: May 21, 2018
3. SALINS, Andris  
Teacher-OSS  
Medical-FMLA-Extra Consideration minus Sub Pay (23 days)-Paid  
Effective: May 23, 2018  
Terminating: June 30, 2018

e. Transfers

1. GLATZER, Barbie  
From: 7<sup>th</sup> Grade LA - LMS  
To: Reading Interventionist – Piner  
Effective: September 1, 2018  
Terminating: June 30, 2018

f. Appointments

1. TORRES, Maria  
Teacher – Bilingual – SSS  
Effective: September 1, 2018  
Terminating: June 30, 2019  
Salary: Step 13, MA - \$57,171.00  
(Bilingual Certification required)  
(Mentoring paid by employee if necessary)  
(replacement for G Tobora – resigned - \$57,641.00)  
(budget account# 15-240-100-101-07-0007)

2. ESY (Extended School Year)

Effective: July 1, 2018

Terminating: August 13, 2018

Percentage of Their Annual Salary

| Staff Member     | 6 Weeks | 3 Weeks | Amount     |
|------------------|---------|---------|------------|
| • Minka, John    | X       |         | \$8,590.65 |
| Bouney, Michele  | X       |         | \$7,941.15 |
| Romito, Marissa  | X       |         | \$7,791.15 |
| • Spicher, Terry |         | X       | \$1,379.40 |

- Change in the number of weeks

g. Reappointments

1. LEA Certified – Non-Tenured (10 Months)

Effective: September 1, 2018

Terminating: June 30, 2019

(Pending Contract Negotiation)

|      |           |         |      |             |
|------|-----------|---------|------|-------------|
| From | Di Miceli | Rosalie | 8 BA | \$50,641.00 |
|------|-----------|---------|------|-------------|

**\*CORRECTION FROM MAY 9, 2018 AGENDA**

h. Salary Adjustments – None At This Meeting

i. Stipends

1. Co-Curricular Positions- LMS

2017-2018 School Year

per the LEA Contract, Schedule G

(budget account #15-401-100-100-04-0004)

| Name              | Position                   | Stipend   |
|-------------------|----------------------------|-----------|
| Fodor, Andrew     | Winter and Spring Concerts | \$ 546.00 |
| Resignato, Rachel | Winter and Spring Concerts | \$ 546.00 |

2. Co-Curricular Positions- LMS

2018-2019 School Year

per the LEA Contract, Schedule G

(budget account #15-401-100-100-04-0004)

| Name:                | Position                  | Stipend    |
|----------------------|---------------------------|------------|
| Ambrozaitis, Lindsay | Yearbook Grade 8          | \$1,008.00 |
| Douglas, Brenda      | Student Government Middle | \$860.00   |

| <b>Name:</b>      | <b>Position</b>       | <b>Stipend</b> |
|-------------------|-----------------------|----------------|
|                   | School                |                |
| Ehlers, Diana     | District Art Show     | \$273.00       |
| Giaconia, Colleen | Class Advisor Grade 8 | \$1001.00      |
| Heather Ross      | Class Advisor Grade 6 | \$767.00       |
| Linda Schenck     | Class Advisor Grade 7 | \$767.00       |
| Nadeau, Megan     | District Art Show     | \$273.00       |
| Quick, Carmela    | Stock Clerk           | \$1,008.00     |
| Shemeley, Lindsay | District Art Show     | \$273.00       |
| Valgenti, Bridgit | Audio Visual          | \$726.00       |

3. Department Coordinator Positions  
2018-2019 school year  
as per the LEA Contract, Schedule F  
(budget account #15-130-100-101-04-1013)

| <b>Name:</b>       | <b>Position</b>        | <b>Stipend</b> |
|--------------------|------------------------|----------------|
| Darnowski, Sheila  | Bilingual              | \$3,960        |
| Dunn, Gladys       | Science                | \$3,960        |
| Intromasso, Alicia | Special Education      | \$3,960        |
| Johnson, Sarah     | Language Arts          | \$3,960        |
| Lee, Darren        | History                | \$3,960        |
| Mackow, Nicole     | Elective               | \$3,960        |
| Moore, Tara        | Physical Education     | \$3,960        |
| Gianconia, Colleen | Department Coordinator | \$3,960        |

4. Climate and Culture Chairpersons - LMS  
Effective: September 1, 2018  
Terminating: June 20, 2019  
Stipend: \$2,500.00 each  
(budget account #15-401-100-100-04-0004)

VALGENTI, Bridgit  
MACKOW, Nicole

5. GOBLE, William  
Data Specialist – LMS  
Effective: September 1, 2018  
Terminating: June 20, 2019  
Stipend: \$6,000.00  
(budget account # 15-000-221-176-04-0004)

6. Coaches – Fall  
 2018-2019 school year  
 as per the LEA Contract, Schedule E  
 (budget account #11-402-100-100-15-0000)

| Last Name        | First Name | Sport          | Position               | Group | Step | Salary     |
|------------------|------------|----------------|------------------------|-------|------|------------|
| Drumright        | Eugene     | Soccer – Boys  | Head Coach             | II    | 4    | \$6,795.00 |
| Guevara-Palacios | Luis       | Soccer – Boys  | Asst. Coach            | II    | 3    | \$4,580.00 |
| Gallegos         | Edgar      | Soccer – Boys  | Asst. Coach            | II    | 2    | \$4,009.00 |
| Orellano         | Oscar      | Soccer – Boys  | Asst. Coach            | II    | 4    | \$5,365.00 |
| Correa           | Caleb      | Soccer – Boys  | Asst. Coach            | II    | 2    | \$4,009.00 |
| Riordan          | Nancy      | Soccer – Boys  | Asst. Coach            | II    | 1    | \$3,954.00 |
|                  |            |                |                        |       |      |            |
| Shelly           | Kyle       | Soccer – Girls | Head Coach             | II    | 3    | \$6,502.00 |
| Mendyk           | Erick      | Soccer – Girls | Asst. Coach            | II    | 1    | \$3,954.00 |
| Putman           | Eric       | Soccer – Girls | Asst. Coach            | II    | 1    | \$3,954.00 |
| Smith            | Krista     | Soccer – Girls | Asst. Coach            | II    | 3    | \$4,580.00 |
| Walsh            | Jillian    | Soccer – Girls | Asst. Coach            | II    | 1    | \$3,954.00 |
|                  |            |                |                        |       |      |            |
| Luccarelli       | Amanda     | Cross Country  | Head Girls/Boys Coach  | III   | 1    | \$5,560.00 |
| Holmes           | Randy      | Cross Country  | Asst. Coach            | III   | 4    | \$4,547.00 |
| Kwicinski        | Nancy      | Cross Country  | Asst. Coach            | III   | 4    | \$4,547.00 |
|                  |            |                |                        |       |      |            |
| Tamarano         | Rebecca    | Field Hockey   | Head Coach             | II    | 2    | \$6,052.00 |
| Wiemken          | Susan      | Field Hockey   | Asst. Coach            | II    | 4    | \$5,365.00 |
| Faynor           | Brianne    | Field Hockey   | Asst. Coach            | II    | 3    | \$4,580.00 |
| Shames           | Michelle   | Field Hockey   | VOLUNTEER              |       |      | \$0.00     |
| Worthy           | Maxine     | Cheerleading   | Head Coach             | IV    | 4    | \$5,365.00 |
| Saunders         | Lauren     | Cheerleading   | Asst. Coach            | IV    | 3    | \$3,598.00 |
| Katechis         | Nicoletta  | Cheerleading   | Asst. Coach            | IV    | 2    | \$3,436.00 |
| Filardo          | Michael    | Tennis – Girls | Head Coach             | III   | 4    | \$6,011.00 |
| Wudzki           | Jon        | Tennis – Girls | Asst. Coach            | III   | 4    | \$4,547.00 |
|                  |            |                |                        |       |      |            |
| Clark III        | Lawrence J | Football       | Head Coach             | I     | 4    | \$8,430.00 |
| Clark            | Devron     | Football       | Asst. Coach            | I     | 1    | \$3,926.00 |
| Reddan           | Timothy    | Football       | Asst. Coach            | I     | 2    | \$4,009.00 |
| Peccarelli       | Lewis      | Football       | Asst. Coach            | I     | 4    | \$5,978.00 |
| Brown            | Timothy    | Football       | Paraprofessional Coach | I     | 4    | \$5,978.00 |
| Bauble           | Evan       | Football       | Asst. Coach            | I     | 4    | \$5,978.00 |
| Muth             | Michael    | Football       | Asst. Coach            | I     | 3    | \$4,580.00 |
| Fry              | John       | Football       | Asst. Coach            | I     | 4    | \$5,978.00 |
| Subbhan          | Ezekiel    | Football       | Asst. Coach            | I     | 1    | \$3,926.00 |
| Kavanagh         | Noel       | Football       | Asst. Coach            | I     | 4    | \$5,978.00 |

|           |        |              |                   |     |        |            |
|-----------|--------|--------------|-------------------|-----|--------|------------|
| Terrigno  | Robert | Football     | Asst. Coach       | I   | 1      | \$3,926.00 |
| Vanhise   | Steven | Volleyball   | Head Coach        | III | 2      | \$5,724.00 |
| Armstrong | Kelly  | Volleyball   | Asst. Coach       | III | 4      | \$4,547.00 |
| Componile | Gina   | Volleyball   | Asst. Coach       | III | 3      | \$3,926.00 |
|           |        |              |                   |     |        |            |
| Orellano  | Oscar  | SY 2018–2019 | Challenger League | Per | Season | \$750.00   |
| Gallegos  | Edgar  | SY 2018–2019 | Challenger League | Per | Season | \$750.00   |

7. Club Advisor and/or Co-Curricular Positions - LHS  
2017-2018 School Year  
per the LEA Contract, Schedule G  
(budget account #15-401-100-100-03-0003)

| Name:          | Position              | Stipend    |
|----------------|-----------------------|------------|
| Gloria White   | Dance Club            | \$627.00   |
| Irene Brooks   | Choreographer-Musical | \$1,328.00 |
| David Majowicz | Art Show              | \$273.00   |

**\*CORRECTION TO 9/25/17 AGENDA-REMOVE LENORE WEBB FROM DANCE CLUB/REMOVE SAMUAL SALGUERO FROM CHOREOGRAPHER-MUSICAL**

8. WEISZ, Adina  
IDEA Coordinator  
Effective: July 1, 2018  
Terminating: June 30, 2019  
Stipend: \$1,500.00 per month  
(budget account #11-000-216-100-15-0012)

9. CURRAO, Vincent  
Athletic Director  
Effective: July 1, 2018  
Terminating: June 30, 2019  
Stipend: \$15,000.00  
(budget account #11-402-100-100-15-0000)

- j. Tuition Reimbursement – None At This Meeting

k. Miscellaneous

2. LAA Principals, Directors, and Supervisors –Tenured

Effective: July 1, 2018

Terminating: June 30, 2019

(Pending Contract Negotiation)

(Correction from Board Agenda May 9, 2018)

| Correction | Last Name | First Name | STEP | Amount<br>Includes<br>Stipend |
|------------|-----------|------------|------|-------------------------------|
| From       | LONG      | Debra      | 5    | \$122,442.00                  |
| To         | LONG      | Debra      | 4    | \$122,442.00                  |

3. HANKINS, Nicole

Remove Duplicate renewal

Step 3-4, MA \$52,374.00

(Correction from the May 9, 2018 Agenda)

2. NON-CERTIFICATED

a. Resignations

1. CENTENO, Yesenia  
Paraprofessional – ESY  
Declined Position

2. DONATO, Michelle  
Paraprofessional – ESY  
Declined Position

3. ZIMERLA, Amanda  
Paraprofessional – ESY  
Declined Position

4. LOUNSBURY, Sheryl  
Paraprofessional – ESY  
Declined Position

b. Retirements – None At This Meeting

c. Terminations

1. EMPLOYEE #7883  
Effective: June 28, 2018
2. MINNICH, Olivia  
Bus Aide  
Position Rescinded
3. BRIDGEMAN, Deidre  
Bus Driver  
Position Rescinded

d. Leaves of Absence

1. CORRIGAN, Jill  
Accounts Payable Assistant-BOE  
FMLA-Medical-Vacation (3 days), & Personal (1.5 days), & Sick (13.5 days)-Paid  
Effective: June 6, 2018  
Terminating: June 30, 2018
2. HOELTJE, Harry  
Transportation-Bus Driver  
FMLA-Medical-Sick (10 days)-Paid  
Effective: April 30, 2018  
Terminating: May 11, 2018  
FMLA-Medical-Unpaid  
Effective: May 11, 2018  
Terminating: June 30, 2018
3. O'SULLIVAN, Michelle |  
Para-OSS  
NJFL-Unpaid  
Effective: June 6, 2018  
Terminating: June 30, 2018
4. SIEMANOWICZ, Lisa  
Secretary-LHS Guidance  
FMLA-Unpaid  
Effective: April 24, 2018  
Terminating: June 30, 2018

- 
5. GOLDBAUM, Malka  
LECC-Paraprofessional  
NJFL-Unpaid  
Effective: June 12, 2018  
Returning: June 22, 2018

e. Transfers – None At This Meeting

f. Appointments

1. FINGER, Robert  
Interim Assistant Business Administrator  
Effective: June 18, 2018  
Terminating: June 30, 2018  
Salary: \$650.00 per day (1 day per week)  
(replacement for K Campbell – reassigned)  
(budget account 11-000-251-100-00-0000)  
In addition: Attendance at Board and/or Committee meetings and additional hours worked in excess of seven (7) hours per day shall be compensated at the rate of \$85.00 per hour. Attendance at Negotiations Committee meetings and work performed for the purpose of collective bargaining shall be compensated at the rate of \$125.00 per hour.
2. FINGER, Robert  
Interim Assistant Business Administrator  
Effective: July 1, 2018  
Terminating: June 30, 2019  
Salary: \$650.00 per day (1 day per week)  
(replacement for K Campbell – reassigned)  
(budget account 11-000-251-100-00-0000)  
In addition: Attendance at Board and/or Committee meetings and additional hours worked in excess of seven (7) hours per day shall be compensated at the rate of \$85.00 per hour. Attendance at Negotiations Committee meetings and work performed for the purpose of collective bargaining shall be compensated at the rate of \$125.00 per hour.
- 

3. ESY (Extended School Year)  
Effective: July 1, 2018  
Terminating: August 13, 2018  
Percentage of Their Annual Salary

| Staff Member      | 6 Weeks | 3 Weeks | Amount     |
|-------------------|---------|---------|------------|
| Takowski, Mariole | X       |         | \$2,593.95 |
| Levine, Andrea    | X       |         | \$2,921.25 |

4. Bus Aide – Non –Affiliate – Full-Time  
Effective: September 1, 2018  
Terminating: June 30, 2019  
Salary: \$12.25 per hour as needed  
(Pending Contract Negotiation)

NOBLE, Walter  
VICENS, Ezequiel  
SEWNATH, Jaisingh  
STRICKLAND, Donna  
MENDEZ, Bertha Elena  
VEGLATTE, Judy

5. RATIFY  
SNYDER, Holly  
Paraprofessional 1:1 – CAS  
Effective: March 19, 2018  
Terminating: June 30, 2018  
Salary: Step 4, 60 Credits - \$18,637.00 prorated  
(Replacement for C Messer – Resigned - \$17,293.00)  
(budget account # 11-000-217-106-10-0010)

6. Cafeteria Aides Substitute  
2018-19 School Year  
\$10.25 Per Hour

Desmond, Joan

7. Bus Drivers – ESY  
Effective: July 1, 2018  
Terminating August 31, 2018  
Salary: \$20.50 per hour  
on an as needed basis

|                       |                          |
|-----------------------|--------------------------|
| Ace, Dawn             | Lisi, Laura              |
| Beltran, Emmanuel     | Mcpherson, ROSA          |
| Beshay, Haidy         | Mendez, Andrea           |
| Bonansinga, John      | Mohammed, Jamil          |
| Credle, James         | Nighat, Jabeen           |
| Eugene, Kens          | Ortiz, Alba              |
| Gibson, Brian         | Rampone, Lisa            |
| Golembeski, Christine | Rivera, Julio            |
| Gonnella, Anthony     | Sanchez, Christine       |
| Griffin, Rosamond     | Santos, Yolanda (Rufina) |
| Johnson, Roy          | Smith, Waunnell          |
| Jomo, Francine        | Solheim, Susan           |
| Keating, Joseph       | Taggart, Carrol          |
| Keating, Kathleen     | Throckmorton, Theodore   |
| Kemerlg-Guiro, Susan  | Yurocko, Kimberly        |

8. Bus Aide – ESY

Effective: July 1, 2018

Terminating August 31, 2018

Salary: \$12.50 per hour

on an as needed basis

|                     |                       |
|---------------------|-----------------------|
| BURROUGHS, GEORGE   | MURPHY, GAIL          |
| CHRISTOPHER, GEORGE | MURRAY, MELINDA       |
| COLON, DIANA        | OLIVER, ROBERTA       |
| GARRO, LUZ          | SICKELLETU, JOANNA    |
| MARTZ, LORRAINE     | STANKOVICH, MARY JANE |
| MERCURIO, ETHEL     | STRANERO, JOAN        |

g. Reappointments

1. Bus Drivers – Non-Affiliate – Full-Time

Effective: September 1, 2018

Terminating: June 30, 2019

Salary: \$20.50 per hour as needed

(Pending Contract Negotiation)

Correction from the May 9, 2018 Agenda)

| Last Name | First Name | Last Name     | First Name |
|-----------|------------|---------------|------------|
| ACE       | Dawn       | JOMO          | FRANCINE   |
| ANGELO    | Diane      | KEATING       | JOSEPH     |
| BELTRAN   | Emmanuel   | KEATING       | KATHLEEN   |
| BIRGEL    | John       | KEMERLE-GUIRO | SUSAN      |

| Last Name  | First Name | Last Name    | First Name |
|------------|------------|--------------|------------|
| BONANSINGA | John       | MACDONALD    | RICHARD    |
| BRIDGEMAN  | Deidre     | MAYROSE      | THOMAS     |
| BROWN      | Mary       | MCPHERSON    | ROSA       |
| CANALETICH | Ann        | MENDEZ       | ANDREA     |
| CHAVARRIA  | Luis       | MERCURIO     | ETHEL      |
| CREDLE     | James      | MINNICH      | OLIVIA     |
| CROCKAM    | Patricia   | MOYER        | BARRY      |
| DANIO      | Anarciso   | ORTIZ        | ALBA       |
| DIRECTOR   | Linda      | PASTERCHICK  | STEPHEN    |
| EUGENE     | Kens       | Lisi         | Laura      |
| FONT       | Amy        | RAMPONE      | LISA       |
| FORTINO    | Madeline   | REED         | ELLEN      |
| GARDNER    | Mark       | RIVERA       | JULIO      |
| GEORGES    | Yves       | RUBIN        | LENORE     |
| GIBSON     | Brian      | SANCHEZ      | CHRISTINE  |
| GOLEMBESKI | Christine  | SANTOS       | HECTOR     |
| GONNELLA   | Anthony    | SANTOS       | RUFINA     |
| GREENE     | Robert     | SMIT         | DIANE      |
| GRIFFIN    | Rosamond   | SMITH        | WAUNNELL   |
| GRIMES     | Sarah      | SOLHEIM      | SUSAN      |
| HOELTJE    | Harry      | SOTO         | ROSEMARY   |
| HUDLAY     | April      | TAGGART      | CAROL      |
| HURLEY     | Richard    | TAN          | MICHAEL    |
| NIGHAT     | JABEEN     | THROCKMORTON | THEODORE   |
| JOHNSON    | Roy        | WILDER       | MORRIS     |
| LUJAN      | Pablo      | YUROCKO      | KIMBERLY   |

2. Bus Drivers – Non-Affiliate – Part-Time  
Effective: September 1, 2018  
Terminating: June 30, 2019  
Salary: \$20.50 per hour as needed  
(Pending Contract Negotiation)

Mohammed, Jamil

3. Bus Aide – Non –Affiliate – Full-Time  
Effective: September 1, 2018  
Terminating: June 30, 2019  
Salary: \$12.50 per hour as needed  
(Pending Contract Negotiation)  
(Correction from the May 9, 2018 Agenda)

| Last Name   | First Name | LAST NAME  | First Name |
|-------------|------------|------------|------------|
| BARRY       | Kadiatou   | MARTZ      | Lorraine   |
| BESHAY      | Haidy      | MERCURIO   | Ethel      |
| BURROUGHS   | George     | MINNICH    | Olivia     |
| CHAVARRIA   | Sharon     | MURPHY     | Gail       |
| CHRISTOPHER | George     | MURRAY     | Melinda    |
| COLON       | Diana      | OLIVER     | Roberta    |
| COURTNEY    | Richard    | PANTE      | Joan       |
| DESTEFANO   | Debra      | PHILIPPOU  | Michael    |
| DIALLO      | Hawaou     | SALISKI    | Dorothy    |
| DZIALOWSKI  | Alina      | SALLEY     | Sharon     |
| GARRO       | Luz        | SICKELLETU | Joanna     |
| HIBBERD     | Tiffany    | STANKOVICH | Maryjane   |
| KATSANIS    | Louise     | STRANIERO  | Joan       |
| LEWIS       | Joan       | WEST       | Kari-Lynn  |
| LYNCH       | Barbara    | ZERILLI    | Loury      |

4. REGINA, Lisa

Paraprofessional – 1:1 ABA – Piner

Effective: September 1, 2018

Terminating: June 30, 2019

Salary: Step 10, 30 Credits - \$19,495.00

(budget account # 11-000-217-106-10-0010)

5. TARKISKI, Mariola

Paraprofessional – 1:1 ABA – Piner

Effective: September 1, 2018

Terminating: June 30, 2019

Salary: Step 5, 0 Credits - \$17,293.00 prorated

(budget account # 11-000-217-106-10-0010)

6. Substitute Nurses

2018-19 School Year

\$150.00 Per Day

BITTINGS-PRESTON, Rochelle

GRILL, Susan Levy-

7. Substitute Paraprofessionals

2018-19 School Year

\$12.00 Hour Rate

AMATO, Barbara  
BENEVISTI, Doris  
BIVINS-RHONEY, Florence  
CANNING, Alexa  
DALEY, Diana  
DINIZO, Alice  
ENGEL, Ronald  
FAZZI, Nicole  
GERSON, Ellice  
GOLDSTEIN, Jerry  
GORSAK, Janine  
MALDONADO, Deliah  
MESSINA, Charles  
MOSKAL, Frances  
MURRAY, Carol  
NG, Kathryn  
PUGLISI, Vincent  
RAPOZA, Judith  
RODRIGUEZ, Jerimiah  
RODRIGUEZ, Leah  
SAID, Nevien  
SANDLER, Steven  
SENION, Mary  
STEPHEN, Nord Rudy  
WEBB, Lenore  
WORTHY, Maxine

8. Substitute Secretaries  
2018-19 School Year  
\$12.00 Hourly Rate

LAVERTY, Elizabeth

9. Cafeteria Aides  
2018-19 School Year  
\$10.25 Per Hour

CASTRO, Gloria-OSS  
GLADDEN, Thomas-CAGS  
PATRIZIO, Taitiana-EGC  
VAZQUEZ DEJESUS, Maria-EGC

10. Cafeteria Aides  
2018-19 School Year  
\$10.25 Per Hour
- |                         |      |
|-------------------------|------|
| Elkouzi, Saida          | EGC  |
| Lees, Kelsey            | EGC  |
| Solano, Raysa           | CAGS |
| Harris-Boothe, Collette | CAGS |
| Bowen, Pam              | OSS  |
| Bowman, Pam             | OSS  |
| Valle, Lidia            | SSS  |
| Clements, Eva           | PES  |
| Williams, Jacinda       | PES  |

11. VOLUNTEERS  
2018-19 SCHOOL YEAR

EARLE, Bernice-EGC  
RAMAKERS-Herman-EGC

h. Salary Adjustments— None At This Meeting

i. Stipends

1. FAONE, Ana  
Community Liaison 12Months  
Effective: July 1, 2018  
Terminating; June 30, 2019  
Stipend: \$8,000.00
2. SEMI for 2018-2019 SY  
Effective: July 1, 2018  
Terminating: June 30, 2019  
Stipend: \$200.00 per week  
(not to exceed \$10,000.00 per person)

SCHOENFELD, Evelyn  
POWERS, Aimee

3. HAGUE, Mary  
Athletic Director Secretary  
Effective: July 1, 2018  
Terminating: June 30, 2019  
Stipend: \$5,000.00  
(budget account #11-402-100-100-15-0000)

j. Miscellaneous – None At This Meeting

- \* 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 |                   |

*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.*

**MOTION TO APPROVE THE ADDITIONS TO THE AGENDA, CORRECTIONS TO THE AGENDA, BUSINESS AGENDA, SUPERINTENDENT AGENDA & THE MINUTES OF MAY 9, 2018 AND MAY 30, 2018 (passed)**

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

**6 Ayes:** Mr. Zlatkin, Mrs. Gonzalez, Mr. Nakdimen, Mr. Tendler, Mrs. Jackson-Byers, Mr. Bender

**0 Nays:**

**0 Abstained:**

**3 Absent:** Mr. Newhouse, Mr. Treisser, Mr. Rodriguez

**Note:** Mr. Nakdimen's vote should reflect his abstention from Business Agenda Item #1, Superintendent Agenda Item #'s 34 and 36 as well as any item pertaining to or involving SCHI.

Mrs. Jackson-Byers vote should reflect her abstention from all Superintendent Agenda Personnel items.

**XII. OLD BUSINESS**

**XIII. NEW BUSINESS**

**XIV. GOOD AND WELFARE**

**XV. ADJOURNMENT**

Motion to Adjourn:

**Motion:** Mr. Zlatkin **Second:** Mr. Nakdimen

Meeting was adjourned at 9: 13 p.m.

I, Robert S. Finger, Interim 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 June 27, 2018.

  
\_\_\_\_\_  
Robert S. Finger, Interim Business Administrator/Board Secretary

August 6, 2018



# POLICY

## LAKESIDE BOARD OF EDUCATION

PROGRAM  
2431.8/page 1 of 1

Varsity Letters for Interscholastic Extracurricular Activities

### 2431.8 VARSITY LETTERS FOR INTERSCHOLASTIC EXTRACURRICULAR ACTIVITIES

#### M

In accordance with the provisions of N.J.S.A. 18A:42-7, a school district that includes any of the grades nine through twelve shall adopt a policy to provide a student enrolled in those grades who participates in any school-sponsored, interscholastic extracurricular activity that includes competitions in which the student competes against students enrolled in schools outside of the school district may be eligible to earn a varsity letter awarded by the school district.

The Board of Education, upon the recommendation of the Superintendent of Schools, shall approve the school-sponsored, interscholastic extracurricular activities that include competitions in which students compete against other students enrolled in schools outside of the school district. The criteria for a student to earn a varsity letter in the school-sponsored, interscholastic extracurricular activity shall be approved by the Superintendent or designee.

Nothing in N.J.S.A. 18A:42-7 or this Policy shall be construed to require the school district to award varsity letters or to establish any school-sponsored, interscholastic extracurricular activity.

N.J.S.A. 18A:42-7

Adopted:





# POLICY

## LAKEWOOD BOARD OF EDUCATION

Students  
5350/

PUPIL SUICIDE PREVENTION

### 5350 PUPIL SUICIDE PREVENTION

The Board of Education recognizes that depression and self-destruction are problems of increasing severity among **students**. Students under severe stress cannot benefit fully from the educational program and may pose a threat to **themselves** or others.

The Board directs all school **district staff members** to be alert to a student who exhibits warning signs of self-destruction or who threatens or attempts suicide. Any such **warning signs** or the report of such **warning signs** from another student or staff member **shall** be taken with the utmost seriousness and reported immediately to the Principal or designee.

The Principal or designee shall immediately contact the parent(s) of the student exhibiting warning signs of suicide to inform the parent(s) the student will be referred to the Child Study Team or a Suicide Intervention Team, appointed by the Superintendent or designee, for a preliminary assessment. Upon completion of the preliminary assessment, the Principal or designee shall meet with the parent(s) to review the assessment. Based on the preliminary assessment, the parent(s) may be required to obtain medical or psychiatric services for the student. In the event the parent objects to the recommendation or indicates an unwillingness to cooperate in the best interests of the student, the Principal or designee will contact the New Jersey Department of Children and Families, Division of Child Protection and Permanency to request intervention on the student's behalf.

In the event the student is required to obtain medical or psychiatric services, the parent(s) will be required to submit to the Superintendent a written medical clearance from a licensed medical professional, selected by the parent(s) and approved by the Superintendent, indicating the student has received medical services, does not present a risk to themselves or others, and is cleared to return to school. The written medical clearance may be reviewed by a Board of Education healthcare professional before the student is permitted to return to school. The parent(s) shall be required to authorize their healthcare professional(s) to release relevant medical information to the school district's healthcare professional, if requested.

Any school district staff member, volunteer, or intern with reasonable cause to suspect or believe that a student has attempted or completed suicide, shall immediately report the information to the Principal or designee or their immediate supervisor who will immediately report it to the Superintendent or designee. The Superintendent or designee shall promptly report it online to the New Jersey



Department of Children and Families, or as otherwise required by the Department of Children and Families in accordance with N.J.S.A. 30:9A-24. In accordance with N.J.S.A. 30:9A-24i, any person who reports an attempted or completed suicide shall have immunity from any civil or criminal liability on account of the report, unless the person has acted in bad faith or with malicious purpose.

In accordance with the provisions of N.J.S.A. 18A:6-111 and 18A:6-112, as part of the required professional development for teachers as outlined in N.J.A.C. 6A:9C-3 et seq., every teaching staff member must complete at least two hours of instruction in suicide prevention, to be provided by a licensed health care professional with training and experience in mental health issues, in each professional development period. The instruction in suicide prevention shall include information on the relationship between the risk of suicide and incidents of harassment, intimidation, and bullying and information on reducing the risk of suicide in students who are members of communities identified as having members at high risk of suicide.



The Superintendent shall prepare and disseminate **guidelines to assist school district staff members in recognizing the warning signs of a student who may be contemplating suicide, to respond to a threat or attempted suicide, and to prevent contagion when a student commits suicide.**

N.J.S.A. 18A:6-111; 18A:6-112

**N.J.S.A. 30:9A-23; 30:9A-24**

N.J.A.C. 6A:9C-3 et seq.

Adopted: 17 October 2013

Revised: 17 November 2016

Revised:



### R 5350 PUPIL SUICIDE PREVENTION

The following regulations are established for guidance of staff members in recognizing the student who contemplates suicide, in responding to threatened or attempted suicide, and in preventing contagion when a student commits suicide. Because a prompt response may be essential to a student's life, the designation of a district position in these regulations includes the person who holds that position and, if the position holder is absent or unavailable, the person temporarily charged with the responsibilities of the position.

#### A. Recognition of Potential Suicide



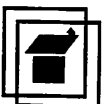
All school personnel, both teaching staff members and support staff members, shall be alert to any sign that a student may be contemplating suicide. Such signs include, but are not necessarily limited to, a student's:

1. Overt suggestion, regardless of its context, that he/she is considering or has considered suicide or has worked out the details of a suicide attempt;
  2. Evidence of preparation of a will, intention to dispose of his/her effects and belongings, or otherwise get life "in order";
  3. Obsession with death or afterlife;
  4. Possession of a weapon or other means of suicide or obsession with such means;
  5. Sense of hopelessness or unrelieved sadness;
  6. Lethargy or despondency, or, conversely, a tendency to become more impulsive or aggressive than usual;
  7. Drop in academic achievement, slacking off of energy and effort, or inability to focus on studies;
  8. Isolation from others by loss of friends, withdrawal from friends, lack of companionship, or family disintegration;
- 
- 

9. Preoccupation with nonexistent physical ills;
10. Loss of weight, appetite, and/or sleep;
11. Substance abuse; and
12. Loss of economic resources.

B. Response to Potential Suicide

1. Any indication of a potential suicide, whether personally witnessed or received by report from another, must be taken seriously and must be reported to the Principal immediately.
2. The Principal shall immediately inform the Child Study Team, which shall investigate the matter promptly and conduct such evaluations as may be appropriate.
3. The Principal will inform the student's parent, in a conference if possible, of the signs demonstrated by the student and of the district's concern and seek parental approval of the student's evaluation. In the event parental abuse or neglect is suspected, the Principal or the employee who forms the suspicion will immediately so inform the Department of Children and Families, Division of Child Protection and Permanency in accordance with Policy 8462.
4. If the threat of suicide is immediate and serious, the Principal may appoint teaching staff members and/or Child Study Team members to a suicide intervention team, which shall determine the potential of the threat by directly questioning the student, without mincing words, about:
  - a. Whether any suicide plans have been made, how detailed the plans are, and whether any preliminary actions have been taken,
  - b. The student's feelings of hopelessness and the length of time the student has had such feelings,
  - c. The student's thoughts of suicide and how persistent and strong



those thoughts are, and

- d. Whether the student has considered alternative courses of action to resolve his/her problems.
5. After gathering information, the suicide intervention team shall determine the life-threatening risk of the situation based on the student's signs of possible suicide (paragraph A1) and the student's responses to questioning.
6. If it is determined that a substantial risk of suicide exists, the Suicide Intervention Team shall:
  - a. Assign staff members as required to assure that the student is never out of the presence of an adult who has been fully informed that the student may be in danger of self-destruction,
  - b. Refer the student to the Child Study Team for comprehensive evaluation,
  - c. Notify the student's parent immediately and strongly recommend consultation with a licensed mental health professional or agency,
  - d. Request the parent to sign a release of information form authorizing the chosen mental health professional or agency to share with appropriate district personnel such relevant information as premature termination of treatment, additional threats and/or attempts of suicide, and continuing warning signs.
7. A member of the Suicide Intervention Team will be appointed to follow up on the student's progress and to determine whether the student's parent has consulted a mental health professional or agency. Follow up reports will be made to the Principal.
8. If the student's parent does not sign the release of information form or does not cooperate in a comprehensive Child Study Team evaluation or does not seek treatment for the student, the Principal shall inform the Department of Children and Families, Division of Child Protection and

# REGULATION

## LAKESWOOD BOARD OF EDUCATION

STUDENTS  
R 5350/  
PUPIL SUICIDE PREVENTION

Permanency.

C. Response to Suicide Attempt

1. Any attempted suicide, whether or not on school premises or during the school day, must be reported immediately to the Principal.
2. The staff member who witnesses a suicide attempt on school premises or at a school sponsored event or in the course of school-related travel shall render first aid in accordance with Policy 8441 and summon medical assistance as appropriate.
3. Procedures outlined at paragraph B2 through paragraph B8 above will be followed.

D. Prevention of Suicide Contagion

1. All district Principals will be promptly informed when a student of this district commits suicide.
2. Each Principal will assemble teaching staff members prior to the opening of school to provide them with accurate information, plans for the school day, and guidelines for handling the concerns of students.
3. The Principal of the school or building that the victim attended will assign a crisis team from the student personnel staff to assist the staff in dealing with the general school situation and any individual problems that may arise.
4. The suicide will not be given prominence by public announcement or a school-wide assembly. School will not be closed in order to permit students and staff members to attend the victim's funeral.
5. Teachers will respond to the needs of students with as little interruption of the educational program as possible.
6. Students will be provided with accurate information and will be given the opportunity to discuss their feelings of loss and their memories of the

victim, both good and bad, without penalty.

7. All school personnel shall be especially alert to signs of contemplated suicide among the victim's peers.
8. Teaching staff members, under the direction of the Principal, shall attempt to prevent social contagion by:
  - a. Preventing glorification or romanticization of the suicide,
  - b. Helping students recognize that suicide is irreversible and permanent and does not truly resolve problems,
  - c. Encouraging students to ask probing questions when a fellow student suggests suicide and to report such suggestions to a teaching staff member, and
  - d. Discussing ways of handling depression and anxiety without resort to self-destruction.
9. Students who were close to the victim, and their parent, shall be offered special counseling services and notified of available community mental health services.

Issued: 17 October 2013  
Revised: 17 November 2016  
Revised:

5533 PUPIL SMOKING (M)

## M

The Board of Education recognizes the use of tobacco presents a health hazard that can have serious implications both for the smoker and the nonsmoker and that smoking habits developed by young people may have lifelong harmful consequences.

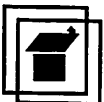
For the purpose of this Policy, "smoking" means the burning of, inhaling from, exhaling the smoke from, or the possession of a lighted cigar, cigarette, pipe, or any other matter or substance which contains tobacco or any other matter that can be smoked, or the inhaling or exhaling of smoke or vapor from an electronic smoking device pursuant to N.J.S.A.

**26:3D-57. For the purpose of this Policy, "smoking" also includes the use of smokeless tobacco and snuff.**

For the purpose of this Policy, "electronic smoking device" means an electronic device that can be used to deliver nicotine or other substances to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, cigarillo, ~~or~~ pipe, **or any cartridge or other component of the device or related product pursuant to N.J.S.A. 2A:170-51.4.**

For the purpose of this Policy, "school buildings" and "school grounds" means and includes land, portions of land, structures, buildings, and vehicles, owned, operated or used for the provision of academic or extracurricular programs sponsored by the district or community provider and structures that support these buildings, such as school wastewater treatment facilities, generating facilities, and any other central facilities including, but not limited to, kitchens and maintenance shops. "School buildings" and "school grounds" also include athletic stadiums; swimming pools; any associated structures or related equipment tied to such facilities including, but not limited to, grandstands and **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 include other facilities as defined in N.J.A.C. 6A:26-1.2; 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.

N.J.S.A. 2A:170-51.4 prohibits the sale or distribution to any person under twenty-one years old of any cigarettes made of tobacco or any other matter or substance which can be smoked, or any cigarette paper or tobacco in any form, including smokeless tobacco; and any electronic device that can be used to deliver nicotine or other substances to the person inhaling from the device, including, but not limited to, an electronic cigarette,



Students

5533/

PUPIL SMOKING (M)

cigar, cigarillo, pipe, or any cartridge or other component of the device or related product. Consequences for a student possessing such an item will be in accordance with the Student Code of Conduct.

The Board prohibits smoking by students at any time in school buildings or on school grounds, at school-sponsored events away from school, or on a school bus.

The Board also prohibits the possession of any item listed in N.J.S.A. 2A:170-51.4 at any time in school buildings or on school grounds, at school-sponsored events away from school, or on a school bus. Such items will be confiscated and may be returned to the parent, upon request.

A sign indicating smoking is prohibited in school buildings and on school grounds will be posted at each public entrance of a school building in accordance with law. The sign shall also indicate violators are subject to a fine.

Students who violates the provisions of this Policy shall be subject to appropriate disciplinary measures in accordance with the district's Student Discipline/Code of Conduct and may be subject to fines in accordance with law. In the event a student is found to have violated this Policy and the law, the Principal or designee may file a complaint with the appropriate Municipal Court or other agency with jurisdiction as defined in N.J.A.C. 8:6-9.1(c).

The Board directs that the health curriculum include instruction in the potential hazards of the use of tobacco. All school staff members shall make every reasonable effort to discourage students from developing the habit of smoking.

The Board of Education will comply with any provisions of a municipal ordinance which provides restrictions on or prohibitions against smoking equivalent to, or greater than, those provided in N.J.S.A. 26:3D-55 through N.J.S.A. 26:3D-63.

**N.J.S.A. 2A:170-51.4, N.J.S.A. 2C:35-2**

N.J.S.A. 18A:40A-1

N.J.S.A. 26:3D-55 through 26:3D-63

N.J.A.C. 6A:164.3

N.J.A.C. 8:6-7.2; 8:6-9.1 through 8:6-9.5

Adopted: 17 October 2013

Revised:



## USE OF PHYSICAL RESTRAINT AND SECLUSION TECHNIQUES FOR STUDENTS WITH DISABILITIES (M)

### 5561 USE OF PHYSICAL RESTRAINT AND SECLUSION TECHNIQUES FOR STUDENTS WITH DISABILITIES

#### M

The Board of Education strives to provide a safe, caring atmosphere that supports all students in the least restrictive environment. On occasion, during an emergency, a situation may arise making it necessary to temporarily restrain or seclude a student with a disability in accordance with N.J.S.A. 18A:46-13.4 through 13.7.

A school district, an educational services commission, or an approved private school for students with disabilities (APSSD) that utilizes physical restraint on students with disabilities shall ensure that:

1. Physical restraint is used only in an emergency in which the student is exhibiting behavior that places the student or others in immediate physical danger;
2. A student is not restrained in the prone position, unless the student's primary care physician authorizes, in writing, the use of this restraint technique;
3. Staff members who are involved in the restraint of a student receive training in safe techniques for physical restraint from an entity determined by the Board of Education to be qualified to provide such training, and that the training is updated at least annually;
4. The parent of a student is immediately notified when physical restraint is used on the student. This notification may be by telephone or electronic communication. A full written report of the incident of physical restraint shall be provided to the parent within forty-eight hours of the occurrence of the incident;
5. Each incident in which physical restraint is used is carefully and continuously visually monitored to ensure it was used in accordance with established procedures set forth in Policy and Regulation 5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities,





## USE OF PHYSICAL RESTRAINT AND SECLUSION TECHNIQUES FOR STUDENTS WITH DISABILITIES (M)

developed in conjunction with the entity that trains staff in safe techniques for physical restraint, in order to protect the safety of the child and others; and

6. Each incident in which physical restraint is used is documented in writing in sufficient detail to enable staff to use this information to develop or improve the behavior intervention plan at the next individualized education plan meeting.

A school district, an educational services commission, and an APSSD shall attempt to minimize the use of physical restraints through inclusion of positive behavior supports in the student's behavior intervention plans developed by the individualized education plan team.

A school district, an educational services commission, or an APSSD that utilizes seclusion techniques on students with disabilities shall ensure that:

1. A seclusion technique is used on a student with disabilities only in an emergency in which the student is exhibiting behavior that places the student or others in immediate physical danger;
2. Each incident in which a seclusion technique is used is carefully and continuously visually monitored to ensure it was used in accordance with established procedures set forth in Policy and Regulation 5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities, developed in conjunction with the entity that trains staff in safe techniques for physical restraint, in order to protect the safety of the child and others; and
3. Each incident in which a seclusion technique is used is documented in writing in sufficient detail to enable the staff to use this information to develop or improve the behavior intervention plan at the next individualized education plan meeting.

A school district, an educational services commission, and an APSSD shall attempt to minimize the use of seclusion techniques through inclusion of positive behavior supports in the student's behavior intervention plans developed by the individualized



## USE OF PHYSICAL RESTRAINT AND SECLUSION TECHNIQUES FOR STUDENTS WITH DISABILITIES (M)

education plan team.

The New Jersey Department of Education shall establish guidelines for school districts, educational services commissions, and APSSDs to ensure a review process is in place to examine the use of physical restraints or seclusion techniques in emergency situations, and for the repeated use of these methods for an individual child, within the same classroom, or by a single individual. The review process shall include educational, clinical, and administrative personnel. Pursuant to the review process the student's individualized education plan team may, as deemed appropriate, determine to revise the behavior intervention plan or classroom supports, and a school district, educational services commission, or APSSD may determine to revise a staff member's professional development plan pursuant to N.J.S.A. 18A:46-13.7.

N.J.S.A. 18A:46-13.4; 18A:46-13.5; 18A:46-13.6; 18A:46-13.7

Adopted: 17 October 2013

Revised:





## Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

### R 5561 USE OF PHYSICAL RESTRAINT AND SECLUSION TECHNIQUES FOR STUDENTS WITH DISABILITIES

#### A. Definitions

"Physical restraint" means the use of a personal restriction that immobilizes or reduces the ability of a student to move all or a portion of his or her body.

"Seclusion technique" means the involuntary confinement of a student alone in a room or area from which the student is physically prevented from leaving, but does not include a timeout.

"Timeout" means a behavior management technique that involves the monitored separation of a student in a non-locked setting, and is implemented for the purpose of calming.

#### B. Physical Restraint

A school district, an educational services commission, or an approved private school for students with disabilities (APSSD) that utilizes physical restraint on students with disabilities shall ensure that:

1. Physical restraint is used only in an emergency in which the student is exhibiting behavior that places the student or others in immediate physical danger;
2. A student is not restrained in the prone position, unless the student's primary care physician authorizes, in writing, the use of this restraint technique;
3. Staff members who are involved in the restraint of a student receive training in safe techniques for physical restraint from an entity determined by the Board of Education to be qualified to provide such training, and that the training is updated at least annually;
4. The parent of a student is immediately notified when physical restraint is used on the student. This notification may be by telephone or electronic communication. A full written report of the incident of physical restraint



## Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

shall be provided to the parent within forty-eight hours of the occurrence of the incident;

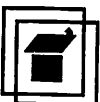
5. Each incident in which physical restraint is used is carefully and continuously visually monitored to ensure it was used in accordance with established procedures set forth in Policy and Regulation 5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities, developed in conjunction with the entity that trains staff in safe techniques for physical restraint, in order to protect the safety of the child and others; and
6. Each incident in which physical restraint is used is documented in writing in sufficient detail to enable staff to use this information to develop or improve the behavior intervention plan at the next individualized education plan meeting.

A school district, an educational services commission, and an APSSD shall attempt to minimize the use of physical restraints through inclusion of positive behavior supports in the student's behavior intervention plans developed by the individualized education plan team.

### C. Physical Restraint Training Requirements

The training requirements on the use of physical restraint shall be as follows:

1. Building level administrators and school staff members who are involved in the restraint of a student shall receive training in safe techniques for physical restraint from an entity determined by the Board to be qualified to provide such training.
  - a. The Principal or designee shall determine the school staff members that shall receive training in safe techniques for physical restraint of a student.
  - b. Training may include techniques of prevention and de-escalation, as well as alternatives to physical restraint.
  - c. Training may include current professionally accepted practices



## Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

and standards regarding behavior management.

- d. The training program in safe techniques for physical restraint shall be updated at least annually.

### D. Interventions

- 1. Classroom interventions may include, but not be limited to, the following strategies:

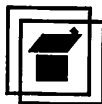
- a. The staff member may ignore the behavior;
- b. The staff member may redirect the student to a task with verbal or non-verbal prompts or gestures. Proximity and the use of gentle humor may help, when appropriate;
- c. The staff member shall be clear, polite, and respectful when redirecting the student's behavior. The staff member should make eye contact and tell the student what to do such as "I can't teach when you are talking, throwing things, ..." or "Please stop and listen, read, write, ..." The staff member should remind the student of consequences for non-compliance and rewards if they comply with the staff member's request;
- d. The staff member shall be polite at all times. The staff member may repeat steps a. through c. above and quietly give the student adequate wait time. If the staff member moves on, the student may comply after the initial confrontation if attention goes back to the lesson;
- e. The staff member may advise the student to proceed to a time out area in the classroom for a limited time (elementary and middle school); and
- f. If classroom removal is required, the staff member shall follow school discipline procedures for notification and request for assistance if necessary.

## Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

2. Security interventions may include, but are not limited to, the staff member:
  - a. Standing quietly in the doorway and asking the student to accompany the staff member; and
  - b. Informing the student of the violation of the school discipline code and procedure and assure the student they have the choice to leave the classroom quietly.

### E. Use of Physical Restraint

1. If necessary, the staff member shall restrain the student until the emergency no longer exists (i.e. the student stops punching, kicking, spitting, damaging property, etc.).
2. The school staff member shall immediately contact the appropriate administrator and school nurse and complete a written report on the physical restraint the staff member used during the emergency situation.
3. The Principal's or designee's or any school staff member's report regarding the incident shall be documented in writing in sufficient detail to enable staff to use this information to develop or improve the behavior intervention plan at the next individualized education plan meeting. The documentation of physical restraint shall be placed in the student's school file.
4. The use of physical restraint is subject to the following additional requirements:
  - a. Physical restraint techniques shall consider the student's medical conditions and shall be modified as necessary;
  - b. Students shall not be subjected to physical restraint for using profanity, other verbal displays or disrespect, or for non-compliance. A verbal threat will not be considered as constituting a physical danger unless a student also demonstrates a means of or intent to carry out the threat;



## Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

- c. In determining whether a student who is being physically restrained should be removed from the area where the restraint was initiated, the supervising staff should consider the potential for injury to the student, the student's need for privacy, and the educational and emotional well-being of the other students in the vicinity;
- d. A student shall be released from physical restraint immediately upon a determination by the staff member administering the restraint that the student is no longer in imminent danger of causing harm to himself/herself, others, or imminent property destruction; and
- e. The student shall be examined by the school nurse after any restraint.

### F. Seclusion Techniques

A school district, an educational services commission, or an APSSD that utilizes seclusion techniques on students with disabilities shall ensure that:

- 1. A seclusion technique is used on a student with disabilities only in an emergency in which the student is exhibiting behavior that places the student or others in immediate physical danger;
- 2. Each incident in which a seclusion technique is used is carefully and continuously visually monitored to ensure that it was used in accordance with established procedures set forth in Policy and Regulation 5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities, developed in conjunction with the entity that trains staff in safe techniques for physical restraint, in order to protect the safety of the child and others; and
- 3. Each incident in which a seclusion technique is used is documented in writing in sufficient detail to enable staff to use this information to develop or improve the behavior intervention plan at the next individualized education plan meeting.

## Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

A school district, an educational services commission, and an APSSD shall attempt to minimize the use of seclusion techniques through inclusion of positive behavior supports in the student's behavior intervention plans developed by the individualized education plan team.

Issued:



REPORTING POTENTIALLY MISSING OR ABUSED CHILDREN (M)  
8462 REPORTING POTENTIALLY MISSING OR ABUSED CHILDREN (M)

M

The Board of Education recognizes early detection of missing, abused, or neglected children is important in protecting the health, safety, and welfare of all children. In recognition of the importance of early detection of missing, abused, or neglected children, the Board of Education adopts this Policy pursuant to the requirements of N.J.S.A. 18A:36-24 and 18A:36-25. The Board provides this Policy for its employees, volunteers, or interns for the early detection of missing, abused, or neglected children through notification of, reporting to, and cooperation with the appropriate law enforcement and child welfare authorities pursuant to N.J.S.A. 18A:36-24 and 18A:36-25 et seq., N.J.A.C. 6A:16-11.1, and N.J.S.A. 9:6-8.10.



Employees, volunteers, or interns working in the school district shall immediately notify designated child welfare authorities of incidents of alleged missing, abused, and/or neglected children. Reports of incidents of alleged missing, abused, or neglected children shall be reported to the New Jersey State Central Registry (SCR) at 1-877 NJ ABUSE or to any other telephone number designated by the appropriate child welfare authorities. If the child is in immediate danger a call shall be placed to 911 as well as to the SCR.

The person having reason to believe that a child may be missing or may have been abused or neglected may inform the Principal or other designated school official(s) prior to notifying designated child welfare authorities if the action will not delay immediate notification. The person notifying designated child welfare authorities shall inform the Principal or other designated school official(s) of the notification, if such had not occurred prior to the notification. Notice to the Principal or other designated school official(s) need not be given when the person believes that such notice would likely endanger the reporter or student involved or when the person believes that such disclosure would likely result in retaliation against the student or in discrimination against the reporter with respect to his or her employment.

The Principal or other designated school official(s) upon being notified by a person having reason to believe that a child may be missing or may have been abused or neglected, must notify appropriate law enforcement authorities. Notification to appropriate law enforcement authorities shall be made for all

reports by employees, volunteers, or interns working in the school district. Confirmation by another person is not required for a school district employee,



## REPORTING POTENTIALLY MISSING OR ABUSED CHILDREN (M)

volunteer, or intern to report the suspected missing, abused, or neglected child situation.

School district officials will cooperate with designated child welfare and law enforcement authorities in all investigations of potentially missing, abused, or neglected children in accordance with the provisions of N.J.A.C. 6A:16-11.1(a)5.

The district designates the Director of Security as the school district's liaison to designated child welfare authorities to act as the primary contact person between the school district and child welfare authorities with regard to general information sharing and the development of mutual training and other cooperative efforts. The district designates the Superintendent or designee as the school district's liaison to law enforcement authorities to act as the primary contact person between the school district and law enforcement authorities, pursuant to N.J.A.C. 6A:16-6.2(b)1, consistent with the Memorandum of Agreement, pursuant to N.J.A.C. 6A:16-6.2(b)13.

An employee, volunteer, or intern working in the school district who has been named as a suspect in a notification to child welfare and law enforcement authorities regarding a missing, abused, or neglected child situation shall be entitled to due process rights, including those rights defined in N.J.A.C. 6A:16-11.1(a)9.

The Superintendent or designee shall provide training to school district employees, volunteers, or interns on the district's policy and procedures for reporting allegations of missing, abused, or neglected child situations. All new school district employees, volunteers, or interns working in the district shall receive the required information and training as part of their orientation.

There shall be no reprisal or retaliation against any person who, in good faith, reports or causes a report to be made of a potentially missing, abused, or neglected child situation pursuant to N.J.S.A. 9:6-8.13.

N.J.S.A. 18A:36-24; 18A:36-25 et seq.  
N.J.A.C. 6A:16-11.1

Adopted: 17 October 2013  
Revised: 10 December 2014  
Revised: 22 June 2016  
Revised:





# POLICY

## LAKESIDE BOARD OF EDUCATION

Operations  
8462/

### Procurement Procedures for School Nutrition Programs

#### 8561 PROCUREMENT PROCEDURES FOR SCHOOL NUTRITION PROGRAMS

The Board of Education adopts this Policy to identify their procurement plan for the United States Department of Agriculture's (USDA) School Nutrition Programs. School Nutrition Programs include, but are not limited to: the National School Lunch Program (NSLP); School Breakfast Program (SBP); Afterschool Snack Program (ASP); Special Milk Program (SMP); Fresh Fruit and Vegetable Program (FFVP); Seamless Summer Option (SSO) of the NSLP; Summer Food Service Program (SFSP); the At-Risk Afterschool Meals component of the Child and Adult Care Food Program (CACFP); and the Schools/Child Nutrition USDA Foods Program.

The Board of Education is ultimately responsible for ensuring all procurement procedures for any purchases by the Board of Education and/or a food service management company (FSMC) comply with all Federal regulations, including but not limited to: 7 CFR Parts 210, 220, 225, 226, 245, 250; 2 CFR 200; State procurement statutes and administrative codes and regulations; local Board of Education procurement policies; and any other applicable State and local laws. FSMC's billing invoices will be monitored to ensure compliance with Federal and State procurement regulations and will comply with any additional monitoring requirements as outlined in the approved FSMC Contract.

The procurement procedures contained in this Policy will be implemented beginning immediately, until amended. All procurements must maximize full and open competition. Source documentation will be maintained by the School Business Administrator/Board Secretary or designee and will be available to determine open competition, the reasonableness, the allowability, and the allocation of costs.

The Board of Education intentionally seeks to prohibit conflicts of interest in all procurement of goods and services.

#### A. General Procurement

The procurement procedures will maximize full and open competition, transparency in transactions, comparability, and documentation of all procurement activities. The school district's plan for procuring items for use in the School Nutrition Programs is as follows:



## Procurement Procedures for School Nutrition Programs

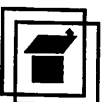
1. The School Business Administrator/Board Secretary will ensure all purchases will be in accordance with the Federal Funds Procurement Method Selection Chart – State Agency Form #358 - Appendix. Formal procurement procedures will be used as required by 2 CFR 200.318-.326 and any State and local procurement code and regulations. Informal procurement procedures (small purchase) will be required for purchases under the most restrictive small purchase threshold.
2. The following procedures will be used for all purchases:

| Product / Services | Estimated Dollar Amount | Procurement Method | Evaluation | Contract Award Type | Contract Duration/ Frequency |
|--------------------|-------------------------|--------------------|------------|---------------------|------------------------------|
|                    |                         |                    |            |                     |                              |
|                    |                         |                    |            |                     |                              |
|                    |                         |                    |            |                     |                              |
|                    |                         |                    |            |                     |                              |
|                    |                         |                    |            |                     |                              |
|                    |                         |                    |            |                     |                              |

### Micro-Purchases:

Purchases of supplies or services, within the micro-purchase threshold (the aggregate amount does not exceed \$3,500 as defined by 2 CFR 200.67) will be awarded without soliciting competitive price quotations if the price is reasonable. Purchases will be distributed equitably among qualified suppliers with reasonable prices. Records will be kept for micro-purchases.

3. Formal bid procedures will be applied on the basis of: centralized system; individual school; multi-school system; and/or State contract.
4. Because of the potential for purchasing more than the public or non-public informal/small purchase threshold amount, or the Board approved threshold if less, it will be the responsibility of the School Business Administrator/Board Secretary to document the amounts to be





Procurement Procedures for School Nutrition Programs  
purchased so the correct method of procurement will be followed.

## B. Formal Procurement

When a formal procurement method is required, the following competitive sealed bid or an Invitation for Bid (IFB) or competitive proposal in the form of a Request for Proposal (RFP) procedures will apply:

1. An announcement of an IFB or a RFP will be placed in the Board designated official newspaper to publicize the intent of the Board of Education to purchase needed items. The advertisement for bids/proposals or legal notice will be published in the official newspaper for at least one day in accordance with the provisions of N.J.S.A. 18A:18A-21.
2. An advertisement in the official newspaper for at least one day is required for all purchases over the school district's small purchase threshold as outlined in Appendix – Federal Funds Procurement Method Section Chart. The advertisement will contain the following:
  - a. A general description of items to be purchased;
  - b. The deadline for submission of questions and the date written responses will be provided, including addenda to bid specifications, terms, and conditions as needed;
  - c. The date of the pre-bid meeting, if provided, and if attendance is a requirement for bid award;
  - d. The deadline for submission of sealed bids or proposals; and
  - e. The address of the location where complete specifications and bid forms may be obtained.
3. In an IFB or RFP, each vendor will be given an opportunity to bid on the same specifications.
4. The developer of written specifications or descriptions for procurements will be prohibited from submitting bids or proposals for such products or



## Procurement Procedures for School Nutrition Programs

services.

5. The IFB or RFP will clearly define the purchase conditions. The following list includes requirements, not exclusive, to be addressed in the procurement document:
  - a. Contract period;
  - b. The Board of Education is responsible for all contracts awarded (statement);
  - c. Date, time, and location of IFB/RFP opening;
  - d. How the vendor is to be informed of bid acceptance or rejection;
  - e. Delivery schedule;
  - f. Requirements (terms and conditions) the bidder must fulfill in order for bid to be evaluated;
  - g. Benefits to which the Board of Education will be entitled if the contractor cannot or will not perform as required;
  - h. Statement assuring positive efforts will be made to involve minority and small business;
  - i. Statement regarding the return of purchase incentives, discounts, rebates, and credits to the Board of Education's nonprofit school food service account;
  - j. Contract provisions as required in Appendix II to 2 CFR 200;
  - k. Contract provisions as required in 7 CFR 210.21(f) for all cost reimbursable contracts;
  - l. Contract provisions as required in 7 CFR 210.16(a)(1-10) and 7 CFR 250.53 for food service management company contracts;



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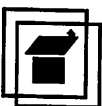
## Procurement Procedures for School Nutrition Programs

- m. Procuring instrument to be used are purchase orders from firm fixed prices after formal bidding;
  - n. Price adjustment clause for renewal of multi-year contracts as defined in N.J.S.A. 18A:18A-42. The "index rate" means the annual percentage increase rounded to the nearest half percent in the implicit price deflator for State and local government purchases of goods and services computed and published quarterly by the U.S. Department of Commerce, Bureau of Economic Analysis;
  - o. Method of evaluation and type of contract to be awarded (solicitations using an IFB are awarded to the lowest responsive and responsible bidder; solicitations using a RFP are awarded to the most advantageous bidder/offer or with price as the primary factor among factors considered);
  - p. Method of award announcement and effective date (if intent to award is required by State or local procurement requirements);
  - q. Specific bid protest procedures including contact information of person and address and the date by which a written protest must be received;
  - r. Provision requiring access by duly authorized representatives of the Board of Education, New Jersey Department of Agriculture (NJDA), United States Department of Agriculture (USDA), or Comptroller General to any books, documents, papers, and records of the contractor which are directly pertinent to all negotiated contracts;
  - s. Method of shipment or delivery upon contract award;
  - t. Provision requiring contractor to maintain all required records for three years after final payment and all other pending matters (audits) are closed for all negotiated contracts;
  - u. Description of process for enabling vendors to receive or pick up orders upon contract award;
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## Procurement Procedures for School Nutrition Programs

- v. Provision requiring the contractor to recognize mandatory standards/policies related to energy efficiency contained in the Energy Policy and Conservation Act (PL 94-163);
  - w. Signed statement of non-collusion;
  - x. Signed Debarment/Suspension Certificate, clause in the contract or a copy of search results from the System for Award Management (SAM);
  - y. Provision requiring "Buy American" as outlined in 7 CFR Part 210.21(d) and USDA Guidance Memo SP 38-2017; and
  - z. Specifications and estimated quantities of products and services prepared by the school district and provided to potential contractors desiring to submit bids/proposals for the products or services requested.
6. If any potential vendor is in doubt as to the true meaning of specifications or purchase conditions, interpretation will be provided in writing to all potential bidders by the School Business Administrator/Board Secretary or designee and will specify the deadline for all questions.
- a. The School Business Administrator/Board Secretary will be responsible for securing all bids or proposals.
  - b. The School Business Administrator/Board Secretary will be responsible to ensure all Board of Education procurements are conducted in compliance with applicable Federal, State, and local procurement regulations.
  - c. The following criteria will be used in awarding contracts as a result of bids/proposals. Price must be the highest weighted criteria. Examples of other possible criteria include quality, service, delivery, and availability.
7. In awarding a RFP, a set of award criteria in the form of a weighted evaluation sheet will be provided to each bidder in the initial bid





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Procurement Procedures for School Nutrition Programs document materials. Price alone is not the sole basis for award, but remains the primary consideration among all factors when awarding a contract. Following evaluation and negotiations, a firm fixed price or cost reimbursable contract is awarded.

- a. The contracts will be awarded to the responsible bidder/proposer whose bid or proposal is responsive to the invitation and is most advantageous to the Board of Education, price as the primary, and other factors considered. Any and all bids or proposals may be rejected in accordance with the law.
- b. The School Business Administrator/Board Secretary or designee is required to sign on the bid tabulation of competitive sealed bids or the evaluation criterion score sheet of competitive proposals signifying a review and approval of the selections.
- c. The School Business Administrator/Board Secretary shall review the procurement system to ensure compliance with applicable laws.
- d. The School Business Administrator/Board Secretary or designee will be responsible for documentation that the actual product specified was received.
- e. Any time an accepted item is not available, the School Business Administrator/Board Secretary will select the acceptable alternate. The contractor must inform the School Business Administrator/Board Secretary within one workday if a product is not available. In the event a nondomestic agricultural product is to be provided to the Board of Education, the contractor must obtain, in advance, written approval for the product. The School Business Administrator/Board Secretary must comply with the Buy American Provision.
- f. Full documentation regarding the reason an accepted item was unavailable, and the procedure used in determining acceptable alternates, will be available for audit and review. The person responsible for this documentation is the School Business Administrator/Board Secretary.



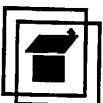
Procurement Procedures for School Nutrition Programs

- g. The School Business Administrator/Board Secretary is responsible for maintaining all procurement documentation.

C. Small Purchase Procedures

If the amount of purchases for items is less than the school district's small purchase threshold as outlined in the Federal Funds Procurement Method Selection Chart – See Appendix, the following small purchase procedures including quotes will be used. Quotes from a minimum number of three qualified sources will be required.

1. Written specifications will be prepared and provided to all vendors.
2. Each vendor will be contacted and given an opportunity to provide a price quote on the same specifications. A minimum of three vendors shall be contacted.
3. The School Business Administrator/Board Secretary or designee will be responsible for contacting potential vendors when price quotes are needed.
4. The price quotes will receive appropriate confidentiality before award.
5. Quotes/Bids will be awarded by the School Business Administrator/Board Secretary. Quotes/Bids will be awarded on the following criteria. Quote/Bid price must be the highest weighted criteria. Examples of other possible criteria include quality, service, delivery, and availability.
6. The School Business Administrator/Board Secretary will be responsible for documentation of records to show selection of vendor, reasons for selection, names of all vendors contacted, price quotes from each vendor, and written specifications.
7. The School Business Administrator/Board Secretary or designee will be responsible for documentation that the actual product specified is received.
8. Any time an accepted item is not available, the School Business



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Procurement Procedures for School Nutrition Programs  
Administrator/Board Secretary will select the acceptable alternate. Full documentation will be made available as to the selection of the acceptable item.

9. The School Business Administrator/Board Secretary or designee is required to sign all quote tabulations, signifying a review and approval of the selections.

D. Noncompetitive Proposal Procedures

If items are available only from a single source when the award of a contract is not feasible under small purchase, sealed bid or competitive negotiation, noncompetitive proposal procedures will be used:

1. Written specifications will be prepared and provided to the vendor.
  2. The School Business Administrator/Board Secretary will be responsible for the documentation of records to fully explain the decision to use the noncompetitive proposal. The records will be available for audit and review.
  3. The School Business Administrator/Board Secretary or designee will be responsible for documentation that the actual product or service specified was received.
  4. The School Business Administrator/Board Secretary will be responsible for reviewing the procedures to be certain all requirements for using single source or noncompetitive proposals are met.
  5. The noncompetitive micro-purchase method shall be used for one-time purchases of a new food item if the amount is less than \$3,500 to determine food acceptance by students and provide samples for testing purposes. A record of noncompetitive negotiation purchase shall be maintained by the School Business Administrator/Board Secretary or designee. At a minimum, the record of noncompetitive purchases shall include: item name; dollar amount; vendor; and reason for noncompetitive procurement.
  6. A member or representative of the Board of Education will approve, in
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Procurement Procedures for School Nutrition Programs  
advance, all procurements that result from noncompetitive negotiations.

E. Miscellaneous Provisions

1. New product evaluation procedures will include a review of product labels and ingredients; an evaluation of the nutritional value; taste tests and surveys; and any other evaluations to ensure the new product would enhance the program.
2. The Board of Education agrees the reviewing official of each transaction will be the School Business Administrator/Board Secretary.
3. Payment will be made to the vendor when the contract has been met and verified and has met the Board of Education's procedures for payment. (If prompt payment is made, discounts, etc., are accepted.)
4. Specifications will be updated as needed.
5. If the product is not as specified, the following procedure, including, but not limited to, will take place: remove product from service; contact vendor for approved alternate product; or remove product from bid.

F. Emergency Purchases

1. If it is necessary to make a one-time emergency procurement to continue service or obtain goods, and the public exigency or emergency will not permit a delay resulting from a competitive solicitation, the purchase must be authorized using a purchase order signed by the School Business Administrator/Board Secretary. The emergency procedures to be followed for such purchases shall be those procedures used by the school district for other emergency purchases consistent with N.J.S.A. 18A:18A-7. All emergency procurements shall be approved by the School Business Administrator/Board Secretary. At a minimum, the following emergency procurement procedures shall be documented to include, but not be limited to: item name; dollar amount; vendor; and reason for emergency.

G. Purchasing Goods and Services – Cooperative Agreements, Agents, and Third-Party Services (Piggybacking)





# POLICY

## LAKESWOOD BOARD OF EDUCATION

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### Procurement Procedures for School Nutrition Programs

1. When participating in intergovernmental and inter-agency agreements the Board of Education will ensure that competitive procurements are conducted in accordance with 2 CFR Part 200.318-.326 and applicable program regulations and guidance.
2. When utilizing the services of a co-op, agent, or third party the Board of Education will ensure that the following conditions have been met:
  - a. All procurements were subject to full and open competition and were made in accordance with Federal/State/local procurement requirements;
  - b. The existing contract allows for the inclusion of additional Board of Educations that were not contemplated in the original procurement to purchase the same supplies/equipment through the original award;
  - c. The specifications in the existing contract meets their needs and that the items being ordered are in the contract;
  - d. The awarded contract requires all the Federally required certifications; e.g. Buy American, debarment, restrictions on lobbying, etc.;
  - e. The agency will confirm the addition of their purchasing power (goods or services) to the procurement in scope or services does not create a material change, resulting in the needs to re-bid the contract;
  - f. Administrative costs (fees) for participating in the agreement are adequately defined, necessary and reasonable, and the method of allocating the cost to the participating agencies must be specified;
  - g. The Buy American provisions are included in the procurement of food and agricultural products; and
  - h. The agreement includes the basis for and method of allocating each discount, rebate, or credit and how they will be returned to



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Procurement Procedures for School Nutrition Programs  
each participating agency when utilizing a cost-reimbursable  
contract.

## H. Records Retention

1. The Board of Education shall agree to retain all books, records, and other documents relative to the award of the contract for three years after final payment. If there are audit findings that have not been resolved, the records shall be retained beyond the three-year period as long as required for the resolution of the issues raised by the audit. Specifically, the Board of Education shall maintain, at a minimum, the following documents:
  - a. Written rationale for the method of procurement;
  - b. A copy of the original solicitation;
  - c. The selection of contract type;
  - d. The bidding and negotiation history and working papers;
  - e. The basis for contractor selection;
  - f. Approval from the State agency to support a lack of competition when competitive bids or offers are not obtained;
  - g. The basis for award cost or price;
  - h. The terms and conditions of the contract;
  - i. Any changes to the contract and negotiation history;
  - j. Billing and payment records;
  - k. A history of any contractor claims;
  - l. A history of any contractor breaches; and
  - m. Any other documents as required by N.J.S.A. 18A:18A – Public





# POLICY

## LAKESIDE BOARD OF EDUCATION

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### Procurement Procedures for School Nutrition Programs School Contracts Law.

#### I. Code of Conduct for Procurement

1. All procurements must ensure there is open and free competition and adhere to the most restrictive Federal, State, and local requirements. The Board of Education seeks to conduct all procurement procedures in compliance with stated regulations and to prohibit conflicts of interest and actions of employees engaged in the selection, award, and administration of contracts. All procurements will be in accordance with this Policy and all applicable provisions of N.J.S.A. 18A:18A – Public School Contracts Law.
2. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal, State, or local award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent; any member of his or her immediate family, his or her partner; or an organization which employs or is about to employ any of the parties indicated herein has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
3. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value.
4. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity. Based on the severity of the infraction, the penalties could include a written reprimand to their personnel file, a suspension with or without pay, or termination.
5. All questions and concerns regarding procurement solicitations, contract evaluations, and contract award, shall be directed to the School Business Administrator/Board Secretary.

#### J. Food Service Management Company (FSMC)



## Procurement Procedures for School Nutrition Programs

1. In the operation of the school district's food service program, the school district shall ensure that a FSMC complies with the requirements of the Program Agreement, the school district's Free and Reduced School Lunch Policy Statement, all applicable USDA program policies and regulations, and applicable State and local laws. In order to operate an a la carte food service program, the FSMC shall agree to offer free, reduced price, and full price reimbursable meals to all eligible children.
2. The school district shall monitor the FSMC billing invoices to ensure compliance with Federal and State procurement regulations.
3. In accordance with N.J.S.A. 18A:18A-5a.(22), RFPs are required in all solicitations for a FSMC.



N.J.S.A. 18A:18A – Public School Contracts Law



Procurement Procedures for School Nutrition Programs  
APPENDIX

| FEDERAL FUNDS PROCUREMENT<br>METHOD SELECTION CHART                                                                                                                                                                                        |                                                                                                                                                                            |                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|
| THERE ARE TWO (2) PROCUREMENT METHODS, FORMAL AND INFORMAL. THE METHOD THE SCHOOL FOOD AUTHORITIES (SFA) NEEDS TO USE DEPENDS ON TWO (2) FACTORS, THE AMOUNT OF THE CONTRACT AND WHETHER THE SFA IS A PUBLIC/CHARTER OR NON-PUBLIC SCHOOL. |                                                                                                                                                                            |                                                              |
| NEW JERSEY PUBLIC/CHARTER SCHOOLS PURCHASING THRESHOLDS                                                                                                                                                                                    |                                                                                                                                                                            |                                                              |
| AMOUNT                                                                                                                                                                                                                                     | ACTIVITY                                                                                                                                                                   | PROCUREMENT METHOD                                           |
| INFORMAL PROCUREMENT                                                                                                                                                                                                                       |                                                                                                                                                                            |                                                              |
| Below \$3,500 *                                                                                                                                                                                                                            | Micro - purchases 2 CFR 200.320(a)                                                                                                                                         | Sound Business Practice *                                    |
|                                                                                                                                                                                                                                            | SINGLE TRANSACTION AGGREGATE COST LESS THAN \$3,500                                                                                                                        |                                                              |
| * Or LESS than \$3,500 if local SFA Procurement Policies are more restrictive                                                                                                                                                              |                                                                                                                                                                            |                                                              |
| SMALL PURCHASE PROCEDURES                                                                                                                                                                                                                  |                                                                                                                                                                            |                                                              |
| \$3,501 up to \$29,000/\$40,000                                                                                                                                                                                                            | N.J.S.A. 18A:18A-37<br>ANY PURCHASE EXCEEDING \$3,500 REQUIRES A QUOTE UP TO THE APPLICABLE N.J.S.A. BID THRESHOLDS OF \$29,000 (without a QPA*) OR \$40,000 (with a QPA*) | Quotation using SFA Internal Procurement Procedures          |
| NOTE: ANNUAL AGGREGATE AMOUNTS                                                                                                                                                                                                             |                                                                                                                                                                            |                                                              |
| FORMAL PROCUREMENT                                                                                                                                                                                                                         |                                                                                                                                                                            |                                                              |
| \$29,000 or \$40,000 and above                                                                                                                                                                                                             | N.J.S.A. 18A:18A-37<br>Bid Threshold without a QPA* - \$29,000<br>Bid Threshold with a QPA* - \$40,000                                                                     | Bid - Invitation for Bid (IFB) OR Request for Proposal (RFP) |
| * QUALIFIED PURCHASING AGENT                                                                                                                                                                                                               |                                                                                                                                                                            |                                                              |

# POLICY

## LAKESWOOD BOARD OF EDUCATION

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### Procurement Procedures for School Nutrition Programs

| NEW JERSEY NON-PUBLIC SCHOOL PURCHASING THRESHOLDS                            |                                                                                           |                                                              |
|-------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|--------------------------------------------------------------|
| AMOUNT                                                                        | ACTIVITY                                                                                  | PROCUREMENT METHOD                                           |
| INFORMAL PROCUREMENT                                                          |                                                                                           |                                                              |
| Below \$3,500 *                                                               | Micro - purchases 2 CFR 200.320(a)<br>Single Transaction aggregate cost less than \$3,500 | Sound Business Practice *                                    |
| * Or LESS than \$3,500 if local SFA Procurement Policies are more restrictive |                                                                                           |                                                              |
| \$3,501 - \$149,999                                                           | Small purchase procedures 2 CFR 200.320(b)                                                | Quotation using SFA Internal Procurement Procedures          |
| FORMAL PROCUREMENT                                                            |                                                                                           |                                                              |
| \$150,000 and above                                                           | As per Federal requirements in 2 CFR Parts 200.317 - 200.326                              | Bid - Invitation for Bid (IFB) OR Request for Proposal (RFP) |

State Agency Form #358 - July 2017

Adopted:





# POLICY

## LAKESWOOD BOARD OF EDUCATION

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### COMMUNITY USE OF TRANSPORTATION (M)

#### 8651 COMMUNITY USE OF TRANSPORTATION (M)

The Board of Education will permit the school busing vehicles owned or leased by this district to be used for the purpose of transporting senior citizens' groups, disabled citizens and children and adults participating in a recreation or other program operated by the Township of Lakewood in accordance with law and rules of the State Board of Education. The Board will not permit the use of school busing vehicles for any purpose not expressly authorized by law and Board policy.

The transportation of senior citizens shall be restricted to destinations that are within this school district or any contiguous school district. "Contiguous school district" means a school district adjoining and adjacent to another school district and sharing in some part of a common boundary within the State. The transportation of disabled citizens may be within any district. The transportation of children and adults participating in a recreation or other program shall be limited by the location of the program.

The transportation of community members in accordance with this Policy shall be limited to those hours and days when vehicles are not required for the transportation of students. The Board reserves the right to refuse or cancel any community transportation in the interests of the educational program or the efficient operation of the school district.

Vehicles must be operated by the holder of a valid New Jersey bus driver's license and any other license(s) required for operating a school bus in New Jersey. The driver of a school district school bus must be approved by Board or a currently Board approved and employed bus driver.

The costs of community transportation shall be reimbursed to the Board in full or a percentage of the actual cost to include, but not be limited to: fuel, oil, driver's salary and related payroll costs, insurance, maintenance, depreciation, licensing and registration, and administrative overhead.

A request for community transportation must be submitted to the Superintendent of Schools. Upon receiving the request, the Superintendent of Schools will present the request to the Board of Education. A request may be preliminarily approved by the Board provided the request is consistent with the provisions of N.J.S.A. 18A:39-22 and N.J.A.C. 6A:27-7.8 and this Policy. Upon preliminary approval there will be a written agreement between the Board of Education and the group/organization seeking



## COMMUNITY USE OF TRANSPORTATION (M)

approval for such use. The written agreement shall address the requirements in N.J.S.A. 18A:39-22 and N.J.A.C. 6A:27-7.8 including, but not limited to: costs; hours and dates of operation; insurance requirements; pick-up and drop-off locations; supervision on bus, if applicable; and number of buses. The Board attorney shall review the final written agreement before being presented to the Board for final approval. A group's use of school vehicles is not approved until the Board of Education approves the final written agreement at a Board Meeting.

N.J.S.A. 18A:39-22 et seq.  
N.J.S.A. 39:3B-5.4;  
N.J.A.C. 6A:27-7.8 et seq.

Adopted:

