

MEETING OF THE LAKEWOOD BOARD OF EDUCATION, HELD ON WEDNESDAY, AUGUST 30, 2017, AT 6:30 P.M., AT THE LAKEWOOD HIGH SCHOOL AUDITORIUM, 855 SOMERSET AVENUE, LAKEWOOD, NEW JERSEY 08701

I. PLEDGE OF ALLEGIANCE: Moshe Bender, President

Kevin Campbell, Assistant Business Administrator/Assistant Board Secretary called the meeting to order at 6:39 p.m. Mr. Campbell then read the Sunshine Law and did Roll Call.

SUNSHINE LAW

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

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

II. ROLL CALL

Board Members Present: Mr. Moshe Bender
Mrs. Ada Gonzalez
Ms. Thea Jackson
Mr. Moshe Raitzik
Mr. Heriberto Rodriguez

Board Members Absent: Mr. Moshe Newhouse left 10:05 p.m.
Mr. Bentzion Treisser
Mr. Isaac Zlatkin

Also Attending: Mrs. Laura A. Winters, Superintendent
Mr. Kevin Campbell, Assistant Business Administrator/Assistant Board Secretary
Mr. David Shafter, State Monitor
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. Confidential under Federal/State Law or rule of Court
 2. That which would impair a right to receive Government Funds
 3. Unwarranted invasion of Pupil's privacy
 4. Collective Bargaining Agreement
 5. Purchase, Lease or Acquisition of real property or investment
 6. Any tactics and techniques utilized in protecting the safety and property of the public
 7. Any pending or anticipated litigation or contract negotiation other than as stated in #4
 8. Involving the employment, appointment, termination of employment
 9. Any deliberations occurring after a public hearing

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 6:42 p.m. Mr. Bender motion to go into Executive Session. Mrs. Gonzalez seconded the motion.

MOTION TO GO INTO EXECUTIVE SESSION (passed)

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

5 Ayes: Mr. Bender, Mrs. Gonzalez, Ms. Jackson, Mr. Raitzik, Mr. Rodriguez

0 Nays:

0 Abstained:

3 Absent: Mr. Newhouse, Mr. Treisser, Mr. Zlatkin

At 7:58 the Board returned from Executive Session. Mr. Campbell did Roll Call:

IV. ROLL CALL

Board Members Present: Mr. Moshe Bender
Mrs. Ada Gonzalez
Ms. Thea Jackson
Mr. Moshe Newhouse left 10:05 p.m.
Mr. Moshe Raitzik
Mr. Heriberto Rodriguez
Mr. Bentzion Treisser
Mr. Isaac Zlatkin

Board Members Absent: None

Also Attending: Mrs. Laura A. Winters, Superintendent
Mr. Kevin Campbell, Assistant Business Administrator/Assistant Board Secretary
Mr. David Shafter, State Monitor
Michael Inzelbuch, Esq., Board Attorney

Translator: Miriam Medina

V. INTERVIEW OF CANDIDATES ELIGIBLE TO FILL BOARD VACANCY:

1. Chanina Nakdimen
2. Moshe Tendler

Mr. Campbell called the first candidate Mr. Nakdimen.

Mr. Nakdimen: Hi, and thank you Mr. Bender and to the board for giving me this opportunity to discuss my candidacy for this vacancy on the Lakewood Board of Education.

I moved to Lakewood over 25 years ago. My family and I moved to the other side of the tracks. Back then, the other side of the tracks was considered a different galaxy.

How times have changed. Back then, Lakewood was a small town of 45 thousand people and it had a small-town feel. I grew up with Lakewood. Over the last 25 years, as the town has grown, I have grown. Lakewood has grown from a town into metropolis, a city with over 100 thousand people. To illustrate the share magnitude of growth, today the population of 18 and younger is over 42 thousand; this growth is all in a little more than 25 years. With amazing growth, comes amazing and great responsibilities.

A short while after I graduated high school, I enrolled in OCC and got my Associates Degree, all while working to pay for my education. After graduating from OCC, I transferred to Rutgers University. I took out student loans that I am still paying today, and got a BA in political science. Upon graduation from Rutgers, I attended a small local Rabbinical Seminary, and got a job in the School for Children with Hidden intelligence, and then I got married.

Looking to advance, I enrolled in a Daemen College (a night school program) and obtained a MS; a masters in special education. All the while, working a full-time job to pay my bills.

Today, I am a certified general education teacher and a certified teacher for Students with Disabilities, and I am currently working in Lakewood.

Since 2011, I have been working in education. My life experience has taught me many things, ethics and morals, tolerance, patience, civility and humility, and never to take anything for granted.

Additionally, I have had opportunities in my work and academic background that has helped me grow in knowledge, awareness, and understanding, which has increased my capabilities as a citizen and individual.

Furthermore, I have experience in a variety of professional settings that have given me the opportunity to work with supervisors and support staff in many diverse areas, to execute and complete goals appropriately and efficiently while maintaining a professional working environment.

Moreover, I have gained a strong understanding of the importance of providing a high level of service and researching a target audience and successfully reaching their needs efficiently and effectively.

Lastly, I have successfully worked independently, and as part of a team, and displayed the ability to adapt quickly and successfully to all

challenges that have confronted me.

I look forward to combining my experiences and knowledge in this position and I am confident that I will be an asset on this board, the Lakewood Board of Education.

Mr. Campbell called the second candidate Mr. Tandler.

Mr. Tandler: Good evening. Thank you, Mr. Bender and the Lakewood Board of Education for giving me this time, for giving me this opportunity to try to fill the vacancy which is presently on the board.

I as well have grown up in the town of Lakewood. Going back for about 29 years now and I've seen it from its infancy where there was very few, population was not that many, and the needs of the community was not that great as they are today.

As I have grown I have seen the township of Lakewood continuing to grow to the vast, over 100,000 citizens, that are today in this town.

I grew up in a home where my parents instilled, and they themselves have dedicated their time and energy to needs of the community. They still are not done with their responsibility for the community. And I believe that growing up in such a home I've seen my parents as Communal leaders, constantly giving up their time and energy to meet the needs of those who were worthy no matter what the background was, and who they were.

We would have people knocking on our door; whether it would be marital issues or whether it be financial issues or whether it be for the children. No matter what the needs are my parents never turned anyone away.

This is sort of home I grew up in, this is what I have seen throughout my entire life. This instilled in me a feeling of responsibility and a passion to give back to the community as I have seen in my home. As I have grown older I have voluntarily joined a school where I taught at nights. The children who are maybe a bit more educationally challenged in ethics and interpersonal relationships. We had open floor discussions and we really grew together a lot in that year as I taught my nightly sessions. We became very close to each other and grown tremendously. On a weekly basis we would have them over for supper. Myself and my wife would talk to them whatever was on their minds. I really believe that this had a tremendous impact on the children.

I then moved on to do voluntary work in a night program here in Lakewood where I continued to teach on the topic to a group of children. We would discuss the ethics, interpersonal relationships, moral standards, and they would ask and we would have very very in-depth discussion on how to communicate and what's expected of us in life so that we can be successful.

This is a passion I have and I believe this passion, which I obtained from the home I grew up in, really placed such value on education. Where I believe is the biggest opportunity to give over to the next generation and give them the resources they need, so they can fulfill their potential and walk around and grow up in a bigger and better place, so they can become the best they can be.

Thank you so much for the opportunity and I hope you vote for me.

After the Board returned from Executive Session Mr. Rodriguez made a motion to elected Mr. Moshe Tendler to fill the Board vacancy. Mrs. Gonzalez seconded the motion.

MOTION TO ELECT MOSHE TENDLER TO FILL BOARD VACANCY (passed)

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

7 Ayes: Ms. Jackson, Mr. Raitzik, Mr. Rodriguez, Mr. Treisser, Mr. Zlatkin, Mrs. Gonzalez, Mr. Bender

0 Nays:

0 Abstained:

1 Absent: Mr. Newhouse

- VI. PRESENTATIONS**
1. Honor Township Officials
 2. Introduction of Advance Placement Teachers
 3. Introduction of Lakewood School District Administrators

VII. MINUTES Special Meeting Minutes – June 27, 2017

MOTION TO APPROVE THE SPECIAL MEETING MINUTES OF JUNE 27, 2017 (passed)

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

4 Ayes: Mr. Bender, Ms. Jackson, Mr. Raitzik, Mr. Treisser,

0 Nays:

3 Abstained: Mr. Rodriguez, Mr. Zlatkin, Mrs. Gonzalez

1 Absent: Mr. Newhouse

Public Meeting Minutes – July 19, 2017

MOTION TO APPROVE THE PUBLIC MEETING MINUTES OF JULY 19, 2017 (passed)

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

4 Ayes: Mr. Bender, Ms. Jackson, Mr. Rodriguez, Mr. Treisser,

0 Nays:

3 Abstained: Mr. Raitzik, Mr. Zlatkin, Mrs. Gonzalez

1 Absent: Mr. Newhouse,

Public Meeting Minutes – August 9, 2017

MOTION TO APPROVE THE PUBLIC MEETING MINUTES OF AUGUST 9, 2017 (passed)

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

4 Ayes: Mr. Bender, Mr. Raitzik, Mr. Rodriguez, Mrs. Gonzalez

0 Nays:

3 Abstained: Ms. Jackson, Mr. Treisser, Mr. Zlatkin

1 Absent: Mr. Newhouse,

Special Meeting Minutes – August 14, 2017

MOTION TO APPROVE THE SPECIAL MEETING MINUTES OF AUGUST 14, 2017 (passed)

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

5 Ayes: Mr. Bender, Mr. Raitzik, Mr. Rodriguez, Mr. Zlatkin, Mrs. Gonzalez

0 Nays:

2 Abstained: Ms. Jackson, Mr. Treisser

1 Absent: Mr. Newhouse,

VIII. COMMITTEE REPORTS

IX. CORRESPONDENCE AND COMMUNICATIONS

- X. RECOGNITION OF THE PUBLIC**
1. Pastor Glenn Wilson
 2. Dr. Michael Rush
 3. Annette Kearney
 4. Michele Jackson
 5. Roselyn Rojas
 6. Fred Rush
 7. Pamela Miller
 8. Sean Barksdale
 9. Stephen VanHise
 10. Judy Singer

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.

MOTION TO APPROVE TO ACCEPT THE ADDITIONS TO THE AGENDA (passed)

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

8 Ayes: Ms. Jackson, Mr. Newhouse, Mr. Raitzik, Mr. Rodriguez, Mr. Treisser, Mr. Zlatkin,
 Mrs. Gonzalez, Mr. Bender

0 Nays:

0 Abstained:

0 Absent:

At 9:10 Mr. Zlatkin Motion for the Board to go into Executive Session. Mr. Treisser seconded the motion.

The reason for returning to Executive Session was to discuss employees who were RICEd, contract and other legal issues under Sunshine Law.

MOTION TO GO INTO EXECUTIVE SESSION (passed)

Motion: Mr. Zlatkin **Second:** Mr. Treisser

8 Ayes: Mr. Bender, Mrs. Gonzalez, Mr. Newhouse, Ms. Jackson, Mr. Raitzik,
 Mr. Rodriguez, Mr. Treisser, Mr. Zlatkin,

0 Nays:

0 Abstained:

0 Absent:

At 10:05 the Board returned from Executive Session and Mr. Campbell took Roll Call.

XI. ROLL CALL

Board Members Present: Mr. Moshe Bender
Ms. Thea Jackson
Mr. Moshe Raitzik
Mr. Heriberto Rodriguez
Mr. Bentzion Treisser
Mr. Isaac Zlatkin
Mrs. Ada Gonzalez

Board Members Absent: Mr. Moshe Newhouse left 10:05 p.m.

Also Attending: Mrs. Laura A. Winters, Superintendent
Mr. Kevin Campbell, Assistant Business Administrator/Assistant Board Secretary
Mr. David Shafter, State Monitor
Michael Inzelbuch, Esq., Board Attorney

Translator: Miriam Medina

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

- A. Approve the attached Budgetary line item Transfers – None at this meeting
- B. Acceptance of the Treasurers' and Board Secretary Reports – None at this meeting
- C. Certification of No Over expenditures
None at this meeting.

Regina Robinson
Business Administrator/ Board Secretary

August 20, 2017
Date

- D. 1. Approve Bills List for August 30, 2017 for the Warrant Account in the amount of \$7,132,067.94
- 2. Approve Supplemental Bills List for August 30, 2017 for the Warrant Account in the amount of \$45,727.88
- 3. Approve Bills List for August 30, 2017 for the Referendum Related Expenses in the amount of \$672,741.38
- E. Approve Bills List for August 30, 2017 Cafeteria Account in the amount of \$898.00

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

- August 18, 2017 in the amount of \$923,368.26
- August 19, 2017 in the amount of \$162,251.64

G. Approval of payment of New Jersey State Health Benefit Plan – \$1,414,562.321

H. Transportation Items:

1. Approve corrections to the June 20, 2017 board minutes and add Parental Contracts for ESY days to the total as follows:

SUDENT ID	ROUTE	SCHOOL	ESY DAYS	REG DAYS	TTL DAYS	PER DIEM	TOTAL PER DIEM
8544103241	YEHS	YESHIVA EMEK HATORAK	30	181	211	\$79.20	\$16,711.20
920962	SCHYH	SCHI	30	188	218	\$79.20	\$17,265.60
918618	SCHIB	SCHI	30	188	218	\$79.20	\$17,265.60
56727529121	ATCA	ATERES TZIPORA	30	183	213	\$79.20	\$16,869.60
918521	SCHIFD	SCHI	30	188	218	\$79.20	\$17,265.60
914817	YOHST	Hatora Yeshiveas Ohr	30	188	218	\$79.20	\$17,265.60

2. Approve new parental contract for school year 2017-2018:

SUDENT ID	ROUTE	SCHOOL	ESY DAYS	REG DAYS	TTL DAYS	PER DIEM	TOTAL PER DIEM
923655	LECCVA	LECC	30	180	210	\$89.52	\$18,799.30

3. Approve 1:1 aide for student ID #921133 for route # CKMD5S Harnett Transport at a cost of \$60.00 per diem x 26 days total \$ 1,560.00 for ESY 2017.
4. Approve to award Parental Contract to the parents of the Lakewood students in the amount of the per diem rate multiplied by the total amount of days, not to exceed \$17,000.00. Effective September 1, 2017 through June 30, 2018, to transport their child to/from the approved schools located in NJ, in accordance with NJAC 6A:27-1.5 and NJAC 6A: 27-7.7 This assignment has been made in collaboration with CST .

SUDENT ID	ROUTE	SCHOOL	ESY DAYS	REG DAYS	TTL DAYS	PER DIEM	TOTAL PER DIEM
909564	BFWH	BAIS FAIGA	30	174	204	\$79.20	\$16,156.80
924315	SCHINB	SCHI		188		\$79.20	\$14,889.60

5. Approve corrections to the July 18, 2017 board minutes, with regard to renewal cost for 2017-2018 school year.

KLARR TRANSPORT

ROUTE	MULTI	CONTRACT AMOUNT
PES11	MULTI	\$51,454.80

6. Approval for renewal of pupil transportation contracts for the 2017-2018 school year, with an increase of .30% (CPI), pursuant to NJSA 18A:39-3 effective 9/1/17 through 6/30/18.

Jays Transport

ROUTE	BID	Multi	Contract amount
SCH12	07-0003	0792	\$32,336.10
SCH13	07-0003	0792	\$32,336.10
OWSCH	11-1111	0991	\$12,906.72
CKMD1	14-1617	1718	\$49,889.46
SCH2	14-1617	1718	\$47,689.80
SCH3	14-1617	1718	\$47,689.80
SCH6	15-0006	1517	\$35,774.67
OWSCH16P	16-0006	1632	\$21,697.92
OWSCH17P	16-0006	1632	\$21,697.92

Harnett

ROUTE	BID	Multi	Contract amount
SCH11	07-0003	0741	\$43,491.78
SCHWC2	07-0003	0741	\$41,334.21
SCHWC3	07-0003	7139	\$47,969.79
SCHWC4	11-111	0940	\$38,497.71
CKMD2	15-0006	1516	\$53,900.82
CKMD3	15-0006	1516	\$50,917.92
PBC3WC	15-0006	1516	\$15,262.56

Briggs

ROUTE	BID	Multi	Contract amount
BSHWC	16-0009	1640	\$46,125.40

Klarr

ROUTE	BID	Multi	Contract amount
SCH17	14-1617	1721	\$41,990.90

Seman Tov

ROUTE	BID	Multi	Contract Amount
OWSCHWC5	14-1617	1719	\$41,358.00
SCH1	14-1617	1719	\$32,940.00
SCH10	14-1617	1719	\$44,652.00
SCH14	14-1617	1719	\$44,652.00
SCH16	14-1617	1719	\$41,358.00
SCH4	14-1617	1719	\$51,240.00
SCH5	14-1617	1719	\$51,240.00
SCH7	14-1617	1719	\$43,554.00
SCH8	14-1617	1719	\$43,554.00
SCH9	14-1617	1719	\$43,554.00
SCHWC6	14-1617	1719	\$61,488.00
PBC4WC	21-1617	1731	\$14,715.00
PBC5WC	21-1617	1731	\$14,715.00

- I. BE IT RESOLVED that the Lakewood Board of Education authorizes Ocean Academy, a Private School for the Disabled to provide breakfast and lunch to the students enrolled of the Lakewood school district, through the food services of Ocean Mental Health Services, Inc.; and

BE IT FURTHER RESOLVED, that the Lakewood school district Board of Education does not require Ocean Academy to apply for and receive funding from the Child Nutrition Program nor does it require Ocean Academy to charge students for a reduced or paid meal.

- J. Move to approve the use of Competitive Contracting to procure Professional Development in Language Arts for the Lakewood Public District for the 2017-2018 school year.
- K. Move to approve the purchase of the NJCPA Monmouth/Ocean Chapter Season Pass for 2017-2018 school year at a cost of \$410.00 per pass for Kevin Campbell, CPA/Assistant Business Administrator, Kristine Lee, CPA, and Jason Mercer, CPA, as required for their continuing professional education, to be paid through budget account #11-000-251-592-00-0000.

- L. Move to record and award RFP 06-1718 for Chapter 226 Nonpublic Nursing Services for the 2017-2018 school year received on August 10, 2017 at 11:00 A.M. as follows:

Summary of Evaluation Committee Scores:

RFP 06-1718 NONPUB NURSING SERVICES				
SCORING	TECHNICAL	MANAGEMENT	COST	
MAXIMUM SCORE	25	30	45	
			TOTAL COST	
PREFERRED HOME HEALTH CARE	Rejected	Rejected	Rejected	
SCORER #1				
SCORER #2				
AVERAGE SCORE				TOTAL SCORE Rejected
TOWNE NURSING			\$63/PER HOUR	
SCORER #1	25	28		
SCORER #2	25	25		
AVERAGE SCORE	25	26.5	35.71	TOTAL SCORE 87.21
CATAPULT			\$56.16/PER HOUR	
SCORER #1	25	24		
SCORER #2	25	22		
AVERAGE SCORE	25	23	40.06	TOTAL SCORE 88.06
TENDER TOUCH			\$62/PER HOUR	
SCORER #1	25	27		
SCORER #2	15	25		
AVERAGE SCORE	20	26	36.3	TOTAL SCORE 82.3
EPIC			\$50/PER HOUR	
SCORER #1	13	0		
SCORER #2	15	0		
AVERAGE SCORE	14	0	45	TOTAL SCORE 59

*Full report is on file in the office of the Business Administrator

It is the recommendation of the Evaluation Committee that the Contract for RFP 06-1718 for Chapter 226 Nonpublic Nursing Services be awarded to Towne School Nursing LLC, Tender Touch Educational Services and Catapult Learning, LLC (pending NJDOE approval for Nonpublic Nursing Services) for the 2017-2018 school year.

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

BE IT RESOLVED, that the Lakewood Board of Education approves unit price awards for the following and future purchases made for the 2017-2018 school year for subject supplies as follows:

SUBJECT	BID NUMBER	VENDOR	AMOUNT AWARDED
Audio Visual Supplies	8036	Troxel Communications	\$415.50
		Valiant National/Alltec	\$3232.76
		Paper Clips Inc.	\$537.84
		Camcor, Inc.	\$349.08
Copy Duplicator Supplies	8223	W.B. Mason, Inc.	\$44,259.60
Elementary Science Grade Level Materials	7971	Carolina Biological	\$799.80
Elementary Science Supplies	7972	Carolina Biological	\$247.50
		Frey Scientific	\$40.13
Fine Art Supplies	8005	Cascade School Supplies	\$1,955.06
		Blick Art Materials	\$2098.11
		School Specialty/Sax	\$5431.21
		Nasco	\$2,176.11
		National Art & School Supplies	\$2005.85
		Triarco Arts & Crafts	\$839.13
		W.B. Mason	\$3526.68
General Classroom Supplies	8116	School Specialty Inc.	\$142,282.60
Health & Trainer Supplies	8027	Henry Schein	\$7801.43
		School Health Corp	\$5424.29
		Winning Teams by	\$551.50

SUBJECT	BID NUMBER	VENDOR	AMOUNT AWARDED
		Nissel LLC	
Library Supplies	8008	Cascade School Supplies	\$43.99
		The Library Store	\$205.96
Math Supplies	8035	EAI Education/Eric Armin Inc.	\$9251.62
Music	8006	Wenger Corp	\$492.00
		Shar Products	\$413.88
		Music in Motion	\$1023.68
		Catalano Musical Products	\$192.00
		Peripole	\$39.24
		Music & Arts	\$68.20
		K & S Music	\$521.16
		Washington Professional Systems	\$43.00
Office/Computer Supplies	8004	Staples Contract & Commercial	\$26,533.56
Physical Education Supplies	8001	Levys Inc	\$152.10
		Passons Sports & US Games/BSN Sports	\$2229.48
		School Specialty/Sportime	\$2851.02
		Nasco	\$3001.81
Science Supplies	8166	Nasco	\$1060.41
		Carolina Biological	\$1789.17
		Fisher Scientific LLC	\$464.65
		Flinn Scientific	\$4894.89
		Frey Scientific	\$695.78
		Sargent Welch/VWR	\$899.00
		Wards Science	\$783.98
		EAI Education/Eric Armin	\$311.25
		Electronix	\$99.00
		Metco Supply	\$18.00
Special Needs	8002	Nasco	\$135.79
		School Health Corp	\$162.09
		Super Duper Publications	\$534.10
		School Specialty/Abilations	\$355.93

SUBJECT	BID NUMBER	VENDOR	AMOUNT AWARDED
Teaching Aids	8030	Cascade School Supplies	\$2641.86
		Kurtz Bros	\$2396.99
		Nasco	\$270.92
		Lakeshore Learning Materials	\$9913.67
		United Supply Corp	\$57.52
		Really Good Stuff	\$2924.35
		School Specialty/Childcraft	\$2119.25
		EAI Education/Eric Armin	\$161.62
		Discount School Supply	\$279.71
		Bosland's Learning Plus	\$155.42
		Becker's School Supply	\$653.88
		Kaplan Early Learning	\$399.93
World Languages	8110	Teachers Discovery	\$938.99

N. Move to renew Tree of Knowledge to provide IDEA Paraprofessional Services for Nonpublic Schools for the 2017-2018 school year, at a cost of \$18.00 per hour, per paraprofessional, *not to exceed \$292,605 to be paid through IDEA/IDEA carryover funds*, in accordance with the terms and condition of Bid 02-1516 due to the emergent need for these services.

MOTION TO APPROVE BUSINESS AGENDA (passed)

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

7 Ayes: Ms. Jackson, Mr. Raitzik, Mr. Rodriguez, Mr. Treisser, Mr. Zlatkin, Mrs. Gonzalez, Mr. Bender

0 Nays:

0 Abstained:

1 Absent: Mr. Newhouse

XIII. REPORTS AND RECOMMENDATIONS OF SUPERINTENDENT:

A. Superintendent Items

1. Approve Second Reading and Adoption of the following Regulation:

- Regulation 5600 Student Discipline/Code of Conduct

2. Approve Reading and Adoption of the following Policy:
 - Policy 3283 Electronic Communications Between Teaching Staff Members And Students
 - Policy 4283 Electronic Communications Between Teaching Staff Members And Students
 - Policy 9200 Cooperation Between Parents and School
3. Motion to Other Health Initiative as the Physician of Record for the 2017-2018.
4. Approve Janet Hendry to write ISPs for Nonpublic students at a rate of \$43.00 per hour, for the 2017-2018 school year, to be paid through Chapter 193 grant, budget account #20-507-200-110-15-0000.
5. Approve Janet Hendry and Sabrina Menache to be paid \$100.00 per case management event (annual, reevaluation or transfer in), for the NPSSP program, to be paid through Chapter 193, budget account #20-507-200-110-15-0000.
6. Approve the renewal of the Decision approving student 4223, in accordance with the terms of the Settlement Agreement and Release provided to the Board which is on file with the Business Administrator.
7. Approve the revised curriculum, pacing guides, assessments, assessment outlines, ELA Framework, and supplemental Interactive Read Aloud Units with Accountable Talk for ELA Kindergarten, First Grade, and Second Grade for the 2017-2018 school year.
8. Approve Pearson to provide SIOP training and supporting materials to all new staff at Lakewood Middle for a total of 15 hours, at a cost of \$15,000.00, to be paid through Title III, account # 20-241-200-300-15-0015.
9. Approve Margaret Czech and Cynthia Currao to present "An Introduction to Sheltered English Instruction" to all new elementary staff at the New Teacher Orientation, for 7 hours of preparation and 2.5 hours of presentation, at a rate of \$40.00 per hour, to be paid through Title III, account # 20-241-200-100-15-0015. (Revision from August 9, 2017 Agenda.)
10. Approval for the following Nonpublic Title IIA Professional Development events.

School	Vendor	Workshop Name	Amount	Grant	Account
Calvary	Learners Edge	Project Based Learning	\$425	Title IIA	20-270-200-300-16-066I
Calvary	Fresno Pacific University	Character Development	\$448	Title IIA	20-270-200-300-16-066I

11. Approve Maria deVenecia-McFarland, a Stockton University student, internship required 300 hours during the 2017-2018 school year, under the supervision of Debra Long, Clifton Avenue Grade School Principal.
12. Approve the following LHS staff members for Advanced Placement training in preparation for the 2017-2018 school year. Training will be held on August 29, 2017 and August 30, 2017 from 8:00 a.m. – 12:00 p.m., at a rate of \$40.00 per hour, not to exceed \$960.00, to be paid through budget account # 20-270-200-100-15-0015.

Staff Member	AP Course	Hours
Michael Hadley	AP History	8 hours x \$40.00 - \$320.00
Benjamin Lieberman	AP Calculus	8 hours x \$40.00 - \$320.00
Shelleen Elsbree	AP English	8 hours x \$40.00 - \$320.00

13. Approve Shelleen Elsbree for 5 additional hours for the purpose of planning and preparation of materials for the Advanced Placement Institute at Lakewood High School on August 29, 2017 and August 30, 2017, at a rate of \$40.00 per hour, not to exceed \$200.00, to be paid through budget account # 20-270-200-100-15-0015.
14. 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
201019	Children's Center of Monmouth County, Inc.	\$296.12/day	\$160.00/day	202	7/27/2017-6/30/2018
184155	Collier School	\$307.00/day		180	9/6/2017-6/30/2018
906002	Collier School	\$307.00/day		180	9/6/2017-6/30/2018
205165	Collier School	\$307.00/day		180	9/6/2017-6/30/2018
6640	SINAI Schools	\$6,163.40/month		10 months	9/6/2016-6/30/2018
215358	The Harbor School, LLC.	\$308.40/day	\$140.00/day	210	7/5/2017-6/30/2018
906767	The Newgrange School of Princeton, Inc.	\$332.55/day		184	9/7/2017-6/30/2018
201061	The Newgrange School of Princeton, Inc.	\$332.55/day		184	9/7/2017-6/30/2018
909524	The Newgrange School of Princeton, Inc.	\$332.55/day		184	9/7/2017-6/30/2018
912595	The Newgrange School of Princeton, Inc.	\$332.55/day		184	9/7/2017-6/30/2018

15. Approve the 2017-2018 tuition costs for the following out-of-district placements to be paid through budget account # 11-000-100-569-00-0000.

Number	Placement	Per Diem Rate/Monthly Rate	Aide/Nurse Per Diem/Monthly	Billable Days	Start Date
909564	Bais Faiga	\$5,000.00/month	\$2,000.00/month	10 months	9/6/2017-6/30/2018
194469*	Coastal Learning Center Monmouth Corp.	\$276.36/day	\$126.00/day	217	7/3/2017-6/30/2018
913928	Shiras Chaim		\$2,500.00/month	10 months	9/1/2017-6/30/2018
165326	Yeshivas Emek Hatorah	\$190.55/day	\$350.00/day	180	9/1/2017-6/30/2018
145327	Yeshivas Emek Hatorah	\$284.16/day		180	9/1/2017-6/30/2018

Correction from 7/19/2017 Board Agenda

16. 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
905715	Neptune Township Board of Education	\$297.22/day		210	7/5/2017-6/30/2018
909635	Neptune Township Board of Education	\$297.22/day		210	7/5/2017-6/30/2018

17. 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
922505	Starlight Homecare Agency, Inc./d/b/a Star Pediatric Home Care Agency	\$49.00/hr
924315	Starlight Homecare Agency, Inc./d/b/a Star Pediatric Home Care Agency	\$49.00/hr

18. Approve Towne School Nurses LLC to provide substitute school nursing and one to one nursing services district-wide for the public schools, at a rate of \$55.00 per hour for RN and \$50.00 per hour for LPN, effective July 1, 2017 through June 30, 2018; to be paid through budget account # 11-000-217-320-00-0000.

19. Approve Let's Talk Therapies for the 2017-2018 school year to provide speech therapy three times a week at \$110.00/each 45 minute session; occupational therapy two times a week at \$80.00/each 45 minute session for student 906843 as per settlement agreement to be paid through account # 11-000-216-320-00-0011.

20. Approve Let's Talk Therapies for the 2017-2018 school year to provide speech therapy once a week at \$80.00/each 30 minute session; occupational therapy once a week at \$80.00/each 30 minute session for student 7317 as per settlement agreement to be paid through account # 11-000-216-320-00-0011.

21. Approve the following placements for the Fall 2017 semester for student observations:

LAST NAME	FIRST NAME	COLLEGE/UNIVERSITY	PLACEMENT	DATES FOR PLACEMENT
Janes	Allycia	GCU	LMS	9/25/17-10 days
Dressler	Aubrey	GCU	LMS	9/25/17-10 days
Colabella	Frank	GCU	LMS	9/25/17-10 days

22. Approve to extend the NPSSP Program to include an additional K class and 1st-2nd Grade class at a cost of \$150,000 per class, to be paid from the Nonpublic IDEA Grant Funds.

23. Approve the Yesodos Boys/Mekor Hachinuch Boys class, at a cost of \$115,000.00, to be paid from the Lakewood Township Nonpublic Grant Award.

24. Approve Gloria Bland-Katz to conduct Educational and Speech and Language Evaluations for the 2017-2018 school year, at a rate of \$175.00 per hour; not to exceed \$20,000.00, to be paid through budget account #11-000-219-390-13-0000.

25. Approve Susan Caplan/Dynamic Learning Solutions to conduct Educational Evaluations for the 2017-2018 school year, at a rate of \$200.00 per hour; not to exceed \$10,000.00, to be paid through budget account #11-000-219-390-13-0000.

26. Approve Melanie Feller/Alphabet Soup Speech Consultants to conduct Speech and Language Evaluations for the 2017-2018 school year, at a rate of \$250.00 per hour; not to exceed \$10,000.00, to be paid through budget account #11-000-219-390-13-0000.

27. Approve Karen Kimberlin/Speech Language Learning Connection, LLC to conduct Speech and Language Evaluations for the 2017-2018 school year, at a rate of \$200.00 per hour; not to exceed \$10,000.00, to be paid through budget account #11-000-219-390-13-0000.

28. Approve Michelle Stern/MS Solutions to conduct Educational Evaluations for the 2017-2018 school year, at a rate of \$125.00 per hour; not to exceed \$10,000.00, to be paid through budget account #11-000-219-390-13-0000.
29. Approve Lisa Spano/MG Behavioral Consulting, LLC to conduct Functional Behavior Assessments for the 2017-2018 school year, at a rate of \$260.00 per hour; not to exceed \$10,000.00, to be paid through budget account #11-000-219-390-13-0000.
30. Approve the 2017-2018 tuition costs for the following OCVTS placements to be paid through budget account # 11-000-100-563-00-0000.
 - a. MATES Academy: 1 student
 - b. Performing Arts Academy: 3 students
 - c. Academy of Law and Public Safety: 2 student
 - d. Shared Time: 104 students
31. Approval to accept letter from Catapults, dated August 22, 2017, for rejection of services, for 39 ICRP classes.

B. PERSONNEL

1. CERTIFICATED

a. Resignations

1. ROBINSON, Regina
Business Administrator/Board Secretary
Effective: September 26, 2017
2. VANRYZIN, Mary
Teacher – PSH – LECC Campus I
Declined Position
3. NUNEZ, Francis
Teacher – Math – LHS
Effective: October 23, 2017 or sooner
4. DOWLING, Christine
Head Field Hockey Coach
Effective: August 18, 2017
5. BINNS, Daphne
School Social Worker
Effective: October 21, 2017 or sooner

b. Retirements – None At This Meeting

c. Terminations - None At This Meeting

d. Leaves of Absence

1. DELLORUSSO, Leila
Teacher-CAGS
NJFL-Bonding-Unpaid
Effective: September 1, 2017
Returning: November 27, 2017
2. DESANTIS, Jessica
FMLA-Sick (14 days) & Personal (4 days)-Paid
Effective: September 6, 2017
Terminating: October 2, 2017
FMLA-Extra Consideration minus Sub (10 days)-Paid
Effective: October 3, 2017
Terminating: October 17, 2017
NJFL-Unpaid
Effective: October 18, 2017
Returning: January 15, 2018
3. DESILVESTRI, Mariana
Teacher-SSS
FMLA-Bonding-Paid
Effective: Sick (10 days) & Personal (4 days)-Paid
Effective: September 7, 2017
Terminating: September 26, 2017
NJFL-Unpaid
Effective: September 27, 2017
Terminating: December 20, 2017
Contractual: Unpaid
Effective: December 21, 2017
Returning: February 1, 2017
4. KARAS, Rebecca
Teacher-LECC
NJFL-Bonding-Unpaid
Effective: October 4, 2017
Returning: October 16, 2017

5. MINCER, Mirel
Teacher-LMS
NJFL-Bonding-Unpaid
Effective: September 28, 2017
Returning: November 8, 2017
6. MULLEN, Jennifer
Teacher-Piner
NJFL-Bonding-Unpaid
Effective: September 5, 2017
Terminating: October 3, 2017
FMLA-Bonding-Unpaid
Effective: October 4, 2017
Returning: October 17, 2017
7. OLSEN, Alilsen
Teacher-CII
NJFL-Bonding-Unpaid
Effective: September 11, 2017
Returning: October 23, 2017
8. RICKARDS, Nadine
School Nurse-EGC
FMLA-Sick days (36.5) & Personal (4 days)-Paid
Effective: September 18, 2017
Terminating: November 20, 2017 (.5)
FMLA-Unpaid
Effective: November 20, 2017 (.5)
Terminating: December 9, 2017
NJFL-Unpaid
Effective: December 10, 2017
Terminating: March 10, 2018
Contractual-Unpaid
Effective: March 11, 2018
Terminating: June 30, 2018
9. TERENCE, Sarah
Teacher-LECC-CIII
NJFL-Unpaid
Effective: September 11, 2017
Returning: November 16, 2017

e. Transfers

1. MAZZEO, Deborah
From: Acting Principal – Piner
To: Principal - Piner
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 1, MA - \$118,303.00 prorated
(replacement for J Sterenczak – resigned - \$122,442.00)
(budget account # 15-000-240-103-10-0010)
2. ANDERSON, Sherriese
From: Social Worker – CST – LHS
To: Supervisor of Special Services
Effective: August 31, 2017
Terminating: June 30, 2018
Salary: Step 1, Ph.D - \$113,190.00 prorated
(Mentoring paid by employee if necessary)
(New Position)
(budget account # 11-000-221-102-00-0000)
3. KAZNOWSKI, Jennifer
Social Worker – CST
From: SSS
To: EGC
Effective: September 1, 2017
Terminating: June 30, 2018
4. ZENTMAN, Chana
Social Worker – CST
From: EGC
To: SSS
Effective: September 1, 2017
Terminating: June 30, 2018
5. MARKEY, George
From: Teacher – Music – OSS
To: Teacher – Music – LMS
Effective: September 1, 2017
Terminating: June 30, 2018
(budget account # 15-130-100-101-04-0004)

6. BARNEY, Austin
From: Teacher – Music – LMS
To: Teacher – Music – OSS
Effective: September 1, 2017
Terminating: June 30, 2018
(budget account # 15-120-100-101-09-0009)
7. KALLOK, Kim Alexis
From: Teacher – 2nd gr - EGC
To: Teacher – 3rd gr - EGC
Effective: September 1, 2017
Terminating: June 30, 2018
(budget account # 15-120-100-101-05-0005)
8. SMALL, Leilanie
From: Teacher – 2nd gr Bilingual – EGC
To: Teacher – 3rd gr Bilingual – ICR - EGC
Effective: September 1, 2017
Terminating: June 30, 2018
(budget account # 15-213-100-101-05-0005)
9. LEACH, Cara
From: Teacher – Resource Room - EGC
To: Teacher – 5th gr ICS
Effective: September 1, 2017
Terminating: June 30, 2018
(budget account # 15-213-100-101-05-0005)
10. TABORA, Grizilda
From: Teacher – Bilingual Interventionist - SSS
To: Teacher – Bilingual Interventionist – Piner/SSS – (50/50%)
Effective: September 1, 2017
Terminating: June 30, 2018
(budget accounts # 15-240-100-101-09-0009 &
15-240-100-101-07-0007)
11. GOLD, Kimberly
From: Teacher – ICR – OSS
To: Teacher – Autistic – OSS
Effective: September 1, 2017
Terminating: June 30, 2018
(correction from Certified Agenda August 9, 2017)
(budget account # 15-214-100-101-09-0009)

f. Appointments

1. *BROWN, Christina
Teacher – LLD 1st Gr – SSS
Effective: October 20, 2017 or sooner
Terminating: June 30, 2018
Salary: Step 2, BA15 - \$49,041.00
(Mentoring paid by employee if necessary)
(replacement for S Lacey – resigned - \$51,341.00)
(budget account # 15-204-100-101-07-0007)
2. *SANCHEZ, Sharon
Guidance Counselor – SSS
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 1, MA - \$50,741.00
(Mentoring paid by employee if necessary)
(replacement for A Berlinski – non-renewal - \$51,779.00)
(budget account # 15-000-218-104-07-0007)
3. *SHALHOUB, Kate
Teacher – ICR – OSS
Effective: October 28, 2017 or sooner
Terminating: June 30, 2018
Salary: Step 1, BA - \$47,741.00
(Mentoring paid by employee if necessary)
(New Position)
(budget account # 15-213-100-101-09-0009)
4. *KIRK, Peter
Teacher – Spanish – LHS
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 12, BA - \$53,271.00
(Mentoring paid by employee if necessary)
(replacement for M Velez – resigned - \$49,646.00)
(budget account # 15-140-100-101-03-0003)

5. *HOOPS, Catherine
Teacher – ICR - 1st Gr – SSS
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 7, MA - \$52,941.00
(Mentoring paid by employee if necessary)
(replacement for G Gonzalez – reassigned - \$64,971.00)
(budget salary line will be changed from Bilingual to Bilingual ICR)
(budget account # 15-213-100-101-07-0007)
6. *WALSH, Jillian
Teacher – Social Studies – LHS
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 1, BA - \$47,741.00
(Mentoring paid by employee if necessary)
(replacement for S Plancey – resigned - \$49,746.00)
(budget account # 15-140-100-101-03-0003)
7. *CIRLINCIONE, Jamie
Teacher – ESL – LMS
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 1, BA15 - \$48,741.00
(Mentoring paid by employee if necessary)
(replacement for C Black – resigned - \$48,341.00)
(budget account # 15-240-100-101-04-0004)
8. *BABIAK, Lori
Teacher – Pre K-Intervention/Cluster – SSS
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 5, MA - \$51,741.00
(Mentoring paid by employee if necessary)
(replacement for A Hollingsworth – reassigned - \$48,041.00)
(budget account # 20-218-100-101-00-1211)
9. *JINKS, Eileen
Teacher – ICR – EGC
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 1, BA - \$47,741.00
(Mentoring paid by employee if necessary)
(replacement for C Leach – reassigned - \$56,641.00)

(budget account # 15-213-100-101-05-0005)

10. *COWARD, Jennifer

Teacher – Technology – EGC

Effective: September 1, 2017

Terminating: June 30, 2018

Salary: Step1, MA - \$50,741.00

(Mentoring paid by employee if necessary)

(replacement for K Shaw – Contractual Assignment - \$72,796.00)

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

11. *MENDYK, Eric

Teacher – 4th Gr – CAGS

Effective: September 1, 2017

Terminating: June 30, 2018

Salary: Step 1, BA30 - \$49,741.00

(Mentoring paid by employee if necessary)

(replacement for A Ringel – resigned - \$48,341.00)

(budget account # 15-120-100-101-06-0006)

12. *NADEAU, Meghan

Teacher – Art – LMS

Effective: September 1, 2017

Terminating: June 30, 2018

Salary: Step 1, BA - \$47,741.00

(Mentoring paid by employee if necessary)

(replacement for K Campbell – resigned - \$47,137.00)

(budget account # 15-130-100-101-04-0004)

13. *BOROWICKI, Melissa

Teacher – Math – LHS

Effective: September 1, 2017

Terminating: June 30, 2018

Salary: Step 2, BA – resigned - \$48,041.00

(Mentoring paid by employee if necessary)

(replacement for M Mackie – resigned - \$48,341.00)

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

14. *LUCCARELLI, Amanda
Teacher – Spanish – EGC
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 1, BA - \$47,471.00
(Mentoring paid by employee if necessary)
(replacement for I Dejesus – resigned - \$47,441.00)
(budget account # 15-120-100-101-05-0005)
15. *DOWNS, Jordan
Teacher – Physical Education – LHS
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 1, MA - \$50,741.00
(Mentoring paid by employee if necessary)
(replacement for A D’Amico - resigned \$47,137.00)
(budget account # 15-140-100-101-03-0003)
16. *BUTTITA, Peter
Teacher – Social Studies – LHS
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 1, BA - \$47,741.00
(Mentoring paid by employee if necessary)
(replacement for K Watson – resigned - \$49,746.00)
(budget account # 15-140-100-101-03-0003)
17. *TU, Quoc N.
Teacher – Science - 7th Gr – LMS
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 7, MA - \$52,941.00
(Mentoring paid by employee if necessary)
(replacement for T Hazley – resigned - \$47,441.00)
(budget account # 15-130-100-101-04-0004)
18. *REILLEY, David
Teacher – Science – 6th Gr - LMS
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 1, MA - \$50,741.00
(Mentoring paid by employee if necessary)
(replacement for J Dodi – resigned - \$47,137.00)
(budget account # 15-130-100-101-04-0004)

19. *DEL GROSSO, Jenna
Teacher – MD – LHS
Effective: October 28, 2017 or sooner
Terminating: June 30, 2018
Salary: Step 3-4, BA - \$48,341.00 prorated
(Mentoring paid by employee if necessary)
(replacement for S Freeland – resigned - \$57,121.00)
(budget account # 15-212-100-101-03-0003)
20. *DRAG, Dawn
Teacher – 5th Gr – CAS
Effective: October 22, 2017 or sooner
Terminating: June 30, 2018
Salary: Step 13, BA - \$54,171.00 prorated
(Mentoring paid by employee if necessary)
(replacement for S Mitchell – resigned - \$55,171.00)
(budget account # 20-220-100-101-00-0000)
(date correction from 8/17/17 agenda)
21. *WEINFELD, Esther
Teacher – PS – Piner
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 1, MA - \$50,741.00 prorated
(Mentoring paid by employee if necessary)
(replacement for S Wolfe – reassigned)
(budget account # 15-110-100-101-10-0000)
(Correction from 8/9/17 agenda)
22. *BERGAMOTTO, Lisa
Teacher – 9th Gr – ELA – LHS
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 5, MA - \$51,741.00
(Mentoring paid by employee if necessary)
(replacement for M Skea – resigned - \$48,146.00)
(budget account # 15-140-100-101-03-0003)
(correction from 8/9/17 agenda)

23. *MRUK, Lisa

Teacher – K - ICR – Piner

Effective: October 29, 2017 or sooner

Terminating: June 30, 2018

Salary: Step 8, BA30, - \$52,641.00

(Mentoring paid by employee if necessary)

(New Position)

(budget account # 15-213-100-101-10-0010)

(date correction from 8/9/2017 agenda)

24. *WILSON, Bernice

Teacher – ESL – EGC

Effective: September 1, 2017

Terminating: June 30, 2018

Salary: Step 1, BA - \$47,741.00

(Mentoring paid by employee if necessary)

(Replacement for T Napolitano – reassigned - \$5,641.00)

(budget account # 15-240-100-101-05-0005)

25. *GLICKMAN, Alexa

Teacher – 1st Gr SIOP - SSS

Effective: October 30, 2017 or sooner

Terminating: June 30, 2018

Salary: Step 1, BA - \$47,741.00 prorated

(Mentoring paid by employee if necessary)

(replacement for A Ceparano – resigned - \$48,746.00)

(budget account # 15-120-100-101-07-0007)

26. *MONTALVO, Elizabeth

Teacher – K – Bilingual – Piner

Effective: September 1, 2017

Terminating: June 30, 2018

Salary: Step 1, BA - \$47,741.00

(Mentoring paid by employee if necessary)

(replacement for A Kinsella – resigned - \$53,271.00)

(budget account # 15-240-100-106-10-0010)

g. Reappointments – None At This Meeting

h. Salary Adjustments

1. TORRES, Yanira

From: Step 3-4, BA - \$48,341.00
To: Step 3-4, BA15 - \$49,341.00
Effective: September 1, 2017
Terminating: June 30, 2018
Account #: 15-240-100-0101-09-0009

2. SPICER, Alaina

From: Step 6, BA - \$49,241.00
To: Step 6, BA15 - \$50,241.00
Effective: September 1, 2017
Terminating: June 30, 2018
Account#: 15-140-100-101-03-0003

3. DI MICELI, Rosalie

From: Step 8, BA - \$50,541.00
To: Step 8, BA30 - \$52,641.00
Effective: September 1, 2017
Terminating: June 30, 2018
Account#: 15-240-100-101-06-0006

i. Stipends – None At This Meeting

j. Tuition Reimbursement – None At This Meeting

k. Miscellaneous

1. Name Correction

From: LEHNER, Brittney
To: LEHNER, Brittany
(August 9, 2017 Agenda)

2. NON-CERTIFICATED

a. Resignations

1. AYALA, Leyra

Paraprofessional – LMS
Effective: August 24, 2017

2. GOULD, Patricia
Bus Driver – Non-Affiliate – Full-Time
Declined Position
3. BABIAK, Lori
Paraprofessional – SSS - ONLY
Effective: August 31, 2017
4. MCCORMICK, George
Bus Driver – Non-Affiliate – Full-Time
Declined Position
5. MONTANEZ, Leslie
Bus Driver – Non-Affiliate – Full-Time
Declined Position
6. MARLIN, Kaitlynn
Bus Aide – Non-Affiliate – Full-Time
Declined Position
7. LANE, Kevin
Paraprofessional – OSS
Effective: August 31, 2017
8. Adcock, Barbara
Bus Driver – Non-Affiliate – Full-Time
Effective: August 31, 2017
9. Swain, Mary
Bus Driver – Non-Affiliate – Full-Time
Effective: August 31, 2017
10. McCormick, Georgia
Bus Driver – Non-Affiliate – Full-Time
Declined Position

b. Retirements – None At This Meeting

c. Terminations - None At This Meeting

d. Leaves of Absence

1. CUZCO, Emilia
Attendance Officer-Piner
NJFL-Bonding-Sick (31 days) & Personal (4 days)-Paid
Effective: September 5, 2017
Terminating: October 26, 2017
NJFL-Bonding-Unpaid
Effective: October 27, 2017
Returning: December 11, 2017
2. GERVOLINO, Donna
Secretary-CST-LHS
FMLA-Personal (5 days) & Sick (17 days)-Paid
Effective: September 12, 2017
Returning: October 10, 2017

e. Transfers

1. MOHAMMED, Jamil
From: Bus Driver – Non-Affiliate – Full-Time
To: Bus Driver – Non-Affiliate – Part-Time
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: \$18.00 per hour
(New Position)
(budget account #11-000-270-160-00-0000)
2. ELEFANT, Dovid
Paraprofessional
From: Non-Public
To: Program MD – LHS
Effective: September 1, 2017
Terminating: June 30, 2018
(budget account # 15-212-100-106-03-0003)
3. OQUENDO, Maria
From: Paraprofessional 1:1 – 1st Grade – Piner
To: Paraprofessional 3:1 – 1st Grade ICR – Piner
Effective: September 1, 2017
Terminating: June 30, 2018
(New Position from 1:1 to 3:1)
(budget Account # 11-000-217-100-10-0010)

4. ROMANDO, Elizabeth
From: Paraprofessional Program – Kindergarten – Piner
To: Paraprofessional 3:1 – Kindergarten ICR – Piner
Effective: September 1, 2017
Terminating: June 30, 2018
(New Position)
(budget account # 11-000-217-100-10-0010)
5. SHEIKH, Maria
From: Paraprofessional Program – 1st Grade – Piner
To: Paraprofessional Program – Kindergarten – Piner
Effective: September 1, 2017
Terminating: June 30, 2018
(Paraprofessional Program – 1st Grade - not needed at this time)
(replacement for E. Romando – reassigned)
(budget account # 15-190-100-106-10-0010)
6. ZIMERLA, Amanda
From: Paraprofessional 1:1 – K-1 LLD – Piner
To: Paraprofessional 3:1 1st Grade ICR – Piner
Effective: September 1, 2017
Terminating: June 30, 2018
(New Position from 1:1 to 3:1)
(budget account # 11-000-217-100-10-0010)
7. CASTENADA, Margie
Paraprofessional Program - Bilingual
From: Bilingual Kindergarten – Piner
To: Bilingual Kindergarten – SSS
Effective: September 1, 2017
Terminating: June 30, 2018
(New Position)
(budget account #15-240-100-106-10-0010)
8. REIGLE, Donna
From: Administrative Secretary – CAS
To: Administrative Secretary – Athletic Office/CAS (40%/60%)
Effective: August 31, 2017
Terminating: June 30, 2018

9. GULICS, Jane
From: Clerical Assistant – Grants
To: Purchasing Specialist
Effective: August 31, 2017
Terminating: June 30, 2018
Salary: \$50,000.00 prorated
(new position)
(budget account #11-000-251-100-00-0000)

f. Appointments

1. SUBSTITUTE PARAPROFESSIONAL
\$12.00 PER HOUR

Andre, Shelda-BS
DiNizio, Alice-BA

VOLUNTEER

Earle, Bernice-EGC

2. *KOLESCNICK, Jacqueline
Paraprofessional – Bilingual – LMS
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 5, 90 Credits - \$19,475.00
(replacement for L Ayala – resigned - \$19,671.00)
(budget account # 15-240-100-106-04-0004)

3. *LEVINE, Andrea
Paraprofessional – MD - LMS
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 5, 90 Credits - \$19,475.00
(New Position)
(budget account # 15-212-100-106-04-0004)

4. *MARINO, Amy
Paraprofessional - LLD - OSS
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 9, 90 Credits - \$20,117.00
(replacement for K Christiansen - resigned - \$19,097.00)
(budget account # 15-204-100-106-09-0009)

5. *MARTIN, Heather
Paraprofessional – LLD - LMS
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 8, 60 Credits - \$19,250.00
(replacement for L Kozelnik - retired - \$31,255.00)
(budget account # 15-204-100-106-04-0004)
6. *MCKINNON, Jessica
Paraprofessional – 1:1 - OSS
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 9, 90 Credits - \$20,117.00
(replacement for J Plummer - resigned - \$19,475.00)
(budget account # 11-000-217-100-09-0009)
7. *ARANEO, Dawn
Paraprofessional – LLD - 1:1 – Piner
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: Step 5, 90 credits - \$19,475.00
(replacement for M Summerford - resigned - \$19,475.00)
(budget account # 11-000-217-100-10-0010)
8. *VALLE, Lidia
Cafeteria Aide - CAS
2017-2018 School Year
Salary: 10.25 per hour
on an as needed basis
(budget account # 60-910-310-100-00-0001)
(correction on the August 17, 2017 Agenda)
9. *KEMERLE-GUIRO, Susan
Bus Driver – Non-Affiliate – Full-Time
Effective: September 1, 2017
Terminating: June 30, 2018
Salary: \$18.00 per hour
(replacement for P Gould – declined position)
(budget account #11-000-270-160-00-0000)

10. *LOPEZ, Leslie

Paraprofessional – K – Bilingual program – SSS

Effective: September 1, 2017

Terminating: June 30, 2018

Salary: Step 10, 90 credits - \$20,281.00

(replacement for A Roman – resigned - \$17,810.00)

(budget account # 15-240-100-106-07-0007)

11. *BROOKS, Irene

Paraprofessional – PSH ABA – SSS

Effective: September 1, 2017

Terminating: June 30, 2018

Salary: Step 2, 90 credits - \$19,214.00

(replacement for J Horner – resigned - \$19,339.00)

(budget account # 11-216-100-106-15-0015)

12. *VAZQUEZ-DEJESUS, Maria

Cafeteria Aide - EGC

2017-2018 School Year

Salary: 10.00 per hour

(budget account # 60-910-310-100-00-0001)

g. Reappointments – None At This Meeting

h. Salary Adjustments– None At This Meeting

i. Stipends

1. *&***Athletic Event Staff

2017-2018 school year

(budget account # 11-402-100-100-15-0000)

Position	Salary	Event & Number of Personnel	# Personnel
Announcer	\$60.00		One per Event
Fluids	\$40.00	Single Event QUAD	One per Event 2
Crowd Control	\$50.00	Single Event	(1 – 8)
Video Tape	\$40.00 per hour		One per Event
Tickets	\$75.00	V Football Basketball JV/V	(2-4) (2-4)
Timer	\$45.00	MS Basketball/ Wrestling	(1)
Timer	\$50.00	Spring Track Events	(4-8)
Timer	\$40.00	Fresh Games	One per Event

Position	Salary	Event & Number of Personnel	# Personnel
Timer	\$40.00	JV Games	One per Event
Timer	\$50.00	Varsity Games	One per Event
Timer Quad	\$50.00	V Wrestling	(1-3)

GAME WORKERS POSITIONS FOR VARIOUS SPORTS

FALL SPORTS

Football:
Tickets
Crowd Control

Volley Ball:
Timer
Crowd Control

Field Hockey:
Crowd Control

WINTER SPORTS

Boys Basketball:
Tickets
Crowd Control
Announcer
Timer

Girls Basketball:
Tickets
Timer
Crowd Control
Announcer

Wrestling:
Announcer
Timer
Fluids
Crowd Control

SPRING SPORTS

Track:
Timers
Crowd Control

Softball
Crowd Control:

Event Worker	Event Worker
Armstrong, Kelly	Madsen, Mads
Cash, Luann	Moses, Marisa
Baubles, Peter (Evan)	Muth, Michael
Blue, Megan	Orellana, Oscar
Brown, Timothy	Peace, Lorraine
Ciccione, George	Peacock, Stephen
Clarke, Katherine	Peccarelli, Lewis
Clark III, Lawrence	Randolph, Michael
Correa, Caleb	Reddan, Timothy
Cuzco, Emilia	Reigle, Donna
Drumright, Eugene	Saunders, Lauren
Fry, John	Shelly, Kyle
Hammel, Kelly	Tull, Mary
Herriger, Candy	Vanhise, Stephen

Kwicinski, Nancy	Wudzki, Jon
Holmes, Randy	Young, Lourdes
Lee, Darren	

The Athletic Director will assign Event Workers, on an as needed basis; based projected number of spectators (may not exceed allocated funds).

2. LMS Paraprofessional Stipend
Stipend: \$1,000.00 prorated
2016-2017 School Year
(as per salary line account)

Donato, Michele
Lamaruggine, Joanne

3. Parent Liaison
2017-2018 School Year
Stipend: \$3,000.00
(budget account # 20-231-200-100-15-0015)

Name	School
Asad, Josefa	CAS
Perez, Catherine	EGC
Lazewnik, Rochel	LECC
Saavedra, Magaly	LHS
White, Gloria	\$1,500 Each
Janusz, Maria	LMS
Ahle, Claudia	OSS
Medina, Miriam	Piner
Rodriguez, Jeanette	SSS

- j. Miscellaneous – None At This Meeting

MOTION TO APPROVE SUPERINTENDENT AGENDA (passed)

Motion: Mr. Rodriguez **Second:** Mr. Raitzik

7 Ayes: Ms. Jackson, Mr. Raitzik, Mr. Rodriguez, Mr. Treisser, Mr. Zlatkin, Mrs. Gonzalez, Mr. Bender

0 Nays:

0 Abstained:

1 Absent: Mr. Newhouse

- * 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	

XIV. OLD BUSINESS

XV. NEW BUSINESS

XVI. GOOD AND WELFARE

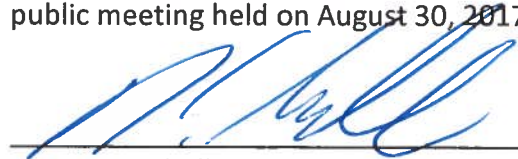
XVII. ADJOURNMENT

Motion to Adjourn:

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

Meeting was adjourned at 10:13 p.m.

I, Kevin Campbell, Interim Business Administrator/Assistant 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 August 30, 2017.



Kevin Campbell, Interim Business Administrator/Assistant Board Secretary

October 18, 2017

IMPORTANT INFORMATION: 2017-2018 District Administration

Position	Name	Extension
Superintendent	Laura A. Winters	7055
Business Administrator	Regina Robinson	7011
Assistant Business Administrator	Kevin Campbell	7044
Purchasing Manager	Diane Piasentini	7019
Grants Office CPA	Jason Mercer	7025
Building and Grounds Facilities Manager	Timothy Adams	7808
Director of Safety & Security	John Stilwell	7460
Director of Technology	James Trischitta	7046
Transportation Manager	Lisa Vargas	7060

ADMINISTRATORS, SUPERVISORS & DIRECTORS

District Phone # 732-364-2400

Last Name	First Name	Extension	Department/Position	Location
Anderson	Sherriese	7471	Supervisor of Special Services	BOE
Garfunkel	Chaya "Sara"	7004	Supervisor of Title I, Technology & Nursing Grants	BOE
Paolantonio	Tracy	7042	Supervisor of Guidance & Testing, Bilingual/ESL Education & World Language	BOE
Richt-Feifer	Tova	7490	Title I Instructional Supervisor & K-2 ELA Supervisor	BOE
Spitz-Stein	Malka	7050	Supervisor of STEM	BOE
Starashefsky	Devorie	7433	Supervisor of Special Education	BOE
Walters	Kevin	7312	Supervisor of ELA 3-12, Social Studies & Fine Arts	BOE
Long	Debra	7201	Principal	CAGS
Maldonado	Annette	7202	Assistant Principal	CAGS
Rivera	Ebony	7301	Principal	EGC
Rodriguez Jones	Magdalis	7302	Assistant Principal	EGC
Mozes	Heni	7032	Supervisor of LECC	LECC
Bonner	Owen	7482	Assistant Principal	LHS
Finklin	Major	7470	Assistant Principal	LHS
Marshall	Marcy	7467	Principal	LHS
Riley	Douglas	7468	Assistant Principal	LHS
Goldstein	Richard	7528	Principal	LMS
Horowitz	Scott	7502	Assistant Principal	LMS
Rolston	Deborah	7526	Assistant Principal	LMS
Ring	Jessica	7607	Assistant Principal	OSS
Schroepfer	Joseph	7606	Principal	OSS
Stead	Thomas	7605	Assistant Principal	OSS
Mazzeo	Deborah	7902	Principal	Piner
Mostel	Tobree	7901	Supervisor/Assistant Principal	Piner

Last Name	First Name	Extension	Department/Position	Location
Weisz	Adina		Supervisor of Related Services 732-961-7055	Princeton Ave
Cucuro	Yvette	7704	Assistant Principal	SSS
Salguero	Aleida	7705	Principal	SSS

3283 ELECTRONIC COMMUNICATIONS BETWEEN TEACHING
STAFF MEMBERS AND STUDENTS

The Board of Education recognizes electronic communications and the use of social media outlets create new options for extending and enhancing the educational program of the school district. Electronic communications and the use of social media can help students and teaching staff members communicate regarding: questions during non-school hours regarding homework or other assignments; scheduling issues for school-related co-curricular and interscholastic athletic activities; school work to be completed during a student's extended absence; distance learning opportunities; and other professional communications that can enhance teaching and learning opportunities between teaching staff members and students. However, the Board of Education recognizes teaching staff members can be vulnerable in electronic communications with students.

In accordance with the provisions of N.J.S.A. 18A:36-40, the Board of Education adopts this Policy to provide guidance and direction to teaching staff members to prevent improper electronic communications between teaching staff members and students.

The Commissioner of Education and arbitrators, appointed by the Commissioner, have determined inappropriate conduct may determine a teaching staff member unfit to discharge the duties and functions of their position. Improper electronic communications by teaching staff members may be determined to be inappropriate conduct.

For the purposes of this Policy, "electronic communication" means a communication transmitted by means of an electronic device including, but not limited to, a telephone, cellular telephone, computer, computer network, personal data assistant, or pager. "Electronic communications" include, but are not limited to, e-mails, text messages, instant messages, and communications made by means of an Internet website, including social media and social networking websites.

For the purposes of this Policy, "professional responsibility" means a teaching staff member's responsibilities regarding co-curricular, athletic coaching, and any other instructional or non-instructional responsibilities assigned to the teaching staff member by the administration or Board of Education.

For the purposes of this Policy, "non-electronic communications" means only hard copies of written memoranda or written letters.



For the purposes of this Policy, “improper electronic communications” means an electronic communication between a teaching staff member and any student of the school district when:

1. The content of the communication is inappropriate as defined in this Policy; and/or
2. The manner in which the electronic communication is made is not in accordance with acceptable protocols for electronic communications between a teaching staff member and a student as defined in this Policy.

Inappropriate content of an electronic communication between a teaching staff member and a student includes, but is not limited to:

1. Communications of a sexual nature, sexually oriented humor or language, sexual advances, or content with a sexual overtone;
2. Communications involving the use, encouraging the use, or promoting or advocating the use of alcohol or tobacco, the illegal use of prescription drugs or controlled dangerous substances, illegal gambling, or other illegal activities;
3. Communications regarding the teaching staff member’s or student’s past or current romantic relationships;
4. Communications which include the use of profanities, obscene language, lewd comments, or pornography;
5. Communications that are harassing, intimidating, or bullying;
6. Communications requesting or trying to establish a personal relationship with a student beyond the teaching staff member’s professional responsibilities;
7. Communications related to personal or confidential information regarding another school staff member or student; and
8. Communications between the teaching staff member and a student that the Commissioner of Education or an arbitrator would determine to be inappropriate in determining the teaching staff member is unfit to discharge the duties and functions of their position.



TEACHING STAFF MEMBERS

3283/page 3 of 5

Electronic Communications Between Teaching Staff
Members and Students

The following acceptable protocols for all electronic communications between a teaching staff member and a student shall be followed:

1. E-Mail Electronic Communications Between a Teaching Staff Member and a Student
 - a. All e-mails between a teaching staff member and a student must be sent or received through the school district's e-mail system. The content of all e-mails between a teaching staff member and a student shall be limited to the staff member's professional responsibilities regarding the student.
 - b. A teaching staff member shall not provide their personal e-mail address to any student. If a student sends an e-mail to a teaching staff member's personal e-mail address, the staff member shall respond to the e-mail through the school district e-mail system and inform the student his/her personal e-mail address shall not be used for any electronic communication between the teaching staff member and the student.
 - c. A teaching staff member's school district e-mail account is subject to review by authorized school district officials. Therefore, a teaching staff member shall have no expectation of privacy on the school district's e-mail system.
2. Cellular Telephone Electronic Communications Between a Teaching Staff Member and a Student
 - a. Communications between a teaching staff member and a student via a personal cellular telephone shall be prohibited.
 - (1) However, a teaching staff member may, with prior approval of the Superintendent or designee, communicate with a student using their personal cellular telephone if the need to communicate is directly related to the teaching staff member's professional responsibilities for a specific purpose such as a field trip, athletic event, co-curricular activity, etc. Any such approval for cellular telephone communications shall not extend beyond the specific field trip, athletic event, co-curricular activity, etc. approved by the Superintendent or designee.



3. Text Messaging Electronic Communications Between Teaching Staff Members and Students
 - a. Text messaging communications between a teaching staff member and an individual student are prohibited.
 - (1) However, a teaching staff member may, with prior approval of the Superintendent or designee, text message students provided the need to text message is directly related to the teaching staff member's professional responsibilities with a class or co-curricular activity. Any such text message must be sent to every student in the class or every member of the co-curricular activity. Any such approval for text messaging shall not extend beyond the class or activity approved by the Superintendent or designee.
4. Social Networking Websites and other Internet-Based Social Media Electronic Communications Between Teaching Staff Members and a Student
 - a. A teaching staff member is prohibited from communicating with any student through the teaching staff member's personal social networking website or other Internet-based website. Communications on personal websites are not acceptable between a teaching staff member and a student.
 - b. A teaching staff member shall not accept "friend" requests from any student on their personal social networking website or other Internet-based social media website. Any communication sent by a student to a teaching staff member's personal social networking website or other Internet-based social media website shall not be responded to by the teaching staff member and shall be reported to the Superintendent or designee by the teaching staff member.
 - c. If a teaching staff member has a student(s) as a "friend" on their personal social networking website or other Internet-based social media website they must permanently remove them from their list of contacts upon Board adoption of this Policy.



- d. Communication between a teaching staff member and a student through social networking websites or other Internet-based social media websites is only permitted provided the website has been approved by the Superintendent or designee and all communications or publications using such websites are available to: every student in the class; every member of the co-curricular activity and their parents; and the Superintendent or designee.

Reporting Responsibilities

In the event a student sends an improper electronic communication, as defined in this Policy, to a teaching staff member, the teaching staff member shall report the improper communication to the Superintendent or designee by the next school day. The Superintendent or designee will take appropriate action to have the student discontinue such improper electronic communications. Improper electronic communications by a teaching staff member or a student may result in appropriate disciplinary action.

A teaching staff member and student may be exempt from the provisions outlined in this Policy if a teaching staff member and student are relatives. The teaching staff member and the student's parent shall submit notification to the Superintendent of the student's school of their family relationship and their exemption from the provisions outlined in this Policy.

Any non-electronic communication between a teaching staff member and a student shall not include any inappropriate content as outlined in this Policy and does not require prior written approval from the Superintendent of Schools.

The provisions of this Policy shall be applicable at all times while the teaching staff member is employed in the school district and at all times the student is enrolled in the school district, including holiday and summer breaks.

A copy of this Policy will be made available on an annual basis, to all parents, students, and school employees either electronically or in school handbooks.

N.J.S.A. 18A:36-40

Adopted: 30 October 2014



4283 ELECTRONIC COMMUNICATIONS BETWEEN SUPPORT
STAFF MEMBERS AND STUDENTS (M)

In accordance with the provisions of N.J.S.A. 18A:36-40, the Board of Education adopts this Policy to provide guidance and direction to support staff members to prevent improper electronic communications between support staff members and students. The Board of Education recognizes support staff members can be vulnerable in electronic communications with students.

The Board prohibits all electronic communications between a support staff member and a student. However, based on a support staff member's professional responsibilities electronic communications between a support staff member and a student may be permitted with written approval of the Superintendent or designee. The approval is only for the school year in which the approval is granted. If the Superintendent or designee approves electronic communications between a support staff member and a student, the support staff member shall be required to comply with all the provisions of this Policy.

The Commissioner of Education has determined inappropriate conduct may determine a school staff member unfit to discharge the duties and functions of their position. Improper electronic communications by school staff members may be determined to be inappropriate conduct.

For the purposes of this Policy, "electronic communication" means a communication transmitted by means of an electronic device including, but not limited to, a telephone, cellular telephone, computer, computer network, personal data assistant, or pager. "Electronic communications" include, but are not limited to, e-mails, text messages, instant messages, and communications made by means of an Internet website, including social media and social networking websites.

For the purposes of this Policy, "professional responsibility" means a support staff member's responsibilities assigned to the support staff member by the administration or Board of Education.

For purposes of this Policy, "non-electronic communications" means only hard copies of written memoranda or written letters.

For the purposes of this Policy, "improper electronic communications" means an electronic communication between a support staff member and any student of the school district when:

1. The content of the communication is inappropriate as defined in this Policy;



and/or

SUPPORT STAFF MEMBERS

4283/page 2 of 5

Electronic Communications Between Support Staff
Members and Students

2. The manner in which the electronic communication is made is not in accordance with acceptable protocols for electronic communications between a support staff member and a student as defined in this Policy.

Inappropriate content of an electronic communication between a support staff member, who has been approved by the Superintendent or designee to have electronic communications, and a student includes, but is not limited to:

1. Communications of a sexual nature, sexually oriented humor or language, sexual advances, or content with a sexual overtone;
2. Communications involving the use, encouraging the use, or promoting or advocating the use of alcohol or tobacco, the illegal use of prescription drugs or controlled dangerous substances, illegal gambling, or other illegal activities;
3. Communications regarding the support staff member's or student's past or current romantic relationships;
4. Communications which include the use of profanities, obscene language, lewd comments, or pornography;
5. Communications that are harassing, intimidating, or bullying;
6. Communications requesting or trying to establish a personal relationship with a student beyond the support staff member's professional responsibilities;
7. Communications related to personal or confidential information regarding another school staff member or student; and
8. Communications between the support staff member and a student that the Commissioner of Education would determine to be inappropriate in determining the support staff member is unfit to discharge the duties and functions of their position.

The following acceptable protocols for all electronic communications between a support staff member, who has been approved by the Superintendent or designee to have electronic communications, and a student shall be followed:



1. E-Mail Electronic Communications Between a Support Staff Member and a Student
 - a. All e-mails between a support staff member and a student must be sent or received through the school district's e-mail system. The content of all e-mails between a support staff member and a student shall be limited to the staff member's professional responsibilities regarding the student.
 - b. A support staff member shall not provide their personal e-mail address to any student. If a student sends an e-mail to a support staff member's personal e-mail address, the staff member shall respond to the e-mail through the school district e-mail system and inform the student his/her personal e-mail address shall not be used for any electronic communication between the support staff member and the student.
 - c. A support staff member's school district e-mail account is subject to review by authorized school district officials. Therefore, a support staff member shall have no expectation of privacy on the school district's e-mail system.
2. Cellular Telephone Electronic Communications Between a Support Staff Member and a Student
 - a. Communications between a support staff member and a student via a personal cellular telephone shall be prohibited.
 - (1) However, a support staff member may, with prior approval of the Superintendent or designee, communicate with a student using their personal cellular telephone if the need to communicate is directly related to the support staff member's professional responsibilities for a specific purpose such as a field trip, athletic event, co-curricular activity, etc. Any such approval for cellular telephone communications shall not extend beyond the specific field trip, athletic event, co-curricular activity, etc. approved by the Superintendent or designee.
3. Text Messaging Electronic Communications Between Support Staff Members and



Students

SUPPORT STAFF MEMBERS

4283/page 4 of 5

Electronic Communications Between Support Staff
Members and Students

- a. Text messaging communications between a support staff member and an individual student are prohibited.
- (1) However, a support staff member may, with prior approval of the Superintendent or designee, text message students provided the need to text message is directly related to the support staff member's professional responsibilities regarding the student. Any such text message must be sent to every student in the class or every member of the co-curricular activity. Any such approval for text messaging shall not extend beyond the activity approved by the Superintendent or designee.
- 4. Social Networking Websites and other Internet-Based Social Media Electronic Communications Between Support Staff Members and a Student
 - a. A support staff member is prohibited from communicating with any student through the support staff member's personal social networking website or other Internet-based website. Communications on personal websites are not acceptable between a support staff member and a student.
 - b. A support staff member shall not accept "friend" requests from any student on their personal social networking website or other Internet-based social media website. Any communication sent by a student to a support staff member's personal social networking website or other Internet-based social media website shall not be responded to by the support staff member and shall be reported to the Superintendent or designee by the support staff member.
 - c. If a support staff member has a student(s) as a "friend" on their personal social networking website or other Internet-based social media website they must permanently remove them from their list of contacts upon Board adoption of this Policy.
 - d. Communication between a support staff member and a student through social networking websites or other Internet-based social media websites is only permitted provided the website has been approved by the Superintendent or designee and all communications or publications using such websites are available to: every student in the class; every member of the co-curricular activity and their parents; and the Superintendent or designee.



Reporting Responsibilities

1. In the event a student sends an electronic communication to a support staff member who has not been approved by the Superintendent or designee to have electronic communications, the support staff member shall report the communication to the Superintendent or designee. The Superintendent or designee will take appropriate action to have the student discontinue such electronic communications. Electronic communications by a support staff member or a student where such communications are not approved by the Superintendent or designee may result in appropriate disciplinary action.
2. In the event a student sends an improper electronic communication, as defined in this Policy, to a support staff member who has been approved by the Superintendent or designee to receive electronic communications, the support staff member shall report the improper electronic communication to the Superintendent or designee. The Superintendent or designee will take appropriate action to have the student discontinue such improper electronic communications. Improper electronic communications by a support staff member or a student may result in appropriate disciplinary action.

A support staff member and student may be exempt from the provisions outlined in this Policy if a support staff member and student are relatives. The support staff member and the student's parent shall submit notification to the Superintendent of the student's school of their family relationship and their exemption from the provisions outlined in this Policy.

Any non-electronic communication between a support staff member and a student shall not include any inappropriate content as outlined in this Policy and does not require prior written approval from the Superintendent of Schools.

The provisions of this Policy shall be applicable at all times while the support staff member is employed in the school district and at all times the student is enrolled in the school district, including holiday and summer breaks.

A copy of this Policy will be made available on an annual basis, to all parents, students, and school employees either electronically or in school handbooks.

N.J.S.A. 18A:36-40

Adopted: 30 October 2014



9200 COOPERATION BETWEEN PARENTS AND SCHOOL

The Board of Education believes that the education of children is a joint responsibility that the Board shares with the parent(s) or legal guardian(s) of students. To ensure that the best interests of the child are served in this process, a strong program of communication between home and school must be maintained. **All communications between a student's teacher and parent(s) shall be in writing in the form of a letter or memorandum or through the school district email system.**

It is the position of the Board that parent(s) or legal guardian(s) bear the ultimate responsibility for their children's in-school behavior, including the behavior of students who have reached the legal age of majority, but are still for all practical purposes under parental authority.

The Board directs that cooperation be encouraged by parent-teacher conferences that permit two-way communication between home and school; open houses in district schools that provide parent(s) or legal guardian(s) with the opportunity to see the school facilities, meet the faculty, and observe the program on a first hand basis; meetings of staff members and groups of the parent(s) or legal guardian(s) of those students having special abilities, needs, or problems; and special events of a cultural, ethnic, or topical nature, which are initiated by parent groups, involve the cooperative effort of students and parent(s) or legal guardian(s), and are of general interest to the schools or community.

Adopted:

