

**LAKWOOD BOARD OF EDUCATION
LAKWOOD PUBLIC SCHOOLS
LAKWOOD, NEW JERSEY**

**PUBLIC MEETING – 6:30 P.M.
REGULAR MEETING- COMMONS
DOORS OPEN – 6:00 P.M.
(VALID PICTURE ID REQUIRED TO ENTER)**

**THURSDAY, OCTOBER 31, 2019
855 SOMERSET AVENUE**

AGENDA

STATEMENT BY BOARD SECRETARY

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.

BOARD MEMBERSHIP

Mr. Moshe Bender
Mrs. Ada Gonzalez
Mrs. Thea Jackson-Byers
Mr. Chanina Nakdimen
Mr. Moshe Newhouse
Mr. Heriberto Rodriguez
Mr. Shlomie Stern
Mr. Bentzion Treisser
Mr. Isaac Zlatkin

SUPPORT PERSONNEL

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

AGENDA
October 31, 2019

- I. PLEDGE OF ALLEGIANCE – PRESIDENT, LAKEWOOD BOARD OF EDUCATION
- II. ROLL CALL
- III. EXECUTIVE SESSION - RESOLUTION

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

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

IV. ROLL CALL

- V. PRESENTATIONS:
 - 1. Responses to Concerns Raised by Parents from September 25, 2019 Board of Education Meeting
 - 2. Superintendent Recognition Award
 - 3. HIB Self-Assessment Presentation – Director Oscar Orellana
 - 4. Lakewood High School NJSLA Data Presentation – Benjamin Lieberman
 - 5. Ella G. Clarke NJSLA Data Presentation –Deborah Meabe
 - 6. Oak Street School NJSLA Data Presentation – Joseph Schroepfer
 - 7. Clifton Avenue Grade School NJSLA Data Presentation – Debra Long
 - 8. Lakewood Middle School NJSLA Data Presentation – Richard Goldstein
 - 9. Curriculum Overview:
 - ELA Curriculum K-2, Tova Feifer, Supervisor of ELA K-2 & Title 1 Intervention
 - ELA K-12,
 - Mathematics K-12, Malka Stein, Supervisor of STEM
 - Science K-12, Malka Spitz-Stein & Benjamin Lieberman
 - Social Studies & Fine Arts, Dance, Drama K-12,

- Health K-12, Sara Garfunkel, Supervisor of Early Childhood and Curriculum and Instruction
- Bilingual, ESL & World Language, Tracy Paolantonio, Supervisor of Bilingual/ESL Programs & World Languages
- Special Education Programs

VI. MINUTES: Special Meeting Minutes – September 23, 2019
 Executive Meeting Minutes – September 25, 2019
 Public Meeting Minutes – September 25, 2019

VII. COMMITTEE REPORTS

VIII. CORRESPONDENCE AND COMMUNICATIONS

IX. RECOGNITION OF THE PUBLIC

STATEMENT BY BOARD PRESIDENT

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

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

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

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

Finally, we ask that you silence all electronic devices.

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

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

Kevin Campbell
Assistant Business Administrator/ Board Secretary

October 31, 2019
Date

- D. Approval of Bills List for the Warrant Account for October 31, 2019 in the amount of \$10,429,719.22
 - 1. Approval of Bills List for Referendum related expenses for October 31, 2019 in the amount of \$127,970.00
- E. Approval of Bills List for Cafeteria Account for October 31, 2019 in the amount of \$405,574.53
- F. Approval of the Payroll and Board Share of Fica/Medi and DCRP for:
 - October 15, 2019 in the amount of \$2,518,326.22
 - October 30, 2019 in the amount of \$2,601,852.18
- G. Approval of payment of New Jersey State Health Benefit Plan for August 2019 in the amount of \$1,700,160.68.
- H. Transportation Items:
 - 1. Award student transportation route SCHWC6P* to Klarr Transport which was erroneously left off of bid award for Bid T10-1920 originally awarded on September 5, 2019 Board agenda as follows:

Per Diem Cost	Per Diem Aide	Inc/Dec	Nbr of Days	Total
\$225.00	\$64.00	\$0.01	183	\$52,887.00

2. Correction of student transportation route cost awarded from Bid T10-1920 on September 5, 2019 agenda to Klarr Transport as follows:

Route	Per Diem cost	Per Diem Aide	Inc/Dec	Nbr. of Days	Total
SCHWC8*	\$215.00	\$52.00	\$0.01	183	\$48,861.00
SCHWC15*	\$215.00	\$52.00	\$0.01	183	\$48,861.00

3. Correction of number of days for student transportation route cost awarded from Bid T06-1920 on June 24, 2019 agenda to Hartnett as follows:

Route	Per Diem Cost	Per Diem Aide	Inc/Dec	Nbr. of Days	Total
NEWG1	\$348.90	\$110.00	\$1.00	31	\$14,225.90

4. Move to award Student Transportation Quote T15-1920 as follows received on September 5, 2019:

Vendor	DAG				
Route#	Rte Cost	Inc/Dec	Aide	# Days	TOTAL AWARD
SPRS10					
SPRS9					
SCHWC9	\$400.00	\$0.01	\$50.00	x20	\$9,000.00
SCHWC18					
PRS6	\$300.00	\$0.01	\$50.00	x7	\$2,450.00
PRS7	\$428.00	\$0.01	\$75.00	x21	\$10,563.00

Vendor	SEMAN-TOV				
Route#	Rte Cost	Inc/Dec	Aide	# Days	TOTAL AWARD
SPRS10					
SPRS9					
SCHWC9	\$390.00	\$1.00	\$90.00	x11	\$5,280.00
SCHWC18	\$390.00	\$1.00	\$90.00		\$480.00
PRS6	\$390.00	\$1.00	\$90.00		\$480.00
PRS7					

Vendor	KLARR				
Route#	Rte Cost	Inc/Dec	Aide	# Days	TOTAL AWARD
SPRS10	\$388.00	\$0.01	\$88.00	x36	\$17,136.00
SPRS9	\$388.00	\$0.01	\$88.00	x36	\$17,136.00
SCHWC9					
SCHWC18					
PRS6					

Vendor	KLARR				
Route#	Rte Cost	Inc/Dec	Aide	# Days	TOTAL AWARD
PRS7					

5. Move to award Student Transportation Quote T16-1920 as follows received on September 5, 2019:

Vendor	MR TRANSPORTATION					A2Z				
Route #	Rte Cost	Inc/Dec	Aide	# Days	TOTAL AWARD	Rte Cost	Inc/Dec	Aide	# Days	TOTAL AWARD
HOMEES7										
HOMEES6										
HOMEES4						\$199.00	\$1.50	N/A	x2	\$398.00
HOMEHS4										
HOMEHS7						\$199.00	\$1.50	N/A	x2	\$398.00
HOMEHS6	\$225.00	\$1.50	N/A	x2	\$450.00					
HOMEHS5						\$199.00	\$1.50	N/A	x2	\$398.00

6. Move to award Student Transportation Quote T22-1920 as follows received on September 27, 2019:

Vendor	MR TRANSPORTATION				
Route#	Rte Cost	Inc/Dec	Aide	# Days	TOTAL AWARD
VOC/HS 1	\$200.00	\$1.00	N/A	x20	\$4,000.00

7. Move to award Student Transportation Quote T24-1920 as follows received on October 3, 2019:

Vendor	MR TRANSPORTATION				
Route #	Rte Cost	Inc/Dec	Aide	# Days	TOTAL AWARD
RUGBYVOC	\$200.00	\$1.00	\$25.00	X11	\$2,200.00

8. Move to award Student Transportation Quote T23-1920 as follows received on October 3, 2019:

Vendor	KLARR				
Route#	Rte Cost	Inc/Dec	Aide	# Days	TOTAL
SIPOWL1					
SIPOWL2	\$184.00	\$0.01	N/A	x5	\$920.00
SIPOWL3					
SIPOWL4	\$184.00	\$0.01	N/A	x5	\$920.00
SIPOWL5					
SIPOWL6					
SIPOWL7	\$184.00	\$0.01	N/A	x5	\$920.00
SIPOWL8					

9. Move to award Student Transportation Quote T27-1920 as follows received on October 11, 2019:

Vendor	JAYS				
Route #	Rte Cost	Inc/Dec	Aide	# Days	TOTAL AWARD
SIPOWL1	\$250.00	\$0.01	N/A	x5	\$1,250.00
SIPOWL6	\$250.00	\$0.01	N/A	x5	\$1,250.00
SIPOWL8	\$250.00	\$0.01	N/A	x5	\$1,250.00

10. Approve correction to 9/25/19 BOE additions item H8 route HOMEHS1 was cancelled on 10/15/19. Total billable days are 10. Corrected total for route is \$2,240.00.
11. Record and acknowledge receipt of responses to Transportation bid T17-1920, received on October 29, 2019.

12. Approval to award a parental contract to the parents of Lakewood students in the amount of the per diem multiplied by the total amount of days not to exceed \$14,493.60 for the 19/20 school year. Prorated Effective September 1, 2019 through June 30, 2019, to transport their child to/from approved schools located in NJ, in accordance with NJAC 6A:27-1.5 NJAC 6A:27-7.7 Routes were included on bid T15-1920 received on October 18th 2019. Bids received exceeded parental contract total. This assignment has been made in collaboration with the CST, Please see list below:

STUDENT ID#	ROUTE	SCHOOL	# Days	PER DIEM	TOTAL PER DIEM
924795	***SCHIGB	SCHI	183	\$79.20	\$14,493.60
921114	SCHILY	SCHI	183	\$79.20	\$14,493.60

*****SCHIGB will be awarded tentatively pending further documentation.**

13. Move to approve Student Transportation quote RFQ T30-1920 received on October 25, 2019 @ 12:00 noon as follows: Routes to begin on 10/29/19.

Vendor	TTTTY				
Route #	Rte Cost	Inc/Dec	Aide	# Days	TOTAL AWARD
SIPOWL1					
SIPOWL5	\$159.00	\$0.01	N/A	x111	\$17,649.00
SIPOWL6					
SIPOWL8					
SIPOWL9	\$184.00	\$0.01	N/A	x111	\$20,424.00
SIPOWL10					
SIPOWL11					
SIPOWL12					

Vendor	KLARR				
Route #	Rte Cost	Inc/Dec	Aide	# Days	TOTAL AWARD
SIPOWL1					
SIPOWL5					
SIPOWL6					
SIPOWL8					
SIPOWL9	\$224.00	\$0.01	N/A		
SIPOWL10					
SIPOWL11					
SIPOWL12	\$224.00	\$0.01	N/A	X111	\$24,864.00

14. Move to Record and Award Student Transportation Bid T15-1920 received on October 18, 2019 @ 12:00 noon as follows: (Route with * requires aide)

VENDOR	A TO Z				
ROUTE #	Route Cost	Aide Cost	Inc/Dec	#Days	TOTAL AWARD
RUGBYVOC				91	
SCHWC9*				151	
SCHWC8/previously awarded					
SCHWC15/previously awarded					
SCHWC18*				151	
SCHWC6P/previously awarded					
PBC3WCP/previously awarded					
SPRS9*				144	
SPRS10*				144	
PRS7*				144	
TWISD1				127	
TWISD2				127	
HOMEHS2	\$150	\$40	\$1.00	144	\$21,600
HOMEES7	\$150	\$40	\$1.00	144	\$21,600
HOMEES6				144	
HOMEES5				144	
HOMEHS1/cancelled					
SCHIGB PC				151	
SCHILY PC				151	
SIPOWL1				115	
SIPOWL2				115	
SIPOWL3				115	
SIPOWL4				115	
SIPOWL5				115	
SIPOWL6				115	
SIPOWL7				115	
SIPOWL8				115	

VENDOR	JAYS				
ROUTE #	Route Cost	Aide Cost	Inc/Dec	#Days	TOTAL AWARD
RUGBYVOC				91	

VENDOR	JAYS				
ROUTE #	Route Cost	Aide Cost	Inc/Dec	#Days	TOTAL AWARD
SCHWC9*				151	
SCHWC8/previously awarded					
SCHWC15/previously awarded					
SCHWC18*				151	
SCHWC6P/previously awarded					
PBC3WCP/previously awarded					
SPRS9*				144	
SPRS10*				144	
PRS7*				144	
TWISD1***	\$185		\$0.01	127	\$23,495
TWISD2***	\$185		\$0.01	127	\$23,495
HOMEHS2				144	
HOMEES7				144	
HOMEES6				144	
HOMEES5				144	
HOMEHS1/cancelled					
SCHIGB PC				151	
SCHILY PC				151	
SIPOWL1				115	
SIPOWL2	\$148		\$0.01	115	\$17,020
SIPOWL3	\$148		\$0.01	115	\$17,020
SIPOWL4	\$148		\$0.01	115	\$17,020
SIPOWL5				115	
SIPOWL6				115	
SIPOWL7				115	
SIPOWL8				115	

****TWISD1 AND D2 start November 15, 2019 pending program approval.**

VENDOR	MR. TRANSPORTATION				
ROUTE #	Route Cost	Aide Cost	Inc/Dec	#Days	TOTAL AWARD
RUGBYVOC	\$199	\$25	\$0.50	91	\$18,109
SCHWC9*				151	
SCHWC8/previously awarded					

VENDOR	MR. TRANSPORTATION				
ROUTE #	Route Cost	Aide Cost	Inc/Dec	#Days	TOTAL AWARD
SCHWC15/previously awarded					
SCHWC18*				151	
SCHWC6P/previously awarded					
PBC3WCP/previously awarded					
SPRS9*				144	
SPRS10*				144	
PRS7*				144	
TWISD1				127	
TWISD2				127	
HOMEHS2				144	
HOMEES7				144	
HOMEES6	\$150	\$25	\$1.00	144	
HOMEES5	\$150	\$25	\$1.00	144	\$21,600
HOMEES1/cancelled					
SCHIGB PC				151	
SCHILY PC				151	
SIPOWL1				115	
SIPOWL2				115	
SIPOWL3				115	
SIPOWL4				115	
SIPOWL5				115	
SIPOWL6				115	
SIPOWL7				115	
SIPOWL8				115	

VENDOR	HAPPY LIME				
ROUTE #	Route Cost	Aide Cost	Inc/Dec	#Days	TOTAL AWARD
RUGBYVOC				91	
SCHWC9*				151	
SCHWC8/previously awarded					
SCHWC15/previously awarded					
SCHWC18*				151	

VENDOR	HAPPY LIME				
ROUTE #	Route Cost	Aide Cost	Inc/Dec	#Days	TOTAL AWARD
SCHWC6P/previously awarded					
PBC3WCP/previously awarded					
SPRS9*				144	
SPRS10*				144	
PRS7*				144	
TWISD1				127	
TWISD2				127	
HOMEHS2	\$161		\$2.75	144	
HOMEES7				144	
HOMEES6	\$148		\$2.71	144	\$21,312
HOMEES5				144	
HOMEHS1/cancelled					
SCHIGB PC				151	
SCHILY PC				151	
SIPOWL1				115	
SIPOWL2				115	
SIPOWL3				115	
SIPOWL4				115	
SIPOWL5				115	
SIPOWL6				115	
SIPOWL7				115	
SIPOWL8				115	

VENDOR	KLARR				
ROUTE #	Route Cost	Aide Cost	Inc/Dec	#Days	TOTAL AWARD
RUGBYVOC				91	
SCHWC9*				151	
SCHWC8/previously awarded					
SCHWC15/previously awarded					
SCHWC18*				151	
SCHWC6P/previously awarded					

VENDOR	KLARR				
ROUTE #	Route Cost	Aide Cost	Inc/Dec	#Days	TOTAL AWARD
PBC3WCP/previously awarded					
SPRS9*	\$388	\$88	\$0.01	144	\$68,544
SPRS10*	\$388	\$88	\$0.01	144	\$68,544
PRS7*				144	
TWISD1	\$288		\$0.01	127	
TWISD2	\$288		\$0.01	127	
HOMEHS2	\$184		\$0.01	144	
HOMEES7				144	
HOMEES6				144	
HOMEES5				144	
HOMEHS1/cancelled					
SCHIGB PC				151	
SCHILY PC	\$328	\$66	\$0.01	151	
SIPOWL1				115	
SIPOWL2	\$184		\$0.01	115	
SIPOWL3				115	
SIPOWL4	\$184		\$0.01	115	
SIPOWL5				115	
SIPOWL6				115	
SIPOWL7	\$184		\$0.01	115	\$21,160
SIPOWL8				115	

VENDOR	SEMAN-TOV				
ROUTE #	Route Cost	Aide Cost	Inc/Dec	#Days	TOTAL AWARD
RUGBYVOC	\$390	\$90	\$0.01	91	
SCHWC9*				151	
SCHWC8/previously awarded					
SCHWC15/previously awarded					
SCHWC18*	\$390	\$90	\$0.01	151	\$72,480
SCHWC6P/previously awarded					
PBC3WCP/previously awarded					
SPRS9*				144	

VENDOR	SEMAN-TOV				
ROUTE #	Route Cost	Aide Cost	Inc/Dec	#Days	TOTAL AWARD
SPRS10*				144	
PRS7*				144	
TWISD1	\$269	\$100	\$0.01	127	
TWISD2	\$269	\$100	\$0.01	127	
HOMEHS2				144	
HOMEES7				144	
HOMEES6				144	
HOMEES5				144	
HOMEHS1/cancelled					
SCHIGB PC	\$299	\$90	\$0.01	151	
SCHILY PC	\$299	\$90	\$0.01	151	
SIPOWL1				115	
SIPOWL2				115	
SIPOWL3				115	
SIPOWL4				115	
SIPOWL5				115	
SIPOWL6				115	
SIPOWL7				115	
SIPOWL8				115	

VENDOR	DAG				
ROUTE #	Route Cost	Aide Cost	Inc/Dec	#Days	TOTAL AWARD
RUGBYVOC				91	
SCHWC9*	\$399	\$55	\$0.01	151	\$68,554
SCHWC8/previously awarded					
SCHWC15/previously awarded					
SCHWC18*				151	
SCHWC6P/previously awarded					
PBC3WCP/previously awarded					
SPRS9*				144	
SPRS10*				144	
PRS7*	\$428	\$75	\$0.01	144	\$72,432
TWISD1				127	

VENDOR	DAG				
ROUTE #	Route Cost	Aide Cost	Inc/Dec	#Days	TOTAL AWARD
TWISD2				127	
HOMEHS2				144	
HOMEES7				144	
HOMEES6				144	
HOMEES5				144	
HOMEHS1/cancelled					
SCHIGB PC				151	
SCHILY PC				151	
SIPOWL1				115	
SIPOWL2				115	
SIPOWL3				115	
SIPOWL4				115	
SIPOWL5				115	
SIPOWL6				115	
SIPOWL7				115	
SIPOWL8				115	

15. Move to award Student Transportation Quote T30-1920 for student transportation for the 19/20 school year as follows:

Vendor	TTTTY				
Route #	Rte Cost	Inc/Dec	Aide	# Days	TOTAL AWARD
SIPOWL1					
SIPOWL5	\$159.00	\$0.01	N/A	x111	\$17,649.00
SIPOWL6					
SIPOWL8					
SIPOWL9	\$184.00	\$0.01	N/A	x111	\$20,424.00
SIPOWL10					
SIPOWL11					
SIPOWL12					
Vendor	KLARR				
Route #	Rte Cost	Inc/Dec	Aide	# Days	TOTAL AWARD
SIPOWL1					
SIPOWL5					
SIPOWL6					
SIPOWL8					
SIPOWL9	\$224.00	\$0.01	N/A		
SIPOWL10					
SIPOWL11					

Vendor	TTTTY				
Route #	Rte Cost	Inc/Dec	Aide	# Days	TOTAL AWARD
SIPOWL12	\$224.00	\$0.01	N/A	X111	\$24,864.00

16. Move to award Student Transportation Quote T31-1920 for student transportation for the 19/20 school year as follows:

RESULTS FOR RFQ-T31-1920					
Vendor	YSK				
Route #	Rte Cost	Inc/Dec	Aide	# Days	TOTAL AWARD
SIPOWL1	\$180.00	\$0.01	N/A	X111	\$19,980.00
SIPOWL6					
SIPOWL10	\$180.00	\$0.01	N/A	X111	\$19,980.00
Vendor	MASOROS AVOS				
Route #	Rte Cost	Inc/Dec	Aide	# Days	TOTAL
SIPOWL1					
SIPOWL6	\$180.00	\$1.00	N/A	X111	\$19,980.00
SIPOWL10					

17. Move to approve the following trips for 19/20 school year as follows:

OCTOBER	TYPE	P/U TIME	# OF VEHICLES	TRIP PURPOSE	P/U LOCATION	DESTINATION	RETURN	COST
10/31/2019	EDU	3:00 PM	1-54 PASS	HALLOWEEN ACTIVITIES	FRONT LHS	231 3RD ST, LAKEWOOD	6:00 PM	\$460.00
NOVEMBER	TYPE	P/U TIME	# OF VEHICLES	TRIP PURPOSE	P/U LOCATION	DESTINATION	RETURN	COST
11/13/2019	EDU	8:00 AM	1-54 PASS	COLLEGE VISIT	FRONT - LHS	CALDWELL UNIVERSITY	12:30 PM	\$600.00
DECEMBER	TYPE	P/U TIME	# OF VEHICLES	TRIP PURPOSE	P/U LOCATION	DESTINATION	RETURN	COST
12/2/2019	EDU	8:00 AM	2-54 PASS	COLLEGE VISIT	FRONT-LHS	SAINT PETERS UNIVERSITY	12:30 PM	\$1,200.00
12/4/2019	EDU	2:30 PM	1-24 PASS	ACEDMIC COMPETITION	FRONT-LHS	5000 KOZLOSKI RD-FREEHOLD	9:00PM	\$450.00

12/5/2019	EDU	2:00 PM	1-54 PASS	PROJECT VENTURE	LMS	1415 WYCOFF RD. WALL	5:00 PM	\$450.00
12/9/2019	EDU	7:30 AM	2-54 PASS	COLLEGE VISIT	FRONT-LHS	ESPERANZA COLLEGE & TEMPLE UNIVERSITY IN PA	3:00 PM	\$2,400.00
FEBRUARY	TYPE	P/U TIME	# OF VEHICLES	TRIP PURPOSE	P/U LOCATION	DESTINATION	RETURN	COST
2/5/2020	EDU	8:00 AM	NO BUS	COLLEGE VISIT	FRONT-LHS	ATLANTIC CO. INSTITUTE OF TECH	1:00 PM	N/A
2/8/2020	EDU	TBA	NO BUS	SPECIAL OLYMPICS BOWLING	N/A	OCEAN LANES	TBA	N/A

- I. Approve the submission of the Annual Maintenance Budget Worksheet (Form M-1) and Comprehensive Maintenance Plan for the 2019-2020 school year to the Ocean Executive County Superintendent of Schools for review and approval.
- J. Approve the following corrections and/or additions to the Standard Operating Procedures Manual (SOP).
- General Ledger Monthly Procedure: “Prepare cash flow projection to determine sufficient cash available.”
 - Grant Application Procedure: “Submit reimbursement requests through EWEG for all Federal Grants on a timely basis as funds are needed. Reimbursement should be requested based upon expenditures and should be reviewed on a monthly basis by the Business Administrator and Grant Accountant.”
- K. Approve the renewal of the Benecard Prescription Drug Plan as of January 1, 2020 at a reduction in premiums by -1.0% for twenty four (24) months through December 31, 2021 with no changes to the current plan designs.
- L. Approve the 2019-2020 Health and Safety Evaluation of School Buildings Checklist Statement of Assurance for submission to the Ocean County Executive Superintendent of Schools.
- M. Approve the SAT Prep Class at Lakewood High School in the amount of \$85,753.05. This includes a budget for Salaries in the amount of \$78,714.00 to be charged to 15-421-100-101-03-0003 and supplies in the amount of \$7,039.05 to be charged to 15-421-100-600-03-0003. Budgeted amount is funded by 2018-19 Extraordinary Aid surplus.

- N. Approve Duff & Phelps, LLC to provide Professional Valuation Consulting Services to update the 2018/2019 Fixed Asset Report at a cost of \$1,225.00.
- O. Approval to allow the Business Administrator to direct the District Insurance Broker to solicit quotes from Private Insurance Carriers as well as Joint Self-Insurance Funds for Property and Casualty insurance beginning in the 2020/2021 school year including Workers Compensation, Supplemental Workers Compensation, General Liability, Excess Liability, Student Accident, Property, Crime, Auto, Boiler & Machinery, Environmental Impairment, and School Board Legal Liability.

XI. REPORTS AND RECOMMENDATIONS OF SUPERINTENDENT:

A. Superintendent Items

1. Motion to approve to read and adopt the revised Board Policy 0167
2. Motion to approve the second reading and adoption of Board Policy and Regulation:
 - Policy 3159 Teaching Staff Member/School District Reporting Responsibilities (revised)
 - Policy 3218 Use, Possession, or Distribution of Substances (M) (R)
 - Regulation 3218 Use, Possession, or Distribution of Substances (M) (R)
 - Policy 4218 Use, Possession, or Distribution of Substances (M) (R)
 - Regulation 4218 Use, Possession, or Distribution of Substances (M) (R)
 - Policy 5517 School District Issued Student Identification Cards (R)
 - Policy 6112 Reimbursement of Federal and Other Grant Expenditures (M) (R)
 - Regulation 6112 Reimbursement of Federal and Other Grant Expenditures (M) (R)
 - Policy 7440 School District Security (R)
 - Regulation School District Security (R)
 - Policy 8467 Weapons (M) (R)
 - Regulation 8467 Weapons (M) (R)
3. Motion to approve the first reading of Board Policy and Regulation:
 - Policy 8630 Bus Driver/Bus Aide Responsibility (M)(R)
 - Regulation 8630 Bus Driver/Bus Aide Responsibility (M)(R)
 - Policy 8670 Transportation Of Special Needs Students (M)(R)
 - Policy 9210 Parent Organizations (R)
 - Policy 9400 Media Relations (R)
 - Policy 8600 Student Transportation (M) (R)
 - Regulation 8600 Student Transportation (M) (R)

- 4. **Approve the LHS Afterschool SAT Program for a the 2019-2020 school year.**
- 5. **Approve the following LHS teacher to work the Afterschool SAT Program, beginning on November 4, 2019 and ending on May 22, 2019, 3 days per week, 2 hours per day and 9 Saturdays starting in November 2019 and ending in May 2020, at a rate of \$40.00 per hour, maximum per teacher of \$7,560.00, not to exceed \$22,680.00, to be paid through budget account # 115-421-100-101-03-0003.**

Melissa Borowicki
 Peter Buttitta
 Mary Ware

- 6. **Approve on a rotating basis one high school administrator to work 3 Saturdays in November, and one Saturday from December 2019 through June 2020 to oversee the SAT and Access Program, at a rate of \$80.00 per hour, not to exceed \$2,880.00, to be paid through budget account# 115-421-100-101-03-0003.**
- 7. **Approve the LHS Afterschool Access for the 2019-2020 school year.**
- 8. Approve and implement the District Transportation, Paraprofessional, and Counselor efficiency procedure/guidelines created by Adina Weisz and Michelle DiPietro.
- 9. Approve Job Description for Supervisor of Curriculum and Instruction & Early Childhood Education.
- 10. **Approve the Pregame Rally Bonfire on Wednesday, November 27, 2019 at 6:00 p.m., at 855 Somerset Avenue, Lakewood, NJ.**
- 11. Motion to approve the donation from New Jersey Natural Gas of school supplies to the Spruce Street Elementary School.
- 12. Approve the submission of the School Safety & Security Plan Annual Review Statement of Assurance.
- 13. Approve the revised Mathematic Curriculum for Gifted & Talented grades K-5.
- 14. Motion to approve the District Mentors for the 2019-2020 School Year.

Mentor Name	SCHOOL
Joan Molloy	EGC

- 15. Approve Tom Patire to provide SCHOOLS SAFE A diffusion Course for school Response Teams training for Lakewood HS and Lakewood MS teachers, November 5, 2019 in the District Training room, at a cost not to exceed \$10,000.00.

16. Approve Donna Reigle for the 2019-2020 Parent Training After Care, at a rate of \$20.00 per hour, to be paid through budget account # 20-218-100-610-00-1211 not to exceed \$160.00. Originally approved on the September 25, 2019 Board agenda.
17. Approve the following Occupational Therapists Sharon Lane and Chelsea Saito to work during their prep for the 2019-2020 school year, at 1/1300 of their base salary.
18. Approve the submission of the IDEA Final Report 2018-2019 with a carryover amount of IDEA Nonpublic Basic of \$24,874.00 to provide NP therapy and behavioral supports to nonpublic students.
19. Approve Child Smart LLC to provide additional behavioral support at the NPSSP extension program and to provide as needed behavioral supports to nonpublic school students, at a rate of \$100.00 per hour, not to exceed \$15,000.00, to be paid through IDEA Basic funds, budget account #20-250-200-300-16-XXXX.
20. Approve the following LECC secretaries for overtime at their contractual rate during the 2019-2020 School Year, to help assist with returned students on an as need basis, not to exceed a maximum of 40 hours per secretary for the school year.

Donna Reigle
Noemi Mendez
Kari Novatin

21. Approve Books International Inc., DbA Letterland International to provide three days of program coaching support to K-2 teachers at Piner, SSS, and OSS, November 12, 2019, November 13, 2019 and November 14, 2019, at a cost not exceed \$8,550.00, to be paid for through budget account # 20-270-200-300-15-0015.
22. Approve the renewal of 50 Learning A-Z licenses for the K-2 teachers at Piner, SSS, OSS, and CAGS, effective December 22, 2019 through December 22, 2020, at a cost not exceed \$4,997.50, to be split equally between four of the budget accounts: 15-190-100-610-06-0006, 15-190-100-610-07-0007, 15-190-100-610-09-0009 and 15-190-100-610-10-0010
23. Approve to accept generous donation of 14 boxes of school supplies (markers, crayons, backpacks, notebooks, folders, colored pencils, pens, erasers, post-it notes) for the students at Piner Elementary from Renaissance Pharmaceuticals.
24. Approve the following staff members to participate in the K-2 ELA Curriculum Team and to attend monthly team meetings. The cost for substitutes will not exceed \$10,000.00, to be paid through budget account 20-270-100-300-15-0015.

MEMBER	SCHOOL
Amy Watson	Piner
Stacy Moses	Spruce
Danielle Milon	Spruce
Alison Metelski	Spruce
Christine Arlauckas	Piner
Monica Farias	Piner
Jonathan Jones	EGC
Jenn Capper Paterson	Oak
Samantha Ferlisi	Clifton
Tova Feifer	District Supervisor
Jennifer Cittadino	District Coach
Lindsay McLaughlin	District Coach
Jessica Ring	Building Administrator AP

25. Approve Kayla Ecke, 1:1 paraprofessional at Piner Elementary to attend the after school clubs with her student during the 2019-2020 school year, Tuesday & Thursday, beginning Tuesday, October 22, 2019 through, June 11, 2020, for a total of 59 days, 1 hour per day, at a rate of \$20.00 per hour, not to exceed \$1, 180.00.
26. Approve the Memorandum of Understanding (MOU) between the U.S. Army Junior Reserve Officers Training Corps Program, the New Jersey Army National Guard (NJNG) and the Lakewood School District as to allow a New Jersey Army National Guard helicopter “FLYBY” in honor of Veterans Day on November 11, 2019.
27. Approve Valerie Truisi and Kelli Myron for the Lakewood Middle School After School Academy as substitutes, on an as-needed basis, beginning November 01, 2019 ending June 12, 2020, Tuesdays, Wednesdays and Thursdays, two (2) hours per day, at a rate of \$40.00 per hour, to be paid through budget account #15-421-200-100-04-0004. (Original Board approved on August 28, 2019 agenda.)

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

Truisi	Valerie	Jersey Shore Consortium	11/19/19*	\$325.00	\$105.84	\$20.00 tolls
Tu	Quoc	Jersey Shore Consortium	11/19/19*	\$325.00	\$105.84	\$20.00 tolls
Warga	Emily	Jersey Shore Consortium	11/19/19*	\$325.00	\$105.84	\$20.00 tolls

*Correction of date from the 9/25/19 Approved BOE Meeting Agenda

29. Approve the following placement for the 2019-2020 school year for student teaching (subject to approval of Criminal History background check):

LAST NAME	FIRST NAME	COLLEGE/UNIVERSITY	PLACEMENT	DATES FOR PLACEMENT
Nuniz Ayala	Veronica	Stockton	PPS	9/2019-5/2020 400 hours

Correction to from BOE Agenda 7/10/19

30. Approve the following CAS staff members to supervise After School Clubs per student's IEP needs, from November 1, 2019 through June 12, 2020, one day per week, Certificated staff members for 1 hour per day and non-certificated for 1.5 hours per day, Tuesday or Friday, Certificated staff members at a rate of \$40.00/hour, non-certificated staff members at a rate of \$20.00/hour to be paid through the Lakewood Township Restricted Grant.

Club Name	Advisor	# of Days
Art Club	Leilanie Small	1
Just Dance	Gary Woloshin	1
Pixels Club	Sandra Foster	1
Storyworks Club	Cecelia Ding	1
Tye Dye Club	Melanie Schaefer	1
Paraprofessionals		
Paraprofessional	Adriane Antico	1
Paraprofessional	Andrea Mendez	1
Paraprofessional	Baila Klein	1
Paraprofessional	Delia Lopez	1
Paraprofessional	Delilah Maldonado	1
Paraprofessional	Denise Greves	1
Paraprofessional	Dorothea Parker	1
Paraprofessional	Lucy Picciolo	1
Substitute Paraprofessional	Jennifer Iacobino	As needed

31. Approve, in accordance with 2 CFR 200.430 & 2 CFR 200.431 the following staff who have had all or part of their total compensation (salary & benefits) for Fiscal Year 2019 charged to the following Federal award(s):

NAME	WEIGHTED % CHARGED TO EACH AWARD(S)	ACCOUNT NUMBER(S)
Desena, Alexandra	Title I – 56.03% Title II – 6.09% Title III – 0.54% Title IV – 1.34%	20-231 20-270 20-241 20-280
Feifer, Tova	Title I – 50.00%	20-231
Lieberman, Benjamin	Title I – 35.02% Title II – 3.80% Title III – 0.34% Title IV – 0.84%	20-231 20-270 20-241 20-280
Mercer, Jason	Title I – 36.77% Title II – 3.99% Title III – 0.36% Title IV – 0.88%	20-231 20-270 20-241 20-280
O’Neill, Patricia	Title I – 56.03% Title II – 6.09% Title III – 0.54% Title IV – 1.34%	20-231 20-270 20-241 20-280
Somodi, Gina	Title I – 56.03% Title II – 6.09% Title III – 0.54% Title IV – 1.34%	20-231 20-270 20-241 20-280
Gonzalez, Evelyn	Title III – 100.00%	20-241
Pribila, Maureen	Title III – 50.00%	20-241

32. Approve, in accordance with 2 CFR 200.430 & 2 CFR 200.431 the following staff will have all or part of their total compensation (salary & benefits) for Fiscal Year 2020 charged to a Federal award(s):

The percentages listed below are estimates. Actual percentages will be determined at fiscal year-end.

NAME	WEIGHT % CHARGED TO EACH AWARD(S)	ACCOUNT NUMBER(S)
Jacobs, Miriam	Title I – 42.89% Title II – 4.66% Title III – 0.42% Title IV – 1.03%	20-231 20-270 20-241 20-280
Feifer, Tova	Title I – 50.00%	20-231
Shonek, Shifra	Title I – 42.89% Title II – 4.66%	20-231 20-270

NAME	WEIGHT % CHARGED TO EACH AWARD(S)	ACCOUNT NUMBER(S)
	Title III – 0.42%	20-241
	Title IV – 1.03%	20-280
Mercer, Jason	Title I – 36.77%	20-231
	Title II – 3.99%	20-270
	Title III – 0.36%	20-241
	Title IV – 0.88%	20-280
O’Neill, Patricia	Title I – 56.03%	20-231
	Title II – 6.09%	20-270
	Title III – 0.54%	20-241
	Title IV – 1.34%	20-280
Somodi, Gina	Title I – 56.03%	20-231
	Title II – 6.09%	20-270
	Title III – 0.54%	20-241
	Title IV – 1.34%	20-280
Gonzalez, Evelyn	Title III – 100.00%	20-241
Pribila, Maureen	Title III – 50.00%	20-241

33. Approve the submission of the ESEA application amendment for Fiscal Year 2020, to budget carryover from the prior year which was not included in the original current year application.
34. Approve United Way’s donation of children winter coats through the Warmest Wishes Program for LECC students in need at no cost to the district.
35. Approve OHI to administer flu shots at the LECC during the month of October at no cost to the district, and with parent permission.
36. Approve the 2019-2020 tuition costs for the following out-of-district placements to be paid through budget account #11-000-100-566-00-0000. **Subject to review by General Counsel; Moreover, no payments will be made more than 30 days in advance unless and until the Administration provides a written rationale as to the basis for same and the Board specifically approves same at a Board meeting. In addition, as to the New Jersey Department of Education Mandated Tuition Contract, Page 10, Paragraph “A.” (and/or anywhere delineated in the Contract) “any and all monies owed, if any, by the district to the approved private school(s) shall be paid throughout the 2021-2022 school year provided there are no applicable audit findings, applicable with State law , provided there are available funds, and shall be paid throughout the 2021-2022 school year.”**

Number	Placement	Per Diem/Monthly/Yearly Rate	Aide Per Diem/Monthly/Yearly Rate	Billable Days/Months	Start Date
931333	Children's Center of Monmouth County	\$311.42/day		152 days	10/18/2019-6/30/2020
930952	Project Enterprise, LLC. Social Skills Program	\$38.00/session		170 days	9/23/2019-6/30/2020
93014	SCHI	\$543.26/day	\$166.66/day	165 days	9/23/2019-6/30/2020
930124	SCHI	\$543.26/day		170 days	9/16/2019-6/30/2020
909798	SCHI	\$543.26/day		180 days	9/2/2019-6/30/2020
929923	SCHI	\$543.26/day	\$166.66/day	180 days	9/2/2019-6/30/2020
930021	SCHI	\$543.26/day	\$166.66/day	180 days	9/2/2019-6/30/2020
930641	SCHI	\$543.26/day		180 days	9/2/2019-6/30/2020
929992	SCHI	\$543.26/day		180 days	9/2/2019-6/30/2020
930952	The Alpha School, LLC.	\$346.48/day	\$145.00/day	170 days	9/23/2019-6/30/2020
919860	The Alpha School, LLC.	\$346.48/day	\$145.00/day	173 days	9/18/2019-6/30/2020
929622	Woods Services, Inc.	\$360.96/day		180 days	9/3/2019-6/30/2020

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

Number	Placement	Per Diem/Monthly/Yearly Rate	Aide Per Diem/Monthly/Yearly Rate	Billable Days/Months	Start Date
905795	Bais Chinuch L'Bonos Bayis Ruchel	\$3,762.00/month	\$5,280.00/month 1:1 Aide	10 months	9/5/2019-6/30/2020
917549	Bnos Brocha		\$3,500.00/month 1:1 Aide	11 months	7/1/2019-6/30/2020
917204	Cheder Toras Zev		\$3,500.00/month 1:1 Aide \$18,400.00/year Special Education Services \$3,680.00/year Case Overview	11 months	7/1/2019-6/30/2020
920251	Congregation Bnos Devorah		\$3,500.00/month	180 days/10 months	9/4/2019-6/26/2020
911035	Lakewood Cheder	\$1,500.00/month	\$3,000.00/month 1:1 Aide \$640.00/month Special Education \$200.00/month Social \$540.00/month PT	222 days	9/1/2019-6/30/2020
908487	SINAI	\$5,369.70/month		10 months	9/1/2019-6/30/2020
912152	Yeshiva Orchos Chaim		\$3,00.00/month \$70.00/hr- Speech \$70.00/hr.- OT \$80.00/hr- PT	245 days	7/1/2019-6/30/2020

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

Number	Placement	Per Diem/Monthly/Yearly Rate	Aide Per Diem/Monthly/Yearly Rate	Billable Days/Months	Start Date
930196	Berkley Township Board of Education	\$78.53/day		163 days	10/7/2019-6/30/2020
919595	Medford Township Board of Education	\$1,573.60/month		180 days	9/5/2019-6/30/2020
929590	Point Pleasant Board of Education	\$74.35/day		180 days	9/4/2019-6/30/2020

39. **Be It Hereby Resolved**, that the Board of Education continue with the following modifications in the student matter captioned, C.G. & M.G. o/b/o S.G. v. Lakewood Township Board of Education, EDS-03963-15 / Ref: 2015-22334, and in accordance with the terms of the current Agreement for the 2018-2019 and 2019-2020: The Lakewood School District will provide OT and PT by District providers, or, at parent choice as to PT, OT and Speech. As to speech (1x a week) and OT (2 sessions a week), \$70.00 an hour, PT (2 sessions a week) \$80.00 an hour. Counseling Services one hour a week by a certified Social Worker, \$40.00 an hour. Special Education Instruction -8 hours a week at \$40.00 an hour and ESY. All other requirements must be met in accordance with the terms of the Settlement Agreement and Release provided to the Board, which is on file in the office of the Business Administrator. Corrected from August 1, 2019 Board agenda.

40. Accept and acknowledge the \$600.00 donation from General Counsel Michael I. Inzelbuch, Esquire to ParaFlight EMS for the Homecoming Helicopter ride for the Homecoming King and Queen.

41. **Be it Hereby Resolved**, that the Board of Education approve the settlement of the student number, **920699** (S.J.). Student is Eligible for Special Education and Related services as OHI (due to in part with diagnosis of Duchenne's Muscular Dystrophy that adversely effected his education). Settlement for the school years September 2019 through August 2020 (Include 6 week ESY 2020) (1st grade). The parent can be reimbursed and /or provided the following services at the District rates (parent's choice) : PT (1 x 1 hour @ \$80 /hour); Speech 1 x 4 hours/week (@ the District rate of \$70/hour; OT (1 x hour / week @ District rate of \$70/hour); Counseling by Psychologist (1 x 4 hours per week at rate of \$100/hour) . Should the Aide not be covered by insurance for the 2019-20 school year the District will reimburse the parents on a monthly basis at a cost not to exceed \$3000/ month for a no less than 5 hour per day. (There will be no reimbursement for Aide for BOE Additions: June 24, 2019 10 Certified Additions: the 2018-19 school year) .Also, there will be no reimbursement for 2019-2020 as to nurse. NO IEP. NO Stay Put. NO specialized transportation. NO parent contract. NO reimbursement for attorney fees or any costs. DISTRICT continues to recommend out of district placement. All providers must be NJDOE certified and must provide documentation in accord with the request of the District's Business Office and the Office of Special Services. There will be no payments nor reimbursements for the 2018/2019 school year. Corrected from June 24, 2019 Board Agenda.
42. **Be It Hereby Resolved**, that the Board of Education in the student matter captioned, I.B. & G.B o/b/o C.B. v. Lakewood Township Board of Education, **Id 4519**, subject to approval by OAL. Student 4519 will attend TOK, in Florida commencing September 2019 through June 2021 provided same remains appropriate as determined by CST, at a cost not to exceed \$35,000, plus related services. As to speech/language (2/25 x a week) \$70.00 an hour, Counseling Services one hour a week by a certified Social Worker, **\$70.00** an hour. No IEP. No Transportation. Parents are responsible for all other costs. All other requirements must be met in accordance with the terms of the Settlement Agreement and Release provided to the Board, which is on file in the office of the Business Administrator. Corrected from August 28, 2019 Board Agenda.
43. Approve Gloria Bland-Katz to complete educational evaluations and attend CST Meetings for the 2019-2020 school year, at a rate of \$175.00 per evaluation; not including mileage; to be paid through budget account #11-000-219-320-00-0000, not to exceed \$10,000.00.
44. Approve Lisa Spano/MG Behavioral Consulting, LLC to complete educational evaluations, program evaluations and attend CST Meetings for the 2019-2020 school year, at a rate of \$275.00 per hour; to be paid through budget account #11-000-219-320-00-0000, not to exceed \$10,000.00.

45. Approve Susan Caplan/Dynamic Learning Solutions, LLC to complete educational evaluations and attend CST Meetings for the 2019-2020 school year, at a rate of \$175.00 per evaluation; to be paid through budget account #11-000-219-320-00-0000, not to exceed \$10,000.00.
46. Approve Michelle Stern/MS Solutions to complete educational evaluations and attend CST Meetings for the 2019-2020 school year, at a rate of \$175.00 per evaluation; to be paid through budget account #11-000-219-320-00-0000, not to exceed \$10,000.00.
47. Approve The Princeton Healthcare System for the 2019-2020 school year to provide Occupational and/or Physical Therapy for student 931095, at a rate of \$93.00 per visit (30 minute time increment) at the Katzenbach School for the Deaf.
48. 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
913648	Tree of Knowledge	9/25/19 – 11/25/19	\$50.00
912193	Tree of Knowledge	10/6/19 – 11/6/19	\$50.00
912193	Carmella Quick, Valerie Truisi	11/6/19-12/6/19	\$40.00
927724	Shannon Meyers	9/13/19 – 11/13/19	\$40.00
919347	Silvergate Prep	10/6/19 – 11/22/19	\$50.00
930012	Joan Bivins	10/21/19 – 11/21/19	\$40.00
905850	Joan Bivins	10/7/19 – 11/7/19	\$40.00
906005	Barry Hoberman	9/24/19 – 10/14/19	\$40.00
906187	Gail Condon	9/24/19 – 10/14/19	\$40.00
906829	Children’s Hospital of Philadelphia (CHOP)	11/6/19 – 12/6/19	\$57.99
214755	Silvergate Prep	10/6/19 – 11/6/19	\$50.00
908490	Florence Bivins Rhoney	9/27/19 – 11/27/19	\$40.00
906306	Learnwell/Education Inc.	10/8/19 – 11/8/19	\$51.00
202030	Learnwell/Education Inc.	10/17/19 – 11/17/19	\$51.00
909963	Leilanie Small	10/17/19 – 11/17/19	\$40.00
923988	Todd Pizzella	10/11/19 – 11/11/19	\$40.00
908883	Joan Bivins	10/7/19 – 11/7/19	\$40.00
185340	Tanya Lees	10/6/19 – 11/6/19	\$40.00
905982	Kathryn Bower, Candy Herriger	9/26/19 – 10/26/19	\$40.00

49. Approve Speech Therapy Associates to conduct bilingual speech and language assessments for the 2019-2020 school year, at a rate of \$750.00 per evaluation; not to exceed \$3,000.00, to be paid through budget account# 11-00-219-390-13-0000.

50. Approve submission of the NJ Single Accountability Continuum (NJQSAC) District Performance Review, School Year 2019-2020.

Committee Meetings were held on:

*October 17, 2019

*October 23, 2019

*October 28, 2019

51. **Be it Hereby Resolved**, that the Board of Education approve the settlement of the student number, **918321** (C.M.P.). Student is Eligible for Special Education and Related services as MD. Settlement for the school year September 2019 through August 2020 (Include 6 week ESY 2020). District will reimburse parents or pay directly for the following: (parent's choice) : Physical Therapy (3/week x 45 minutes @ \$80/hour); Speech Therapy (3/week x 25 minutes @ the District rate of \$70/hour); Occupational Therapy (3/week x 30 minutes @ District rate of \$70/hour); Feeding Therapy (2/week x 30 minutes @ the District rate); One to One Aide not to exceed \$2,500/ month for a no less than 5 hour per day. NO Tuition. NO IEP. NO Stay Put. NO specialized transportation. NO parent contract. NO reimbursement for attorney fees or any costs. DISTRICT continues to recommend out of district placement. All providers must be NJDOE certified and must provide documentation in accordance with the request of the District's Business Office and the Office of Special Services.
52. **Be it Hereby Resolved** that the Board of Education approved the settlement in the student matter captioned C.S. o/b/o C.S. v Lakewood Township Board of Education, OAL Docket Number #EDS 05263-17, Agency Reference Number 2017-25897. Extend prior settlement agreement to include school years 218-2019 and 2019-2020. **TVI services 4 x week 45 minutes/session at the District rate of \$150.00/per session.** All other requirements must be met in accordance with the terms of the original Settlement Agreement and Release which was Board Approved on May 8, 2017 and is on file in the office of the Business Administrator. **Correction from 8/6/2018**
53. Approve the 2019-2020 tuition costs for the following out-of-district placements to be paid through budget account #11-000-100-566-00-0000. **Subject to review by General Counsel; Moreover, no payments will be made more than 30 days in advance unless and until the Administration provides a written rationale as to the basis for same and the Board specifically approves same at a Board meeting. In addition, as to the New Jersey Department of Education Mandated Tuition Contract, Page 10, Paragraph "A." (and/or anywhere delineated in the Contract) "any and all monies owed, if any, by the district to the approved private school(s) shall be paid throughout the 2021-2022 school year provided there are applicable audit findings, applicable with State law , provided there are available funds, and shall be paid throughout the 2021-2022 school year."**

Number	Placement	Per Diem/Monthly/Yearly Rate	Aide Per Diem/Monthly/Yearly Rate	Billable Days/Months	Start Date
919452	Manchester Township Board of Education-Regional Day School	\$3,600.00/month (1/2 day schedule)		9 months	10/15/2019-6/30/2020

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

Number	Placement	Per Diem/Monthly/Yearly Rate	Aide Per Diem/Monthly/Yearly Rate	Billable Days/Months	Start Date
915874	Yeshiva Orchos Chaim		\$3,750.00/month \$16,000/year Academic Instruction Services	245 days	9/5/2019-6/30/2020
913847	Yeshiva Even Yisroel		\$3,000.00/month 1:1 Aide \$16,000/year Special Education Services \$3,200.00/year Case Overview	210 days	7/1/2019-6/30/2020

55. Approved the revised Organizational Chart for the 2019-2020 school year.

56. Approve the following LHS teachers to work the Afterschool Access Program, beginning November 4, 2019 and ending on May 22, 2020, 3 days a week, at 1.5 hours per day and one Saturday a month for 3 hours, a maximum of 7 Saturdays, at a rate of \$40.00 per hour, maximum per teacher of \$5,700.00, not to exceed \$28,500.00, to be paid through budget account #115-421-100-101-03-0003.

Ayman Abdouh
 Jeanette Callahan-Melia
 Gladys Dunn
 Tanya Lees
 Valerie Hutchinson Daniluk

57. Approve the following LHS teachers as substitutes for the LHS Afterschool Access Program for the 2019-2020 school year, at a rate of \$40.00 per hour, on an as need basis, to be paid through budget account #115-421-100-101-03-0003.

Paulette Fox
 Joanna Francese
 Iryna Magbanua
 Giselle Malgeri
 Luz Perez
 Dan Silvestri

58. WHEREAS, the Lakewood Board of Education has identified the attached listed equipment as having no education or mechanical value; and

WHEREAS, Lakewood Board of Education Policy 7300 provides for the disposal of public property; and

WHEREAS, this property has exceeded its useful life for the Lakewood School District.

NOW, THEREFORE be resolved, that the Lakewood Board of Education authorizes the Facilities Director to dispose of this equipment.

Make & Model	Type of Device	Serial #	Asset Tag#	Quantity
LHS				
Dell Latitude D531	Laptop	DD08WG1	103380	1
HP Zbook	Laptop	5CG74941JJ	50002222	1
HP Probook 450 G3	Laptop	5CD7305S8Q	30000348	1
HP Pavillion a4310f	PC	MXX00408K0	40001267	1
HP Probook 4540s	Laptop	2CE341186C	20000890	1

Make & Model	Type of Device	Serial #	Asset Tag#	Quantity
HP 6005	PC	2UA1141JFZ	20000322	1
Apple iMac 21.5"	PC	W89440ULB9U	20000146	1
Savin 920	Printer	W3019308887	N/A	1
Dell 745	PC	HN3x3F1	103578	1
Dell 1708	Monitor	CN-0FP816-74261-81H	N/A	1
HP 6005 Mini Tower	PC	2UA3021LQB	N/A	1
HP LA2006x	Monitor	CNC1480J2Q	N/A	1
HP LA2006x	Monitor	CNC1480HX4	N/A	1
HP 6005 Mini Tower	PC	2UA04202mc	N/A	1
Acer V193w	Monitor	82804289940	N/A	1
Viewsonic VG1930wm	Monitor	QC41012A0317	N/A	1
ELO E496955	PC/Monitor	E12C045165	N/A	1
HP Probook	Laptop	2CE24235ZS	200049	1
HP 6005		2UA2140RVP	40001281	1
Dell D531		6C08WG1	N/A	1
Samsung	Chromebook	HY3A91MD403422R	30000042	1
HP	Chromebook	5CD6369XJ2	500002032	1
OAK				
HP ProBook 4540s	Laptop	2CE34113Z0	40001294	1
HP ProBook 4540s	Laptop	2CE34113W1		1
HP ProBook 4540s	Laptop	2CE341142W		1
HP ProBook 4540s	Laptop	2CE3340J2N	40000987	1
HP ProBook 450 G2	Laptop	CND438331C	40001168	1
HP ProBook 450 G2	Laptop	CND4383HN	40000999	1
HP ProBook 450 G2	Laptop	CND43833HL	20000213	1
HP ProBook 4520s		2CE0240885		1
HP Compaq 6730b		CNU937BHW0	103455	1
HP Compaq Pro 4300		MXL3372HDV		1
HP Compaq Pro 6300		2UA2451KPV		1
HP Compaq Pro 6300		2UA2451KP5		1
HP Compaq 6005		2UA0321R46		1
HP Compaq 6005		2UA006091Z	40001099	1
HP Compaq DC5850		2UA9210L5C	103814	1
AIR-LAP1142-A-K9		FTX1550E017		1
Hitachi CP-AW252WN		F3HU02885		1

Make & Model	Type of Device	Serial #	Asset Tag#	Quantity
Hitachi CP-AW252WN		F3GU02847		1
Elo Touch Lunchroom PC		E12C045160		1
14 Old Monitors (Including CRT's)				
Many Old Keyboards and Mice				
Box of Old Assorseted Multimedia supplies				
Miscellaneous Wires, etc.				
Middle School				
HP Compaq 6005 Pro	Microtower	2UA0181YZT	No tag on device or DB	1
HP Compaq Pro 6305 SFF		2UA30611J9	20000075	1
HP Compaq Pro 6305 SFF		2UA3100RH0	200169	1
HP Compaq 6005 Pro	Microtower	2UA1330SL9	No tag on device or DB	1
HP Compaq DC5800	Microtower	2UA0110P61	No tag on device or DB	1
HP Compaq DC7900 Business PC SFF		USH948009F	1104002	1
HP Compaq DC7900 Business PC SFF		USH948009N	1104007	1
iMac			No tag on device or DB	1
Canon Imageclass D420			No tag on device or DB	1
DELL Optiplex 755		JRRFKH1	No tag on device or DB	1
HP Compaq DC5850 SFF PC		2UA91909MJ	No tag on device or DB	1
Piner Elementary				
HP Pavillion		MXX00408F2	40001253	1
HP Pavillion		4CE00200NX	20000696	1
HP Pavillion		4CE00200M0	20000697	1
HP Pavillion		MX00408R9	20000698	1
HP Pavillion		MXX00408QR	20000699	1

Make & Model	Type of Device	Serial #	Asset Tag#	Quantity
HP6300		MXL3220YLS	20000711	1
HP6300		MXL3381CPR	50003227	1
I Mac		QP1160P3DNM	30000163	1
3 Computer Monitors				

59. Approval is requested for the following Nonpublic grant playground items:

School	Vendor	Description	Amount	Grant	Account
Toras Imecha	Park & Play Structures	Playground Equipment	\$13,513.00	Title IV	20-280-200-600-16-0951

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

LAST NAME	FIRST NAME	WORKSHOP	DATE(S)	REGISTRATION FEE	MILEAGE	OTHER
Sanchez	Sharon	What Schools need to Know About 504 Plans to Ensure Compliance	10/25/19	**\$106.00	*\$34.09	*\$1.50
Lieberhauser	Rachael	What Schools Need to Know About 504 Plans to Ensure Compliancy	10/25/19	**\$106.00	*\$36.40	\$0.00
Darnowski	Sheila	Supporting Students Affected by Forced Migration	9/27/19	\$0.00	*\$27.65	\$0.00
Darnowski	Sheila	Supporting Students Affected by Forced Migration	10/23/19	\$0.00	*\$27.65	\$0.00
Milon	Danielle	Leader in Me School Visit	10/18/19	\$0.00	**\$43.96	\$0.00
Carey	Ana	Leader in Me	10/18/19	\$0.00	**\$43.96	\$0.00

LAST NAME	FIRST NAME	WORKSHOP	DATE(S)	REGISTRATION FEE	MILEAGE	OTHER
		School Visit				
Mena	Elsa	Leader in Me School Visit	10/18/19	\$0.00	**\$43.96	\$0.00
Salguero	Aleida	Leader in Me School Visit	10/18/19	\$0.00	**\$43.96	\$0.00
Schechter	Leah	Leader in Me School Visit	10/18/19	\$0.00	**\$43.96	\$0.00
Cucuro	Yvette	Leader in Me School Visit	10/18/19	\$0.00	**\$43.96	\$0.00
Schroepfer	Joseph	Leader in Me School Visit	10/18/19	\$0.00	**\$43.96	\$0.00
Iacono	Lori	I & RS Team Training	10/21/19	**\$178.00	\$0.00	\$0.00
Sanchez	Sharon	I & RS Team Training	10/21/19	**\$178.00	*\$34.09	*\$1.50
Leibhauser	Rachael	I & RS Team Training	10/21/19	**\$178.00	*\$36.40	\$0.00
Napolitano	Tara	I & RS Team Training	10/21/19	**\$178.00	*\$32.24	\$0.00
Varela	Gloria	I & RS Team Training	10/21/19	**\$178.00	*\$32.24	*\$3.00
Cucuro	Yvette	Understanding HIB: "Why We Bully"	11/20/19	\$0.00	*\$23.10	\$0.00
Sanchez	Sharon	Understanding HIB: "Why We Bully"	11/20/19	\$0.00	*\$23.10	\$0.00
Liebhauser	Rachael	HIB Training for Anti Bullying Specialists	10/24/19	**\$106.00	*\$36.40	\$0.00
Ortiz	Luisanny	HIB Training for Anti Bullying Specialists	10/24/19	**\$106.00	*\$36.96	\$0.00
Napolitano	Tara	504 Team Training	10/25/19	**\$106.00	\$0.00	\$0.00
Varela	Gloria	504 Team Training	10/25/19	**\$106.00	*\$37.10	*\$3.00
Salguero	Aleida	Trauma Informed Compassionate Classroom	11/13/2019	***\$219.99	\$0.00	\$0.00

LAST NAME	FIRST NAME	WORKSHOP	DATE(S)	REGISTRATION FEE	MILEAGE	OTHER
Sanchez	Sharon	Trauma Informed Compassionate Classroom	11/13/2019	***\$219.99	**\$43.61	\$0.00
Douglas	Brenda	Leadership Conference	10/8/19	****\$40.00	\$0.00	\$0.00
Kok	Vivien	504 Team Training	10/25/19	**\$106.00	*\$35.42	*\$4.00
Iacono	Lori	504 Team Training	10/25/19	**\$106.00	\$0.00	\$0.00
Bower	Kathryn	504 Team Training	10/25/19	**\$106.00	\$0.00	\$0.00
Hoffman	Corinne	What Schools Need to Know About 504 Plans to Ensure Compliancy	10/25/19	**\$106.00	*\$35.35	\$0.00
Rosenberg	Yocheved	Student Annual Review	10/24/19	\$0.00	*\$8.42	0.00
Kok	Vivien	I & RS Team Training	10/21/19	**\$178.00	*\$34.09	*\$3.00
Bukowinski	Mary	Self-Regulation Inventions for Children & Adolescents Workshop	11/5/19	***\$219.99	**\$29.12	\$0.00
Lazara	Danielle	Self-Regulation Inventions for Children & Adolescents Workshop	11/5/19	***\$219.99	**\$29.12	\$0.00
Hoffman	Corinne	504 Team Training	10/25/19	**\$106.00	*\$35.21	\$0.00

*Mileage Reimbursement #11-000-223-690-00-0000

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

***Registration Fee Account #15-000-223-320-07-0007

****Registration Fee Account # SGA Club Funds

IMPORTANT INFORMATION:

Fire Drill Report – October 2019
Security Drill Report – October 2019
HIB Report – October 2019

B. PERSONNEL

1. CERTIFICATED

a. Resignations

1. D'AMICO, Kerri
Teacher – ABA – LECC Campus I
Declined Position
2. SCHOENEBERG, Erika
Teacher – Mathematics – LMS
Effective: December 13, 2019 or sooner

b. Retirements

1. CAPELLA, Lori
Teacher – Spanish – LHS
Effective: January 1, 2020

c. Terminations – None At This Meeting

d. Leaves of Absence

1. BOTUCK, Yaffa
Math Coach-LHS
Maternity-Sick (10 days) & Personal (4 days)-Paid
Effective: December 2, 2019
Terminating: December 19, 2019
PEAD (3 days)-Paid minus sub pay
Effective: December 20, 2019
Terminating: January 5, 2020
NJFL-Unpaid
Effective: January 6, 2020
Returning: March 23, 2020

2. DUDLEY, Kylene
 Teacher-LMS
 Maternity-Sick (19 days) & Personal (4 days)
 Effective: February 24, 2020
 Terminating: March 25, 2020
 (pending attendance data)
 NJFL-Unpaid
 Effective: March 26, 2020
 Terminating: June 30, 2020

3. FORTUNA, Victoria
 Psychologist-CST/LHS
 Medical-Sick (4 days)-Paid
 Effective: September 3, 2019
 Terminating: September 8, 2019
 Medical-Extra consideration minus sub pay (52 days)-Paid
 Effective: September 9, 2019
 Terminating: November 30, 2019
 Medical-FMLA-Unpaid
 Effective: December 1, 2019
 Returning: February 1, 2020 (pending Dr.'s release)

4. IACONO, Lori
 Guidance-LHS
 Contractual-Sick (13 days)-Paid
 Effective: October 18, 2019
 Returning: November 1, 2019

5. LIVINGSTON, Anna
 Teacher-LMS
 Maternity-Sick (28 days) & Personal (4 days)-Paid
 Effective: November 11, 2019
 Terminating: January 7, 2020
 PEAD (1 day)-Paid minus sub pay
 Effective: January 8, 2020
 Terminating: January 8, 2020
 NJFL-Unpaid
 Effective: January 9, 2020
 Returning: March 12, 2020
 (Revised from original Board approved 9/25/19)

6. MILLER, Rivka
 Teacher-CII
 Maternity-NJFL-Unpaid

Effective: January 10, 2020
Returning: April 7, 2020

7. OLSEN, Alisen
Teacher-Piner
Bonding-Sick (20.5 days)-Paid
Effective-September 1, 2019
Terminating: October 3, 2019 (.5)
Extra Consideration minus sub pay (24.5)-Paid
Effective: October 3, 2019 (.5)
Terminating: November 12, 2019
NJFL-Unpaid
Effective: November 13, 2019
Returning: December 20, 2019
(extended from original Board approved 8/28/19 request)

8. SAUNDERS, Lauren
Teacher-LHS
Maternity-Sick (9 days)-Paid
Effective: September 17, 2019
Terminating: September 27, 2019
NJFL-Unpaid
Effective: September 28, 2019
Terminating: December 19, 2019
Maternity-Sick (22 days)-Paid
Effective: December 20, 2019
Returning: February 3, 2020
(revised from original board approved 8/28/19 for begin date and sick day usage)

9. TAREN, Sarah
Teacher-CIII
Maternity-NJFL-Unpaid
Effective: November 18, 2019
Returning: January 27, 2020

10. TRUISI, Valerie
Teacher-LMS
Medical-Sick (19 days)-Paid
Effective: November 6, 2019
Returning: December 9, 2019 (pending Dr.'s release)

e. Transfers

1. HENDRY, Janet

From: LDT-C – CAS
To: LDT-C – Piner
Effective: October 23, 2019
Terminating: June 30, 2020
(budget account # 11-000-219-104-13-0013)
(No additional cost to the District.)

2. MERCER, Tiffany

From: Teacher – Kindergarten – SSS
To: Teacher - K-5 G&T Math & K-2 G&T ELA
split between SSS, Piner, CAS, EGC, OSS
Effective: October 27, 2019
Terminating: June 30, 2020
(budget account # 15-120-100-101-07-0007 – SSS
15-120-10-101-10-0010 – Piner
15-120-100-101-06-0006 – CAS
15-120-100-101-05-0005 – EGC
15-120-100-101-09-0009 - OSS)
(No additional cost to the District.)

3. KLEIN, Rachel

From: Teacher – Librarian – CAS
To: Teacher - Librarian and Gifted & Talented, 3-5 ELA –CAS
Effective: November 1, 2019
Terminating: June 30, 2020
(To be split 50/50 to each Budget account
(15-000-222-100-06-0006)
(15-120-100-101-06-0006)
(No additional cost to the District.)

f. Appointments

1. *LLACH, Deidre

Speech Therapist – LHS
Effective: December 3, 2019 or sooner
Terminating: June 30, 2020
Salary: Step 19 MA - \$67,411.00 prorated
(Mentoring paid by employee if necessary)
(budget account #11-000-216-100-15-0000)
(New Position – replacing consultant)

2. *LIPANI, Irene
 - Teacher – Dance –LMS & LHS
 - Effective: October 12, 2019
 - Terminating: June 30, 2020
 - Salary: Step 2, BA - \$50,061.00 prorated
 - (Mentoring paid by employee if necessary)
 - (budget account #15-140-100-101-03-0003)
 - #15-130-100-101-04-0004)
 - (New Position – NJDOE Requirement)

3. *NAGUEB, Nancy
 - Teacher – Mathematics – LHS
 - Effective: October 23, 2019
 - Terminating: June 30, 2019
 - Salary: Step 17, BA - \$61,111.00 prorated
 - (Mentoring paid by employee if necessary)
 - (budget account #11-000-216-100-15-0000)
 - (replacement for L. Webb – retired - \$72,696.00)

4. *PATEL, Shannon
 - Teacher Sp. Ed. ICS – OSS
 - Effective: October 16, 2019
 - Terminating: June 30, 2020
 - Salary: \$50,061.00 prorated
 - (Mentoring paid by employee if necessary)
 - (budget account #15-213-100-101-09-0009)
 - (replacement for C. Francis – resigned - \$50,061.00)

g. Reappointments – None At This Meeting

h. Salary Adjustments

1. DESANTIS, Jessica
 - From: Step 9, BA30 - \$55,111.00
 - To: Step 9, MA - \$56,111.00
 - Effective: September 1, 2019
 - Terminating: June 30, 2020
 - (budget account # 15-240-100-101-07-0007)
 - (correction from September 25, 2019 Agenda)

- 2. KINDANGEN, Alissa
 Teacher – Resource Room – EGC
 Effective: September 16, 2019 or sooner
 Terminating: June 30, 2020
 From Salary: Step 2, BA - \$50,061.00 prorated
 To Salary: Step 2, BA15 - \$51,061.00 prorated
 (budget account #15-213-100-101-05-0005)
 (correction from September 25, 2019 agenda)

- 3. SAGARESE, Shirley
 Teacher – Gr 5/ICR – EGC
 Effective: September 1, 2019
 Terminating: June 30, 2020
 From Salary: Step 16, BA15- \$60,611.00
 To Salary: Step 16, BA - \$59,611.00
 (budget account # 11-213-100-101-05-0005)
 (correction from August 28, 2019 agenda)

i. Stipends

- 1. Morning Duty Stipend
 Teacher
 Stipend Elementary: \$1,800.00
 Stipend LMS/LHS: \$3,600.00
 2019-2020 School Year
 (This Stipend Is Pensionable)
 (prorated if start date is after September 1, 2019)
 (budget account #11-000-270-160-00-2000)

Last Name	First Name	Location	Amount	Effective Date
Bukowski	Stephen	OSS	\$1,800.00	10/1/2019
Balestrieri	Jeanine	LMS	\$3,600.00	11/1/2019
Revell	John	LMS	\$3,600.00	11/1/2019
Psiecker	Victoria	SSS	\$1,800.00	10/1/2019

- 2. Morning Duty Substitutes
 Teacher – As Needed Basis
 \$40.00 per hour prorated
 2019-2020 School Year
 (budget account #11-000-270-160-00-2000)

Last Name	First Name	Location
Hadley	Michael	LHS
Hammel	Kelly	LHS
Fox	Paulette	LHS
Saunders	Lauren	LHS

- 3. GIANNINO, Philip
 Student Television Network Advisor
 2019-2020 School Year
 Stipend of \$4,000.00
 (Perkins - budget account # 20-360-200-104-03-0000)

- 4. Afternoon Bus Duty – LECC
 2019-2020 School Year
 Rate: \$40.00 per hour
 (on an as needed basis)

NAME OF TEACHER
Merissa Fernandez
Cathleen Llyod

- 5. Winter Coaches
 2019-2020 School Year
 (budget account # 15-401-100-100-03-0003)

Last Name	First Name	Sport	Position	Group	Step	Salary
Revell	John	Weight Training				\$1,382.00
Holmes	Randy	Basketball – Boys	Head Coach	I	4	\$9,430.00
Brown	Timothy	Basketball – Boys	Asst. Coach	I	4	\$6,978.00
Clark	Lawrence	Basketball – Boys	Asst. Coach	I	4	\$6,978.00
Drumright	Eugene	Basketball – Boys	Asst. Coach	I	4	\$6,978.00
Timothy	Reddan	Basketball – Boys	Asst. Coach	I	3	\$5,580.00
Lake	Daniel	Basketball – Girls	Asst. Coach	I	1	\$4,926.00
Correa	Caleb	Basketball – Girls	Head Coach	I	1	\$8,973.00
Bowman	Ryan	Basketball – Girls	Asst. Coach	I	1	\$4,926.00
Faynor	Brianne	Basketball – Girls	Asst. Coach	I	3	\$5,580.00

Baird	Allie	Basketball - Girls	Asst. Coach	I	1	\$4,926.00
Jones	Jonathan	Basketball-Girls	Asst. Coach	I	1	\$6,978.00
Orellana	Oscar	Wrestling	Head Coach	II	4	\$7,795.00
Shelly	Kyle	Wrestling	Asst. Coach	II	4	\$6,365.00
Maliff	Cory	Wrestling	Asst. Coach	II	4	\$6,365.00
Muth	Michael	Wrestling	Asst. Coach	II	2	\$5,009.00
Wudzki	John	Wrestling	Asst. Coach	II	4	\$6,365.00
Peccarelli	Lewis	Track – Boys	Head Coach	III	3	\$7,502.00
Acosta	Steven	Track – Boys/Girls	Asst. Coach	III	1	\$4,273.00
Baubles	Evan	Track-Boys	Asst. Coach	III	4	\$5,547.00
Kwicinski	Nancy	Track – Girls	Head Coach	III	4	\$7,011.00
Balestrieri	Jeanine	Track – Girls	Asst. Coach	III	1	\$4,273.00
Savini	Kevin	Bowling – Boys	Head Coach	IV	4	\$6,365.00
Armstrong	Kelly	Bowling – Girls	Head Coach	IV	2	\$6,070.00
Worthy	Maxine	Cheerleading	Head Coach	IV	4	\$5,365.00
Cusanelli	Danielle	Cheerleading	Asst. Coach	IV	2	\$4,436.00
Dudley	Kylene	Cheerleading	Asst. Coach	IV	2	\$4,436.00

6. Co-Curriculum Stipend Positions - LECC
2019-2020 School Year
per LEA contract Schedule G
budget account #11-000-240-105-11-0011

Staff Member	Co-Curricular Position	Stipend Amount
Donna Reigle	Stockroom Clerk	\$1,239.00

7. Co-Curriculum Stipend Positions - PINER
2019-2020 School Year
per LEA contract Schedule G
budget account #15-401-100-100-10-0010

Staff Member	Co-Curricular Position	Stipend Amount
Rachael Liebhauser	Student of the Month	\$1,027.00

8. Co-Curriculum Stipend Positions - LHS
 2019-2020 School Year
 per LEA contract Schedule G
 budget account #15-401-100-100-03-0003

Staff Member	Co-Curricular Position	Stipend Amount
Amy Mann	Peer/Youth Leadership	\$1,027.00 split
Michael Filardo		\$513.50 each

j. Tuition Reimbursement

1. CARRION-FLORES, Damarisinaí
 Teacher – LHS
 3 credits
 ED 5123 Diverse Learners
 \$705.00
 (budget account #11-000-291-280-00-0000)

2. DICK, Miriam
 Speech – SSS
 3 credits
 BBSQ 5820 Foundations & Preschool Assessment & Treatment
 Bilingual SLP Institute
 \$718.00
 (budget account #11-000-291-280-00-0000)

k. Miscellaneous

1. ORELLANA, Oscar
 From: Director of School Counseling Services/Anti Bullying
 Coordinator Administrator (AP)
 To: Director of School Counseling Services/
 Anti-Bullying & Testing Coordinator
 Effective: September 4, 2019
 Terminating: June 30, 2020

2. DEJOHN, Andrea
 Guidance Counselor-LMS
 Sick (146) + Personal (41.5) = 187.5
 $187.5 \div 2 = 93.75$
 $\$72,074. \div 183 = \393.84
 $\$393.84 \times 93.75 = \$36,923.15$

2. NON-CERTIFICATED

a. Resignations

1. BEAL, Shanna
Security Specialist – District
Rescind Position for 2019-2020 SY
2. HARRIS-BOOTHE, Collette
Breakfast Aide - CAS
Effective: August 23, 2019
3. CLEMENTS, Eva
Breakfast Aide - Piner
Effective: October 4, 2019
4. BOWEN, Pamela
Breakfast Aide - Piner
Effective: October 8, 2019
5. BROOKS, Benjamin
Bus Duty Stipend – CAS
Effective: October 15, 2019
6. FINGER, Robert
Coordinator of Fiscal Services
Effective: October 31, 2019

b. Retirements – None At This Meeting

c. Terminations - None At This Meeting

d. Leaves of Absence

1. DONATO, Michele
Para-LMS
Personal-(4 days)-Paid
Effective: September 9, 2019
Terminating: September 12, 2019
PEAD (3 days)-Paid
Effective: September 13, 2019
Terminating: September 17, 2019
(pending attendance data)
FMLA-Unpaid

Effective: September 18, 2019
Returning: September 25, 2019

2. Khalid, Qurat
Para-SSS
Maternity-Sick (10 days) & Personal (3 days)-Paid
Effective: November 11, 2019
Terminating: December 1, 2019
(pending attendance data)
NJFL-Unpaid
Effective: December 2, 2019
Terminating: March 8, 2020
FMLA-Unpaid
Effective: March 9, 2020
Returning: April 20, 2020

3. Rodriguez, Jeanette
SSS-Secretary
Medical-Sick (6 days) & Personal (2 days) & Vacation (9 days)-Paid
Effective: October 22, 2019
Returning: November 18, 2019
(pending Dr.'s release)

4. Powell, Cammie
Secretary-EGC
Contractual-Unpaid
Effective: January 13, 2020
Terminating: March 20, 2020

e. Transfers

1. DECHAMPLAIN, Deborah
From: Paraprofessional – 1:1 – OSS
To: Paraprofessional – 1:1 - LMS
Effective: September 1, 2019
Terminating: June 30, 2020
(budget account # 11-000-217-106-04-0004)
(No additional cost to the District.)

2. ESCALONA, Kim
From: Paraprofessional - Preschool Program -LECC
Campus III
To: Paraprofessional - Kindergarten -1:1 LECC Campus

II

Effective: September 24, 2019

Terminating: June 30, 2020

(Meeting IEP Mandate)

(No additional cost to the District.)

3. POSEMATO, Cortney

From: Paraprofessional - Preschool -1:1 LECC Campus I

To: Paraprofessional - Preschool Classroom -LECC
Campus III

Effective: September 1, 2019

Terminating: June 30, 2020

(Replacement for K. Escalona-reassigned)

(No additional cost to the District.)

4. KING, Bobbie

From: Paraprofessional – 1:3 – LMS

To: Paraprofessional – 1:1 – LMS

Effective: November 1, 2019

Terminating: June 30, 2020

(Replacement for S Seery – reassigned)

(No additional cost to the District.)

5. SERRY, Daniel

From: Paraprofessional – 1:1 – LMS

To: Paraprofessional – 3:1 – LMS

Effective: November 1, 2019

Terminating: June 30, 2020

(Replacement for B. King – reassigned)

(No additional cost to the District.)

6. JOSEPH, Tova

From: paraprofessional PSH - 1:1-LECC Campus I

To: paraprofessional K - 1:1-LECC Campus II

Effective: October 23, 2019

Terminating: June 30, 2020

(Meeting IEP Mandate)

(No additional cost to the District.)

7. BROOKS, Benjamin

From: Paraprofessional – 1:1 – CAS

To: Paraprofessional – Program – CAS

Effective: October 15, 2019

Terminating: June 30, 2020

(budget account # 15-190-100-106-06-0006)
(Replacement for R. Liebhauser – reassigned)
(No additional cost to the District.)

8. ASKIN, Kimberly
From: Paraprofessional - 1:1 PreK - LECC Campus II
To: Paraprofessional - 1:1 1st gr. - SSS
Effective: September 1, 2019
Terminating: June 30, 2020
(budget account # 11-000-217-106-07-0007)
(Replacement for M. Tarlowski – reassigned)
(No additional cost to the District.)

f. Appointments

1. *DEFELICE, Norma
Paraprofessional – 1:1 Bilingual – EGC
Effective: September 26, 2019
Terminating: June 30, 2020
Salary: Step 11, 90 Credits -\$21,199.00 prorated
(budget account #11-000-217-106-05-0005)
(New Position)
(correction from the September 25, 2019 agenda)
2. *SMITH, Shacana
Paraprofessional – Pre-K Program – LECC Campus III
Effective: October 21, 2019
Termination: June 30, 2020
Salary: Step 6, 90 Credits - \$20,289.00 prorated
(budget account #20-218-100-106-00-1211)
(replacement for F Luss – resigned - \$19,499.00)
3. *HASKINS, Aletha
Cafeteria Aide – EGC
Effective: October 21, 2019
Terminating: June 30, 2020
Salary: \$10.00 per hour
(budget account # 60-910-310-100-00-0001)
(replacement for M Vasquez-Dejesus – resigned)
4. *COSTA, Maria
Paraprofessional – 1:1 – EGC
Effective: October 3, 2019
Terminating: June 30, 2020

Salary: Step 7, 90 Credits - \$20,439.00 prorated
(budget account # 11-000-217-106-05-0005)
(replacement for C. Pfeifer – rehired as a teacher)

5. *NEWMAN, Robert
Paraprofessional – 2:1 – OSS
Effective: October 22, 2019
Terminating: June 30, 2020
Salary: Step 10, 60 Credits - \$20,294.00 prorated
(budget account # 11-000-217-106-09-0009)
(New position per IEP requirement)

6. *WELDON, Krista
Paraprofessional – 1:1 - LECC Campus II
Effective: October 30, 2019 or sooner
Terminating: June 30, 2020
Salary: Step 9, 60 Credits - \$20,094.00 prorated
(budget account # 11-000-217-106-08-0015)
(Replacement for R. Greenes – rehired as a teacher)

7. *STRADELLA, John
Security Specialist – District
Effective: October 7, 2019
Terminating: June 30, 2020
Salary: \$24.38 per hour – as needed
(budget account # 11-000-266-100-00-0000)

8. *SCRIBNER, Catherine
Paraprofessional – PreK Sp. Ed. ABA 1:1 – SSS
Effective: October 27, 2019
Terminating: June 30, 2020
Salary: Step 6, 0 Credits - \$18,089.00 prorated
(budget account # 11-000-217-106-07-0007)
(New position per IEP requirement)

9. *CUTILLO, Dawn
Paraprofessional – 3:1 - OSS
Effective: October 27, 2019
Terminating: June 30, 2020
Salary: Step 6, 90 Credits - \$20,289.00 prorated
(budget account # 11-000-217-106-09-0009)
(replacement for J. Panora – resigned - \$21,199.00)

10. *TRIANO, Michael
 Paraprofessional – 1:1 ABA Program – Piner
 Effective: November 4, 2019
 Terminating: June 30, 2020
 Salary: Step 6, 90 Credits - \$20,289.00 prorated
 (budget account # 15-190-100-106-10-0010)
 (New position per IEP requirement)

11. *NERI, Isabella
 Paraprofessional – 1:1 PSD – LECC Campus II
 Effective: November 6, 2019
 Terminating: June 30, 2020
 Salary: Step 4, 90 Credits - \$20,139.00 prorated
 (budget account # 11-000-217-106-08-0015)
 (New position per IEP requirement)

12. Breakfast Aide
 2019-2020 School Year
 Salary: \$10.25 per hour

Name	Location	Max. Hrs	Start Date
Eackles, Steven	OSS	15	11-1-19
Santos, Lezina	CAS	12.5	11-1-19
VanArdale, Laura	Piner	10	10-7-19

13. **FINGER, Robert**
Interim Business Administrator/Board Secretary
 Effective: November 1, 2019
 Terminating: June 30, 2020; or
 until a permanent Business Administrator is hired
 Salary: \$675.00 per Diem
 \$105.00 per hour for overtime
 (excess of seven hours/day),
 and \$95.00 per hour for collective bargaining.
 (As approved by the County Office and
OAL Docket #14641-19 Agency #276-10/19)
 (budget account # 11-000-251-100-00-0000)

- g. Reappointments – None At This Meeting
- h. Salary Adjustments– None At This Meeting
- i. Stipends

1. Morning Duty Stipend
 Paraprofessional
 Stipend Elementary: \$1,000.00
 Stipend LMS/LHS: \$2,000.00
 2019-2020 School Year
 (This Stipend Is Pensionable)
 (prorated if start date is after September 1, 2019)
 (budget account #11-000-270-160-00-2000)

Last Name	First Name	Location	Amount	Effective Date
Escalona	Kimberly	LECC	\$1,000.00	9/24/19
Paolicelli	Cynthia	Piner	\$1,000.00	10/21/19
Newman	Robert	OSS	\$1,000.00	10/23/19
Dzialowski	Alina	LECC	\$1,000.00	9/6/2019
Poloski	Brittany	LECC	\$1,000.00	9/6/2019
Deutsch	Chaya	LECC	\$1,000.00	9/6/2019
Posemato	Cortney	LECC	\$1,000.00	9/6/2019
Kotler	Dana	LECC	\$1,000.00	9/6/2019
Young	Donna	LECC	\$1,000.00	9/6/2019
Knapp	Eileen	LECC	\$1,000.00	9/6/2019
Terreazas de Cortes	Graciela	LECC	\$1,000.00	9/6/2019
Salameh	Marian	LECC	\$1,000.00	9/6/2019
Curran	Maryanne	LECC	\$1,000.00	9/6/2019
Roselli	Patrizia	LECC	\$1,000.00	9/6/2019
Rodriguez	Ravin	LECC	\$1,000.00	9/6/2019
Elefant	Shira	LECC	\$1,000.00	9/6/2019
Ordenana	Veronica	LECC	\$1,000.00	9/6/2019
Conte	Lori	LECC	\$1,000.00	10/15/19
Cutillo	Dawn	OSS	\$1,000.00	10/28/19
Scribner	Catherine	SSS	\$1,000.00	10/28/19

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

NAME OF PARAPROFESSIONAL
Kristen Sandomeno
Theresa Dufficy
Patrizia Roselli

3. Afternoon Bus Duty – LECC
 2019-2020 School Year

Rate: \$20.00 per hour
(on an as needed basis)

NAME OF PARAPROFESSIONAL

Patrizia Roselli

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.

XII. OLD BUSINESS

A. **RESOLUTION APPOINTING LAURA A. WINTERS**

Whereas, the Lakewood Township Board of Education **rescind** the September 25, 2019 resolution to appoint Laura A. Winters, as its Superintendent of Schools, commencing on July 1, 2020 and expiring on June 30, 2023.

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

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

Whereas, the Lakewood Township Board of Education hereby **extend** the appointment of Laura A. Winters, as its Superintendent of Schools, commencing as of July 22, 2019, and expiring on June 30, 2023. In 2019-2020, Laura A. Winters will receive an increase of 2% , for the 2020-2021 school year, a 4% increase for the 2021-2022 school year a 3.5% increase, and a 3.5% increase for the 2022-2023 school year for the four year (4) term, extension of her contract. As of July 1, 2019, her sick bank has a total of one hundred eighty three and one-half sick days (**183.5**), which are subject to the remaining terms and conditions of the Superintendent's Employment Contract.

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

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

XIII. NEW BUSINESS

XIV. GOOD AND WELFARE

XV. ADJOURNMENT

0167 PUBLIC PARTICIPATION IN BOARD MEETINGS

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

In order to permit the fair and orderly expression of such comment, the Board shall set aside a total of one (1) hour of every regular Board meeting for public comment. There shall be two (2) public participation sessions on the agenda for every regular meeting. The first session shall be limited to agenda items only. The second session shall be for public comments on any school district issue that a member of the public wishes to address with the Board and/or Administration.

The Board shall set aside twenty (20) minutes for public participation at every special board meeting. There shall only be one (1) public participation session at special meetings. It is recommended that public participation be limited to the topic for which the special meeting was called.

Public participation shall be governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and group affiliation, if appropriate;
2. Each statement made by a participant shall be limited to three minutes duration, however, if more than twenty (20) people sign up to speak, the time shall be limited to two minutes per person. No more than thirty (30) people shall be permitted to speak at any meeting. **Participants who sign up to speak shall not be permitted to assign any portion of their allotted time for comment to other individuals present at any meeting.** The requirements of this paragraph may be relaxed upon a motion made by any member of the Board seconded and approved by a roll call majority vote of full membership of the Board, i.e. five affirmative votes;
3. The member of the public shall be required to make all of his/her comments and ask all of his/her questions before a response is provided by the Administration or Board.
4. The Board President shall designate a member of the Board or Administration to monitor the clock for compliance with subpart 2 above.
5. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;

6. All statements shall be directed to the presiding officer; no participant may address or question Board members individually;
7. The presiding officer may:
 - a. Interrupt, warn, and/or terminate a participant's statement, question, or inquiry when it is too lengthy;
 - b. Interrupt and/or warn a participant when the statement, question, or inquiry is abusive, obscene, or may be defamatory;
 - c. Request any person to leave the meeting when that person does not observe reasonable decorum;
 - d. Request the assistance of law enforcement officers in the removal of a disorderly person when that person prevents or disrupts a meeting with an act that obstructs or interferes with a meeting;
 - e. Call for a recess or an adjournment to another time when the lack of public decorum interferes with the orderly conduct of the meeting; and
 - f. Waive these rules when necessary for the protection of privacy or to maintain an orderly operation of the Board meeting.

N.J.S.A. 2C:33-8

N.J.S.A. 10:4-12

Adopted: 17 October 2013
Revised: 30 October 2014
Revised: 19 November 2014
Revised: 22 June 2016
Revised:

8600 STUDENT TRANSPORTATION (M)

M

The Board of Education shall transport eligible students to and from school and school related activities in accordance with N.J.S.A. 18A:39-1 et seq., N.J.A.C. 6A:27-1 et seq. and Board policy. Transportation shall be provided only to eligible public and nonpublic school students, authorized school staff members, and adults serving as approved chaperones.

Nonpublic school transportation or aid in lieu of transportation shall be provided for resident students in accordance with N.J.S.A. 18A:39-1 et seq. and N.J.A.C. 6A:27-2.1 et seq.

Charter or renaissance school transportation or aid in lieu of transportation shall be provided for resident students in accordance with N.J.S.A. 18A:39-1 et seq. and N.J.A.C. 6A:27-3.1 et seq.

The Board has determined that no public school student in grades Pre-K to two shall be required to ride a school bus more than forty-five minutes one way per day. (Applies to In-District Routes Only)

Students in grades K – eight shall not be required to walk more than one mile to the bus stop to which they have been assigned.

Students with special needs shall be provided transportation in accordance with N.J.S.A. 18A:39-1 et seq., and with their Individualized Education Program (IEP) pursuant to N.J.A.C. 6A:27-5.1.

The Board will approve all bus routes each school year. Bus routes for all non-remote students who must walk to and from school along hazardous routes will be designated and **approved by the Board**. The Board **may** consider, but shall not be limited to, the criteria outlined in N.J.S.A 18A:39-1.5 in determining “Hazardous Routes.”

The Board will not be responsible for the transportation of nonresident students to or from school, except that transportation to and from school will be provided for **homeless students; students residing in group homes; students residing in resource family homes; and students residing in shared custody homes pursuant to N.J.A.C. 6A:27-6.2, 6.3, 6.4, and 6.5.**

When the schools of this district are closed for inclement weather or other conditions, no

transportation will be provided for students enrolled in any public, nonpublic, charter school **and/or renaissance school** except that when weather-related conditions improve significantly by 12:00 noon, regular afternoon transportation will be provided to the nonpublic schools that had children delivered in the morning by parents or alternate transportation methods.

On inclement weather days on which the Superintendent calls for a 90-Minute Delayed Opening, the Transportation Department will notify all affected bus contractors that morning transportation for the nonpublic schools will be suspended, for those schools that opt for a normal schedule. Such suspension of services is subject to each school certifying that they have the approval of their parents for this suspension of services and that alternate transportation will be provided to these students by the school or parent at no cost to the Board of Education.

The Board **shall** utilize cooperative/**coordinated** transportation services in accordance with **the provisions of N.J.S.A. 18A:39-11.1 et seq. and N.J.A.C. 6A:27-10.1 et seq.** The Board **shall utilize** one of the agencies prior to determining to pay aid in lieu of transportation if in the prior year payments in lieu of transportation were provided. The Board will provide to the **cooperative/coordinated transportation services** any unique limitations or restrictions of the required transportation.

Vehicles used to transport students to and from school or school related activities shall meet standards, registration and inspection requirements of the New Jersey Departments of Education (**NJDOE**), the **New Jersey Motor Vehicle Commission (NJMVC)**, and **any applicable Federal regulations**. The operation and fiscal management of the district's transportation system shall be conducted in strict accordance with rules of the **New Jersey State Board of Education** and the **NJDOE**.

In addition to the provisions of any State law, rule, or regulation containing more stringent requirements, provided that those requirements are compatible with Federal law, and notwithstanding the provisions of any State law, rule, or regulation to the contrary, school bus operations in the State shall comply with the requirements outlined in N.J.S.A. 39:3B-27.

Students will be transported based on their home address. The "distance from home to school" calculation will be based on the measurement from the student's home door most closely located from the roadway to the school door most closely located to nearest public access route servicing the school. Parents of students eligible to receive transportation may request to use an alternate pick-up and drop-off location (ALTA - also referred to as "Babysitter" or "Daycare" assignments) if all of the following seven stipulations are met:

1. The Alternate Location Transportation Assignment (ALTA) is within the attendance boundaries of the child's school of attendance; and
2. The ALTA must be the same for the child's pick-up and drop-off everyday school is in session; and
3. The ALTA is along an existing route servicing the child's school of attendance; and
4. There is sufficient room on the route at the time of assignment of the ALTA. Should a new eligible student move in to the subject route's assignment area and there are not sufficient seats available for the new student on the bus that contains other students who have an ALTA, then an empty seat must be provided to the new student by removing the ALTA student who was the last one to be assigned; and
5. The approved ALTA form must be submitted to the transportation department and signed in person by the parent or guardian making the ALTA request. Proof of identity will be required at the time the ALTA form is submitted; and
6. Students who do not meet the Board's Transportation Eligibility Requirements as stated in paragraphs two and three of this section #8600, are not eligible to receive Alternate Location Transportation Assignments (ALTA); and
7. An approved ALTA will be effective on the fifth school day following the submission of an eligible and properly executed ALTA form to the Transportation Department.

N.J.S.A. **18A:18A-1 et seq.**; 18A:39-1 et seq.; **18A:39-11.1 et seq.**

N.J.S.A. 27:15-16

N.J.S.A. 39:3B-1 et seq.; **39:3B-2.1; 39:3B-10; 39:3B-27**

N.J.A.C. 6A:27-1.1 et seq.; 6A:27-2.1 et seq.; 6A:27-3.1 **et seq.**;

6A:27-4.1 et seq.; 6A:27-5.1; 6A:27-6.2 through 6.5;

6A:27-7.1 et seq.; 6A:27-9.1 et seq.; 6A:27-10.1 et seq.;

6A:27-11.1 et seq.; 6A:27-12.1 et seq.

Adopted: 17 October 2013
Revised: 10 April 2014
Revised: 14 December 2016
Revised: 19 July 2017
Revised: 31 October 2019

R 8600 STUDENT TRANSPORTATION

General Requirements - Students Remote From School

- A. The Board will transport:
1. Students who reside remote, as defined in N.J.S.A. 18A:39-1. and N.J.A.C. 6A:27-1.4(a)1. and (a)2., from their assigned district school of attendance;
 2. Nonpublic school students who reside remote from their school of attendance and meet the eligibility criteria of N.J.A.C. 6A:27-2.1 **et seq**;
 3. Charter school **or renaissance school** students pursuant to N.J.A.C. 6A:27-3.1 et seq.;
 4. **Students with special needs shall be provided transportation in accordance with N.J.S.A. 18A:39-1 et seq. and with their Individualized Education Program (IEP) pursuant to N.J.A.C. 6A:27-5.1;**
 5. School choice students pursuant to N.J.A.C. 6A:27-4.1 **et seq.; and**
 6. **Special population students pursuant to N.J.A.C. 6A:27-6.2 through 6.5.**
- B. The Board has determined that no public school student **in grades PreK to 2** shall be required to ride a school bus more than forty-five minutes one way per day as determined by the Board's routing software.
- C. Students in grades Kindergarten to Eight shall not be required to walk more than one mile to the bus stop to which they have been assigned.

Hazardous Routes

The Board will approve all bus routes each school year. Bus routes for all non-remote students who must walk to and from school along hazardous routes will be designated **and approved by the Board. The Board will approve a list of hazardous routes in the district requiring the courtesy busing of students and the criteria used in designating the hazardous routes. In adopting Policy and Regulation 8600 and the list of hazardous routes, the Board may consider, but shall not be limited to, the criteria outlined in N.J.S.A. 18A:39-1.5 as follows:**

1. Population density;
2. Traffic volume;
3. Average vehicle velocity;
4. Existence or absence of sufficient sidewalk space;
5. Roads and highways that are winding or have blind curves;
6. Roads and highways with steep inclines and declines;
7. Drop-offs that are in close proximity to a sidewalk;
8. Bridges or overpasses that must be crossed to reach the school;
9. Train tracks or trestles that must be crossed to reach the school; and
10. Busy roads or highways that must be crossed to reach the school.

A school district shall work in conjunction with municipal officials in determining the criteria necessary for the designation of a hazardous route.

Cooperative/**Coordinated** Transportation Services

- A. **The Board shall utilize cooperative/coordinated transportation services in accordance with the provisions of N.J.S.A. 18A:39-11.1 et seq. and N.J.A.C 6A:27-10.1 et seq.**

School Bus Use and Standards

- A. **All school buses bid or purchased shall be equipped in accordance with the requirements of N.J.S.A. 39:3B-10 – School Bus Safety Equipment.**
- B. School bus drivers and all school bus passengers shall be required to wear seat belts when transported in school buses so equipped. Seat belts shall be fastened when the driver and passengers board the vehicle and they shall be kept fastened at all times while on board the vehicle. Seat belts may be unfastened only when the individual is departing the vehicle. The Board further requires that drivers and passengers using private vehicles to transport students wear seat belts in the same manner.
- C. **There shall be displayed on every bus subject to the provisions of N.J.S.A. 39:3B-1, signs or legends which will, insofar as practicable, inform the driver of any vehicle concerning the duty imposed upon him/her by law with respect to passing a bus, while it is loading or unloading. The signs or legends shall be in a color, form, and design as will meet the requirements prescribed by the State Board of Education.**

An agency, Board of Education, nonpublic school, or school bus contractor operating a school bus subject to the provisions of N.J.S.A. 39:3B-1 shall display across the rear of the school bus a telephone number, website address, or other identifying information which shall allow the public to report a bus driver's misconduct while operating the school bus to the Board of Education or nonpublic school for which the school bus provides transportation. The lettering shall be of a color that contrasts with the color of the school bus.

The Board of Education or nonpublic school shall comply with New Jersey Department of Education (NJDOE) regulations regarding: the appropriate Board of Education or nonpublic school official or designee to address and respond to a complaint of school bus driver misconduct; the appropriate actions which a Board of Education or nonpublic school may take to respond to a complaint of school bus driver misconduct; and the time period during which a Board of Education or nonpublic school may act to respond to a complaint of school bus driver misconduct in accordance with the provisions of N.J.S.A. 39:3B-2.1.

- D. The Board requires every school bus bid or purchased that is used to transport public, non-public, charter, **and/or renaissance** school students will be equipped with a crossing control arm at the right front corner of the bus. The arm must open and extend out from the bus at least five feet each time the bus door is opened.

- E. School bus purchase, use, and standards must meet Federal and State standards and must be in accordance with N.J.A.C. 6A:27-7.1 et seq. **and N.J.S.A. 18A:18A-1 et seq. – Public School Contracts Law.**

Operation and Management of Transportation System

- A. The Board of Education, Transportation Department shall
 - 1. Prepare a map of the district on which each bus stop and bus route is indicated or, alternatively, prepare an itinerary of bus routes that may be used in conjunction with a map of the school district;
 - 2. Prepare and promulgate procedures to be followed in the event of a bus emergency, bus safety, bus driver training and rules governing the conduct of all students transported by the Board in accordance with N.J.A.C. 6A:27-11.1 **et seq.** and 6A:27-12.1 et seq.
 - 3. Maintain such records and make such reports regarding school transportation as are required by the State Board of Education; and
 - 4. Prepare the specifications for each bus route or contract for which proposals will be sought by the Board in accordance with N.J.A.C. 6A:27-9.1 et seq.
- B. The operation and fiscal management of the district's transportation system shall be conducted in strict accordance with rules of the State Board of Education and the **NJDOE**.

HAZARDOUS ROAD

For safety purposes, District policy prohibits students from crossing roads deemed to be hazardous. No bus route shall be established in violation of the policy, nor shall any student be permitted to ride a bus contrary to policy at any time or for any reason. A list of hazardous roads is shown below.

- 1. Brook Road
- 2. Cedarbridge Avenue
- 3. Central Avenue
- 4. Chestnut Street

5. Clifton Avenue
6. County Line Road (West to East including Lanes Mills)
7. Cross Street
8. Forest Avenue
9. Fourteenth Street (Across Madison)
10. Hillside Street
11. Hope Chapel Road
12. James Street
13. Joe Parker Road
14. Kennedy Boulevard (Between Twin Oaks)
15. Kennedy Boulevard (East & West to Teaberry)
16. Locust Street
17. Miller Road
18. New Hampshire Avenue
19. Oak Street
20. Ocean Avenue/Route #88 (From Lane Mills Road to Route 9)
21. Park Avenue (From 2nd Street to County Line Road) – Elementary School Students Only
22. Pine Street
23. Prospect Street
24. Ridge Avenue (Brook Road over Lanes Mills)
25. Route #9 (Madison Avenue & River Avenue)
26. Route 70
27. Squankum Road
28. Vine Street
29. Washington Avenue
30. Williams Street

Issued: 17 October 2013

Revised: 30 April 2019

Revised: 31 October 2019

8630 BUS DRIVER/BUS AIDE RESPONSIBILITY (M)

M

The Board of Education requires all school bus drivers and bus aides employed by the district or employed by a contracted school bus company to be reliable persons of good moral character who possess the qualifications necessary to perform the duties of the position. Anyone driving a school bus used to transport students to and from school and school related activities must meet all requirements of N.J.S.A. 18A, **N.J.A.C. 6A**, and all New Jersey Motor Vehicle Commission (NJMVC) rules governing school bus drivers. All school bus drivers must possess the appropriate license and endorsement(s) to drive a school bus in the State of New Jersey and are subject to all the Federal and State requirements to maintain the appropriate license.

“Employer” for the purposes of this Policy and Regulation means a Board of Education or a contractor that provides student transportation services under contract with the Board of Education. In the event the school district employs school bus drivers and bus aides and/or uses a contractor for transportation services, the “employer” for school district employed school bus drivers and bus aides shall be the Board of Education and the “employer” for contracted school bus drivers and bus aides shall be the contractor that provides student transportation under contract with the Board of Education.

School bus drivers and bus aides shall meet criminal history background check requirements pursuant to N.J.S.A. 18A:6-7.1(c) and tuberculin testing requirements pursuant to applicable State statutes and administrative codes. School bus drivers and bus aides shall be considered under the Federal Family Educational Rights and Privacy Act (FERPA) to be school officials who have a legitimate educational interest to parts of a student’s record relating to transportation, without parental consent, as outlined in N.J.A.C. 6A:27-12.1(j)1.

In addition to the medical examination required of every holder of a special license issued for the transporting of children to and from schools pursuant to N.J.S.A. 39:3-10.1 et seq., any school bus driver who is seventy years of age or older shall annually furnish, to the employer for review by the NJMVC at the NJMVC’s biannual inspection, satisfactory evidence of continuing physical fitness in the form of a medical examination by a licensed medical doctor or licensed osteopathic physician. In addition, any school bus driver who is seventy-five years of age or older shall every six months furnish, to the employer for review by the NJMVC at the NJMVC’s biannual inspection, satisfactory evidence of continuing physical fitness in the form of a medical examination by a licensed medical doctor or licensed osteopathic physician. In addition, any person applying for a special license and

any person who is the holder of a special license for the transporting of children to and from schools, pursuant to N.J.S.A. 18A:39-1 et seq., shall comply with the provisions of Section 2 of N.J.S.A. 39:3-10.1a and Section 6 of N.J.S.A. 18A:39-19.1. The Chief Administrator of the NJMVC may suspend or revoke a license pursuant to N.J.S.A. 39:3-10.1.

All drivers of buses or other vehicles used by the Board for the transportation of students to and from school shall, in addition to any exam required by law, submit to a medical exam for the presence of alcohol, narcotics, or habit-producing drugs within the scope of the "New Jersey Controlled Dangerous Substances Act," (N.J.S.A. 24:21-1 et seq.).

All drivers of buses or other vehicles used by the Board for the transportation of students to and from school shall, in addition to any exam required by law, submit to a medical exam that includes hearing and visual acuity tests that are in accordance with the provisions of the "Motor Carrier Safety Improvement Act of 1999," 49 U.S.C. § 113.

A Commissioner of Education-developed training program on proper procedures for interacting with students with special needs shall be administered by the employer to all school bus drivers and bus aides in accordance with the requirements of N.J.S.A. 18A:39-19.2. This training program must be administered in accordance with the provisions of N.J.S.A. 18A:39-19.3.a. and all school bus drivers and bus aides must file a certification with their employer that the individual has completed the training program within five business days of its completion. The employer shall retain a copy of the certificate for the duration of the individual's employment and shall file a copy of the certification to the **New Jersey** Department of Education (**NJDOE**) in accordance with the provisions of N.J.S.A. 18A:39-19.3.b.

School bus drivers and bus aides shall receive training in the use of a student's educational records and in their responsibility to ensure the privacy of the student and his or her records **N.J.A.C. 6A:27-12.1(j)2**. In addition, permanent and substitute school bus drivers and bus aides shall be trained for the functions of their positions and in a safety education program as outlined in N.J.A.C. 6A:27-11.1 et seq.

In accordance with the provisions of N.J.S.A. 18A:39-28, school bus drivers must visually inspect the school bus they are assigned at the end of the transportation route to determine that no student has been left on the bus.

The school bus driver shall be in full charge of the school bus at all times and shall be responsible for maintaining order. The school bus driver will never exclude a student from the school bus, but if unable to manage a student, the school bus driver will report the

unmanageable student to the Principal or designee of the school in which the student attends.

The Principal or designee, upon such report from the school bus driver, may assign appropriate discipline. The discipline may include excluding the student from the bus. The student's parent shall provide for the student's transportation to and from school during the time of exclusion.

Upon notification from the NJDOE that a school bus driver employed by the Board has had his or her bus driver's license suspended or revoked, the Board, within one business day of the notification, shall provide a statement to the NJDOE verifying that the school bus driver no longer operates a school bus for the Board in accordance with N.J.S.A. 18A:39-19.6.

In the event of an emergency, school bus drivers shall follow procedures established by this Board. School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school. All other students shall receive school bus evacuation instruction at least once per year. School bus drivers and bus aides shall participate in the emergency exit drills, which shall be conducted on school property and shall be supervised by the Principal or person assigned to act in a supervisory capacity. Drills shall be documented in the minutes of the Board of Education at the first meeting following completion of the emergency exit drill in accordance with the provisions of N.J.A.C. 6A:27-11.2(d).

In accordance with the provisions of N.J.S.A. 18A:39-19.4, a Commissioner-developed student information card shall be completed by a parent of a student with an Individualized Education Plan (IEP), who receives transportation services, when the IEP is developed or amended. Upon receiving consent from the parent, the student information card shall be provided to a school bus driver and bus aide for each student on the bus route to which the school bus driver or bus aide is assigned for whom a student information card has been completed by the parent.

The school bus driver will immediately inform the Principal of the receiving school and the School Business Administrator or designee of the district providing the transportation following an accident that involves injury, death, or property damage. The school bus driver must also complete and file within ten days of the accident the Preliminary School Bus Accident Report prescribed by the Commissioner of Education. In addition to the Preliminary School Bus Accident Report, the driver of a school bus involved in an accident resulting in injury or death of any person, or damage to property of any one person in excess of \$500, shall complete and file within ten days after such accident a motor vehicle accident report in

accordance with N.J.S.A. 39:4-130.

School bus drivers are prohibited from using a cellular telephone or other electronic communication device while operating a school bus unless the school bus is parked in a safe area off a highway or in an emergency situation pursuant to N.J.S.A. 39:3B-25. A school bus driver who violates this Policy provision is subject to fines pursuant to N.J.S.A. 39:3B-25.

School bus drivers are responsible for the safety of their students and shall rigorously observe all motor vehicle laws and regulations and State Board of Education rules in the operation of their school bus **pursuant to N.J.S.A. 39:3B-27**.

N.J.S.A. 18A:6-7.1 et seq.; 18A:25-2; 18A:39-17; 18A:39-18;
18A:39-19.1; 18A:39-19.2; 18A:39-19.3; 18A:39-19.4;
18A:39-19.6; 18A:39-28

N.J.S.A. 39:3-10.1 et seq.

N.J.S.A. 39:3B-25; **39:3B-27**

N.J.A.C. 6A:27-11.1 et seq.; 6A:27-12.1 et seq.

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Revised: 13 May 2015
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Revised:

R 8630 EMERGENCY SCHOOL BUS PROCEDURES (M)

M

A. Staff Training

1. The **employer shall** administer a safety education program for all permanent and substitute school bus drivers and **school** bus aides that it employs. At a minimum, the training shall include:
 - a. Student management and discipline;
 - b. School bus accident and emergency procedures;
 - c. Conducting school bus emergency exit drills;
 - d. Loading and unloading procedures;
 - e. School bus stop loading zone safety;
 - f. Inspecting the school vehicle for students left on board the bus at the end of a route; and
 - g. The use of student's educational records, including the **employee's** responsibility to ensure the privacy of the student and his or her records, if applicable.
2. The **employer shall** administer a safety education program to school bus drivers that includes defensive driving techniques and railroad crossing procedures.
3. **The employer shall administer the safety education program, as set forth in A.1. and 2. above, twice per calendar year to all permanent and substitute school bus drivers and school bus aides it employs in accordance with N.J.S.A. 18A:39-19.1a.**
4. The employer shall be responsible to administer a Commissioner of Education-developed training program on proper procedures for interacting with students with special needs in accordance with the provisions of N.J.S.A.

18A:39-19.2 and 18A:39-19.3 for all school bus drivers and school bus aides:

- a. In the case of a school bus driver or aide who is employed prior to the development and availability of the training program, the employer shall administer the training program to the individual no later than one hundred and eighty days after the training program is made available by the Commissioner;
- b. In the case of a school bus driver or aide who is employed after the development and availability of the training program, the employer shall administer the training program to the individual prior to that individual operating a school bus or serving as an aide on a school bus;
- c. In accordance with the provisions of N.J.S.A. 18A:39-19.3.b., the employer shall require a school bus driver or school bus aide to file a certification with the employer that the individual has completed the training program required as per N.J.S.A. 18A:39-19.2 within five business days of its completion. The employer shall retain a copy of the certification for the duration of the individual's employment, and shall forward a copy of the certification to the **New Jersey** Department of Education (**NJDOE**); and/or
- d. Contractors that provide student transportation services under a contract with the Board of Education shall comply with the requirements of N.J.S.A. 18A:39-19.2 and 19.3 and N.J.A.C. 6A:27-11.1 et seq.

B. Emergency Bus Evacuation Drills

1. The Principal or designee of each school shall organize and conduct emergency bus exit drills at least twice **within the** school year for students who are transported to and from school and all other students shall receive school bus evacuation instruction at least once within the school year.
2. School bus drivers and bus aides shall participate in the emergency exit drills.
3. Bus exit drills will be conducted on school property and shall be supervised by the Principal or by a person assigned to act in a supervisory capacity. The drills

will be conducted when weather is conducive to safety and preferably when the bus arrives at school with a full complement of students.

4. The portion of the drill involving the use of the rear emergency door, which requires students to jump from the bus to the ground does need not to be performed by every student and may be demonstrated by others.
5. The school bus driver or supervisor of the drill shall:
 - a. Describe and demonstrate the use of kick-out windows and split-sash windows;
 - b. Describe the location and use of flares, flags, fire ax, and other emergency equipment;
 - c. Give instruction in the opening and closing of front and rear doors, turning off the ignition switch, and setting and releasing the emergency brake;
 - d. Explain that the bus will be evacuated by the front door when the bus is damaged in the rear and by the rear door when the front door is blocked;
 - e. Demonstrate the use of the emergency exit door;
 - f. Instruct students that lunches and books should be left on the bus in the evacuation procedure;
 - g. Encourage older, bigger students to assist younger, smaller students in their exit from the bus;
 - h. Have students leave the bus one row at a time, left and right sides alternating, in a prompt and orderly fashion;
 - i. Instruct students to group a safe distance away from the bus and to wait in that place until directed by the driver, a police officer, or other adult in authority;
 - j. Tolerate no student misbehavior in the conduct of the drill; the failure

of any student to follow directions must be reported to the Principal;
and

- k. Provide any other training **required by Federal and State law or as deemed appropriate by the Board** that will protect the safety of the students in the event the bus needs to be exited due to an emergency.
6. In accordance with the provisions of N.J.A.C. 6A:27-11.2(d), emergency bus evacuation drills shall be documented in the minutes of the Board at the first meeting following completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:
- a. The date of the drill;
 - b. The time the drill was conducted;
 - c. The school name;
 - d. The location of the drill;
 - e. The route number(s) included in the drill; and
 - f. The name of the Principal or assigned person(s) who supervised the drill.
- C. Additional Precautions
- 1. School bus drivers may, depending on the age of the students on a bus route, discuss with the students additional safety precautions that may be taken in the event of a bus emergency. The safety precautions to be discussed shall be approved by the Transportation Manager or Principal or designee.
 - 2. In accordance with the provisions of N.J.S.A. 18A:39-19.4, the Commissioner of Education shall develop a student information card that includes information that should be readily available to a school bus driver and school bus aide for the purpose of promoting proper interaction with a student with special needs. The parent of a student with an Individualized Education Plan (IEP) shall complete the student information card when the IEP is developed or amended for a student who receives transportation services.

- a. Upon receiving consent from a student's parent, the school district shall provide a copy of the completed student information card to a school bus driver and school bus aide for each student on the bus route to which the school bus driver or school bus aide is assigned **for whom a student information card has been completed by the parent.**
3. School bus drivers shall attend training workshops offered by the **NJDOE** and this school district and shall be trained in first aid.
4. Each school bus shall be equipped with:
 - a. A list of the students assigned to that bus;
 - b. A basic first aid kit;
 - c. Several emergency notice cards on which are printed the telephone numbers of the appropriate police department, the receiving school, and an emergency medical service and on which is provided a space for writing the location of a disabled school bus and the name of the bus driver;
 - d. Flags or flares or other warning devices; and
 - e. Any other equipment or supplies determined to be included on the school bus by the administration.
5. Each school bus driver shall:
 - a. Inspect his/her bus for possible hazards or safety concerns before driving the bus each day;
 - b. Keep aisles and passageways clear at all times;
 - c. Maintain student discipline on the bus;
 - d. Prohibit the presence of any non-service animal, firearm, ammunition, weapon, explosive, or any other dangerous or illegal material or object on the school bus;

- e. Report promptly to the **Transportation Manager or designee** any potential driving hazard on his/her route, such as construction, road work, etc.;
- f. Report promptly to the **Transportation Manager or designee** any deviation in the bus route or schedule;
- g. Drive within speed limits at all times and exercise extraordinary care in inclement weather;
- h. Know and obey all motor vehicle laws and regulations and State Board of Education regulations;
- i. Not smoke, eat, or drink while in or operating the bus at any time or perform any act or behave in any manner that may impair the safe operation of the school bus;
- j. **Inspect the school vehicle for students left on board the bus at the end of a route;** and
- k. Not allow a student on board a school bus unless the bus driver or other employee of the Board or school bus contractor is also on board the bus. This shall not apply when a school bus driver leaves the bus to assist in the boarding or exiting of a disabled student or in the case of an emergency.

D. General Emergency Rules

- 1. School bus drivers are responsible for the safety of the students on their bus. In the event of an emergency, school bus drivers must exercise responsible leadership. The safety and well-being of students must be the drivers' paramount consideration. School bus drivers shall stay with their students until another school staff member, law enforcement officer, or a first responder can assume responsibility for the safety of the students.
- 2. School bus drivers may not leave the school bus when children are aboard except in an emergency and, then, only after they have turned off the engine, removed the ignition key, and safely secured the school bus.

3. A school bus must be evacuated when:
 - a. There is a fire in the engine or any other portion of the bus;
 - b. There is a danger of fire because the bus is near an existing fire or a quantity of gasoline or other highly combustible material and is unable to move away;
 - c. The bus is disabled for any reason and:
 - (1) Its stopping point is in the path of a train or is adjacent to a railroad track;
 - (2) A potential exists for the position of the bus to shift thus endangering students; or
 - (3) The stopping point (e.g., on a hill, curve, or near an obstruction) fails to provide oncoming traffic with at least 300 feet visibility of the bus, thus creating the danger of a collision.
 - d. The risk of remaining in the bus poses a greater safety risk than evacuating the bus.
4. When a school bus is evacuated, students shall leave the bus by the exit(s) and in the manner that affords maximum safety in the circumstances.
5. Students who have been evacuated from a school bus shall be moved to a safe place and distance from the bus and remain there until the driver or, if the driver is incapacitated, another person in authority has determined that no danger remains or until other alternative safety provisions can be made.
6. No student shall be allowed to request a ride with a passerby or proceed to walk home or leave the scene without the specific approval of the bus driver, a police officer, or other person in authority.
7. In the event a school bus is disabled in the course of providing student transportation, the driver, or a responsible person designated by the driver, will notify the **Transportation Supervisor and Principal of the receiving school**

of the number and location of the bus and the circumstances of the disability. The **Transportation Manager or designee** will make arrangements for the safety of the students.

E. Specific Emergency Situations

1. In the event of an accident or vehicle failure the following procedures will be implemented:
 - a. The school bus driver shall, in person or through a responsible designee, summon the police and emergency medical services, if necessary, and notify the Principal of the receiving school and the School Business Administrator/Board Secretary or designee, of the district providing the transportation.
 - b. The school bus driver will attempt to make all students as safe and comfortable as possible. If possible and necessary, the driver will administer emergency first aid to injured students.
 - c. In the event of an accident with no apparent or actual injuries and when law enforcement officials permit the bus to continue on its route after investigating the accident the school nurse will:
 - (1) If the accident occurred on the way to school or during school hours, examine any student who is feeling or displaying any symptoms of any injuries from the accident when the bus arrives at school; or
 - (2) If the accident occurred on the way home from school, examine any student who is feeling or displaying any symptoms of any injuries from the accident the next school day or if the parent of a student requests the school nurse examine their child the next school day.
 - d. In the event of an accident where students are injured, a student(s) may be transported to a hospital if it is determined by law enforcement, medical, and/or first aid staff at the accident scene additional medical treatment is required.

- (1) If the accident occurred on the way to school or during school hours, the school nurse will examine any student not transported to the hospital who is feeling or displaying any symptoms of any injuries from the accident when the bus arrives at school.
 - (2) If the accident occurred on the way home from school, the nurse will examine any student feeling or displaying any symptoms of any injuries from the accident the next school day or if the parent of a student requests the school nurse examine their child the next school day.
- e. If another vehicle(s) is involved, the bus driver will obtain the following information from the driver(s) of that vehicle(s) or from law enforcement officers at the accident scene: driver's name, driver's license number, vehicle owner's name and address, vehicle registration number, owner's insurance company and policy number, and a description of the vehicle (color, make, year, body type).
- f. The following notifications must be provided:
- (1) The school bus driver must report immediately to the Principal of the receiving school and the School Business Administrator/Board Secretary or designee of the district providing the transportation, any accident that involves an injury, death, or property damage. In addition, the bus driver must complete and file the Preliminary School Bus Accident Report prescribed by the Commissioner of Education.
 - (2) The Principal of the receiving school shall retain a copy of the Report and forward other copies of the Report as prescribed by the **NJDOE**.
 - (3) In addition, a school bus driver involved in an accident resulting in injury or death of any person, or damage to property of any one person in excess of \$500 shall complete and file within ten days after such accident a Motor Vehicle Accident Report in accordance with N.J.S.A. 39:4-130.

- (4) The parent of students involved in a school bus accident shall be notified as quickly as possible commensurate with the severity of the accident and injuries, if any, and hospital placement of their child if transported to a hospital by ambulance or by other emergency personnel.
2. In the event the school bus driver is incapacitated, the following procedures will be implemented:
 - a. A school bus driver is incapacitated when he/she is unable to operate the school bus safely or when his/her driving ability is significantly impaired by the driver's physical or mental condition.
 - b. If there is a bus aide on the bus, the bus aide will take steps necessary to have the bus pulled off the road to a safe location and shall contact school officials or emergency services for assistance. If a bus aide is not on the bus, the bus driver shall pull the bus off the road to a safe location and contact school officials or emergency services for assistance.
 - c. The bus shall be stopped, with due consideration for the safety of its passengers, the motor turned off, the ignition key removed, and safely secure the bus.
 - d. The **Transportation Manager or designee** shall immediately arrange for the transportation of the students by substitute driver, substitute bus, or other means.
3. In the event of an injury to a student on the bus, at a bus stop, or along a transportation route, not incurred as the result of a school bus accident, the following procedures will be implemented.
 - a. In the absence of another responsible adult in authority, the school bus driver will take charge of a student who has been injured or disabled on a school bus, at a school bus stop, or along the transportation route traveled by the school bus.
 - b. If necessary, first aid will be administered.

- c. If the student's injury is serious, emergency medical services will be summoned; the school bus driver or a responsible adult appointed by the bus driver will remain with the student until emergency medical help arrives.

- d. If the student's injury:
 - (1) Occurs on the way to the school, the school bus driver will deliver the injured student to the school nurse for examination and such treatment or referral as may be required. The school nurse will notify the student's parent;

 - (2) Occurs on the way to the student's home, the school bus driver or another school district staff member will deliver the injured student to his/her parent or to a responsible adult at the student's home or if no one is home the injured student will be transported back to a school district location until a parent or another responsible adult can be contacted. If it is determined the student may need medical treatment and a parent or responsible adult cannot be contacted, the child may be transported to the school physician's office or to the nearest hospital emergency room; or

 - (3) Occurs on the way to or from an extracurricular event, the school bus driver will notify a professional staff member assigned to the activity, who will take charge of the student and notify the student's parent.

- e. The school bus driver will immediately report the incident and any injuries to the Principal or designee of the school in which the student is enrolled.

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8670 TRANSPORTATION OF SPECIAL NEEDS STUDENTS (M)

M

The Board of Education shall provide transportation services for students with **special needs in accordance with N.J.S.A. 18A:39-1 et seq., N.J.A.C. 6A:27-5.1**, and with their **Individualized Education Program (IEP)**. The Board will provide transportation **in accordance with N.J.A.C. 6A:27-5.1** as a related service for a student **with special needs pursuant to N.J.A.C. 6A:14-3.9(a)7**. Such transportation services may include, but are not limited to, **special transportation equipment, transportation aides, and special arrangements for other assistance to and from school.**

When an out-of-district placement for educational reasons is made, transportation shall be provided consistent with the school calendar of the receiving school. A copy of the school calendar shall be submitted to the resident district by May 15 preceding the year in which transportation is required, or at the time of placement if it occurs after May 15.

When necessary, the **student's case manager shall provide the transportation coordinator or responsible staff member and the bus driver with specific information about the student including safety concerns, mode of communication, and health and behavioral characteristics of a student for whom transportation services are to be provided.**

Students with **special needs** below the age of five **shall be transported in vehicles equipped with safety belts or other child restraint systems, in accordance with applicable Federal and State regulations.**

The transportation of students **with special needs** to special education programs approved by the Board and located outside the State will conform to guidelines established by the New Jersey State Department of Education **pursuant to N.J.A.C. 6A:27-2.2(c)1.**

State aid will be sought for the services provided in accordance with law and this Policy. The Board directs that appropriate records be maintained and all relevant documentation be preserved in order that the district be properly reimbursed for the costs of transportation.

N.J.S.A. **18A:39-1 et seq.**; 18A:39-2.1; 18A:46-19.6; 18A:46-23
N.J.A.C. 6A:14-3.9(a)7; **6A:27-2.2**; 6A:27-5.1

Adopted: 17 October 2013

9210 PARENT ORGANIZATIONS

The Board of Education will encourage and support **parent** organizations whose objectives are to promote the educational interests of district students.

Parent organizations are organizations independent from the Board of Education. Therefore, parent organizations shall not make any representations their organization or activities are sponsored or endorsed by the Board of Education without prior approval of the Board of Education. A parent organization shall submit a request for sponsorship or endorsement of a specific activity to the Board of Education.

A parent organization may **not** organize students, sponsor school activities, or solicit moneys in the name of this school district or of any school in the district without the prior approval of the **Superintendent or designee**. Such approval must be sought by written application to the Superintendent **or designee**.

Representatives of recognized parent organizations shall be treated by district employees as interested friends of the schools and as supporters of public education in the school district. **Representatives of recognized parent organizations shall comply with all applicable Board policies.**

The Board relies upon parent organizations to operate in a manner consistent with public expectations for the schools and reserves the right to withdraw recognition from any parent organization, **at will**, whose actions are inimical to the interests of the **school district and the** students of this district.

Adopted: 17 October 2013

9400 MEDIA RELATIONS

The maintenance of a good working relationship with the media is essential to meeting the objectives of the **school** district's community relations program.

The Board of Education must give formal approval to all basic practices governing relations between **the** media and the **school** district and reserves the right to negotiate, on terms most favorable to the **school** district, for the broadcasting, filming, or sound recording of any school event by an outside agency.

The Superintendent or designee shall be the chief communications representative of the **school district**. **The chief communications representative** shall be readily available to: provide media representatives with all appropriate and necessary information; suggest or supply feature articles or stories; prepare **information to be released to the media**; assist school and parent organizations with **media press** relations; meet periodically with media representatives; protect school personnel from any unnecessary demands on their time by media representatives; **and provide additional information as appropriate**.

The Superintendent or designee must **authorize** in advance interviews between staff members and media representatives **when the staff member is representing or speaking on behalf of the Board of Education or the school district**.

A school district staff member not designated by the Superintendent or designee to assist in any of the media responsibilities outlined in this Policy, including speaking to a representative of the media, is not prohibited from doing so on their own behalf as a private citizen provided the staff member does not indicate or imply they represent or are speaking on behalf of the Board of Education or the school district and indicate they are speaking on their own behalf as a private citizen.

A staff member who is acting on their own behalf as a private citizen should be cognizant of their obligations to protect the privacy and confidentiality of students and school operations in accordance with Federal and State laws.

The Board of Education reserves its right to regulate the exercise of school district staff members' First Amendment rights of the United States Constitution in such situations to the extent that such exercise may interfere with the safe and orderly operation of the schools and the learning environment.

The Superintendent or designee must ~~and~~ authorize the release of any images of district



subjects, personnel, or students.

Any images of a student with a disability shall not be disseminated or used in print or media in any way if they are identified as **a student with a disability** unless permission is granted by the parent(s). **Any images of a child** placed in the district by **the New Jersey Department of Children and Families, Division of Child Protection and Permanency** shall not be published without permission of the **Department** case worker. Where the release of **any** images may violate the privacy of **any** student or staff member, the **Superintendent or designee** must first secure the written permission of the staff member or the student's parent(s).

Adopted: 17 October 2013

Revised:

