



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

July 26, 2021

Regular Public Meeting 5:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 72607450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 72607450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

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|------|--|------------|
| I. | CALL TO ORDER AND ROLL CALL | Mr. Lembo |
| II. | FLAG SALUTE AND PLEDGE OF ALLEGIANCE | Mr. Lembo |
| III. | OPENING STATEMENT BY PRESIDING OFFICER | Mr. Lembo |
| IV. | COMMENTS FROM THE PUBLIC | Mr. Lembo |
| V. | SUPERINTENDENT REPORT | Dr. Gorman |

➤ **2020-2021 Student Performance Review**

- | | | |
|-----|---|------------|
| VI. | CONSENT ITEMS: REGULAR AND ROUTINE ISSUES | Dr. Gorman |
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A. ATTENDANCE AT CONFERENCES

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on **Attachment A**.

B. ADMINISTRATION

i. Approval: Settlement Agreement SE#1/2021-2022

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Settlement Agreement SE#1/2021-2022 between the parents of Student #903912 and the Ridgewood Board of Education.

The Board has received background information.

ii. Approval: Submission of the Comprehensive Equity Plan Annual Statement of Assurance for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the submission of the Comprehensive Equity Plan Annual Statement of Assurance for the 2021-2022 school year.

The Board has received background information.

iii. Approval: Revised 2022-2023 School Calendars

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the revised 2022-2023 school calendars as listed on **Attachment B**.

C. CURRICULUM & INSTRUCTION

i. Approval: Field Trips

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment C**.

ii. Approval: Agreement with Teaching Strategies for Early Childhood

The Ridgewood Board of Education, upon the recommendation of the Superintendent

of Schools, approves the agreement with Teaching Strategies for Early Childhood for the subscription and implementation of The Creative Curriculum for Preschool for the period of August 20, 2021 through August 19, 2024 in the amount of \$38,533.50.

The Board has received background information.

iii. **Approval: 2021-2022 Ridgewood High School Sports Schedule**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2021-2022 Ridgewood High Schools Sports Schedule, as listed on **Attachment D**.

The schedule has been reviewed and endorsed for equal education opportunity.

D. HUMAN RESOURCES

i. **Revision: Ridgewood Public Schools Salary List for the 2021-2022 School Year, approved by the Board at its meeting May 10, 2021**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the Renewals of the Non-tenured Teachers, Administrators, and Staff Members for the 2021-2022 school year.

DESIMONE, Angelo - Treasurer of Monies, Education Center, effective July 1, 2021 through June 30, 2022.

From: \$5,000

To: \$5,120

Account #11-000-230-104-00-45-019-000

YANKUS, Wayne - School Physician, District, effective July 1, 2021 through June 30, 2022.

From: \$26,000

To: \$26,624

Account #11-000-213-104-00-00-019-000

ii. **Appointments**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Administrator

MELUCCI, Michelle - Assistant Principal Middle School, George Washington Middle School, effective August 2, 2021, or as soon after as possible, through June 30, 2022, pending verification of employment as outlined by Chapter 5.

Ms. Mullucci's credentials are as follows:

- Supervisor of STEM Education (Grades 5-12) and NJSLA Test Coordinator (Grades K-8), and Director of Gifted and Talented Programs (Grades K-12), Mountain Lakes School District, Mountain Lakes, July 2018 to Present
- Mathematics Teacher, The School District of the Chathams, September 2003 to June, 2018

Education:

- College of Saint Elizabeth, Educational Leadership, Doctor of Education, 2021
- Montclair State University, Mathematics, Master of Science, 2007
- New Jersey Institute of Technology, Computer Science and Second Major in Applied Mathematics, Bachelor of Science, 2002

Possesses the following New Jersey Standard Certificates:

- Principal
- Supervisor
- Teacher of Mathematics
- Teacher of Students with Disabilities

Salary: \$135,000 prorated

Account # 11-000-240-103-00-09-019-000

Teachers

DARAKJY, Christa - Science Teacher (tenure track), Ridgewood High School, effective August 31, 2021 through June 30, 2022, pending verification of employment as outlined by Chapter 5. Ms. Darakjy possesses an NJDOE Standard Certificate as a Teacher of Biological Science.

Salary: \$69,242

Cl. MA, St. 2

Account # 11-140-100-101-02-10-019-000

DeCROIX, Kristen - Fifth Grade Teacher (tenure track), Ridge School, effective August 31, 2021 through June 30, 2022, pending verification of employment as outlined by Chapter 5. Ms. DeCroix possesses an NJDOE Standard Certificate as an Elementary School Teacher in Grades K-6.

Salary: \$72,992

Cl. MA+30, St. 2

Account # 11-120-100-101-09-04-019-000

VERES, William - STEPSS Teacher (tenure track), Benjamin Franklin Middle School, effective August 31, 2021 through June 30, 2022, pending verification of employment as outlined by Chapter 5. Mr. Veres possesses an NJDOE Standard Certificate as an Elementary School Teacher in Grades K-5, Elementary Teacher with Subject Matter

Specialization: Science in Grades 5 - 8, and Teacher of Students with Disabilities.
Salary: \$69,092
Cl. BA, St. 7

Account # 11-212-100-101-00-08-091-000

WOLMAN, Andie - Leave of Absence Replacement Third Grade Teacher (non-tenure track), Ridge School, effective August 31, 2021 through June 30, 2022. Ms. Wolman possesses Provisional Certificate as an Elementary School Teacher in Grades K-6 and Teacher of Students with Disabilities. Ms. Wolman will be registered into the NJDOE Provisional Teacher Program.

Salary: \$61,642
Cl. BA, St. 1

Account # 11-120-100-101-09-04-019-000

Administrative Assistant

PASPALAS, Alexandra - Administrative Assistant to Business Office, Education Center, effective July 19, 2021 through June 30, 2022.

Salary: \$49,369
Cl. AA12 , St. 2

Account # 11-000-251-105-00-04-019-000

Secretary

OKOSZKO, Jaime - Guidance Secretary/Child Study Team Secretary, Ridgewood High School and Somerville School, effective September 1, 2021 through June 30, 2022.

Salary: \$39,588
Cl. AS10, St. 2

Account # 11-000-219-105-00-10-019-000

Field Placement

QURBANALI, Mansuor - Ramapo College, Clinical Practice with Luke Dolby, English Teacher, Ridgewood High School, effective September 1, 2021 through May 9, 2022.

Classroom/Lunchroom Aides for the 2021-2022 School Year, as listed on Attachment E

Revision: Fall 2021 Coaching Assignments, approved by the Board at its meeting June 28, 2021

Assistant Girls Soccer

Remove: **TBD**
Replace: **Turano, Rebecca**, Step II, Total Stipend \$5,054

Assistant Football

Remove: **TBD**
Replace: **Bello, Richard**, Step IV, Total Stipend \$7,955

Remove: **TBD**
Replace: **Cord, David**, Step IV, Total Stipend \$7,955

Remove: **TBD**
Replace: **Maxwell, Ryan**, Step II, Total Stipend \$7,019

Remove: **TBD**
Replace: **McDermott, Michael**, Step III, Total Stipend \$7,487

Ridgewood High School Volunteer Coaches

Girls Cross Country

Cirillo, Tara
O'Brien, Elizabeth
Ross, Jennifer

Volunteer Physician (Football) for the 2021-2022 School Year: Dr. Anthony DelFico

Additional/Revision: 2021 Summer School Special Programs Staffing

Teachers

		<u>20/21 Salary</u>	<u>Full Summer Salary</u>	<u>Hourly Rate</u>	<u>Summer Salary</u>
DiModugno, Grace (74 hrs.)	LLD Special Needs - K-2 Grades			\$36.31	\$2,687
Charles, Josi	Nurse			\$31.95	\$5,432

Remove: **Minzer, Hana** and **Owens, Morgan**

Teacher

ID #6558, RISE Teacher (K-2), 5.5 hours, \$59.28 per hour, Total \$326.04

Aides

Coughlin, Ryan
Crawford, Ryan
Tilyou, Ellie*

Student Volunteer

Catalano, Luis*
Rosolanko, Jake*

Additional: 2021 Summer Ridgewood Community School Employees

Summer Adventure

Beyer, James
Cancio, Josylin
Coughlin, Wendy
Crawford, Ryan
Farrell, Hannah
Nyhuis, Kaitlyn*
Romano, Odalys
Schaffer, Emily*
Tilyou, Ellie*

Account # 13-422-100-101-00-60-060-001

Junior Edition

Dabby, Maxwell
McCooe, Clare
Ponchak, James

Volunteer - Maker Space Steam Camp

Ren, Joy

Account # 13-423-100-101-00-60-060-001

Temporary Employees

Addition/Revision: RHS - Student Employees, effective June 29, 2021 – September 1, 2021, each not to exceed 180 hours, each at an hourly rate of \$12.00 (\$2,160), approved by the Board at its meeting on June 28, 2021

Lobosco, Gavin

from: Prettiest, Liam, to Prettitore, Liam

Account #11-000-218-110-00-010-000

Buildings and Grounds - Summer 2021

Each to receive an hourly rate of \$12.00

Barnes, Colyn; Burrows, Charles; Chimassa, Abongnwi; Chimassa, Bessem-Asu; Diamond, Nathaniel; Dickson, Tyrone; Marchetti, Zachary; Oltmanns, Christopher; and Zhang, Jiahua

Account #11-000262-110-00-42-048-001

***Related to staff member**

iii. Change of Assignments for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 School Year, as listed below.

BAILEY, David - **from** Middle School Assistant Principal, George Washington Middle School, **to** High School Assistant Principal, Ridgewood High School, effective July 1, 2021 through June 30, 2022. Mr. Bailey possesses an NJDOE Provisional Certificate as a Principal. He is registered in the NJLL Program.

Salary will remain the same: \$131,072

Account # 11-000-240-103-00-09-019-000

KAPLAN, Nancy - **from** Second Grade Teacher, Somerville School, **to** Media Specialist, Somerville School, effective August 31, 2021 through June 30, 2022. Ms. Kaplan is pending issuance of an NJDOE Emergency Certificate as a Media Specialist.

Salary will remain the same: \$86,367, Cl. MA, St. 13

Account # 11-000-222-104-00-05-019-000

iv. Resignations

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations, as listed below.

Secretary

PHILBRICK, Skye - Lead Secretary Fine/Applied Arts, Ridgewood High School, effective July 1, 2021.

Infant/Toddler Development Center

Head Teacher

VASSALLO, Stephanie - Head Teacher, effective July 1, 2021.

v. Resignations for the Purpose of Retirement

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations for the purpose of retirement, listed below

Teacher

CORCORAN, Erin - Eighth Grade English, Benjamin Franklin Middle School, effective December 1, 2021, with twenty-one and half years of Ridgewood service.

Erin Corcoran's career in Ridgewood:

- 2000-2021 - English Teacher, Benjamin Franklin Middle School

Classroom Aide

KEENAN, Kathleen - Resource Room Special Education Classroom Aide, Orchard School, effective July 1, 2021.

Kathleen Keenan's career in Ridgewood;

- 2006-2021 Special Education Classroom Aide, Orchard School

vi. Leave of Absences

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absences, as listed below.

PALMER, Meaghan – Eighth Grade Science Teacher, George Washington Middle School, effective August 31, 2021 through June 23, 2022, with a reinstatement date of September 1, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

VALERI, Amanda – Learning Disabilities Teacher - Consultant, Ridgewood High School, effective September 1, 2021 through December 20, 2021, with a reinstatement date of December 21, 2021, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

vii. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Hawes School

Additional: 2021 Summer Secretarial Support

- **Higgins, Patricia**, not to exceed 6 hours, at an hourly rate of \$36.56 (\$219.36).

Account #11-000-240-105-00-02-002-001

Somerville School

Secretarial Support - August 31, 2021

- **Chakonis, Ashley**, not to exceed 6 hours, at an hourly rate of \$29.97 (\$179.82).

Account # 11-219-105-00-05-019-001

- **Mannion, Erin**, not to exceed 6 hours, at an hourly rate of \$28.82 (\$172.92).

Account #11-000-240-105-00-09-000-001

- **Okoszko, Jamie**, not to exceed 6 hours, at an hourly rate of \$28.28 (\$169.68).

Account #11-000-240-105-00-05-005-001

Willard School

Additional 2021 Summer Hours

- **Chanod, Margaret**, not to exceed 10 hours, at an hourly rate of \$40.17 (\$401.70).

Account # 11-120-100-101-00-07-007-001

George Washington Middle School

Moving Classroom

- **McKinnon, Evelyn**, not to exceed 12 hours, at an hourly rate of \$40.17 (\$482.04).

Account # 11-401-100-101-00-09-009-001

Advisory Program

- **Barba, Allison**, not to exceed 12, at an hourly rate of \$49.82 (\$597.84).

Account # 11-000-219-104-00-09-024-001

Ridgewood High School

Additional: Fall 2021 Fitness Center Supervisor

- **Reilly, Nancy**, not to exceed 12 hours, at an hourly rate of \$40.17 (\$482.04).

Account #11-402-100-101-00-10-036-001

Overnight Field Trip to Atlanta, Georgia - February 4-7, 2022

- **Two Chaperones: Haas, Jeffrey and Luckenbill, John**, each for three nights, each at \$200 per night (\$1,200).
- **One Substitute Nurse: TBD** for three nights, at \$200 per night (\$600) and at \$170 per day for four days (\$680), for a total of \$1,280.

Account #11-401-100-101-010-10-001

Special Programs

ESL Screening

- **Cahill, William**, not to exceed 2 hours, at an hourly rate of \$65.87 (\$131.74).

Account #11-000-223-104-00-22-022-001

- **Nagy, Zsuzsanna**, not to exceed 2 hours, at an hourly rate of \$68.61 (\$137.22).

Account #11-000-223-104-00-22-022-001

- **Sweeney, Maria**, not to exceed 2 hours, at an hourly rate of \$76.99 (\$153.98).

Account #11-000-223-104-00-22-022-001

- **Roberts, Deirdre**, not to exceed 2 hours, at an hourly rate of \$71.06 (\$142.12).

Account # 11-000-223-104-00-22-022-001

- **Nolan, Amy**, not to exceed 2 hours, at an hourly rate of \$59.88 (\$119.76).

Account # 11-000-223-104-00-22-022-001

REACH Program Orientation - August 30, 2021

- **Gellman, Jennifer**, not to exceed 4 hours, at an hourly rate of \$56.31 (\$225.24).
- **Letavish, Kelly**, not to exceed 4 hours, at an hourly rate of \$63.67 (\$254.68).
- **Carrera, Amy**, not to exceed 4 hours, at an hourly rate of \$65.87 (\$263.48).
- **Osenbruck, Jennifer**, not to exceed 4 hours, at an hourly rate of \$49.33 (\$197.32).

Account # 11-216-100-101-00-01-024-001

Additional: 2021 Summer Hours

- **Alexander, Elliane**, not to exceed 35 hours, at an hourly rate of \$47.48 (\$1,661.80).
- **Azzopardi, Deirdre**, not to exceed 20 hours, at an hourly rate of \$80.87 (\$1,617.40).

Account # 11-000-216-104-00-24--24-001

Special Education Program Support

- **Aday, Douglas**, not to exceed 20 hours, at an hourly rate of \$62.84 (\$1,256.80).

Account #11-212-100-101-66-04-024-001

Home Instructor - July 2021

- **Reilly, Nancy**, not to exceed 6 hours, at an hourly rate of \$60.32 (\$361.92).

Account #11-219-100-101-00-24-024-001

Curriculum, Instruction & Assessment**Revision: 2021 Summer Curriculum Writing, approved by the Board at its meeting on June 28, 2021**

Staff members as listed on **Attachment F**, at the curriculum hourly rate of \$53.33.

Information Technology Department**Revision: Student Workers**

- **Winn, Declan, from** Information Technology Department Student Worker, effective June 29, 2021, through December 31, 2021, to be paid at the minimum wage of \$11.00 for 206 hours (\$2,266) and effective January 1, 2022, through June 30, 2022, to be paid at the minimum wage of \$12.00 for 170 hours (\$1,700.00) for a Grand Total of 299 hours (\$3,382) approved by the Board at its meeting on June 28, 2021, **to** Information Technology Department Student Worker, effective June 29, 2021, through December 31, 2021, to be paid at the minimum wage of \$12.00 for 188 hours (\$2,256) and effective January 1, 2022, through June 30, 2022, to be paid at the minimum wage of \$13.00 for 93 hours (\$1,209) for a Grand Total of 281 hours (\$3,465).
- **McAskin, Kevin, from** Information Technology Department Student Worker, effective June 29, 2021, through December 31, 2021, to be paid at the minimum wage of \$11.00 for 200 hours (\$2,200) and effective January 1, 2022, through June 30, 2022, to be paid at the minimum wage of \$12.00 for 93 hours (\$1,116.00) for a Grand Total of 293 hours (\$3,316), approved by the Board at its meeting June 28, 2021, **to** Information Technology Department Student Worker, effective June 29, 2021, through December 31, 2021, to be paid at the minimum wage of \$12.00 for 170 hours (\$2,040) and effective January 1, 2022, through June 30, 2022, to be paid at the minimum wage of \$13.00 for 93 hours (\$1,209) for a Grand Total of 263 hours (\$3,249).
- **Lawson, Landon, from** Information Technology Department Student Worker, effective June 29, 2021, through December 31, 2021, to be paid at the minimum wage of \$11.00 for 170 hours (\$1,870) and effective January 1, 2022, through June 30, 2022, to be paid at the minimum wage of \$12.00 for 93 hours (\$1,116.00) for a Grand Total of 263 hours (\$2,986), **to** Information Technology Department Student Worker, effective June 29, 2021, through December 31, 2021, to be paid at the minimum wage of \$12.00 for 170 hours (\$2,040) and effective January 1, 2022, through June 30, 2022, to be paid at the minimum wage of \$13.00 for 93 hours (\$1,209) for a Grand Total of 263 hours (\$3,249).
- **Calvetti, Anna, from** Information Technology Department Student Worker, effective June 29, 2021, through September 4, 2021, to be paid at the

minimum wage of \$11.00 for 153 hours (\$1,683), approved by the Board at its meeting on June 28, 2021, **to** Information Technology Department Student Worker, effective June 29, 2021, through September 4, 2021, to be paid at the minimum wage of \$12.00 for 117 hours (\$1,404).

Account #11-000-222-110-08-31-031-001

Uninterruptible Power Supply (U.P.S.) Replacement

- **Michels, James**, not to exceed 15 hours, at an hourly rate of \$30.22 (\$45.33 time and a half), not to exceed \$679.95.
- **Valere, Neil**, not to exceed 20 hours, at an hourly rate of \$32.33 (\$48.49 time and a half), not to exceed \$969.80.

Account #11-000-222-104-08-31-031-001

Two Card Swipe Stations at Hawes School

- **Enmore, Jaeson**, not to exceed 15 hours, at an regular hourly rate of \$53.07 (\$77.73 time and a half), not to exceed \$1,165.95.

Account # 11-000-266-104-08-31-031-001

E. FINANCE

i. Acceptance of Restricted Donations:

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following restricted gifts for the **2020-2021** school year, to be used as indicated.

Donations			
Donor	Amount	Use	Account Number
Somerville Home and School Association	\$5,100 (gift in kind)	A gift for facility improvements of a sidewalk expansion for increased access to the Kindergarten entrance.	N/A

Previously Approved Donation			
Ridgewood Alumni Association *	\$235,000	To be used for improvements to the existing STEM lab.	20-057-100-610-00-10-010-000 20-057-100-731-00-10-010-000 20-057-100-330-00-10-010-000
*this donation was approved at the June 14, 2021 meeting, account numbers were added in bold			

ii. Approval: Secretary's Line Item Certification

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the Report of the Secretary for the month of **May 2021**,

WHEREAS, in compliance with N.J.A.C. 6:20-2A.10(d), the secretary has certified that, as of the date of the report(s), no budgetary line item account has obligations and

payments (contractual orders) which in total exceed the amount appropriated by the district board of education, now, therefore, be it,

RESOLVED, the Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and Be it Further Resolved, in compliance with N.J.A.C. 6:20-A10(e), the Board of Education certifies that, after review of the secretary's monthly financial reports (appropriate section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

The Board has received background information.

iii. Approval: Acceptance of the Board Secretary and Treasurer Report

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the report of the Secretary and Treasurer for the month of **May 2021**; now, therefore,

BE IT RESOLVED, the Board of Education accepts the above referenced reports and orders that it be attached to and made part of the official record of this meeting.

iv. Approval: Budget Appropriation Transfers

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves transfers for **May 2021** as shown in the Journal Entry listing pursuant to Policy 6422.

The Board has received background information.

v. Approval: Secretary's Line Item Certification

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the Report of the Secretary for the month of **June 2021**,

WHEREAS, in compliance with N.J.A.C. 6:20-2A.10(d), the secretary has certified that, as of the date of the report(s), no budgetary line item account has obligations and

payments (contractual orders) which in total exceed the amount appropriated by the district board of education, now, therefore, be it,

RESOLVED, the Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and Be it Further Resolved, in compliance with N.J.A.C. 6:20-A10(e), the Board of Education certifies that, after review of the secretary's monthly financial reports (appropriate section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

The Board has received background information.

vi. **Approval: Acceptance of the Board Secretary and Treasurer Report**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the report of the Secretary and Treasurer for the month of **June 2021**; now, therefore,

BE IT RESOLVED, the Board of Education accepts the above referenced reports and orders that it be attached to and made part of the official record of this meeting.

vii. **Approval: Budget Appropriation Transfers**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves transfers for **June 2021** as shown in the Journal Entry listing pursuant to Policy 6422.

The Board has received background information.

viii. **Approval: Agreement with West Side Presbyterian Church for Use of their Parking Lot**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves an agreement with West Side Presbyterian Church to provide parking for George Washington Middle School Faculty and staff only for the 2021-2022 school year, in the amount of \$25,350 (65 cars at \$39 per car per month). The total increase of fee from the 2020-2021 school year is \$650. The increase per car per month is \$1.

Parking for evening/special events is an additional \$2,475 and requires separate permission. Fees are detailed on the invoice attached to the agreement.

The Board has received background information.

ix. **Approval: Parent Transportation Contract for ESY 2021**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following parental transportation contracts for ESY 2021.

Route #	Contractor	Rate per Day	Annual Cost
9057S	Parent	\$ 30.00	Based on # of days actually attended
9051S	Parent	\$ 30.00	Based on # of days actually attended
9050S	Parent	\$ 30.00	Based on # of days actually attended

xi. Approval: Disposal of Equipment

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the disposal of the equipment as listed below through www.govdeals.net, and as listed on **Attachment G**. These items are obsolete and no longer needed.

- Education Center: six Folding Tables, 30 chairs and one dry erase board

xii. Approval of Grant Submissions: IDEA, ESEA

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following grant funds and approves the submission of the grant applications:

Grant	Award
IDEA Basic	\$1,056,163
IDEA Preschool	\$39,510
ESEA Title IIA	\$67,250
ESEA Title III	\$28,782

xiii. Approval: Transportation Contract Renewals for 2021-2022

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the renewals of the following transportation contract with D&M Tours for the 2021-2022 school year. The contracts reflect a 1.69% CPI index which has been mandated by the state of NJ for 2021-2022.

<u>Route#</u>	<u>Contractor</u>	<u>School</u>	<u>Annual Cost</u>
R7	D&M Tours	Ridge	\$44,170.20
R8	D&M Tours	Ridge	\$44,170.20
W9	D&M Tours	Willard	\$44,170.20

*The district will be approving Durham and Region one contracts in August.

iv. **Approval: Additional Contracted Therapists to Provide Special Education Services for the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves additional contracted therapists to provide special education services for the 2021-2022 school year, as listed on **Attachment H**.

xii. **Approval: 2021 Extended School Year and 2021-2022 School Year Received Tuition Students from Other School Districts**

<u>2021 Extended School Year Received Tuition Students</u>		
Home District	School Attending	# of Students
Wyckoff Board of Ed, NJ	Ridge RISE	1
Oakland Board of Ed, NJ	Ridge RISE	1
Wallington Board of Ed, NJ	GWMS	1
Mahwah Board of Ed, NJ	STEPSS Program	1
Emerson Board of Ed, NJ	Hawes	1
Emerson Board of Ed, NJ	Glen RISE	1
Allendale Board of Ed, NJ	Glen RISE	1

<u>2021-2022 School Year Received Tuition Students</u>		
Home District	School Attending	# of Students
Wyckoff Board of Ed, NJ	Ridge RISE	1
Oakland Board of Ed, NJ	Ridge RISE	1
Wallington Board of Ed, NJ	GWMS	1
Mahwah Board of Ed, NJ	STEPSS Program	1
Emerson Board of Ed, NJ	Hawes	1
Emerson Board of Ed, NJ	Glen RISE	1
Allendale Board of Ed, NJ	Glen RISE	1

VII. **RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA** Dr. Gorman

A. **Approval: Refusal of Funds Allocated under the ESEA**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of

Schools, approves the refusal of funds allocated under the ESEA Consolidated for Title I-A of \$99 for Fiscal Year 2022.

VIII. APPROVAL OF BILLS**Mr. Lembo**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS	REVIEWED BY
June 24	Columbia Bank On-Line	102093-102124	97,611.12	Ms. Brogan
June 30	Columbia Bank On-Line	102125-102311	1,179,108.44	Ms. Brogan
July 2	Columbia Bank On-Line	102501-102556	600,881.38	Ms. Brogan
July 12	Columbia Bank On-Line	102557-102583	345,523.79	Ms. Brogan
July 13	Columbia Bank On-Line	102584-102589	1,018,519.76	Ms. Brogan
July 20	Columbia Bank On-Line	102590-102621	254,726.85	Ms. Brogan
June 15	Payroll Transfer	P35803	3,536,454.53	Ms. Brogan
June 30	Payroll Transfer	P35804	240,320.57	Ms. Brogan
June 30	Payroll Transfer	P35805	240,320.57	Ms. Brogan
June 30	Columbia Bank On-Line Scholarship	831559	393.25	Ms. Brogan
June 3	Electronic Transfer	C35861	21.45	Ms. Brogan
June 7	Electronic Transfers	R35801-R35802	6,083.03	Ms. Brogan
June 7	Electronic Transfer	C35862	52.12	Ms. Brogan
June 15	Electronic Transfer	P35858	246,414.08	Ms. Brogan
June 28	Electronic Transfer	L35622	17,501.72	Ms. Brogan
June 30	Electronic Transfers	P35086; P35859	247,468.97	Ms. Brogan

June 30	Electronic Transfer	F35863	9,649.12	Ms. Brogan
July 7	Electronic Transfers	H35807	1,105,113.86	Ms. Brogan
June 24	Food Service	620252-620348	5,553.36	Ms. Brogan
June 30	Food Service	620349	18,137.11	Ms. Brogan
July 2	Columbia Bank Void Check	102548	(80,404.00)	Ms. Brogan
TOTAL			9,089,451.08	

- IX. BOARD MEMBER ANNOUNCEMENTS** **Mr. Lembo**
- X. BOARD COMMITTEE REPORTS** **Mr. Lembo**
- XI. DISCUSSION ITEMS** **Mr. Lembo**
- XII. ACCEPTANCE OF MINUTES** **Mr. Lembo**
- April 26, 2021 Regular Public Meeting
 - May 10, 2021 Regular Public Meeting
 - May 24, 2021 Regular Public Meeting
 - June 14, 2021 Regular Public Meeting
 - June 19, 2021 Executive Session Meeting
 - June 28, 2021 Executive Session Meeting
- XIII. OTHER BUSINESS** **Mr. Lembo**
- XIV. COMMENTS FROM THE PUBLIC** **Mr. Lembo**
- XV. MOTION TO GO INTO EXECUTIVE SESSION** **Mr. Lembo**
- XVI. RECONVENED PUBLIC MEETING** **Mr. Lembo**
- XVII. ADJOURNMENT** **Mr. Lembo**

Upcoming Meetings

Monday, August 30, 2021
Regular Public Meeting
5:00 p.m. Education Center

Monday, September 13, 2021
Regular Public Meeting
7:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff Member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Shauna Stovell	Equity in Action Leadership Academy Virtual New Jersey Principals and Supervisors Association, NJ August 5, 2021; August 23, 2021; September 13, 2021; November 15, 2021	Professional Development	\$450.00	0
Anthony Orsini	Equity in Action Leadership Academy Virtual New Jersey Principals and Supervisors Association, NJ August 5, 2021; August 23, 2021; September 13, 2021; November 15, 2021	Professional Development	\$450.00	0
Peter Kay	Shape NJ Driver Education Virtual Conference Virtual Society of Health and Physical Educators, NJ August 11, 2021	Professional Development	\$49.00	0
Deanna Dino	Intermediate Virtual IMSE Orton- Gillingham Training Virtual Institute for Multi-Sensory Education, MI October 18-22, 2021	Professional Development	\$1275.00	5
Jena Tell	Intermediate Virtual IMSE Orton- Gillingham Training Virtual Institute for Multi-Sensory Education, MI October 18-22, 2021	Professional Development	\$1275.00	5
Leigh Porod	Intermediate Virtual IMSE Orton- Gillingham Training Virtual Institute for Multi-Sensory Education, MI October 18-22, 2021	Professional Development	\$1275.00	5
Eileen Devaney	Unpacking the Standards - Year 1 Pompton Plains, NJ Conquer Mathematics, NJ October 18, 2021; January 27, 2022; March 9, 2022 and May 17, 2022	Professional Development	\$160.00	4
Sarah Lohr	Unpacking the Standards - Year 1 Pompton Plains, NJ Conquer Mathematics, NJ October 20, 2021; January 13, 2022; February 11, 2022, March 18, 2022 and May 16, 2022	Professional Development	\$160.00	5
Dawn Dolfi	Unpacking the Standards - Year 2 Pompton Plains, NJ Conquer Mathematics, NJ November 9, 2021; April 20, 2022; May 11, 2022	Professional Development	\$210.00	3
Danielle Connor	Interdisciplinary Lessons Pompton Plains, NJ Conquer Mathematics, NJ November 10, 2021; January 19, 2022	Professional Development	\$160.00	2

Kevin Blois	Interdisciplinary Lessons Pompton Plains, NJ Conquer Mathematics, NJ November 10, 2021; January 19, 2022	Professional Development	\$160.00	2
Jerome Ong	Interdisciplinary Lessons Pompton Plains, NJ Conquer Mathematics, NJ November 10, 2021; January 19, 2022	Professional Development	\$160.00	2
Lindsay Tamuzza	Interdisciplinary Lessons Pompton Plains, NJ Conquer Mathematics, NJ November 10, 2021; January 19, 2022	Professional Development	\$160.00	2

	Prof. Development Day – No School for Students
	Opening & Closing Day for Students
	Schools Closed
	Minimum Day
	Schools may be closed per emergency days used

School Hours:	Full Day
K-5	8:45-3:00
Gr 6-8	8:00-2:53
Gr 9-12	7:45-3:15

Minimum Day
8:45-12:45
8:00-12:15
7:45-12:10

August						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 1-2 Convocation: Professional Development
- 5 Labor Day – Schools Closed
- 6 Opening Day for students - minimum
- 26 Rosh Hashanah – Schools closed

- 4 Yom Kippur – Schools Closed
- 10 Professional Dev. Day – Columbus day
- 24 Diwali – schools closed

November						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 23 Minimum Day
- 26-30 December Recess

- 16 MLK Day – School Closed
- 22 Lunar New Year

- 3-4 NJEA convention – School closed
- 23 Minimum Day
- 24-25 Thanksgiving Recess

February						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- 13 Professional Development Day – No school for students

- 3-7 Spring Recess (includes Good Friday))
- 22 Eid Al-Fitr

May						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- 19 Juneteenth – schools closed
- 22 Last day of instruction (minimum day)
- 22 RHS graduation
- 23 Closing Day for Teachers

- 24-27 Schools may be closed per emergency day note below
- 29 Memorial Day – Schools Closed

DAYS IN SESSION	
Students	Teachers
0 August	0 August
18 September	20 September
18 October	19 October
18 November	18 November
17 December	17 December
21 January	21 January
18 February	18 February
22 March	23 March
15 April	15 April
22 May	22 May
15 June	16 June
184 total days	189 total days

**** May 24, 25, 26 may be closed based upon the number of emergency days used.**

0 emergency days used: 3 days school closed

1 emergency day used: 2 days school closed (Thursday and Friday closed)

2 emergency days used: 1 day school closed (Friday closed)

3 or more emergency days used: 0 days closed *Spring recess may be subject to cancellation if more than 4 days used. 1st day to be used will be Monday March 29, 2021 and working forward.

FIELD TRIPS FOR APPROVAL											
July 26, 2021											
OVERNIGHT FIELD TRIPS - PAID											
Date	School	Location	Approx # and Group of Students	# of Unpaid Chaperones	# Paid Chaperones And # of Overnights for each	Anticipated Cost for Teacher/Nurse Chaperones @ \$200 per Overnight	# Substitutes and dates for each	Anticipated Cost of Subs @ \$100 per day for teachers and \$170 per day for nurse	Est. Total Cost to District	Annual Event	Meets Requirements
8/24/21 - 8/26/21	RHS	West Dover, VT	20 members of Girls Cross Country team	2	0	\$0	0	\$0	\$402 (driver)	Yes	Yes

Team Schedule

7/1/2021 to 6/30/2022

Ridgewood H.S.
627 East Ridgewood Avenue
Ridgewood, NJ 07451

Keith Cook Attachment D
School Phone: 201-670-2800 ext
20510
Fax: 201-612-6262
kcook@ridgewood.k12.nj.us

Baseball**Boys Varsity**

			Place	Time
Tuesday	03/22/22	Spring Training Jackie Robinson Complex , Vero Beach FL Practice	Away	TBA
Wednesday	03/23/22	Spring Training Jackie Robinson Complex , Vero Beach FL Practice	Away	TBA
Thursday	03/24/22	Spring Training Jackie Robinson Complex , Vero Beach FL Practice	Away	TBA
Friday	03/25/22	Spring Training Jackie Robinson Complex , Vero Beach FL Practice	Away	TBA
Saturday	03/26/22	Spring Training Jackie Robinson Complex , Vero Beach FL Practice	Away	TBA
Monday	04/04/22	Northern Highlands	Away	4:15 PM
Wednesday	04/06/22	Northern Highlands	Home	4:15 PM
Friday	04/08/22	Northern Valley - Old Tappan	Home	4:15 PM
Monday	04/11/22	Ramapo High School	Away	4:15 PM
Wednesday	04/13/22	Ramapo High School	Home	4:15 PM
Monday	04/18/22	Paramus High School	Away	4:15 PM
Wednesday	04/20/22	Paramus High School	Home	4:15 PM
Friday	04/22/22	Eastside High School	Away	4:15 PM
Wednesday	04/27/22	St. Joseph Regional HS	Home	4:15 PM
Friday	04/29/22	Clifton High School	Away	4:15 PM
Monday	05/02/22	Indian Hills High School	Home	4:15 PM
Wednesday	05/04/22	Indian Hills High School	Away	4:15 PM
Monday	05/09/22	Hackensack High School	Home	4:15 PM
Wednesday	05/11/22	Hackensack High School	Away	4:15 PM
Friday	05/13/22	Pascack Valley High School	Away	4:15 PM
Monday	05/16/22	Don Bosco Prep	Away	4:15 PM
Wednesday	05/18/22	Teaneck High School	Home	4:15 PM
Friday	05/20/22	Passaic High School	Home	4:15 PM

Boys Junior Varsity

			Place	Time
Monday	04/04/22	Northern Highlands	Home	4:15
Wednesday	04/06/22	Northern Highlands	Away	4:15
Friday	04/08/22	Northern Valley - Old Tappan	Away	4:15
Monday	04/11/22	Ramapo High School	Home	4:15
Wednesday	04/13/22	Ramapo High School	Away	4:15
Monday	04/18/22	Paramus High School	Home	4:15
Wednesday	04/20/22	Paramus High School	Away	4:15

Superintendent

Dr. Thomas A. Gorman

Principal

Jeff Nyhuis

Admin. Assistant

Maureen Chiamonte

Athletic Director

Keith Cook

Team Schedule

7/1/2021 to 6/30/2022

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Baseball**Boys Junior Varsity**

			Place	Time
Friday	04/22/22	Eastside High School	Home	4:15
Wednesday	04/27/22	St. Joseph Regional HS	Away	4:15
Friday	04/29/22	Clifton High School	Home	4:15
Monday	05/02/22	Indian Hills High School	Away	4:15
Wednesday	05/04/22	Indian Hills High School	Home	4:15
Monday	05/09/22	Hackensack High School	Away	4:15
Wednesday	05/11/22	Hackensack High School	Home	4:15
Friday	05/13/22	Pascack Valley High School	Home	4:15
Monday	05/16/22	Don Bosco Prep	Home	4:15
Wednesday	05/18/22	Teaneck High School	Away	4:15
Friday	05/20/22	Passaic High School	Away	4:15

Boys Freshman

			Place	Time
Monday	04/04/22	Northern Highlands	Home	4:15
Wednesday	04/06/22	Northern Highlands	Away	4:15
Friday	04/08/22	Northern Valley - Old Tappan	Away	4:15
Monday	04/11/22	Ramapo High School	Home	4:15
Wednesday	04/13/22	Ramapo High School	Away	4:15
Monday	04/18/22	Paramus High School	Home	4:15
Wednesday	04/20/22	Paramus High School	Away	4:15
Friday	04/22/22	Eastside High School	Home	4:15
Wednesday	04/27/22	St. Joseph Regional HS	Away	4:15
Friday	04/29/22	Clifton High School	Home	4:15
Monday	05/02/22	Indian Hills High School	Away	4:15
Wednesday	05/04/22	Indian Hills High School	Home	4:15
Monday	05/09/22	Hackensack High School	Away	4:15
Wednesday	05/11/22	Hackensack High School	Home	4:15
Friday	05/13/22	Pascack Valley High School	Home	4:15
Monday	05/16/22	Don Bosco Prep	Home	4:15
Wednesday	05/18/22	Teaneck High School	Away	4:15
Friday	05/20/22	Passaic High School	Away	4:15

Basketball**Boys Varsity**

			Place	Time
Monday	12/06/21	St. Joseph Regional HS	Home	4:15 PM
Thursday	12/09/21	Wayne Hills High School	Away	4:15 PM

Superintendent

Dr. Thomas A. Gorman

Principal

Jeff Nyhuis

Admin. Assistant

Maureen Chiamonte

Athletic Director

Keith Cook

Team Schedule

7/1/2021 to 6/30/2022

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20510
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kcook@ridgewood.k12.nj.us

Basketball**Boys Varsity**

			Place	Time
S Monday	12/13/21	Memorial High School	Away	4:15 PM
Friday	12/17/21	Northern Valley - Old Tappan	Away	7:00 PM
Tuesday	12/21/21	Clifton High School	Away	7:00 PM
Tuesday	01/04/22	Ramapo High School	Home	7:00 PM
Thursday	01/06/22	Paramus High School	Home	7:00 PM
Tuesday	01/11/22	Northern Highlands	Away	TBA
Thursday	01/13/22	Indian Hills High School	Home	7:00 PM
Tuesday	01/18/22	Hackensack High School	Away	7:00 PM
Thursday	01/20/22	Teaneck High School	Home	7:00 PM
Tuesday	01/25/22	Don Bosco Prep	Home	7:00 PM
Thursday	01/27/22	J.F. Kennedy High School	Away	7:00 PM
Tuesday	02/01/22	Bergen County Technical School	Home	7:00 PM
Thursday	02/03/22	Ramapo High School	Away	7:00 PM
Tuesday	02/08/22	Paramus High School	Away	TBA
Thursday	02/10/22	Northern Highlands	Home	7:00 PM
Tuesday	02/15/22	Indian Hills High School	Away	7:00 PM
Thursday	02/17/22	Hackensack High School	Home	7:00 PM
Tuesday	02/22/22	Wayne Valley High School	Away	TBA

Boys Junior Varsity

			Place	Time
Monday	12/06/21	St. Joseph Regional HS	Home	5:30PM
Thursday	12/09/21	Wayne Hills High School	Away	5:30PM
S Monday	12/13/21	Memorial High School	Away	4:15 PM
Friday	12/17/21	Northern Valley - Old Tappan	Away	5:30PM
Tuesday	12/21/21	Clifton High School	Away	5:30PM
Tuesday	01/04/22	Ramapo High School	Home	5:30PM
Thursday	01/06/22	Paramus High School	Home	5:30PM
Tuesday	01/11/22	Northern Highlands	Away	5:30PM
Thursday	01/13/22	Indian Hills High School	Home	5:30PM
Tuesday	01/18/22	Hackensack High School	Away	5:30PM
Thursday	01/20/22	Teaneck High School	Home	5:30PM
Tuesday	01/25/22	Don Bosco Prep	Home	5:30PM
Thursday	01/27/22	J.F. Kennedy High School	Away	5:30PM
Tuesday	02/01/22	Bergen County Technical School	Home	5:30PM
Thursday	02/03/22	Ramapo High School	Away	5:30PM
Tuesday	02/08/22	Paramus High School	Away	5:30PM

Superintendent

Dr. Thomas A. Gorman

Principal

Jeff Nyhuis

Admin. Assistant

Maureen Chiaramonte

Athletic Director

Keith Cook

Team Schedule

7/1/2021 to 6/30/2022

Ridgewood H.S.
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Ridgewood, NJ 07451

Keith Cook Attachment D
School Phone: 201-670-2800 ext
20510
Fax: 201-612-6262
kcook@ridgewood.k12.nj.us

Basketball**Boys Junior Varsity**

			Place	Time
Thursday	02/10/22	Northern Highlands	Home	5:30PM
Tuesday	02/15/22	Indian Hills High School	Away	5:30PM
Thursday	02/17/22	Hackensack High School	Home	5:30PM
Tuesday	02/22/22	Wayne Valley High School	Away	TBA

Boys Freshman

			Place	Time
Thursday	12/09/21	Wayne Hills High School	Away	4:15PM
S Monday	12/13/21	Memorial High School	Away	4:15 PM
Friday	12/17/21	Northern Valley - Old Tappan	Away	4:15PM
Tuesday	12/21/21	Clifton High School	Away	4:15PM
Tuesday	01/04/22	Ramapo High School	Home	4:15PM
Thursday	01/06/22	Paramus High School	Home	4:15PM
Tuesday	01/11/22	Northern Highlands	Away	4:15PM
Thursday	01/13/22	Indian Hills High School	Home	4:15PM
Tuesday	01/18/22	Hackensack High School	Away	4:15PM
Thursday	01/20/22	Teaneck High School	Home	4:15PM
Tuesday	01/25/22	Don Bosco Prep	Home	4:15PM
Thursday	01/27/22	J.F. Kennedy High School	Away	4:15PM
Tuesday	02/01/22	Bergen County Technical School	Home	4:15PM
Thursday	02/03/22	Ramapo High School	Away	4:15PM
Tuesday	02/08/22	Paramus High School	Away	4:15PM
Thursday	02/10/22	Northern Highlands	Home	4:15PM
Tuesday	02/15/22	Indian Hills High School	Away	4:15PM
Thursday	02/17/22	Hackensack High School	Home	4:15PM
Tuesday	02/22/22	Wayne Valley High School	Away	TBA

Girls Varsity

			Place	Time
Friday	12/17/21	Northern Valley - Old Tappan	Home	7:00PM
Tuesday	12/21/21	Clifton High School	Home	7:00PM
Tuesday	01/04/22	Ramapo High School	Away	7:00PM
Thursday	01/06/22	Paramus High School	Away	7:00PM
Tuesday	01/11/22	Northern Highlands	Home	7:00PM
Thursday	01/13/22	Indian Hills High School	Away	7:00PM
Tuesday	01/18/22	Hackensack High School	Home	7:00PM
Thursday	01/20/22	Teaneck High School	Away	7:00PM

Superintendent

Dr. Thomas A. Gorman

Principal

Jeff Nyhus

Admin. Assistant

Maureen Chiamonte

Athletic Director

Keith Cook

Team Schedule

7/1/2021 to 6/30/2022

Ridgewood H.S.
627 East Ridgewood Avenue
Ridgewood, NJ 07451

Keith Cook Attachment D
School Phone: 201-670-2800 ext
20510
Fax: 201-612-6262
kcook@ridgewood.k12.nj.us

Basketball**Girls Varsity**

			Place	Time
Tuesday	01/25/22	Immaculate Heart Academy	Away	7:00 PM
Thursday	01/27/22	J.F. Kennedy High School	Home	7:00PM
Tuesday	02/01/22	Bergen County Technical School	Away	7:00PM
Thursday	02/03/22	Ramapo High School	Home	7:00PM
Tuesday	02/08/22	Paramus High School	Home	7:00PM
Thursday	02/10/22	Northern Highlands	Away	7:00PM
Tuesday	02/15/22	Indian Hills High School	Home	7:00PM
Thursday	02/17/22	Hackensack High School	Away	7:00PM

Girls Junior Varsity

			Place	Time
Friday	12/17/21	Northern Valley - Old Tappan	Home	5:30PM
Tuesday	12/21/21	Clifton High School	Home	5:30PM
Tuesday	01/04/22	Ramapo High School	Away	5:30PM
Thursday	01/06/22	Paramus High School	Away	5:30PM
Tuesday	01/11/22	Northern Highlands	Home	5:30PM
Thursday	01/13/22	Indian Hills High School	Away	5:30PM
Tuesday	01/18/22	Hackensack High School	Home	5:30PM
Thursday	01/20/22	Teaneck High School	Away	5:30PM
Tuesday	01/25/22	Immaculate Heart Academy	Away	5:30PM
Thursday	01/27/22	J.F. Kennedy High School	Home	5:30PM
Tuesday	02/01/22	Bergen County Technical School	Away	5:30PM
Thursday	02/03/22	Ramapo High School	Home	5:30PM
Tuesday	02/08/22	Paramus High School	Home	5:30PM
Thursday	02/10/22	Northern Highlands	Away	5:30PM
Tuesday	02/15/22	Indian Hills High School	Home	5:30PM
Thursday	02/17/22	Hackensack High School	Away	5:30PM

Girls Freshman

			Place	Time
Friday	12/17/21	Northern Valley - Old Tappan	Home	4:15PM
Tuesday	12/21/21	Clifton High School	Home	4:15PM
Tuesday	01/04/22	Ramapo High School	Away	4:15PM
Thursday	01/06/22	Paramus High School	Away	4:15PM
Tuesday	01/11/22	Northern Highlands	Home	4:15PM
Thursday	01/13/22	Indian Hills High School	Away	4:15PM
Tuesday	01/18/22	Hackensack High School	Home	4:15PM

Superintendent

Dr. Thomas Gorman

Principal

Jeff Nyhuis

Admin. Assistant

Maureen Chiramonte

Athletic Director

Keith Cook

Team Schedule

7/1/2021 to 6/30/2022

Ridgewood H.S.
627 East Ridgewood Avenue
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Keith Cook Attachment D
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kcook@ridgewood.k12.nj.us

Basketball**Girls Freshman**

			Place	Time
Thursday	01/20/22	Teaneck High School	Away	4:15PM
Tuesday	01/25/22	Immaculate Heart Academy	Away	4:15PM
Thursday	01/27/22	J.F. Kennedy High School	Home	4:15PM
Tuesday	02/01/22	Bergen County Technical School	Away	4:15PM
Thursday	02/03/22	Ramapo High School	Home	4:15PM
Tuesday	02/08/22	Paramus High School	Home	4:15PM
Thursday	02/10/22	Northern Highlands	Away	4:15PM
Tuesday	02/15/22	Indian Hills High School	Home	4:15PM
Thursday	02/17/22	Hackensack High School	Away	4:15PM

Cross Country**Boys/Girls Varsity**

			Place	Time
Tuesday	08/24/21	XC VT Trip--bus 2402 Practice		TBA
Wednesday	08/25/21	XC VT Trip--bus 2402 Practice		TBA
Thursday	08/26/21	XC VT Trip--bus 2402 Practice		TBA
Saturday	09/11/21	OPEN (Season Opener at Darlington--V,JV,F)	Away	9:00 AM
Saturday	09/18/21	OPEN (Back to the Mountain--V, JV, F)	Away	9:00 AM
Saturday	09/25/21	OPEN (Bowdoin Invitational--V)	Away	9:00 AM
Saturday	09/25/21	OPEN (Garret Invitational-JV & Frosh)	Away	9:00 AM
Saturday	10/02/21	OPEN (Shore Coaches Invitational (V & select))	Away	9:00 AM
Saturday	10/02/21	OPEN (Brett Taylor Invitational (JV & Frosh))	Away	9:00 AM
Monday	10/04/21	OPEN (Batch Meet--V, JV, F)	Away	4:15 PM
Saturday	10/09/21	OPEN (Manhattan Invite --Varsity)	Away	9:00 AM
Friday	10/15/21	OPEN (Big North Champs-varsity)	Away	3:30 PM
Saturday	10/16/21	OPEN (North Jersey Championship--V, JV, F)	Away	9:00 AM
Saturday	10/23/21	OPEN (Bergen Group Champs--V, JV, F)	Away	9:00 AM
Saturday	10/30/21	OPEN (BMOC--V and Fr)	Away	9:00 AM
Thursday	11/04/21	OPEN (Doc Braver Championship (JV & Frosh))	Away	4:15 PM
Saturday	11/06/21	OPEN (State Sectionals - Varsity)	Away	TBA
Saturday	11/13/21	OPEN (State Group Championship--Varsity)	Away	TBA
Saturday	11/20/21	OPEN (State MOC--Varsity)	Away	TBA
Saturday	11/27/21	OPEN (Nike Regionals, Bowdoin Park NY -- Varsity)	Away	TBA

Superintendent

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Jeff Nyhus

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Cross Country**Boys/Girls Varsity**

			Place	Time
Saturday	12/04/21	OPEN (Nike Nationals, Portland OR--Varsity)	Away	TBA

Football**Boys Varsity**

			Place	Time
Saturday	08/21/21	Nutley High School	Away	10:00 AM
Friday	08/27/21	Morristown High School	Home	6:00 PM
Thursday	09/02/21	North Bergen High School	Home	6:00 PM
Friday	09/10/21	Montclair HS	Home	6:30 PM
Friday	09/17/21	Wayne Valley High School	Away	6:30 PM
Friday	09/24/21	Wayne Hills High School	Away	7:00 PM
Friday	10/01/21	Union City HS	Home	6:30 PM
Friday	10/08/21	Paramus High School	Home	6:30 PM
Saturday	10/16/21	Irvington High School	Away	1:00 PM
Friday	10/22/21	Ramapo High School	Home	6:30 PM
Friday	10/29/21	Hackensack High School	Away	7:00 PM

Boys Junior Varsity

			Place	Time
Monday	09/13/21	Montclair HS	Away	3:45 PM
Monday	09/20/21	Wayne Valley High School	Home	4:15 PM
Monday	09/27/21	Wayne Hills High School	Home	4:15 PM
Monday	10/04/21	Union City HS	Away	5:00 PM
Monday	10/11/21	Paramus High School	Away	4:00 PM
Monday	10/18/21	Irvington High School	Home	4:15 PM
Monday	10/25/21	Ramapo High School	Away	4:15 PM
Monday	11/01/21	Hackensack High School	Home	4:15 PM

Boys Freshman

			Place	Time
Saturday	09/11/21	Montclair HS	Away	9:00 AM
Saturday	09/18/21	Wayne Valley High School	Home	9:00 AM
Saturday	09/25/21	Wayne Hills High School	Away	9:00 AM
Saturday	10/02/21	Union City HS	Away	9:00 AM
Saturday	10/09/21	Paramus High School	Away	9:00 AM
Saturday	10/16/21	Irvington High School	Home	9:00 AM
Saturday	10/23/21	Ramapo High School	Away	9:00 AM

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Football**Boys Freshman**

			Place	Time
Saturday	10/30/21	Hackensack High School	Home	9:00 AM

Golf**Boys Varsity**

			Place	Time
Sunday	04/03/22	Hackensack High School	Home	TBA
Sunday	04/10/22	Northern Highlands	Away	TBA
Sunday	04/17/22	Ramapo High School	Home	TBA
Sunday	04/24/22	Paramus High School	Home	TBA
Sunday	05/01/22	River Dell High School	Home	TBA
Sunday	05/08/22	Indian Hills High School	Home	TBA
Sunday	05/15/22	Bergen Catholic High School	Away	TBA
Sunday	05/22/22	Montclair HS	Home	TBA
Sunday	05/29/22	Chatham HS	Home	TBA
Sunday	06/05/22	Pascack Valley High School	Away	TBA
Sunday	06/12/22	Bridgewater-Raritan HS	Home	TBA

Girls Varsity

			Place	Time
Sunday	04/03/22	Hackensack High School	Home	TBA
Sunday	04/10/22	Northern Highlands	Away	TBA
Sunday	04/17/22	Ramapo High School	Home	TBA
Sunday	04/24/22	Paramus High School	Home	TBA
Sunday	05/01/22	River Dell High School	Home	TBA
Sunday	05/08/22	Indian Hills High School	Home	TBA
Sunday	05/15/22	Immaculate Heart Academy	Away	TBA
Sunday	05/22/22	Montclair HS	Away	TBA
Sunday	05/29/22	Chatham HS	Home	TBA
Sunday	06/05/22	Pascack Valley High School	Away	TBA
Sunday	06/12/22	Bridgewater-Raritan HS	Away	TBA

Ice Hockey**Boys Varsity**

			Place	Time
Sunday	12/05/21	Ramapo High School	Home	TBA
Sunday	12/12/21	Northern Highlands	Away	TBA
Sunday	12/19/21	Indian Hills High School	Home	TBA
Sunday	12/26/21	Paramus High School	Away	TBA
Sunday	01/02/22	Northern Valley - Old Tappan	Home	TBA

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Ice Hockey**Boys Varsity**

			Place	Time
Sunday	01/09/22	Pascack Hills High School	Away	TBA
Sunday	01/09/22	Pascack Hills High School	Away	TBA
Sunday	01/16/22	Mahwah High School	Home	TBA
Sunday	01/23/22	Ramsey High School	Away	TBA
Sunday	01/30/22	Ridge High School	Home	TBA
Sunday	02/06/22	Randolph High School	Away	TBA
Sunday	02/13/22	River Dell High School	Home	TBA
Sunday	02/20/22	Montclair HS	Away	TBA
Sunday	02/27/22	Livingston High School	Away	TBA
Sunday	03/06/22	Fair Lawn High School	Home	TBA

Boys Junior Varsity

			Place	Time
Sunday	12/05/21	Ramapo High School	Home	TBA
Sunday	12/12/21	Northern Highlands	Away	TBA
Sunday	12/19/21	Indian Hills High School	Home	TBA
Sunday	12/26/21	Paramus High School	Away	TBA
Sunday	01/02/22	Northern Valley - Old Tappan	Home	TBA
Sunday	01/16/22	Mahwah High School	Home	TBA
Sunday	01/23/22	Ramsey High School	Away	TBA
Sunday	01/30/22	Ridge High School	Home	TBA
Sunday	02/06/22	Randolph High School	Away	TBA
Sunday	02/20/22	Montclair HS	Home	TBA
Sunday	02/27/22	Livingston High School	Away	TBA
Sunday	03/06/22	Fair Lawn High School	Home	TBA

Soccer**Boys Varsity**

			Place	Time
Tuesday	08/24/21	River Dell High School	Away	10:30 AM
S Thursday	08/26/21	Wayne Hills High School	Home	11:00 AM
Saturday	08/28/21	Chatham HS	Home	10:00 AM
Thursday	09/09/21	Hackensack High School	Away	4:15 PM
Saturday	09/11/21	Northern Highlands	Home	2:00 PM
Tuesday	09/14/21	Indian Hills High School	Home	4:15 PM
Saturday	09/18/21	Passaic Co Technical Institute	Away	TBA
Tuesday	09/21/21	Paramus High School	Away	4:15 PM
Thursday	09/23/21	Bergen Catholic High School	Home	4:15 PM

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Soccer**Boys Varsity**

			Place	Time
Saturday	09/25/21	Bergen County Technical School	Home	7:00 PM
Tuesday	09/28/21	Ramapo High School	Home	4:15 PM
Saturday	10/02/21	Wayne Valley High School	Home	2:30 PM
Thursday	10/07/21	Hackensack High School	Home	4:15 PM
Monday	10/11/21	Northern Highlands	Away	4:15 PM
Thursday	10/14/21	Indian Hills High School	Away	7:00 PM
Tuesday	10/19/21	Paramus High School	Home	4:15 PM
Thursday	10/21/21	Ramapo High School	Away	7:00 PM
Tuesday	10/26/21	Clifton High School	Home	4:15 PM
Monday	11/01/21	OPEN (NJSIAA Sectional Round 1)	Home	TBA
Thursday	11/04/21	OPEN (NJSIAA Sectional Round 2)	Home	TBA
Monday	11/08/21	OPEN (NJSIAA Sectional Round 3)	Home	TBA
Thursday	11/11/21	OPEN (NJSIAA Sectional Final)	Away	TBA

Boys Junior Varsity

			Place	Time
Tuesday	08/24/21	River Dell High School	Away	10:30 AM
S Thursday	08/26/21	Wayne Hills High School	Home	11:00 AM
Saturday	08/28/21	Chatham HS	Home	10:00 AM
Thursday	09/09/21	Hackensack High School	Home	4:15 PM
Saturday	09/11/21	Northern Highlands	Away	2:00 PM
Tuesday	09/14/21	Indian Hills High School	Away	4:15 PM
Friday	09/17/21	Passaic Co Technical Institute	Home	4:15 PM
Tuesday	09/21/21	Paramus High School	Home	4:15 PM
Thursday	09/23/21	Bergen Catholic High School	Away	4:15 PM
Saturday	09/25/21	Bergen County Technical School	Home	3:00 PM
Monday	09/27/21	Ramapo High School	Away	4:15 PM
Saturday	10/02/21	Wayne Valley High School	Home	12:00 PM
Thursday	10/07/21	Hackensack High School	Away	4:15 PM
Monday	10/11/21	Northern Highlands	Home	4:15 PM
Thursday	10/14/21	Indian Hills High School	Home	4:15 PM
Tuesday	10/19/21	Paramus High School	Away	4:15 PM
Thursday	10/21/21	Ramapo High School	Home	4:15 PM
Tuesday	10/26/21	Clifton High School	Home	4:15 PM

Boys Freshman

			Place	Time
Tuesday	08/24/21	River Dell High School	Away	10:30 AM

Superintendent

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Soccer**Boys Freshman**

			Place	Time
S Thursday	08/26/21	Wayne Hills High School	Home	11:00 AM
Saturday	08/28/21	Chatham HS	Home	10:00 AM
Thursday	09/09/21	Hackensack High School	Home	4:15 PM
Saturday	09/11/21	Northern Highlands	Away	2:00 PM
Tuesday	09/14/21	Indian Hills High School	Away	4:15PM
Friday	09/17/21	Passaic Co Technical Institute	Home	4:15 PM
Tuesday	09/21/21	Paramus High School	Home	4:15 PM
Thursday	09/23/21	Bergen Catholic High School	Home	4:15 PM
Saturday	09/25/21	Bergen County Technical School	Home	11:00 AM
Monday	09/27/21	Ramapo High School	Away	TBA
Saturday	10/02/21	Wayne Valley High School	Home	10:00 AM
Thursday	10/07/21	Hackensack High School	Away	4:15PM
Monday	10/11/21	Northern Highlands	Home	4:15 PM
Thursday	10/14/21	Indian Hills High School	Home	4:15 PM
Tuesday	10/19/21	Paramus High School	Away	4:15PM
Thursday	10/21/21	Ramapo High School	Home	4:15 PM
Tuesday	10/26/21	Clifton High School	Home	4:15 PM

Girls Varsity

			Place	Time
S Tuesday	08/24/21	Northern Valley - Demarest	Away	11:00 AM
S Thursday	08/26/21	Pingry School	Home	9:30 AM
Saturday	08/28/21	Chatham HS	Away	10:00 AM
Monday	08/30/21	Montclair HS	Away	10:00 AM
Thursday	09/09/21	Hackensack High School (Senior Night)	Home	5:30 PM
Saturday	09/11/21	Northern Highlands	Away	4:15 PM
Tuesday	09/14/21	Indian Hills High School	Away	7:00 PM
Saturday	09/18/21	Passaic Co Technical Institute	Home	11:30 AM
Tuesday	09/21/21	Paramus High School	Home	4:15 PM
Saturday	09/25/21	Bergen County Technical School	Home	5:00 PM
Monday	09/27/21	Ramapo High School	Away	7:00 PM
Thursday	09/30/21	DePaul Catholic High School	Home	4:15 PM
Saturday	10/02/21	Wayne Valley High School	Away	TBA
Tuesday	10/05/21	Immaculate Heart Academy	Away	4:15 PM
Thursday	10/07/21	Hackensack High School	Away	7:00 PM
Saturday	10/09/21	Bridgewater-Raritan HS	Away	12:00 PM
Tuesday	10/12/21	Northern Highlands	Home	4:15 PM

Superintendent

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Athletic Director

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Soccer**Girls Varsity**

			Place	Time
Thursday	10/14/21	Indian Hills High School	Home	4:15 PM
Tuesday	10/19/21	Paramus High School	Away	4:15 PM
Thursday	10/21/21	Ramapo High School	Home	4:15 PM
Tuesday	10/26/21	Clifton High School	Away	6:30 PM

Girls Junior Varsity

			Place	Time
S Tuesday	08/24/21	Northern Valley - Demarest	Away	11:00 AM
S Thursday	08/26/21	Pingry School	Home	9:30 AM
Saturday	08/28/21	Chatham HS	Away	10:00 AM
Monday	08/30/21	Montclair HS	Away	10:00 AM
Thursday	09/09/21	Hackensack High School	Away	4:15 PM
Saturday	09/11/21	Northern Highlands	Home	10:00 AM
Tuesday	09/14/21	Indian Hills High School	Home	4:15 PM
Saturday	09/18/21	Passaic Co Technical Institute	Away	TBA
Tuesday	09/21/21	Paramus High School	Away	4:15 PM
Saturday	09/25/21	Bergen County Technical School	Home	1:00 PM
Monday	09/27/21	Ramapo High School	Home	4:15 PM
Thursday	09/30/21	DePaul Catholic High School	Home	4:15 PM
Saturday	10/02/21	Wayne Valley High School	Away	TBA
Tuesday	10/05/21	Immaculate Heart Academy	Home	4:15 PM
Thursday	10/07/21	Hackensack High School	Home	4:15 PM
Saturday	10/09/21	Bridgewater-Raritan HS	Away	9:30 AM
Tuesday	10/12/21	Northern Highlands	Away	4:15 PM
Thursday	10/14/21	Indian Hills High School	Away	4:15 PM
Tuesday	10/19/21	Paramus High School	Home	4:15 PM
Thursday	10/21/21	Ramapo High School	Away	4:15 PM
Tuesday	10/26/21	Clifton High School	Away	4:15 PM

Girls Freshman

			Place	Time
S Thursday	08/26/21	Mahwah High School	Home	9:30 AM
Saturday	08/28/21	Chatham HS	Away	10:00 AM
Monday	08/30/21	Montclair HS	Home	10:00 AM
Thursday	09/09/21	Hackensack High School	Away	4:15PM
Saturday	09/11/21	Northern Highlands	Home	10:00 AM
Tuesday	09/14/21	Indian Hills High School	Home	4:15 PM

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Soccer**Girls Freshman**

			Place	Time
Saturday	09/18/21	Passaic Co Technical Institute	Away	TBA
Tuesday	09/21/21	Paramus High School	Away	4:15PM
Saturday	09/25/21	Bergen County Technical School	Home	9:00 AM
Monday	09/27/21	Ramapo High School	Home	4:15 PM
Saturday	10/02/21	Wayne Valley High School	Away	TBA
Tuesday	10/05/21	Immaculate Heart Academy	Home	4:15 PM
Thursday	10/07/21	Hackensack High School	Home	4:15 PM
Saturday	10/09/21	Bridgewater-Raritan HS	Home	10:00 AM
Tuesday	10/12/21	Northern Highlands	Away	4:15PM
Thursday	10/14/21	Indian Hills High School	Away	4:15PM
Friday	10/15/21	Mountain Lakes High School	Home	4:00 PM
Tuesday	10/19/21	Paramus High School	Home	4:15 PM
Thursday	10/21/21	Ramapo High School	Away	4:15PM
Tuesday	10/26/21	Clifton High School	Away	4:15 PM

Softball**Girls Varsity**

			Place	Time
Friday	04/01/22	Ramapo High School	Home	4:15 PM
Monday	04/04/22	Northern Highlands	Away	4:15 PM
Wednesday	04/06/22	Indian Hills High School	Home	4:15 PM
Friday	04/08/22	Paramus High School	Away	4:15 PM
Monday	04/11/22	Immaculate Heart Academy	Home	4:15 PM
Wednesday	04/13/22	Hackensack High School	Home	4:15 PM
Monday	04/18/22	Clifton High School	Away	4:15 PM
Wednesday	04/20/22	Northern Valley - Old Tappan	Away	4:15 PM
Friday	04/22/22	Bergen County Technical School	Away	4:15 PM
Monday	04/25/22	Eastside High School	Home	4:15 PM
Friday	04/29/22	Fair Lawn High School	Away	4:15 PM
Monday	05/02/22	Ramapo High School	Away	4:15 PM
Wednesday	05/04/22	Northern Highlands	Home	4:15 PM
Friday	05/06/22	Paramus Catholic High School	Home	4:15 PM
Monday	05/09/22	Indian Hills High School	Away	4:15 PM
Wednesday	05/11/22	Paramus High School	Home	4:15 PM
Friday	05/13/22	Hackensack High School	Away	4:15 PM
Monday	05/16/22	Passaic High School	Home	4:15 PM

Girls Junior Varsity

			Place	Time
Friday	04/01/22	Ramapo High School	Away	4:15

Superintendent

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Softball**Girls Junior Varsity**

			Place	Time
Monday	04/04/22	Northern Highlands	Home	4:15
Wednesday	04/06/22	Indian Hills High School	Away	4:15
Friday	04/08/22	Paramus High School	Home	4:15
Monday	04/11/22	Immaculate Heart Academy	Away	4:15
Wednesday	04/13/22	Hackensack High School	Away	4:15
Monday	04/18/22	Clifton High School	Home	4:15
Wednesday	04/20/22	Northern Valley - Old Tappan	Home	4:15
Friday	04/22/22	Bergen County Technical School	Home	4:15
Monday	04/25/22	Eastside High School	Away	4:15
Friday	04/29/22	Fair Lawn High School	Home	4:15
Monday	05/02/22	Ramapo High School	Home	4:15
Wednesday	05/04/22	Northern Highlands	Away	4:15
Friday	05/06/22	Paramus Catholic High School	Away	4:15
Monday	05/09/22	Indian Hills High School	Home	4:15
Wednesday	05/11/22	Paramus High School	Away	4:15
Friday	05/13/22	Hackensack High School	Home	4:15
Monday	05/16/22	Passaic High School	Away	4:15

Girls Freshman

			Place	Time
Friday	04/01/22	Ramapo High School	Away	4:15
Monday	04/04/22	Northern Highlands	Home	4:15
Wednesday	04/06/22	Indian Hills High School	Away	4:15
Friday	04/08/22	Paramus High School	Home	4:15
Monday	04/11/22	Immaculate Heart Academy	Away	4:15
Monday	04/18/22	Clifton High School	Home	4:15
Wednesday	04/20/22	Northern Valley - Old Tappan	Home	4:15
Friday	04/22/22	Bergen County Technical School	Home	4:15
Monday	04/25/22	Eastside High School	Away	4:15
Friday	04/29/22	Fair Lawn High School	Home	4:15
Monday	05/02/22	Ramapo High School	Home	4:15
Wednesday	05/04/22	Northern Highlands	Away	4:15
Friday	05/06/22	Paramus Catholic High School	Away	4:15
Monday	05/09/22	Indian Hills High School	Home	4:15
Wednesday	05/11/22	Paramus High School	Away	4:15
Friday	05/13/22	Hackensack High School	Home	4:15
Monday	05/16/22	Passaic High School	Away	4:15

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Tennis**Boys Varsity**

			Place	Time
Monday	04/04/22	Indian Hills High School	Home	4:15
Wednesday	04/06/22	Paramus High School	Away	4:15 PM
Friday	04/08/22	Hackensack High School	Home	4:15 PM
Tuesday	04/12/22	Ramapo High School	Home	4:15 PM
Thursday	04/14/22	Northern Highlands	Home	4:15 PM
Monday	04/18/22	Northern Valley - Old Tappan	Away	4:15 PM
Wednesday	04/20/22	Bergen Catholic High School	Home	4:15 PM
Friday	04/22/22	Northern Valley - Demarest	Home	4:15 PM
Tuesday	04/26/22	Indian Hills High School	Away	4:15 PM
Thursday	04/28/22	Paramus High School	Home	4:15 PM
Tuesday	05/03/22	Hackensack High School	Away	4:15 PM
Thursday	05/05/22	Ramapo High School	Home	4:15 PM
Tuesday	05/10/22	Northern Highlands	Away	4:15 PM
Thursday	05/12/22	Bergen County Technical School	Away	4:15 PM

Boys Junior Varsity

			Place	Time
Monday	04/04/22	Indian Hills High School	Away	4:15
Wednesday	04/06/22	Paramus High School	Home	4:15PM
Friday	04/08/22	Hackensack High School	Away	4:15PM
Tuesday	04/12/22	Ramapo High School	Away	4:15PM
Thursday	04/14/22	Northern Highlands	Away	4:15PM
Monday	04/18/22	Northern Valley - Old Tappan	Home	4:15PM
Wednesday	04/20/22	Bergen Catholic High School	Away	4:15PM
Friday	04/22/22	Northern Valley - Demarest	Away	4:15PM
Tuesday	04/26/22	Indian Hills High School	Home	4:15PM
Thursday	04/28/22	Paramus High School	Away	4:15PM
Tuesday	05/03/22	Hackensack High School	Home	4:15PM
Thursday	05/05/22	Ramapo High School	Away	4:15PM
Tuesday	05/10/22	Northern Highlands	Home	4:15PM
Thursday	05/12/22	Bergen County Technical School	Home	4:15PM

Boys Freshman

			Place	Time
Tuesday	04/12/22	Ramapo High School	Away	4:15PM
Thursday	04/14/22	Northern Highlands	Away	4:15PM
Monday	04/18/22	Northern Valley - Old Tappan	Home	4:15PM

Superintendent

Dr. Thomas A. Gorman

Principal

Jeff Nyhuis

Admin. Assistant

Maureen Chiamonte

Athletic Director

Keith Cook

Team Schedule

7/1/2021 to 6/30/2022

Ridgewood H.S.
627 East Ridgewood Avenue
Ridgewood, NJ 07451

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School Phone: 201-670-2800 ext
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kcook@ridgewood.k12.nj.us

Tennis**Boys Freshman**

			Place	Time
Wednesday	04/20/22	Bergen Catholic High School	Away	4:15PM
Friday	04/22/22	Northern Valley - Demarest	Away	4:15PM
Tuesday	04/26/22	Indian Hills High School	Home	4:15PM
Thursday	04/28/22	Paramus High School	Away	4:15PM
Tuesday	05/03/22	Hackensack High School	Home	4:15PM
Thursday	05/05/22	Ramapo High School	Away	4:15PM
Tuesday	05/10/22	Northern Highlands	Home	4:15PM
Thursday	05/12/22	Bergen County Technical School	Home	4:15PM

Girls Varsity

			Place	Time
Thursday	09/02/21	Northern Highlands	Home	4:15 PM
Thursday	09/09/21	Immaculate Heart Academy	Home	4:15 PM
Friday	09/10/21	Paramus High School	Away	4:15 PM
Monday	09/13/21	Hackensack High School	Away	4:15 PM
Wednesday	09/15/21	Indian Hills High School	Home	4:15 PM
Friday	09/17/21	Pascack Valley High School	Home	4:15 PM
Monday	09/20/21	Ramapo High School	Home	4:15 PM
Tuesday	09/21/21	Northern Highlands	Away	4:15 PM
Wednesday	09/22/21	Northern Valley - Old Tappan	Home	4:15 PM
Monday	09/27/21	J.F. Kennedy High School	Away	4:15 PM
Wednesday	09/29/21	Paramus High School	Home	4:15 PM
Friday	10/01/21	Hackensack High School	Home	4:15 PM
Monday	10/04/21	Bergen County Technical School	Away	4:15 PM
Wednesday	10/06/21	Indian Hills High School	Away	4:15 PM
Friday	10/08/21	Ramapo High School	Away	4:15 PM

Girls Junior Varsity

			Place	Time
Thursday	09/02/21	Northern Highlands	Away	4:15PM
Thursday	09/09/21	Immaculate Heart Academy	Away	4:15PM
Friday	09/10/21	Paramus High School	Home	4:15PM
Monday	09/13/21	Hackensack High School	Home	4:15PM
Wednesday	09/15/21	Indian Hills High School	Away	4:15PM
Friday	09/17/21	Pascack Valley High School	Away	4:15PM
Monday	09/20/21	Ramapo High School	Away	4:15PM
Tuesday	09/21/21	Northern Highlands	Home	4:15PM

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Tennis**Girls Junior Varsity**

			Place	Time
Wednesday	09/22/21	Northern Valley - Old Tappan	Away	4:15PM
Monday	09/27/21	J.F. Kennedy High School	Home	4:15PM
Wednesday	09/29/21	Paramus High School	Away	4:15PM
Friday	10/01/21	Hackensack High School	Away	4:15PM
Monday	10/04/21	Bergen County Technical School	Home	4:15PM
Wednesday	10/06/21	Indian Hills High School	Home	4:15PM
Friday	10/08/21	Ramapo High School	Home	4:15PM

Girls Freshman

			Place	Time
Thursday	09/02/21	OPEN	Home	4:15 PM
Thursday	09/09/21	Immaculate Heart Academy	Home	4:15PM
Friday	09/10/21	Paramus High School	Away	4:15PM
Monday	09/13/21	Hackensack High School	Away	4:15PM
Wednesday	09/15/21	Indian Hills High School	Home	4:15PM
Friday	09/17/21	Pascack Valley High School	Home	4:15PM
Monday	09/20/21	Ramapo High School	Home	4:15PM
Tuesday	09/21/21	OPEN	Away	4:15 PM
Wednesday	09/22/21	Northern Valley - Old Tappan	Home	4:15PM
Monday	09/27/21	J.F. Kennedy High School	Away	4:15PM
Wednesday	09/29/21	Paramus High School	Home	4:15PM
Friday	10/01/21	Hackensack High School	Home	4:15PM
Monday	10/04/21	Bergen County Technical School	Away	4:15PM
Wednesday	10/06/21	Indian Hills High School	Away	4:15PM
Friday	10/08/21	Ramapo High School	Away	4:15PM

Wrestling**Boys Varsity**

			Place	Time
Wednesday	01/05/22	Indian Hills High School	Home	6:00 PM
Friday	01/07/22	River Dell High School	Home	6:00 PM
Friday	01/14/22	River Dell High School (River Dell/Westwood Duals)	Away	TBA
Saturday	01/15/22	River Dell High School (River Dell/Westwood Duals)	Away	TBA
Wednesday	01/19/22	Hackensack High School	Home	6:00 PM
Friday	01/21/22	Northern Highlands	Away	TBA
Wednesday	01/26/22	J.F. Kennedy High School	Away	TBA

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Wrestling**Boys Varsity**

			Place	Time
Friday	01/28/22	Paramus High School	Away	TBA
Wednesday	02/02/22	Bergen Catholic High School	Away	TBA
Friday	02/04/22	Ramapo High School	Home	6:00 PM

Boys Junior Varsity

			Place	Time
Wednesday	01/05/22	Indian Hills High School	Home	5:00 PM
Friday	01/07/22	River Dell High School	Home	5:00 PM
Wednesday	01/19/22	Hackensack High School	Home	5:00 PM
Friday	01/21/22	Northern Highlands	Away	TBA
Wednesday	01/26/22	J.F. Kennedy High School	Away	TBA
Friday	01/28/22	Paramus High School	Away	TBA
Wednesday	02/02/22	Bergen Catholic High School	Away	TBA
Friday	02/04/22	Ramapo High School	Home	5:00 PM

Track**Boys/Girls Varsity**

			Place	Time
Sunday	03/27/22	OPEN (Pawlowski Relays)	Home	TBA
Sunday	04/03/22	Hackensack High School	Home	TBA
Monday	04/04/22	Ramapo High School (Tri w/Ramapo & Paramus)	Away	4:00 PM
Sunday	04/10/22	Northern Highlands	Away	TBA
Monday	04/11/22	Hackensack High School	Away	4:15 PM
Sunday	04/17/22	Ramapo High School	Home	TBA
Monday	04/18/22	Indian Hills High School	Home	4:15 PM
Sunday	04/24/22	Paramus High School	Away	TBA
Monday	04/25/22	Northern Highlands	Away	4:15 PM
Sunday	05/01/22	River Dell High School	Home	TBA
Friday	05/06/22	OPEN (BNC Freedom Divisional Championship)	Home	4:00 PM
Sunday	05/08/22	Indian Hills High School	Home	TBA
Sunday	05/15/22	Pingry School	Away	TBA
Sunday	05/22/22	Montclair HS	Away	TBA
Sunday	05/29/22	Chatham HS	Away	TBA
Sunday	06/05/22	North Hunterdon HS	Away	TBA
Sunday	06/12/22	Bridgewater-Raritan HS	Away	TBA
Thursday	06/16/22	OPEN (KC - Nike Cross Nationals - Portland, OR)	Away	TBA

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Track**Boys/Girls Varsity**

			Place	Time
Friday	06/17/22	OPEN (KC - Nike Cross Nationals - Portland, OR)	Away	TBA
Saturday	06/18/22	OPEN (KC - Nike Cross Nationals - Portland, OR)	Away	TBA
Sunday	06/19/22	OPEN (KC - Nike Cross Nationals - Portland, OR)	Away	TBA

Swimming**Boys/Girls Varsity**

			Place	Time
Sunday	12/05/21	Ramapo High School	Home	TBA
Sunday	12/12/21	Northern Highlands	Away	TBA
Sunday	12/19/21	Indian Hills High School	Home	TBA
Sunday	12/26/21	Paramus High School	Away	TBA
Sunday	01/02/22	Northern Valley - Old Tappan	Home	TBA
Sunday	01/09/22	Pascack Hills High School	Away	TBA
Sunday	01/16/22	Mahwah High School	Home	TBA
Sunday	01/23/22	Ramsey High School	Away	TBA
Sunday	01/30/22	Ridge High School	Home	TBA
Sunday	02/06/22	Randolph High School	Away	TBA
Sunday	02/13/22	River Dell High School	Home	TBA
Sunday	02/20/22	Montclair HS	Away	TBA
Sunday	02/27/22	Livingston High School	Away	TBA
Sunday	03/06/22	Fair Lawn High School	Home	TBA

Lacrosse**Boys Varsity**

			Place	Time
S Sunday	03/13/22	Delbarton School	Home	TBA
Sunday	03/20/22	Seton Hall Prep	Away	TBA
Sunday	03/27/22	Pingry School	Away	TBA
Sunday	04/03/22	Hunterdon Central Regional HS	Home	TBA
Sunday	04/10/22	Northern Highlands	Away	TBA
Sunday	04/17/22	Ramapo High School	Home	TBA
Sunday	04/24/22	Mountain Lakes High School	Away	TBA
Sunday	05/01/22	Moorestown High School	Home	TBA
Sunday	05/08/22	Don Bosco Prep	Away	TBA
Sunday	05/15/22	Bergen Catholic High School	Away	TBA
Sunday	05/22/22	Montclair HS	Away	TBA

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Lacrosse**Boys Varsity**

			Place	Time
Sunday	05/29/22	Chatham HS	Home	TBA
Sunday	06/05/22	Summit High School	Away	TBA
Sunday	06/12/22	Bridgewater-Raritan HS	Home	TBA

Boys Junior Varsity

			Place	Time
Sunday	03/13/22	Delbarton School	Home	6:15PM
Sunday	03/20/22	Seton Hall Prep	Away	6:15PM
Sunday	03/27/22	Pingry School	Away	6:15PM
Sunday	04/03/22	Hunterdon Central Regional HS	Home	6:15PM
Sunday	04/10/22	Northern Highlands	Away	6:15PM
Sunday	04/17/22	Ramapo High School	Home	6:15PM
Sunday	04/24/22	Mountain Lakes High School	Away	6:15PM
Sunday	05/01/22	Moorestown High School	Home	6:15PM
Sunday	05/08/22	Don Bosco Prep	Away	6:15PM
Sunday	05/15/22	Bergen Catholic High School	Away	6:15PM
Sunday	05/22/22	Montclair HS	Away	6:15PM
Sunday	05/29/22	Chatham HS	Home	6:15PM
Sunday	06/05/22	Summit High School	Away	6:15PM
Sunday	06/12/22	Bridgewater-Raritan HS	Home	6:15PM

Boys Freshman

			Place	Time
Sunday	03/13/22	Delbarton School	Away	4:00PM
Sunday	03/20/22	Seton Hall Prep	Home	4:00PM
Sunday	03/27/22	Pingry School	Home	4:00PM
Sunday	04/03/22	Hunterdon Central Regional HS	Away	4:00PM
Sunday	04/10/22	Northern Highlands	Home	4:00PM
Sunday	04/17/22	Ramapo High School	Away	4:00PM
Sunday	04/24/22	Mountain Lakes High School	Home	4:00PM
Sunday	05/01/22	Moorestown High School	Away	4:00PM
Sunday	05/08/22	Don Bosco Prep	Home	4:00PM
Sunday	05/15/22	Bergen Catholic High School	Home	4:00PM
Sunday	05/22/22	Montclair HS	Home	4:00PM
Sunday	05/29/22	Chatham HS	Away	4:00PM
Sunday	06/05/22	Summit High School	Home	4:00PM
Sunday	06/12/22	Bridgewater-Raritan HS	Away	4:00PM

Superintendent

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Keith Cook

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kcook@ridgewood.k12.nj.us

Lacrosse**Girls Varsity**

			Place	Time
S Sunday	03/13/22	Darien High School	Home	TBA
S Sunday	03/20/22	Rumson-Fair Haven H S	Home	TBA
Sunday	03/27/22	Pingry School	Home	TBA
Sunday	04/03/22	Hunterdon Central Regional HS	Home	TBA
Sunday	04/10/22	Northern Highlands	Away	TBA
Sunday	04/17/22	Ramapo High School	Home	TBA
Sunday	04/24/22	Mountain Lakes High School	Home	TBA
Sunday	05/01/22	Moorestown High School	Away	TBA
Sunday	05/08/22	Immaculate Heart Academy	Away	TBA
Sunday	05/15/22	Suffern High School	Away	TBA
Sunday	05/22/22	Montclair HS	Home	TBA
Sunday	05/29/22	Chatham HS	Home	TBA
Sunday	06/05/22	Summit High School	Away	TBA
Sunday	06/12/22	Bridgewater-Raritan HS	Away	TBA

Girls Junior Varsity

			Place	Time
Sunday	03/13/22	Darien High School	Home	5:45PM
Sunday	03/20/22	Rumson-Fair Haven H S	Home	5:45PM
Sunday	03/27/22	Pingry School	Home	5:45PM
Sunday	04/03/22	Hunterdon Central Regional HS	Home	5:45PM
Sunday	04/10/22	Northern Highlands	Away	5:45PM
Sunday	04/17/22	Ramapo High School	Home	5:45PM
Sunday	04/24/22	Mountain Lakes High School	Home	5:45PM
Sunday	05/01/22	Moorestown High School	Away	5:45PM
Sunday	05/08/22	Immaculate Heart Academy	Away	5:45PM
Sunday	05/15/22	Suffern High School	Away	5:45PM
Sunday	05/29/22	Chatham HS	Home	5:45PM
Sunday	06/05/22	Summit High School	Away	5:45PM
Sunday	06/12/22	Bridgewater-Raritan HS	Away	5:45PM

Girls Freshman

			Place	Time
Sunday	03/13/22	Darien High School	Away	4:00PM
Sunday	03/20/22	Rumson-Fair Haven H S	Away	4:00PM
Sunday	03/27/22	Pingry School	Away	4:00PM
Sunday	04/03/22	Hunterdon Central Regional HS	Away	4:00PM

Superintendent

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Lacrosse*Girls Freshman*

			Place	Time
Sunday	04/10/22	Northern Highlands	Home	4:00PM
Sunday	04/17/22	Ramapo High School	Away	4:00PM
Sunday	04/24/22	Mountain Lakes High School	Away	4:00PM
Sunday	05/01/22	Moorestown High School	Home	4:00PM
Sunday	05/08/22	Immaculate Heart Academy	Home	4:00PM
Sunday	05/15/22	Suffern High School	Home	4:00PM
Sunday	05/29/22	Chatham HS	Away	4:00PM
Sunday	06/05/22	Summit High School	Home	4:00PM
Sunday	06/12/22	Bridgewater-Raritan HS	Home	4:00PM

Volleyball*Girls Varsity*

			Place	Time
S Thursday	09/02/21	River Dell High School	Away	4:15 PM
Saturday	09/11/21	Clifton High School (Mustang Invite)	Away	TBA
Monday	09/13/21	Immaculate Heart Academy	Home	5:30 PM
Friday	09/17/21	Paramus High School	Away	4:15 PM
Monday	09/20/21	Hackensack High School	Away	4:15 PM
Wednesday	09/22/21	Indian Hills High School	Home	5:30 PM
Friday	09/24/21	Pascack Valley High School	Home	5:30 PM
Saturday	09/25/21	OPEN (Northern Valley Volleyball Tournament)	Away	TBA
Monday	09/27/21	Ramapo High School	Home	5:30 PM
Wednesday	09/29/21	Northern Highlands	Away	4:15 PM
Friday	10/01/21	Northern Valley - Old Tappan	Home	5:30 PM
Wednesday	10/06/21	J.F. Kennedy High School	Away	4:15 PM
Friday	10/08/21	Paramus High School	Home	5:30 PM
Monday	10/11/21	Hackensack High School	Home	5:30 PM
Tuesday	10/12/21	Academy of the Holy Angels	Home	5:30 PM
Wednesday	10/13/21	Bergen County Technical School	Away	4:15 PM
Friday	10/15/21	Indian Hills High School	Away	4:15 PM
Monday	10/18/21	Ramapo High School	Away	4:15 PM
Friday	10/22/21	Northern Highlands	Home	5:30 PM

Girls Junior Varsity

			Place	Time
S Thursday	09/02/21	River Dell High School	Away	5:30 PM
Monday	09/13/21	Immaculate Heart Academy	Home	4:15 PM

Superintendent

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Volleyball**Girls Junior Varsity**

			Place	Time
Friday	09/17/21	Paramus High School	Away	5:30PM
Monday	09/20/21	Hackensack High School	Away	5:30PM
Wednesday	09/22/21	Indian Hills High School	Home	4:15 PM
Friday	09/24/21	Pascack Valley High School	Home	4:15 PM
Monday	09/27/21	Ramapo High School	Home	4:15 PM
Wednesday	09/29/21	Northern Highlands	Away	5:30PM
Friday	10/01/21	Northern Valley - Old Tappan	Home	4:15 PM
Wednesday	10/06/21	J.F. Kennedy High School	Away	5:30PM
Friday	10/08/21	Paramus High School	Home	4:15 PM
Monday	10/11/21	Hackensack High School	Home	4:15 PM
Tuesday	10/12/21	Academy of the Holy Angels	Home	4:15 PM
Wednesday	10/13/21	Bergen County Technical School	Away	5:30PM
Friday	10/15/21	Indian Hills High School	Away	5:30PM
Monday	10/18/21	Ramapo High School	Away	5:30PM
Friday	10/22/21	Northern Highlands	Home	4:15 PM

Girls Freshman

			Place	Time
S Thursday	09/02/21	River Dell High School	Away	4:15 PM
Monday	09/13/21	Immaculate Heart Academy	Away	4:15PM
Friday	09/17/21	Paramus High School	Away	4:15 PM
Monday	09/20/21	Hackensack High School	Away	4:15 PM
Wednesday	09/22/21	Indian Hills High School	Away	4:15PM
Friday	09/24/21	Pascack Valley High School	Away	4:15PM
Monday	09/27/21	Ramapo High School	Away	4:15PM
Wednesday	09/29/21	Northern Highlands	Away	4:15 PM
Friday	10/01/21	Northern Valley - Old Tappan	Away	4:15PM
Wednesday	10/06/21	J.F. Kennedy High School	Home	4:15PM
Friday	10/08/21	Paramus High School	Away	4:15PM
Monday	10/11/21	Hackensack High School	Home	4:15 PM
Wednesday	10/13/21	Bergen County Technical School	Home	4:15PM
Friday	10/15/21	Indian Hills High School	Home	4:15PM
Monday	10/18/21	Ramapo High School	Home	4:15PM
Friday	10/22/21	Northern Highlands	Home	4:15 PM

Bowling**Boys/Girls Varsity**

			Place	Time
Sunday	12/05/21	Ramapo High School	Home	TBA

Superintendent

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Bowling*Boys/Girls Varsity*

			Place	Time
Sunday	12/12/21	Northern Highlands	Away	TBA
Sunday	12/19/21	Indian Hills High School	Home	TBA
Sunday	12/26/21	Paramus High School	Away	TBA
Sunday	01/02/22	Northern Valley - Old Tappan	Home	TBA
Sunday	01/09/22	Pascack Hills High School	Away	TBA
Sunday	01/16/22	Mahwah High School	Home	TBA
Sunday	01/23/22	Ramsey High School	Away	TBA
Sunday	01/30/22	Ridge High School	Home	TBA
Sunday	02/06/22	Randolph High School	Away	TBA
Sunday	02/13/22	River Dell High School	Home	TBA
Sunday	02/20/22	Montclair HS	Away	TBA
Sunday	02/27/22	Livingston High School	Away	TBA
Sunday	03/06/22	Fair Lawn High School	Home	TBA

Indoor Track*Boys/Girls Varsity*

			Place	Time
Sunday	12/05/21	Ramapo High School	Home	TBA
Sunday	12/12/21	Northern Highlands	Away	TBA
Sunday	12/19/21	Indian Hills High School	Home	TBA
Sunday	12/26/21	Paramus High School	Away	TBA
Sunday	01/02/22	Northern Valley - Old Tappan	Home	TBA
Sunday	01/09/22	Pascack Hills High School	Away	TBA
Sunday	01/16/22	Mahwah High School	Home	TBA
Sunday	01/23/22	Ramsey High School	Away	TBA
Sunday	01/30/22	Ridge High School	Home	TBA
Sunday	02/06/22	Randolph High School	Away	TBA
Sunday	02/13/22	Montclair HS	Home	TBA
Sunday	02/20/22	Montclair HS	Away	TBA
Sunday	02/27/22	Livingston High School	Away	TBA
Sunday	03/06/22	Fair Lawn High School	Home	TBA

Alpine Ski*Boys/Girls Varsity*

			Place	Time
Sunday	01/30/22	Ridge High School	Away	TBA
Sunday	02/06/22	Randolph High School	Away	TBA
Sunday	02/13/22	River Dell High School	Away	TBA

Superintendent

Dr. Thomas A. Gorman

Principal

Jeff Nyhuis

Admin. Assistant

Maureen Chiamonte

Athletic Director

Keith Cook

Team Schedule

7/1/2021 to 6/30/2022

Ridgewood H.S.
 627 East Ridgewood Avenue
 Ridgewood, NJ 07451

Keith Cook Attachment D
 School Phone: 201-670-2800 ext
 20510
 Fax: 201-612-6262
 kcook@ridgewood.k12.nj.us

Alpine Ski*Boys/Girls Varsity*

			Place	Time
Sunday	02/20/22	Montclair HS	Home	TBA
Sunday	02/27/22	Livingston High School	Away	TBA
Sunday	03/06/22	OPEN	Home	TBA

Gymnastics*Girls Varsity*

			Place	Time
Thursday	09/09/21	Clifton High School	Home	4:30 PM
Wednesday	09/15/21	Wayne Valley High School	Home	5:00 PM
Wednesday	09/22/21	Ramapo High School	Away	4:30 PM
Wednesday	09/29/21	Mount Olive HS	Home	4:30 PM
Thursday	10/07/21	Pascack Hills High School	Home	4:30 PM
Tuesday	10/12/21	Sparta High School	Home	5:00 PM
Thursday	10/14/21	Montclair HS	Away	5:00 PM
Tuesday	10/19/21	Roxbury High School	Home	4:30 PM
Friday	10/22/21	OPEN (BCWCA COUNTY MEET)	Home	4:30 PM
Saturday	10/23/21	OPEN (Novice Meet)	Home	9:00 AM
Monday	10/25/21	OPEN (LEAGUE MEET A)	Home	4:00 PM
Saturday	11/06/21	OPEN (Girls Sectionals)	Home	9:00 AM
Thursday	11/11/21	OPEN (Team States)	Away	TBA

Superintendent

Dr. Thomas A. Gorman

Principal

Jeff Nyhuis

Admin. Assistant

Maureen Chiamonte

Athletic Director

Keith Cook

RIDGEWOOD PUBLIC SCHOOLS
2021-2022 CLASSROOM/LUNCHROOM AIDES

Last Name	First Name	Location	Assignment	Hourly Rate	No Hrs/day	No. Days/Wk	Daily Rate	Weekly Salary	Annual Salary
Alessi	Taylor	BFMS	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Belisle	Joel	BFMS	Self-Contained (LLD)	17.50	5.75	5	100.63	503.13	18,112.50
Caron	Lisa	BFMS	Self-Contained (LLD)	17.50	5.75	5	100.63	503.13	18,112.50
Cullen	Tara	BFMS	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Heins	Lisa	BFMS	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Hiller	Ari	BFMS	STEPSS Job Coach	20.17	5.75	5	115.98	579.89	20,875.95
Kim	Sung-Hui	BFMS	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Kraemer	Jane	BFMS	Self-Contained (LLD)	17.50	5.75	5	100.63	503.13	18,112.50
Liebkind	Olga	BFMS	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Miller	Danielle	BFMS	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Montelbano	Dean	BFMS	One-to-One	17.50	5.75	5	100.63	503.13	18,112.50
Palazzola	Joan	BFMS	STEPSS Job Coach	21.23	5.75	5	122.07	610.36	21,973.05
Rabin	Rachel	BFMS	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Suppes	Jonathan	BFMS	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Tilyou	Tina	BFMS	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Amaral	Carla	Glen	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Amaral	Kimberly	Glen	Applied Behavior Analyst Aide (ABA)	20.17	5.75	5	115.98	579.89	20,875.95
Baloch	Sumera	Glen	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Battaglia	Karen	Glen	Self-Contained (REACH)	17.50	5.75	5	100.63	503.13	18,112.50
Domerstad	Dana	Glen	Self-Contained (RED)	15.01	5.75	5	86.31	431.54	15,535.35
Doyle	Christine	Glen	Teacher Assistant (REACH)	17.50	5.75	5	100.63	503.13	18,112.50
Engstrom	Anna	Glen	Teacher Assistant (REACH)	17.50	5.75	5	100.63	503.13	18,112.50
Fernandez	Patricia	Glen	Teacher Assistant (REACH)	15.01	5.75	5	86.31	431.54	15,535.35
Fridman	Yaniv	Glen	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
LaChapelle	Victoria	Glen	Self-Contained (RED)	17.50	5.75	5	100.63	503.13	18,112.50
Latif	Shaista	Glen	Self-Contained (RED)	17.50	5.75	5	100.63	503.13	18,112.50
Lam	Antenette	Glen	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Lauritano	Scott	Glen	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Lee	Sungsu	Glen	Teacher Assistant (REACH)	17.50	5.75	5	100.63	503.13	18,112.50

RIDGEWOOD PUBLIC SCHOOLS
2021-2022 CLASSROOM/LUNCHROOM AIDES

Last Name	First Name	Location	Assignment	Hourly Rate	No Hrs/day	No. Days/Wk	Daily Rate	Weekly Salary	Annual Salary
Linton	Kristin	Glen	Teacher Assistant (REACH)	17.50	5.75	5	100.63	503.13	18,112.50
Logan	Jerina	Glen	Teacher Assistant (REACH)	17.50	5.75	5	100.63	503.13	18,112.50
Maxwell	Andrea	Glen	Teacher Assistant (REACH)	17.50	5.75	5	100.63	503.13	18,112.50
Ostrovskaja	Olga	Glen	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Pollock	Yanet	Glen	Applied Behavior Analyst Aide (ABA)	20.17	5.75	5	115.98	579.89	20,875.95
Tulipano	Traci	Glen	Teacher Assistant (REACH)	17.50	5.75	5	100.63	503.13	18,112.50
Wonsowicz	Leslie	Glen	Teacher Assistant (REACH)	17.50	5.75	5	100.63	503.13	18,112.50
Goodman	Nancy	GWMS	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Lawrence	John	GWMS	Brailist	23.31	5.75	5	134.03	670.16	24,125.85
Pilson	Mine	GWMS	Self-Contained (LLD)	17.50	5.75	5	100.63	503.13	18,112.50
Sand	Grace	GWMS	Self-Contained (LLD)	15.01	5.75	5	86.31	431.54	15,535.35
Sharar	Connie	GWMS	Self-Contained (LLD)	17.50	5.75	5	100.63	503.13	18,112.50
Tucker	Annette	GWMS	Self-Contained (LLD)	15.01	5.75	5	86.31	431.54	15,535.35
Cadorette	Christi	Hawes	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Carney	Elizabeth	Hawes	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Fossari	Rosemary	Hawes	Applied Behavior Analyst Aide (ABA)	20.17	5.75	5	115.98	579.89	20,875.95
Harcher	Jennifer	Hawes	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Haug	Sheri	Hawes	Self-Contained (LLD)	17.50	5.75	5	100.63	503.13	18,112.50
Levy	Daniela	Hawes	Self-Contained (LLD)	17.50	5.75	5	100.63	503.13	18,112.50
Linder	Brittany	Hawes	Self-Contained (LLD)	17.50	5.75	5	100.63	503.13	18,112.50
Monnerat	Brian	Hawes	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Scappi	Caitlin	Hawes	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Weinstein	Nicole	Hawes	Self-Contained (LLD)	17.50	5.75	5	100.63	503.13	18,112.50
Ardito	Daniel	Orchard	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Bednarski	Patricia	Orchard	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Lewis	Jenny	Orchard	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Scanlon	Josephine	Orchard	Lunch Aide	17.50	2	5	35.00	175.00	6,300.00
Spina	Dorothy	Orchard	Lunch Aide	17.50	2	5	35.00	175.00	6,300.00
Ullah	Tania	Orchard	Lunch Aide	17.50	2	5	35.00	175.00	6,300.00

RIDGEWOOD PUBLIC SCHOOLS
2021-2022 CLASSROOM/LUNCHROOM AIDES

Last Name	First Name	Location	Assignment	Hourly Rate	No Hrs/day	No. Days/Wk	Daily Rate	Weekly Salary	Annual Salary
Wahler	Nicole	Orchard	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Brandes	Melissa	RHS	STEPSS Job Coach	21.23	5.75	5	122.07	610.36	21,973.05
Castelli	Christa	RHS	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Collins	Carla	RHS	Resource Room	15.71	5.75	5	90.33	451.66	16,259.85
Coppola	Jonathan	RHS	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Crabbe	Joseph	RHS	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Eitner	Valarie	RHS	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Gillis	Daniel	RHS	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Lohr	Jennifer	RHS	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Lug	Raymond	RHS	ESL Aide (Title 3 Immigrant Fund)	17.50	5.75	5	100.63	503.13	18,112.50
McCarthy	Martina	RHS	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Shovlin	Emily	RHS	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Spadaccini	Ann	RHS	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Ali	Mona	Ridge	Lunch Aide	17.50	2	5	35.00	175.00	6,300.00
Barclay	Andrea	Ridge	Lunch Aide	17.50	2	5	35.00	175.00	6,300.00
Coughlin	Wendy	Ridge	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Elieh	Nada	Ridge	Applied Behavior Analyst Aide (ABA)	20.17	5.76	5	116.08	580.39	20,894.10
Feder	Karen	Ridge	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Fierro	Judy	Ridge	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Hopper	Ann	Ridge	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Lana	Paula	Ridge	Applied Behavior Analyst Aide (ABA)	20.17	5.75	5	115.98	579.89	20,875.95
Lee	Sunghoon	Ridge	Lunch Aide	17.50	2	5	35.00	175.00	6,300.00
Lupino	Amanda	Ridge	Lunch Aide	17.50	2	5	35.00	175.00	6,300.00
Maccarrone	Meghan	Ridge	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Minardi	Jacqueline	Ridge	Applied Behavior Analyst Aide (ABA)	20.17	5.75	5	115.98	579.89	20,875.95
Molloy	Kiara	Ridge	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Moomjy	Christine	Ridge	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Mori Marques de Chinchay	Marisol	Ridge	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Perry	Cynthia	Ridge	Applied Behavior Analyst Aide (ABA)	20.17	5.75	5	115.98	579.89	20,875.95

RIDGEWOOD PUBLIC SCHOOLS
2021-2022 CLASSROOM/LUNCHROOM AIDES

Last Name	First Name	Location	Assignment	Hourly Rate	No Hrs/day	No. Days/Wk	Daily Rate	Weekly Salary	Annual Salary
Perry	Madison	Ridge	Applied Behavior Analyst Aide (ABA)	20.17	5.75	5	115.98	579.89	20,875.95
Phillips	Jane	Ridge	Lunch Aide	17.50	2	5	35.00	175.00	6,300.00
Russo	Nicole	Ridge	Resource Room	17.50	5.5	5	96.25	481.25	17,325.00
Schierloh	Lauren	Ridge	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Sgambati	Jean	Ridge	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Totaro	Dayna	Ridge	Lunch Aide	17.50	2	5	35.00	175.00	6,300.00
Trongone	Deborah	Ridge	Lunch Aide	17.50	2	5	35.00	175.00	6,300.00
Trujillo	Karen	Ridge	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Vehmas	Heidi	Ridge	Applied Behavior Analyst Aide (ABA)	21.23	5.75	5	122.07	610.36	21,973.05
Aynilian	Elizabeth	Somerville	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Breiter	Lauren	Somerville	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Budesa	Margaret	Somerville	Lunch Aide	17.50	2	5	35.00	175.00	6,300.00
Eidschun	Maura	Somerville	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Feldhahn	Karen	Somerville	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Haworth	Anna	Somerville	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Kacmarcik	Christine	Somerville	Lunch Aide	17.50	2	5	35.00	175.00	6,300.00
Levanti	Stamatina	Somerville	Self-Contained PERL	17.50	5.75	5	100.63	503.13	18,112.50
Manziano	Kimberley	Somerville	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
McLaughlin	Amy	Somerville	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Moskowitz	Stephanie	Somerville	Lunch Aide	17.50	2	5	35.00	175.00	6,300.00
Pielka	Susan	Somerville	One-to-One	17.50	5.75	5	96.72	483.58	17,408.70
Pierro	Melissa	Somerville	Resource Room	17.50	5.75	5	96.72	483.58	17,408.70
DeVincenzo	Kerry	Travell	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Felipe	Brenda	Travell	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Giannaccini	Giulia	Travell	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Hughes	Regina	Travell	Resource Room	15.01	5.75	5	86.31	431.54	15,535.35
Junta	Sarah	Travell	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Porfido	Joann	Travell	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Schmarak	Lorraine	Travell	Resource Room	15.01	5.75	5	86.31	431.54	15,535.35

RIDGEWOOD PUBLIC SCHOOLS
2021-2022 CLASSROOM/LUNCHROOM AIDES

Last Name	First Name	Location	Assignment	Hourly Rate	No Hrs/day	No. Days/Wk	Daily Rate	Weekly Salary	Annual Salary
Yucis	Jessica	Travell	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Brito	Mirla	Willard	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Bukowski	Stacey	Willard	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Burgess	Jennifer	Willard	Kindergarten Aide	17.50	5.75	5	100.63	503.13	18,112.50
Cunningham	Carol	Willard	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Galvin	Jennifer	Willard	Self-Contained (LLD)	17.50	5.75	5	100.63	503.13	18,112.50
Gosselin	Linda	Willard	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Kasperowicz	Brianna	Willard	One-to-One	17.50	5.75	5	100.63	503.13	18,112.50
Luongo	Elizabeth	Willard	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Neilson	Margaret	Willard	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
O'Neill	Karen	Willard	Self-Contained (LLD)	17.50	5.75	5	100.63	503.13	18,112.50
Paris-Rodriguez	Amber	Willard	Resource Room	17.50	5.75	5	100.63	503.13	18,112.50
Plavier	Gerardina	Willard	Lunch Aide	17.50	2	5	35.00	175.00	6,300.00
Rinaldo	Danielle	Willard	Kindergarten Aide	17.50	5.75	5	100.63	503.13	18,112.50
Sklar	Judith	Willard	Self-Contained (LLD)	17.50	5.75	5	100.63	503.13	18,112.50
Sweeney	Marcella	Willard	Self-Contained (LLD)	17.50	5.75	5	100.63	503.13	18,112.50
Tutuian	Donna	Willard	Lunch Aide	17.50	2	5	35.00	175.00	6,300.00

Curriculum	New or Revised (N/R)	Staff Member	Total Hours	Cost per hour 53.33	APPROVED 6/14/21 REVISE FROM:	Amount Not to Exceed REVISE TO:
Science						
Environmental Science	R	Sandra Kunzle	6		9 hours / \$479.97	6 hours / \$330.00
		Nancy Reilly	6		9 hours / \$479.97	6 hours / \$330.00
		Amy Raiani	6		0 hours / 0	6 hours / \$330.00
Ceramics I & II	R	Dan DaSilva	24		0 hours / 0	24hours / \$1279.92
Graphic I, II, III, IV	R	Lisa Valenti	60		30 hours / \$1599.90	60 hours / \$3199.80
English 7 Selectives	R	Ann Brown	4		0 hours / 0	4 hours / \$213.32

Model	Serial number
Apple iPad 2	DMPJSXF9DFW
Apple iPad 2	DMPJ5JZUDFHW
Apple iPad 2	DLXH3D9TDFHW
Apple iPad 2	DMPHR2ZGDFHW
Apple iPad 2	DYVJW49NDFHW
Dell Chromebook 11	1Y6N722
Dell Chromebook 11	F66N722
Dell Chromebook 11	HTXP722
Dell Chromebook 11	5GVP722
Dell Chromebook 11	3HTP722
Dell Chromebook 11	JFXP722
Dell Chromebook 11	GFTP722
Dell Chromebook 11	JKFP722
Dell Chromebook 11	1V4Q722
Dell Chromebook 11	9XXP722
Dell Chromebook 11	B2GP722
Dell Chromebook 11	1GFN722
Dell Chromebook 11	D76N722
Dell Chromebook 11	9TZN722
Dell Chromebook 11	2G5Q722
Dell Chromebook 11	CLFP722
Dell Chromebook 11	1T4Q722
Dell Chromebook 11	FDRK722
Dell Chromebook 11	JTXP722
Dell Chromebook 11	6XXP722
Dell Chromebook 11	4S5Q722
Dell Chromebook 11	C9VK722
Dell Chromebook 11	2Z2L722
Dell Chromebook 11	403L722
Dell Chromebook 11	DXCP722

Dell Chromebook 11	DN5Q722
Dell Chromebook 11	DNVK722
Dell Chromebook 11	9HFN722
Dell Chromebook 11	FLDP722
Dell Chromebook 11	6PFN722
Dell Chromebook 11	HNVK722
Dell Chromebook 11	CSFN722
Dell Chromebook 11	8VZY242
Dell Chromebook 11	JTWP722
Dell Chromebook 11	JZCP722
Dell Chromebook 11	3W3Q722
Dell Chromebook 11	SNHB722
Dell Chromebook 11	3WFN722
Dell Chromebook 11	GGVX242
Dell Chromebook 11	GB2L722
Dell Chromebook 11	D92L722
Dell Chromebook 11	4GDP722
Dell Chromebook 11	9FVK722
Dell Chromebook 11	160GY22
Dell Chromebook 11	JZRFY22
Dell Chromebook 11	GC7DX02
Dell Chromebook 11	5YCP722
Dell Chromebook 11	81mmy722
Dell Chromebook 11	FH5LZ22
Dell Chromebook 11	J3YP722
Dell Chromebook 11	J0DP722
Dell Chromebook 11	17WK722
Dell Chromebook 11	C05L722
Dell Chromebook 11	b05I722
Dell Chromebook 11	325L722
Dell Chromebook 11	4X4L722

Dell Chromebook 11	HW4L722
Dell Chromebook 11	9ZDN722
Dell Chromebook 11	BB4L722
Dell Chromebook 11	64WP722
Dell Chromebook 11	236Q722
Dell Chromebook 11	FZNR722
Dell Chromebook 11	98PR722
Dell Chromebook 11	7N7L722
Dell Chromebook 11	DDXMY22
Dell Chromebook 11	B8WK722
Dell Chromebook 11 (3120)	116CB52
Dell Chromebook 11 (3120)	1QGK2D2
Dell Chromebook 11 (3120)	21DK2D2
Dell Chromebook 11 (3120)	3BRQ952
Dell Chromebook 11 (3120)	3ZJCB52
Dell Chromebook 11 (3120)	4CC7B62
Dell Chromebook 11 (3120)	5Y6N952
Dell Chromebook 11 (3120)	70BNK82
Dell Chromebook 11 (3120)	77RQ952
Dell Chromebook 11 (3120)	7LK4B52
Dell Chromebook 11 (3120)	7QL9B52
Dell Chromebook 11 (3120)	84KR1D2
Dell Chromebook 11 (3120)	856PB52
Dell Chromebook 11 (3120)	91J8B52
Dell Chromebook 11 (3120)	93BK2D2
Dell Chromebook 11 (3120)	9M9K2D2
Dell Chromebook 11 (3120)	9MDD952
Dell Chromebook 11 (3120)	9Z71B52
Dell Chromebook 11 (3120)	B2DK2D2
Dell Chromebook 11 (3120)	BZ9K2D2
Dell Chromebook 11 (3120)	C3PK2D2

Dell Chromebook 11 (3120)	CCZ2B52
Dell Chromebook 11 (3120)	DDRJB52
Dell Chromebook 11 (3120)	DSW4B52
Dell Chromebook 11 (3120)	F65CB52
Dell Chromebook 11 (3120)	FCZ2B52
Dell Chromebook 11 (3120)	GVFV952
Dell Chromebook 11 (3120)	HRFV952
Dell Chromebook 11 (3120)	JFFD952
Dell Chromebook 11 (3120)	JHDK2D2
Dell Chromebook 11 (3120)	FCZ2B52
Dell Chromebook 11 (3120)	BZ9K2D2
Dell Chromebook 11 (3120)	FCZ2B52
Dell Chromebook 11 (3120)	5Y6N952
Dell Chromebook 11 (3120)	88PK2D2
Dell Chromebook 11 (3120)	3BRQ952
Lumens Doc Cam DC170	D39B04890
Lumens Doc Cam DC170	D39C04875
Lumens Doc Cam DC170	D39D08017
Lumens Doc Cam DC170	D39D08051
Lumens Doc Cam DC170	D39B04869
Lumens Doc Cam DC170	D39C05119
Lumens Doc Cam DC210	D12A07102
Lumens Doc Cam DC210	D21C04436
Lumens Doc Cam DC210	D12A07646
Lumens Doc Cam DC210	D21C04498
Lumens Doc Cam DC210	D12A07573
Dell Optiplex 9010	B9TM9Y1
Dell Chromebook 11 (3120)	77RQ952
Dell Chromebook 11 (3120)	88PK2D2
Dell Chromebook 11 (3120)	C3PK2D2
Dell Chromebook 11 (3120)	3BRQ952

Dell Chromebook 11 (3120)	91J8B52
Dell Chromebook 11 (3120)	2LPR952
Dell Chromebook 11 (3120)	1Q9K2D2
Dell Chromebook 11 (3120)	889K2D2
Dell Chromebook 11 (3120)	F5BK2D2
Dell Chromebook 11 (3120)	2BBD952
Dell Chromebook 11 (3120)	B7GK2D2
Dell Chromebook 11 (3120)	F3BK2D2
Dell Chromebook 11 (3120)	49G3B52
Dell Chromebook 11 (3120)	JHSJ9B2
Dell Chromebook 11 (3120)	4WGK2D2
Dell Chromebook 11 (3120)	GGX4B52
Dell Chromebook 11 (3120)	74KCB52
Dell Chromebook 11 (3120)	FR9K2D2
Dell Chromebook 11 (3120)	J89K2D2
Dell Chromebook 11 (3120)	70DK2D2
Dell Chromebook 11 (3120)	7F9K2D2
Dell Chromebook 11 (3120)	J4DK2D2
Dell Chromebook 11 (3120)	D90HB52
Dell Chromebook 11 (3120)	76DK2D2
Dell Chromebook 11 (3120)	36BK2D2
Dell Chromebook 11 (3120)	DZ3K2D2
Dell Chromebook 11 (3120)	8B9K2D2
Dell Chromebook 11 (3120)	22DK2D2
Dell Chromebook 11 (3120)	91DK2D2
Dell Chromebook 11 (3120)	903JB62
Dell Chromebook 11 (3120)	7NGK2D2
Dell Chromebook 11 (3120)	DP2K2D2
Dell Chromebook 11 (3120)	DF9K2D2
Dell Chromebook 11 (3120)	84KR1D2
Dell Chromebook 11 (3120)	6H0HB52

Dell Chromebook 11 (3120)	17D3B52
Dell Chromebook 11 (3120)	9QPK2D
Dell Chromebook 11 (3120)	86PK2D2
Dell Chromebook 11 (3120)	DXNK2D2
Dell Chromebook 11 (3120)	CGTJ9B2
Dell Chromebook 11 (3120)	D2GK2D2
Dell Chromebook 11 (3120)	49DK2D2
Dell Chromebook 11 (3120)	BP9K2D2
Dell Chromebook 11 (3120)	H0Z2B62
Dell Chromebook 11 (3120)	33BK2D2
Dell Chromebook 11 (3120)	C4PK2D2
Dell Chromebook 11 (3120)	3Wnk2D2
Dell Chromebook 11 (3120)	62GK2D2
Dell Chromebook 11 (3120)	1K9K2D2
Dell Chromebook 11 (3120)	6K2JB62
Dell Chromebook 11 (3120)	4N9K2D2
Dell Chromebook 11 (3120)	3Y9K2D2
Dell Chromebook 11 (3120)	FFGK2D2
Dell Chromebook 11 (3120)	HGGK2D2
Dell Chromebook 11 (3120)	FDHJB62
Dell Chromebook 11 (3120)	C0PK2D2
Dell Chromebook 11 (3120)	5PK4B52
Dell Chromebook 11 (3120)	JMFV952
Dell Chromebook 11 (3120)	H81K2D2
Dell Chromebook 11 (3120)	J7BK2D2
Dell Chromebook 11 (3120)	3G4K2D2
Dell Chromebook 11 (3120)	F4PK2D2
Dell Chromebook 11 (3120)	1NFV952
Dell Chromebook 11 (3120)	DZXX952
Dell Chromebook 11 (3120)	66Z2B62
Dell Chromebook 11 (3120)	JGDK2D2

Dell Chromebook 11 (3120)	60VDB52
Mitsubishi XD5504 Projector	15264
Dell Chromebook 11 (3120)	70BNK82
Dell Chromebook 11 (3120)	8FQ9B52
Dell Chromebook 11 (3120)	8QJGB62
Dell Chromebook 11 (3120)	DDRJB52
Dell Chromebook 11 (3120)	7Q9K2D2
Dell Chromebook 11 (3120)	D9PK2D2
Dell Chromebook 11 (3120)	C37R952
Dell Chromebook 11 (3120)	1FDK2D2
Dell Chromebook 11 (3120)	8S9K2D2
Dell Chromebook 11 (3120)	JKGK2D2
Dell Chromebook 11 (3120)	B4DK2D2
Dell Chromebook 11 (3120)	CYS7B52
Dell Chromebook 11 (3120)	7FDK2D2
Dell Chromebook 11 (3120)	J7DK2D2
Dell Chromebook 11 (3120)	599K2D2
Dell Chromebook 11 (3120)	HC9K2D2
Dell Chromebook 11 (3120)	98BD952
Dell Chromebook 11 (3120)	6YW4B52
Dell Chromebook 11 (3120)	6XGK2D2
Dell Chromebook 11 (3120)	CDDK2D2
Dell Chromebook 11 (3120)	D6BK2D2
Dell Chromebook 11 (3120)	3RTDB52
Dell Chromebook 11 (3120)	7M2S952
Dell Chromebook 11 (3120)	289K2D2
Dell Chromebook 11 (3120)	FM9K2D2
Dell Chromebook 11 (3120)	4TQBB52
Dell Chromebook 11 (3120)	DXW4B52
Dell Chromebook 11 (3120)	1RPK2D2
Dell Chromebook 11 (3120)	F4PK2D2

Dell Chromebook 11 (3120)	1NFV952
Dell Chromebook 11 (3120)	43PK2D2
Dell Chromebook 11 (3120)	1YNK2D2
Dell Chromebook 11 (3120)	DZXX952
Dell Chromebook 11 (3120)	66Z2B62
Dell Chromebook 11 (3120)	JGDK2D2
Dell Chromebook 11 (3120)	60VDB52
Dell Chromebook 11 (3120)	8B9K2D2
Dell Chromebook 11 (3120)	DZ3K2D2
Dell Chromebook 11 (3120)	36BK2D2
Dell Chromebook 11 (3120)	76DK2D2
Dell Chromebook 11 (3120)	D90HB52
Dell Chromebook 11 (3120)	82DK2D2
Dell Chromebook 11 (3120)	1BPK2D2
Dell Chromebook 11 (3120)	21YX952
Dell Chromebook 11 (3120)	8F1K2D2
Dell Chromebook 11 (3120)	JBD3B52
Dell Chromebook 11 (3120)	C8RQ952
Dell Chromebook 11 (3120)	JSW4B52
Dell Chromebook 11 (3120)	FSW4B52
Dell Chromebook 11 (3120)	FZNK2D2
Dell Chromebook 11 (3120)	8R8PLD2
Dell Chromebook 11 (3120)	49KCB52
Dell Chromebook 11 (3120)	BRW4B52
Dell Chromebook 11 (3120)	1J8PLD2
Mitsubishi XD5504 Projector	CV9PLD2
Dell Chromebook 11 (3120)	JHCPLD2
Dell Chromebook 11 (3120)	GHCPLD2
Dell Chromebook 11 (3120)	3C9K2D2
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Dell Chromebook 11 (3120)	94BK2D2
Dell Chromebook 11 (3120)	C4DK2D2
Dell Chromebook 11 (3120)	26YX952
Dell Chromebook 11 (3120)	7STDB52
Dell Chromebook 11 (3120)	HXQQ952
Dell Chromebook 11 (3120)	FGZ2B52
Dell Chromebook 11 (3120)	5GRJB52
Dell Chromebook 11 (3120)	JRYMK82
Dell Chromebook 11 (3120)	F4GKB52
Dell Chromebook 11 (3120)	5L9K2D2
Dell Chromebook 11 (3120)	5P9K2D2
Dell Chromebook 11 (3120)	DXWH4Q2
Dell Chromebook 11 (3120)	2DDK2D2
Dell Chromebook 11 (3120)	HHTJ9B2
Dell Chromebook 11 (3120)	F1BK2D2
Dell Chromebook 11 (3120)	1T9PLD2
Dell Chromebook 11 (3120)	8B2K2D2
Dell Chromebook 11 (3120)	B0J8B52
Dell Chromebook 11 (3120)	59DK2D2
Dell Chromebook 11 (3120)	HQ9K2D2
Dell Chromebook 11 (3120)	356BB52
Dell Chromebook 11 (3120)	2VVF952
Dell Chromebook 11 (3120)	GQW4B52
Dell Chromebook 11 (3120)	2DP9B52
Aver Doc Cam POA7	594809070P

Contracted Therapists/ Providers for Special Education Student Services for the 2021- 2022 School Year			
Contractor	Service	Schedule	Rates
Bergen County Special Services School District	OT/PT/SL/ ABA/ AVT/TOD/ In Home Services	2021-2022	\$17.25 - \$165 hr
Focus	Occupational Therapy Services as needed	2021-2022	\$160/hour
Pillar	Occupational Therapy Services as needed	2021-2022	\$100/hour, \$400 per eval
Realtime	Special Education Management Software	2021-2022	\$20,285
Rethink Autism, Inc	Cloud-based Learning Management Platform	2021-2022	\$25,280
St. Joseph's School for the Blind	Vision Instruction for OOD student	2021-2022	\$150 per hour
SP & SK	Language Interpretation/Translation Services	2021-2022	\$180 per session

BOARD OF EDUCATION
Ridgewood, New Jersey

Monday, July 26, 2021
Education Center

ADDENDUM

B. ADMINISTRATION

Dr. Gorman

iv. Approval: Settlement Agreement SE#2/2021-2022

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Settlement Agreement SE#2/2021-2022 between the parents of Student #904785 and the Ridgewood Board of Education.

The Board has received background information.

D. HUMAN RESOURCES

Dr. Gorman

iii. Change of Assignments

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 School Year, as listed below.

Administrator

MONAHAN, Timothy – from Social Studies Teacher, Ridgewood High School, to Assistant Principal Middle School, George Washington Middle School, effective August 2, 2021, or soon after as possible, through June 30, 2022.

Mr. Monahan's credentials are as follows:

- Social Studies Teacher, Ridgewood High School, September 2004 to present

Education:

- Ramapo College, Educational Leadership, Master of Arts
- Fordham University, History, Master of Arts
- University of South Carolina, Teaching, Master of Arts
- University of South Carolina, Experimental Psychology, Bachelor of Arts

Possesses the following New Jersey Standard Certificates:

- Teacher of Social Studies
- Teacher of Psychology
- Supervisor

Possesses the following New Jersey Certificate of Eligibility:

- Principal

From: \$121,810 (\$114,632 + \$300 CP + \$6,878 ratio), Cl. MA+45, St. 18
To: \$128,000 prorated

Account # 11-000-240-103-00-09-019-000



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

August 30, 2021

Regular Public Meeting 5:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 83007450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 83007450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 7:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 6:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 7:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- | | | |
|------|---|-----------|
| I. | CALL TO ORDER AND ROLL CALL | Mr. Lembo |
| II. | FLAG SALUTE AND PLEDGE OF ALLEGIANCE | Mr. Lembo |
| III. | OPENING STATEMENT BY PRESIDING OFFICER | Mr. Lembo |
| IV. | COMMENTS FROM THE PUBLIC | Mr. Lembo |
| V. | PRESENTATIONS | Mr. Lembo |

A. RESOLUTION HONORING WILLIAM CARBONE

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, William Carbone has served as an employee for ten years and as a volunteer for seventeen years for the Ridgewood Board of Education; and

WHEREAS, during his tenure as a volunteer he created and distributed the Chalk Talk newsletter that provided communication regarding district events including student and staff recognition, upcoming events and news; and

WHEREAS, the Ridgewood Board of Education accepts, William Carbone's resignation as a volunteer and expresses gratitude and well wishes in his future endeavors; now, therefore, be it

Resolved, that this resolution be entered into the official minutes of the Board of Education meeting held on August 30, 2021.

- | | | |
|-----|--|------------|
| VI. | SUPERINTENDENT REPORT | Dr. Gorman |
| | <ul style="list-style-type: none"> ➤ Student Performance Review; Ms. Stacie Poelstra | |

- | | | |
|------|--|------------|
| VII. | CONSENT ITEMS: REGULAR AND ROUTINE ISSUES | Dr. Gorman |
|------|--|------------|

A. ATTENDANCE AT CONFERENCES

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on **Attachment A**.

B. ADMINISTRATION

- i. **Approval: 2021-2022 Memorandum of Agreement Between the Ridgewood Board of Education and the Bergen County Special Services School District for a Suspension Alternative Program (SAP)**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2021-2022 memorandum of Agreement between the Ridgewood Board of Education and the Bergen County Special Services School District for a Suspension Alternative program (SAP).

This program provides the district five weeks of SAP services per school year, at a fee of \$750. Services requested beyond the five weeks will be billed at \$125 per week.

The Board has received background information.

ii. **Approval: Settlement Agreement SE#3/2021-2022**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Settlement Agreement SE#3/2021-2022 between the parents of Student #904339 and the Ridgewood Board of Education.

The Board has received background information.

iii. **Approval: Settlement Agreement SE#4/2021-2022**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Settlement Agreement SE#4/2021-2022 between the parents of Student #906119 and the Ridgewood Board of Education.

The Board has received background information.

iv. **Approval: Settlement Agreement SE#5/2021-2022**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Settlement Agreement SE#5/2021-2022 between the parents of Student #601887 and the Ridgewood Board of Education.

The Board has received background information.

v. **Approval: Settlement Agreement SE#6/2021-2022**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Settlement Agreement SE#6/2021-2022 between the parents of Student #902647 and the Ridgewood Board of Education.

The Board has received background information.

vi. **Approval: Settlement Agreement SE#7/2021-2022**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Settlement Agreement SE#7/2021-2022 between the parents of Student #906833 and the Ridgewood Board of Education.

The Board has received background information.

vii. **Approval: Reading & Abolishment of Policies to be approved in one reading per Bylaw 0131**

- Policy 1648 Restart and Recovery Plan (**Attachment B**) *abolished*
- Policy 1648.02 Remote Learning Options for Families (**Attachment C**) *abolished*
- Policy 1648.03 Restart and Recovery Plan: Full-Time Remote Instruction (**Attachment D**) *abolished*

- viii. **Approval: Reading & Adoption of New Policy, to be approved in one reading as per Bylaw 0131**
➤ Policy 1648.11 The Road Forward COVID-19: Health and Safety (**Attachment E**) *new*

C. CURRICULUM & INSTRUCTION

i. **Approval: Field Trips**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment F**.

ii. **Approval: Annual Contract with Bergen County Special Services School District for Hospital Instruction**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the annual contract with Bergen County Special Services School District for Hospital Instruction for the 2021-2022 school year, for students who are receiving services at New Bridge Medical Center in Paramus, NJ, during school hours, at the rate of \$65 per hour, as per N.J.A.C. 6A:14, 6A:16-10.1 and 6A:16-10.2.

The Board has received background information

iii. **Approval: Contract for Services with The Great Schools Partnership, Inc.**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves a contract for services with The Great School Partnership, Inc. for fifteen days of school coaching focusing on advancing the goals of the district strategic plan, for the period from July 1, 2021 through June 30, 2022, not to exceed \$22,000.

The Board has received background information.

iv. **New and Revised Curricula for the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves new and revised curricula for the 2021-2022 school year, as listed on **Attachment G**

v. **Approval: Agreement with Janine Halloran, LMHC of Coping Skills for Kids**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the speaker's proposal in the amount of \$2000 from Coping Skills for Kids/Janine Halloran, LMHC. Ms. Halloran will present Coping Skills During the Pandemic and Beyond. The presentation is part of the Community Outreach Program Wellbeing Speaker Series and will be held virtually on September 22, 2021.

The Board has received background information.

D. HUMAN RESOURCES

- i. **Approval: Revision to Current Job Description and Revision to Current Job Description and Title Change**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the revision to current job description, and revision to the current job description and title change, as listed below and on **Attachment H**.

Instructional Technology Specialist Technician

From: K-12 Technology Coordinator

To: K-8 Technology Coordinator and
Technology Coordinator - Ridgewood High School

ii. Appointments

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Administrator

Revision: MELUCCI, Michelle - Assistant Principal Middle School, George Washington Middle School, **from** effective August 2, 2021, or as soon after as possible, through June 30, 2022, approved by the Board at its meeting on July 26, 2021, **to** effective September 1, 2021, or as soon after as possible, through June 30, 2022, pending verification of employment as outlined by Chapter 5.

Ms. Melucci's credentials are as follows:

- Supervisor of STEM Education (Grades 5-12) and NJSLA Test Coordinator (Grades K-8), and Director of Gifted and Talented Programs (Grades K-12), Mountain Lakes School District, Mountain Lakes, July 2018 to Present
- Mathematics Teacher, The School District of the Chathams, September 2003 to June 2018

Education:

- College of Saint Elizabeth, Educational Leadership, Doctor of Education, pending
- Montclair State University, Mathematics, Master of Science, 2007
- New Jersey Institute of Technology, Computer Science and Second Major in Applied Mathematics, Bachelor of Science, 2002

Possesses the following New Jersey Standard Certificates:

- Principal
- Supervisor
- Teacher of Mathematics
- Teacher of Students with Disabilities

Salary: \$135,000 prorated

Account # 11-000-240-103-00-09-019-000

Teachers

CALAMIA SCHECKEL, Beth - 0.80 FTE Latin Teacher (tenure-track), Benjamin Franklin Middle School and George Washington Middle School, effective September 20, 2021, or as soon after as possible, through June 30, 2022, pending verification of employment as outlined by Chapter 5. Ms. Calamia Scheckel possesses a NJDOE Standard Certificate as a Teacher of Latin.

Salary: \$68,573
Cl. MA+45, St. 8

Account # 11-130-100-101-07-08-019-000

Account # 11-130-100-101-07-09-019-000

CAPOLONGO, Justine* - RISE Special Education Teacher (tenure track), Benjamin Franklin Middle School, effective August 31, 2021 through June 30, 2022, pending verification of employment as outlined by Chapter 5. Ms. Capolongo possesses a NJDOE Standard Certificate as a Teacher of Preschool through Grade 3 and Teacher of Students with Disabilities.

Salary: \$69,242
Cl. MA, St. 2

Account # 11-212-100-101-00-08-019-000

DOWNS, Emily - 0.20 FTE Art Teacher (tenure track), Benjamin Franklin Middle School, effective August 31, 2021 through June 30, 2022. Ms. Downs possesses a NJDOE Certificate of Eligibility with Advanced Standing as a Teacher of Art.

Salary: \$12,328
Cl. BA, St. 1

Account # 11-130-100-101-04-08-019-000

ICOCHEA, Christopher - Leave of Absence Replacement Eighth Grade Science Teacher (non-tenure track), George Washington Middle School, effective August 31, 2021 through June 30, 2022, pending verification of employment as outlined by Chapter 5. Mr. Icochea is pending issuance of an employment of NJDOE Standard Certificate as a Teacher of Biological Science.

Salary: \$61,642
Cl. BA, St. 1

Account # 11-130-100-101-02-09-019-000

KOWALSKI, Alexandra - Second Grade Teacher (tenure track), Somerville Elementary School, effective August 31, 2021 through June 30, 2022. Ms. Kowalski possesses a NJDOE Provisional Certificate as an Elementary School Teacher in Grades K-6. Ms. Kowalski will be registered into the NJDOE Provisional Teacher

Program.

Salary: \$61,642
Cl. BA, St. 1

Account # 11-120-100-101-09-05-019-000

LIM, Christina - Third Grade Teacher (tenure track), Travell Elementary School, effective August 31, 2021 through June 30, 2022. Ms. Lim possesses a NJDOE Standard Certificate as an Elementary School Teacher in Grades K-6.

Salary: \$62,142
Cl. BA, St. 2

Account # 11-120-100-101-09-06-019-000

ORIONDO, Jennifer - Leave of Absence Replacement RED RISE Teacher (non-tenure track), Glen Elementary School, effective August 31, 2021 through January 12, 2022, pending verification of employment as outlined by Chapter 5. Ms. Oriondo possesses a NJDOE Standard Certificate as a Teacher of Preschool through Grade 3, Elementary School Teacher in Grades K-6, and Teacher of Students with Disabilities.

Salary: \$61,642
Cl. BA, St. 1

Account # 11-212-100-101-00-01-019-000

PAPAPIETRO, Meagan - Guidance Counselor (tenure track), Benjamin Franklin Middle School, effective August 31, 2021 through June 30, 2022, pending verification of employment as outlined by Chapter 5. Ms. Papapietro possesses a NJDOE Standard Certificate as a School Counselor.

Salary: \$74,089 (\$69,242 + \$4,847 ratio)
Cl. MA, St. 2

Account # 11-000-218-104-00-08-019-000

RAPHAELS, Jennifer - Social Studies Teacher (tenure track), Ridgewood High School, effective August 31, 2021 through June 30, 2022, pending verification of employment as outlined by Chapter 5. Ms. Raphaels possesses a NJDOE Standard Certificate as a Teacher of Social Studies.

Salary: \$96,192
Cl. MA, St. 16

Account # 11-140-100-101-05-10-019-000

SCHRENZEL, Hannah - Leave of Absence Replacement School Psychologist

(non-tenure track), Ridgewood High School, effective August 31, 2021 through June 30, 2022, pending verification of employment as outlined by Chapter 5. Ms. Schrenzel possesses a NJDOE Standard Certificate as a School Psychologist.

Salary: \$61,642
Cl. BA, St. 1

Account # 11-000-219-104-00-10-019-000

Secretary

ARDESE, Lynn - Lead Secretary Fine/Applied Arts, Ridgewood High School, effective September 1, 2021 through June 30, 2022.

Salary: \$40,342
Cl. AS10, St. 3

Account # 11-000-221-105-00-22-019-000

Revision: OKOSZKO, Jaime - Guidance Secretary/Child Study Team Secretary, Ridgewood High School and Somerville Elementary School, effective September 1, 2021 through June 30, 2022, approved by the Board at its meeting on July 26, 2021.

From: Salary: \$39,588 Cl. AS10, St. 2
To: Salary: \$41,347, Cl. AA10, St. 2

Account # 11-000-218-105-00-10-019-000
Account # 11-000-219-105-00-05-019-000

Support Staff

ALESSI, Alexander - Instructional Technology Specialist Technician, Hawes Elementary School, Somerville Elementary School, and Travell Elementary School, effective September 1, 2021, or as soon after as possible, through June 30, 2022.

Salary: \$44,000 prorated

Account # 11-000-222-104-08-31-019-000

Long-term Substitutes

AHMED, Jared - School Social Worker, Ridgewood High School, effective September 1, 2021 through December 21, 2021, pending verification of employment as outlined by Chapter 5, at a daily rate \$150 per day, until the assignment ends. Mr. Ahmed possesses a NJDOE Standard Certificate as a School Social Worker.

Account # 11-000-219-104-00-10-019-000

MEZINI, Alba - Art Teacher, Ridgewood High School, September 1, 2021 through January 22, 2022, pending verification of employment as outlined by Chapter 5, at a

daily rate \$150 per day, until the assignment ends. Ms. Mezini possesses a NJDOE Certificate of Eligibility as an Art Teacher. Ms. Mezini will be registered into the NJDOE Provisional Teacher Program.

Account # 11-140-100-101-04-10-019-000

SARGENTI, AVA* - Third Grade Teacher, Ridge Elementary School, effective August 31, 2021 through December 23, 2021, pending verification of employment as outlined by Chapter 5, at a daily rate \$150 per day, until the assignment ends. Ms. Sargenti possesses a NJDOE Certificate of Eligibility with Advanced Standing as an Elementary School Teacher in Grades K-6. Ms. Sargenti will be registered into the NJDOE Provisional Teacher Program.

Account # 11-120-100-101-09-04-019-000

Infant/Toddler Development Center

Head Teacher

RINALDO, Danielle* - IDTC Head Teacher, effective September 1, 2021 through June 30, 2022.

Salary: \$30,000 + \$3,000 (in lieu of benefits package)

Account # 62-990-100-101-00-62-060-000

Field Placements

ALEXANDER, Raina* - Rutgers University, Intern to shadow Jessica Vasquez, Physical Therapist, District, effective September 1, 2021 through December 23, 2021.

BIGOS, Jillian - William Paterson University, Clinical I and Clinical II with Danielle Connor, Fifth Grade Teacher, Willard Elementary School, effective September 1, 2021 through May 6, 2022.

BOCCHINO, Jessica - William Paterson University, Clinical I with Kerriane Reilly, Nurse, Benjamin Franklin Middle School, effective September 7, 2021 through December 7, 2021.

CASEY, Kim - Fairleigh Dickinson University, Practicum I and II to shadow Jeanette Nast, Learning Disabilities Teacher-Consultant, Somerville Elementary School, effective September 1, 2021 through June 22, 2022.

MONNERAT, Brian* - Felician University, Observation to shadow Thomas Harney, Mathematics Teacher and Diane Spino, Special Education Teacher, Hawes Elementary School, effective September 1, 2021 through December 23, 2021.

SAPIN, Eliana - Rutgers University, Intern to shadow Gila Elbaum, School Psychologist, Orchard Elementary School and Ridge Elementary School, effective September 1, 2021 through June 22, 2022.

Additional: Classroom/Lunchroom Aides for the 2021-2022 School Year

ARMSTRONG, Inga - One-to-One Special Education Classroom Aide, Somerville Elementary School, effective September 1, 2021 through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-217-106-00-05-024-001

CARDEW, Charles - Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, effective September 1, 2021 through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account # 11-000-217-106-00-08-024-001

CORREALE, Alyce - Lunchroom Aide, Ridge Elementary School, effective September 1, 2021 through June 22, 2022, pending verification of employment as outlined by Chapter 5, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-262-107-00-04-004-001

ENCARNACION, Kathleen - Self-Contained (LLD) Special Education Classroom Aide, Hawes Elementary School, effective September 1, 2021 through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-204-100-106-00-02-024-001

FISCHER, Susan - Self-Contained (LLD) Special Education Classroom Aide, Hawes Elementary School, effective September 1, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-204-100-106-00-02-024-001

GERAGHTY, Lara - Lunchroom Aide, Somerville Elementary School, effective September 1, 2021 through June 22, 2022, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-262-107-00-05-005-001

GRECO, Leah - Lunchroom Aide, Somerville Elementary School, effective September 1, 2021 through June 22, 2022, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-00-262-107-00-05-005-001

KLION, Emily* - Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, effective September 1, 2021 through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an

hourly rate of \$20.17.

Account # 11-000-217-106-00-08-024-001

LUBBEN, Alyssa - Self-Contained (LLD) Special Education Classroom Aide, Willard Elementary School, effective September 1, 2021 through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-204-100-106-00-02-024-001

LUG, Raymond - ESL Aide, Ridgewood High School, effective September 1, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50, to be partially funded by CRRSA ESSER-II grant to an annual maximum amount of \$18,000.

Account # 20-483-100-106-00-10-022-001

LYNCH, Lisa - Lunchroom Aide, Travell Elementary School, effective September 1, 2021 through June 22, 2022, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-262-107-00-06-006-001

MURPHY, MARIA - Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, effective September 1, 2021 through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account # 11-000-217-106-00-08-024-001

PASSNO, Edith - Lunchroom Aide, Willard Elementary School, effective September 1, 2021 through June 22, 2022, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-262-107-00-07-007-001

POUNDS, Catherine* - Lunchroom Aide, Travell Elementary School, effective September 1, 2021 through June 22, 2022, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-262-107-00-07-007-001

ROSE, Elisabeth - Lunchroom Aide, Orchard Elementary School, effective September 1, 2021 through June 22, 2022, pending verification of employment as outlined by Chapter 5, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-262-107-00-03-003-001

SURIANO, Elissa - Lunchroom Aide, Hawes Elementary School, effective September 1, 2021 through June 22, 2022, pending verification of employment as outlined by

Chapter 5, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-262-107-00-02-002-001

SCHWARTZ, Katherine - Resource Room Special Education Classroom Aide, Travell Elementary School, effective September 1, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-213-100-106-00-06-024-001

WARD, Kathryn - Lunchroom Aide, Willard Elementary School, effective September 1, 2021 through June 22, 2022, pending verification of employment as outlined by Chapter 5, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-262-107-00-07-007-001

Infant/Toddler Development Center

De ROY, Lotte - Teacher Assistant - Step I, effective August 31, 2021 through June 30, 2022, 8 hours per day, 5 days per week, at an hourly rate of \$15.00.

Account # 62-990-100-106-00-62-060-001

FRANCHINO, Stephanie - Teacher Assistant - Step I, effective August 31, 2021 through June 30, 2022, 8 hours per day, 5 days per week, at an hourly rate of \$15.00.

Account # 62-990-100-106-00-62-060-001

RINALDO, Geraldine* - Teacher Assistant - Step I, effective August 31, 2021 through June 30, 2022, 8 hours per day, 5 days per week, at an hourly rate of \$15.00.

Account # 62-990-100-106-00-62-060-001

Permanent Substitutes for the 2021-2022 School Year

Pre-School - Glen Elementary School

- **DeMallie, Angela**, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35.

Account # 11-216-100-101-00-01-024-001

K-5 - Elementary Schools

- **Biagi, Alexis**, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35.

Account # 11-120-100-101-00-00-019-002

Benjamin Franklin Middle School

- **Cermack, Lisa**, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35.
- **Downs, Emily**, 4.75 hours per day, 5 days per week, at an hourly rate of \$24.35.
- **Rezzonico, Gabrielle**, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35.

Account # 11-130-100-101-00-00-019-002

George Washington Middle School

- **Kaukonen, Philip**, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35.
- **Schoenberger, Gerald**, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35.
- **Taylor, Marcee**, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35.

Account # 11-130-100-101-00-00-019-002

Ridgewood High School

- **Feeney-LoPrinzi, Brad**, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35.

Account # 11-140-100-101-00-00-019-002

Home Instructors, on an as-needed basis, for the 2021-2022 School Year

Ridgewood High School

- **Alfaro, Yeni**, World Language Teacher, at an hourly rate of \$58.09.
- **Barker, Barbara**, World Language Teacher, at an hourly rate of \$60.32.
- **Chamesian, Linda**, Social Studies Teacher, at an hourly rate of \$60.32.
- **Consol, Mary**, Physical Education/Health Teacher, at an hourly rate of \$59.36.
- **Contreras, Colleen**, Special Education Teacher, at an hourly rate of \$58.21.
- **Cuellar, Angelica**, World Language Teacher, at an hourly rate of \$58.21.
- **Cuneo, Tara**, World Language Teacher, at an hourly rate of \$59.36.
- **Delaney, Doreen**, English and Mathematics Teacher, at an hourly rate of \$59.36.
- **Derasmo, Jacqueline**, Science Teacher, at an hourly rate of \$60.32.
- **Escobar, Alejandro***, Social Studies Teacher, at an hourly rate of \$59.36.
- **Fink, Gary***, Music Teacher, at an hourly rate of \$58.09.
- **Gigante, Stefanie**, World Language Teacher, at an hourly rate of \$60.32.
- **Gyulay, Joseph**, Mathematics Teacher, at an hourly rate of \$60.32.
- **Kase, Sean**, Business Education Teacher, at an hourly rate of \$60.32.
- **LaFemina, Freddie**, Social Studies Teacher, at an hourly rate of \$60.32.
- **Lug, Raymond**, Mathematics Teacher, at an hourly rate of \$59.36.
- **Lynaugh, Sean**, Social Studies Teacher, at an hourly rate of \$58.21.

- **Maksimov, Melissa**, English Teacher, at an hourly rate of \$60.32.
- **Marzloff, Scott**, Science Teacher, at an hourly rate of \$60.32.
- **Mendez, Karen**, Business Education Teacher, at an hourly rate of \$60.32.
- **Minichini, Gina**, Mathematics Teacher, at an hourly rate of \$59.36.
- **Murtha, Timothy**, Business Education Teacher, at an hourly rate of \$58.09.
- **Musso, Caitlyn**, Social Studies Teacher, at an hourly rate of \$60.32.
- **Nyhuis, Philip***, Mathematics Teacher, at an hourly rate of \$60.32.
- **Reilly, Nancy***, Special Education Teacher, at an hourly rate of \$60.32.
- **Richardson, Monika**, Computer Science/Mathematics Teacher, at an hourly rate of \$60.32.
- **Rosenfeld, Lauren**, Mathematics Teacher, at an hourly rate of \$60.32.
- **Valeri, Amanda**, Special Education Teacher, at an hourly rate of \$60.32.
- **Weinstein, Laura**, Mathematics Teacher, at an hourly rate of \$60.32.
- **Yannone, Meredith***, Chemistry Teacher, at an hourly rate of \$60.32.
- **Zaino, Gregory**, Social Studies Teacher, at an hourly rate of \$60.32.

Account #11-150-100-101-00-24-024-001 (Regular Education)

Account #11-219-100-101-00-24-024-001 (Special Education)

Revision: Fall 2021 Coaching Assignments, approved by the Board at its meeting June 28, 2021

Assistant Football

Remove: **Cord, David**

Replace: **Crabbe, Joseph**, Step II, Total Stipend \$7,019

Assistant Volleyball

Remove: **TBD**

Replace: **Jannone, Christine**, Step II, Total Stipend \$5,054

Assistant Girls Tennis

Remove: **TBD**

Replace: **Tobin, Deirdre**, Step IV, Total Stipend \$5,616

Additional: 2021 Summer Ridgewood Community School Employees

Summer Adventure

Employee ID #6558

Coughlin, Ryan*

Gao, Jeanne

***Related to staff member**

iii. Change of Assignments for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 School Year, as listed below.

DOYLE, Christine - **from** Teacher Assistant (REACH), Glen Elementary School, 5.75 hours per day, 5 days per week, **to** Long-term Substitute, REACH Preschool Teacher, Glen Elementary School, effective August 31, 2021 through November 29, 2021, until the assignment ends.

From: \$17.50

To: \$150 daily rate per day

Account # 11-216-100-101-00-01-019-000

JUNTA, Sarah - **from** Resource Room Special Education Classroom Aide, Travell Elementary School, 5.75 hours per day, 5 days per week, **to** Second Grade Teacher (tenure track), Willard Elementary School, effective August 31, 2021 through June 30, 2022. Ms. Junta possesses a NJDOE Standard Certificate as an Elementary School Teacher.

From: \$17.50 per hour

To: \$69,242

Cl. MA, St. 2

Account # 11-120-100-101-09-07-019-000

MICHELS, James - **from** Instructional Technology Specialist Technician, Ridgewood High School, **to** Technology Coordinator - Ridgewood High School, effective September 1, 2021 through June 30, 2022.

From: \$50,765

To: \$75,000

Account # 11-000-222-177-000-10-019-000

O'NEILL, Jean-Ann - **from** Supervisor of Elementary Education, Education Center, **to** Supervisor of Elementary Education: Math and Science, Education Center, effective July 1, 2021 through June 30, 2022.

Salary: \$158,980

Account # 11-000-221-102-00-22-019-000

VALERE, Neil - **from** Instructional Technology Specialist Technician, Benjamin Franklin Middle School, **to** K-8 Technology Coordinator, Benjamin Franklin Middle School, effective September 1, 2021 through June 30, 2022.

From: \$54,308

To: \$75,000

Account #11-000-222-177-00-08-019-000

WAHLER, Nicole - **from** Applied Behavior Analyst Aide (ABA), Orchard Elementary School, **to** Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective September 1, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week.

Hourly Rate: \$21.23 per day

Account # 11-213-100-106-00-01-024-001

WEARLEY, Meredith - **from** School Counselor, Benjamin Franklin Middle School, **to** Eighth Grade English Teacher, Benjamin Franklin Middle School, effective August 31, 2021 through December 1, 2021. Ms. Wearley possesses a NJDOE Standard Certificate as an Elementary School Teacher.

From: \$112,331 (\$104,982 + \$7,349 ratio)

Cl. MA, St. 18

To: \$104,982

Cl. MA, St. 18

Account # 11-130-100-101-03-08-019-000

iv. **Resignations**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations, as listed below.

Teachers

CARAFELLO, Juliet - Second Grade Teacher, Willard Elementary School, effective July 1, 2021.

de VEGH, Antonia - Latin Teacher, Benjamin Franklin Middle School, effective July 1, 2021.

NEVINS, Lauren - Third Grade Teacher, Travell Elementary School, effective July 1, 2021.

VAN ZILE, Kelly - .10 FTE Theater Teacher, Ridgewood High School, effective July 1, 2021.

Infant/Toddler Development Center

Head Teacher

STEVENS, Mackenzie - Head Teacher, effective August 30, 2021.

v. **Resignation for the Purpose of Retirement**

The Ridgewood Board of Education, upon the recommendation of the Superintendent

of Schools, approves the resignation for the purpose of retirement, listed below

Teacher

BURNETT, Alice - Social Studies Teacher, Ridgewood High School, effective July 1, 2022, with twenty-one years of Ridgewood service.

Alice Burnett's career in Ridgewood:

- 2001-2002 - Leave of Absence Replacement Social Studies Teacher, Ridgewood High School
- 2002-2022 - Social Studies Teacher, Ridgewood High School

vi. Rescind Appointments

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves rescinding of the appointments of the employees listed below.

Teacher

DEEGAN, Nicole - Special Education (RISe) Teacher (tenure track), Benjamin Franklin Middle School, effective August 31, 2021 through June 30, 2022, pending verification of employment as outlined by Chapter 5. Ms. Deegan possesses an NJDOE Standard as a Teacher of Students with Disabilities and Elementary School Teacher in Grades K-6.

Classroom Aides/Lunchroom Aides

ALI, Mona - Lunchroom Aide, Ridge Elementary School, effective September 1, 2021 through June 22, 2022, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

BRITO, Mirla - Resource Room Special Education Classroom Aide, Willard Elementary School, effective September 1, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

BRANDES, Melissa - STEPSS Job Coach, Ridgewood High School, effective September 1, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$21.23.

CARON, Lisa - Self-Contained (LLD), Benjamin Franklin Middle School, effective September 1, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

CULLEN, Tara - Resource Room Special Education Classroom Aide, Benjamin Franklin Middle School, September 1, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

CASTELLI, Christa - Applied Behavior Analyst Aide (ABA), Ridgewood High School, effective September 1, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$21.23.

HAUG, Sheri - Self-Contained (LLD), Hawes Elementary School, effective September

1, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

KRAEMER, Jane - Self-Contained (LLD), Benjamin Franklin Middle School, effective September 1, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

LINDER, Brittany - Self-Contained (LLD), Hawes Elementary School, effective September 1, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

LUPINO, Amanda - Lunchroom Aide, Ridge Elementary School, effective September 1, 2021 through June 22, 2022, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

MORI MARQUES de CHINCHAY, Marisol - Applied Behavior Analyst Aide (ABA), Ridge Elementary School, effective September 1, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$21.23.

O'NEILL, Karen - Self-Contained (LLD), Willard Elementary School, effective September 1, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

RABIN, Rachel - Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, effective September 1, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$21.23.

RINALDO, Danielle - Kindergarten Aide, Willard Elementary School, effective September 1, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

vii. Leave of Absences

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absences, as listed below.

GRIBBEN, Hailey – Kindergarten Teacher, Orchard Elementary School, effective November 15, 2021 through April 6, 2022, with a reinstatement date of April, 7, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

MCGUIRE, Erin – BCBA Behaviorist, Ridge Elementary School, effective October 18, 2021 through February 16, 2022, with a reinstatement date of February 17, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

SHINE, Kristen – Special Education, George Washington Middle School, effective November 11, 2021 through March 31, 2022, with a reinstatement date of April 1, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

viii. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Preparation for August 31, 2021 All-Staff Convocation

- **Holand, Larry**, not to exceed 5 hours, at an hourly rate of \$44.19 (\$220.95).

Account # 11-000-230-104-00-20-020-001

Glen Elementary School**Nurse - Contact Tracing - September 2021 through December 2021**

- **Algor, Monica**, not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40).

Account # 11-000-213-104-00-01-001-001

Additional Summer Secretarial Support

- **Macolino, Nadine**, not to exceed 55 hours, at an hourly rate of \$29.29 (\$1,610.95).

Account # 11-000-219-105-00-01-024-001

Secretarial Support – August 31, 2021

- **Macolino, Nadine**, not to exceed 7 hours, at an hourly rate of \$32.87 (\$230.09).

Account # 11-000-219-105-00-01-024-001

Hawes Elementary School**Nurse - Contact Tracing September 2021 through December 2021**

- **Gao, Jeanne**, not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40).

Account # 11-000-213-104-00-02-002-001

Additional: Guidance Department – 2021 Summer Hours

- **Nam, Suh Young**, not to exceed 6 hours, at an hourly rate of \$45.55 (\$273.30).

Account # 11-000-218-104-00-02-002-001

Secretarial Support – August 31, 2021

- **Higgins, Patricia**, not to exceed 7 hours, at an hourly rate of \$36.29 (\$254.03).

Account # 11-000-240-105-00-02-002-001

Lunch Time Supervision

- **Caruso, Debra**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **Harney, Thomas**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **Trubac, Thomas**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Account # 11-120-100-101-00-02-002-001

Orchard Elementary School

Nurse - Contact Tracing September 2021 through December 2021

- **Horton, Christina**, not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40).

Account # 11-000-213-104-00-03-003-001

Additional: Guidance Department - 2021 Summer Hours

- **Rubin, Lindsay**, not to exceed 6 hours, at an hourly rate of \$54.94 (\$329.64).

Account # 11-000-218-104-00-03-003-001

Secretarial Support – August 31, 2021

- **Yook, HaeJin**, not to exceed 7 hours, at an hourly rate of \$36.29 (\$254.03).

Account # 11-000-240-105-00-03-003-001

Lunch Time Supervision

- **Moran, Kathleen**, not to exceed 5 days per week, at an hourly rate of \$17.50.
- **Stahl, David**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Account # 11-120-100-101-00-03-003-001

Ridge Elementary School

Nurse Contact Tracing September 2021 through December 2021

- **Manke, Colleen**, not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40).

Account # 11-000-213-104-00-04-004-001

Additional: Guidance Department – 2021 Summer Hours

- **Mitchell, Lindsay**, not to exceed 6 hours, at an hourly rate of \$60.03 (\$360.18).

Account # 11-000-218-104-00-04-004-001

Secretarial Support – August 31, 2021

- **Brunner, Julianne**, not to exceed 7 hours, at an hourly rate of \$33.38 (\$233.66).

Account # 11-000-240-105-00-04-004-001

Lunch Time Supervision

- **Main, Laurie**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **Martell, Marisa**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **Scirebanchitta, Victoria**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Account # 11-120-100-101-00-04-004-001

Somerville Elementary School

Nurse Contact Tracing September 2021 through December 2021

- **Correll, Moira**, not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40).

Account # 11-000-213-104-00-05-005-001

Summer Hours for One School, One Book Website

- **Calandra, Laura**, not to exceed 4 hours, at an hourly rate of \$46.41 (\$185.64)

Account # 11-120-100-101-00-05-005-001

Revision: Secretarial Support - August 31, 2021

- **Okoszko, Jamie**, **from** not to exceed 6 hours, at an hourly rate of \$28.28 (\$169.68), approved by the Board at its meeting on July 26, 2021, **to** not to exceed 3.5 hours, at an hourly rate of \$29.53 (\$103.36).

Account # 11-000-240-105-00-05-005-001

Additional: Guidance Department – 2021 Summer Hours

- **Finnegan, Kathleen**, not to exceed 6 hours, at an hourly rate of \$45.54 (\$273.24).

Account # 11-000-218-104-00-05-005-001

Organize the Book Room

- **Fabish, Cassandra**, not to exceed 5 hours, at an hourly rate of \$40.17 (\$200.85).

Account # 11-120-100-101-00-05-005-001

Lunch Time Supervision

- **Chakonis, Ashley**, not to exceed 5 days per week, at an hourly rate of 17.50.
- **Oh, Justin**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **Pierro, Melissa**, not to exceed 5 days per week, at an hourly rate of \$17.50.

Account # 11-120-100-101-00-05-005-001

Secretarial Support – August 31, 2021

- **Erin Mannion**, not to exceed 7 hours, at an hourly rate of \$28.82 (\$201.74).

Account # 11-000-240-105-00-05-005-001

Media Center Support

- **Brown, Ann**, not to exceed 3 hours, at an hourly rate of \$82.21 (\$246.63).

Account # 11-000-222-104-00-05-005-001

Travell Elementary School**Nurse Contact Tracing September 2021 through December 2021**

- **Grabinski, Lisa**, not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40).

Account # 11-000-213-104-00-06-006-001

Additional: Guidance Department – 2021 Summer Hours

- **Miller, Melissa**, not to exceed 6 hours, at an hourly rate of \$44.48 (\$266.88).

Account # 11-000-218-104-00-06-006-001

Secretarial Support – August 31, 2021

- **Mead, Rosanne**, not to exceed 7 hours, at an hourly rate of \$37.48 (\$262.36)

Account # 11-000-240-105-00-06-006-001

Lunch Time Supervision

- **Connelly, Matthew**, not to exceed 5 days per week, at an hourly rate of

\$25.90.

- **Maneri, Jessica**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **Walsh, Paige**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Willard Elementary School

Nurse Contact Tracing September 2021 through December 2021

- **Lowicki, Bonnie**, not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40).

Account # 11-000-213-104-00-07-007-001

Summer Secretarial Support

- **Bostler, Monica**, not to exceed 25 hours, at an hourly rate of \$38.27 (\$956.75).

Account # 11-000-240-105-00-07-007-001

Additional: Guidance Department – 2021 Summer Hours

- **Pfeiffer, David**, not to exceed 6 hours, at an hourly rate of \$76.15 (\$456.90).

Account #11-000-218-104-00-07-007-001

Technical Support for Elementary School Principal

- **Ong, Jerome**, not to exceed 3 hours, at an hourly rate of \$40.17 (\$120.51).

Account # 11-120-100-101-00-07-007-001

Lunch Time Supervision

- **Devaney, Eileen**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Account # 11-120-100-101-00-07-007-001

Secretarial Support – August 31, 2021

- **Parigi, Jane**, not to exceed 7 hours, at an hourly rate of \$35.32 (\$247.24).

Account # 11-000-240-105-00-07-007-001

Instructional Aide Orientation, each not to exceed 2 hours, each at an hourly rate of \$17.50 (\$455)

- **Brito, Mirla**
- **Bukowski, Stacey**
- **Burgess, Jennifer**
- **Cunningham, Carol**

- Galvin, Jennifer
- Gosselin, Linda
- Kasperowicz, Brianna
- Lubben, Alyssa
- Luongo, Elizabeth
- Neilson, Margaret
- Paris-Rodriguez, Amber
- Sklar, Judith
- Sweeney, Marcella

Account # 11-000-217-106-00-07-024-001

Benjamin Franklin Middle School

Nurse Contact Tracing September 2021 through December 2021

- Reilly, Kerriann, not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40).

Account # 11-000-213-104-00-08-008-001

Moving Classroom

- Klion, Danielle, not to exceed 6 hours, at an hourly rate of \$40.17 (\$241.02).

Account # 11-130-100-101-00-08-008-001

George Washington Middle School

Nurse Contact Tracing September 2021 through December 2021

- Stadulis, Julie, not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40).

Account # 11-000-213-104-00-09-009-001

Additional: Guidance Department – 2021 Summer Hours

- Alfuso, Lisa, not to exceed 72.5 hours, at an hourly rate of \$45.55 (\$3,302.38).
- Mullin, Michael, not to exceed 98 hours, at an hourly rate of \$74.92 (\$7,342.16).

Account # 11-000-218-104-00-09-009-001

Ridgewood High School

Nurse Contact Tracing September 2021 through December 2021

- Donovan, Suzanne; and Morgan, Maureen, each not to exceed 180 hours, each at an hourly rate of \$53.33 (\$19,198.80).

Account # 11-000-213-104-00-10-010-001

Guidance Department – 2021 Summer Hours

- **Eidschun, Jillian**, not to exceed 3 hours, at an hourly rate of \$48.93 (\$146.79).

Account # 11-000-218-104-00-10-010-001

Secretarial Support – August 31, 2021

- **Ames, Linda**, not to exceed 7 hours, at an hourly rate of \$37.48 (\$262.36).
- **Ardes, Lynn**, not to exceed 7 hours, at an hourly rate of \$28.82 (\$201.74).
- **Kazmierczak, Jennifer**, not to exceed 7 hours, at an hourly rate of \$32.87 (\$230.08).
- **Mead, Rosanne**, not to exceed 7 hours, at an hourly rate of \$37.48 (\$262.36).
- **Okoszko, Jamie**, not to exceed 3.5 hours, at an hourly rate of \$29.53 (\$103.36).
- **Wehmeyer, Nicole**, not to exceed 7 hours, at an hourly rate of \$30.80 (\$235.60).

Account # 11-000-240-105-00-10-010-001

Professional Development Days - August 31, 2020

- **Clark, Kelly**, not to exceed 4.5 hours, at an hourly rate of \$62.39 (\$280.76).
- **DiBrita, Christia**, not to exceed 3.75, at an hourly rate of \$46.16 (\$140.38).
- **Fink, Gary**, not to exceed 6 hours, at an hourly rate of \$44.93 (\$269.58).
- **Holand, Larry**, not to exceed 2.25, at an hourly rate of \$62.39 (\$140.38).

Account # 11-140-100-101-00-10-010-001

Marching Band Arrangements

- **Fink, Gary**, not to exceed 40 hours, at an hourly rate of \$40.17 (\$1,606.80).

Account # 11-401-100-101-00-10-010-001

Lunch Time Supervision

- **Brunner, Adam**, not to exceed 5 days per week, at an hourly rate of \$30.24.
- **Contreras, Colleen**, not to exceed 5 days per week, at an hourly rate of \$30.24.
- **Dolby, Luke**, not to exceed 5 days per week, at an hourly rate of \$30.24.
- **LoPrinzi, Brad**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **Lug, Raymond**, not to exceed 5 days per week, at an hourly rate of \$30.24.
- **Mitola, Candace**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **Reilly, Nancy**, not to exceed 5 days per week, at an hourly rate of 30.24.

Account # 11-140-100-101-00-10-010-001

Before School Supervision, each at an hourly rate of \$40.17, each not to exceed 92 days, each not to exceed 45 minutes per day

- Bunzey, Craig
- Syvret, Mark

Account # 11-140-100-101-00-10-010-001

Before-School Library Supervision

- Donnelly, James, not to exceed 45 minutes per day, 5 days per week, at an hourly rate of \$40.17, effective September 1, 2021 through June 22, 2022.

Account # 11-140-100-101-00-10-010-001

Academic Study Hall/Detention Supervisors, each at an hourly rate of \$40.17, each not to exceed one hour per day

- Bourque, Steven
- Lynaugh, Sean
- Schaefer, Margaret
- TBD

Account # 11-140-100-101-00-10-010-001

Athletic Trainer for the 2021-2022 School Year

- Jamie Joannides, Substitute, not to exceed 100 hours, at an hourly rate of \$40.17 (\$4,017).

Account # 11-402-100-104-00-10-034-001

Bus Drivers for the 2021-2022 School year on an as-needed basis, each at an hourly rate of \$40.17 (or \$56 round trip if a coach is driving his/her own team) pending compliance with all state mandated bus driver requirements

- Bennett, Richard
- Brown, Jacob
- Bunzey, Craig
- Knott, Ronald
- Quirk, Brian
- Tobin Deirdre

Account #

11-000-270-162-00-10-034-001 RHS Athletics
 11-000-270-162-00-10-034-148 RHS Ice Hockey
 11-000-270-162-00-02-002-001 Hawes Field Trip

11-000-270-162-00-03-003-001 Orchard Field Trip
 11-000-270-162-00-04-004-001 Ridge Field Trip
 11-000-270-162-00-05-005-001 Somerville Field Trip
 11-000-270-162-00-06-006-001 Travell Field Trip
 11-000-270-162-00-07-007-001 Willard Field Trip
 11-000-270-162-00-08-008-001 BFMS Field Trip
 11-000-270-162-00-09-009-001 GWMS Field Trip
 11-000-270-162-00-10-010-001 RHS Field Trip
 11-000-270-162-00-24-024-001 Special Services Field Trip

Special Programs

Staff Meetings - September - November

- **Doyle, Christine**, not to exceed 6 hours, at an hourly rate of \$20.41 (\$122.46).

Account # 11-216-100-101-00-01-024-001

REACH Program Orientation - August 30, 2021

- **Doyle, Christine**, not to exceed 4 hours, at an hourly rate of \$20.41 (\$81.64).
- **Macolino, Nadine**, not to exceed 4 hours, at an hourly rate of \$29.29 (\$117.16).

Account # 11-216-100-101-00-01-024-001

Additional: 2021 Summer Special Programs Personnel

- **Gerald, Jane**, not to exceed 20 hours, at an hourly rate of \$66.14 (1,322.80).
- **Valeri, Amanda**, not to exceed 35 hours, at an hourly rate of \$53.92 (1,887.20).

Account # 11-000-219-104-00-24-024-001

2021 Summer School Special Programs Staffing

- **Gao, Jeanne**, Substitute Nurse, Summer Adventure Program, Ridge School, not to exceed 1 day, at a daily rate of \$130 per day, to be funded by CRRSA-ESSER II Grant Funds.

Account # 20-483-213-104-00-04-022-001

Reading Instruction

- **Keppel, Katherine**, not to exceed 15 hours, at an hourly rate of \$57.34 (\$860.10).

Account # 11-204-100-101-00-024-024-001

Applied Behavior Analysis Aide Training - August 30, 2021 (\$1,134.91)

- **Bray, Ariana**, not to exceed 7 hours, at an hourly rate of \$48.82 (\$341.74).
- **Lora, Cindy**, not to exceed 7 hours, at an hourly rate of \$64.49 (\$451.43).
- **McGuire, Erin**, not to exceed 7 hours, at an hourly rate of \$48.82 (\$341.74).

Account # 11-000-217-106-00-24-024-001

Applied Behavior Analysis Aide Training - August 30, 2021 (\$1,089.38)

- **DiModugna, Grace**, not to exceed 12.50 hours, at an hourly rate of \$41.09 (\$513.63).
- **Veres, William**, not to exceed 12.50 hours, at an hourly rate of \$46.06 (\$575.75).

Account # 11-000-217-106-00-24-024-001

Applied Behavior Analysis Aide Content Training - August 30, 2021, each not to exceed 12.5 hours, each at an hourly rate of \$21.23 (\$5,572.88)

- **Amaral, Carla**
- **Baloch, Sumera**
- **Brandes, Melissa**
- **Crabbe, Joseph**
- **Eitner, Valerie**
- **Fierro, Judy**
- **Fridman, Yaniv**
- **Hopper, Ann**
- **Lam, Antenette**
- **Lauritano, Scott**
- **Maccarrone, Meghan**
- **Miller, Danielle**
- **Moomjy, Christine**
- **Ostrovskaja, Olga**
- **Palazzolla, Joan**
- **Sgambati, Jean**
- **Shovlin, Emily**
- **Tilyou, Tina**
- **Vehmas, Heidi**

Account # 11-000-217-106-00-24-024-001

Applied Behavior Analysis Aide Introductory Training - August 30, 2021, each not to exceed 12.5 hours, each at an hourly rate of \$20.17 (\$2,017)

- **Amaral, Kimberly**
- **Elieh, Nana**
- **Hiller, Ari**
- **Lana, Paula**

- Minardi, Jacqueline
- Perry, Cynthia
- Perry, Madison
- Pollock, Yanet

Account # 11-000-217-106-00-24-024-001

Handle With Care Video Preparation (\$339.93)

- **Bray, Ariana**, not to exceed 3 hours, at an hourly rate of \$48.82 (\$146.46).
- **Lora, Cindy**, not to exceed 3 hours, at an hourly rate of \$64.49 (\$193.47).

Account # 11-000-217-106-00-24-024-001

ABA Program School Preparation

- **Lora, Cindy**, not to exceed 10 hours, at an hourly rate of \$64.49 (\$644.90).

Account # 11-000-217-106-00-24-024-001

Curriculum, Instruction & Assessment

2021 Ridgewood 6-12 Summer Academy Transition Program

- **Kase, Sean**, not to exceed 12 hours, at an hourly rate of \$55.00 (\$660).

Account # 20-483-100-560-00-04-022-000

Revision: 2021 Summer Curriculum Writing, approved by the Board at its meeting on June 28, 2021

- Staff members as listed on **Attachment I**, at the curriculum hourly rate of \$53.33.

Account # 11-000-221-104-00-22-022-001

Information Technology Department

Security Camera Maintenance and Repair

- **Enmore, Jaeson**, Associate Systems Administrator, effective September 1, 2021 through June 30, 2022, not to exceed 150 hours, at a base hourly rate of \$53.07 (total \$7,960.50) and a maximum overtime hourly rate of \$79.60 (total \$11,940).

Account # 11-000-266-104-08-31-031-001

ix. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below.

Substitute Teachers:

Anderson, Deirdre; Arluna, George; Bimonte-Brush, Carolyn; Boddy, Paul; Boshart, Katherine*; Bragg, Karen; Bridges, Kristin; Brooks, Richard; Brown-Monplaisir, Ginger; Byrne, Erin*; Cadaret, Kim-Yvette; Callejas, Paola; Calvin, Nina; Carpentieri, Anthony; Cheung, Virginia; Chowbey, Ritu; Cranston, John; Crosby, William; Daly, Ann; Delamater, John; De Mallie, Angela; Dinice, Anthony; Dittamo, Rachel; Dudley, Jennifer; Eickmeyer-Tze, Denise; Egan, Paige; Elsouccari, Zenab; Feeney-Loprinzi, Brad; Fischer, Susan; Fluet, Melissa; Foerch, Summer; Fossari, Rosemary; Frey, Troy; Friedl, Richard; Fullam, Aretoula; Gieniec, Colleen; Grasso, Anna*; Gray, Catherine; Hamilton, Elizabeth; Hegybeli, Paula; Held, Diane; Herlihy, John; Hohausen-Nizza, Carol; Holmes, Stewart; Hughes, Thomas*; Ismail, Samir; Kaukonen, Philip; Keeney, Tracy; Kraisorn, Kerry; Kim, Sung-Hui; Lai, Yuhsiu; Lopez, Melissa; Magnuson, Audrey; Manin, Steven; Marcy, John; Marotta, Lila; McShane, Patricia; Meyer, Maureen; Molloy, Kiara; Montelbano, Tara; Moshasha, Fakhrossadat; Negron, Catherine, Negron, Lissette; Orsini, Callie*; Rabban, Fariba; Raymond, Maureen; Rezzonico, Gabrielle; Rienzi, Caterina; Saltalamacchia, Julianne; Scali, Deirdre; Schoenberger, Gerald; Singh, Pratyusha; Smith, Susan; Spence, Lucinda; Suel, Katherine; Sullivan, Sandra; Tarantino, Brittany; Villanella, James; Wallace, Barbara; Whelan, Brian; Wittlinger, Brooke; and Wolman, Andie

Nurses: Byrne, Emily; Charles, Josiane; Clunie, Eureka (pending issuance); DiMaulo, Theresa

Secretary: Sheridan, Karen

E. FINANCE**i. Acceptance of Restricted Donations:**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following restricted gifts for the **2021-2022** school year, to be used as indicated.

Donations			
Donor	Amount	Use	Account Number
Carmelo and Henrietta Bufardeci	\$200.00	To be used to enhance the music department at Benjamin Franklin Middle School.	20-063-100-610-00-08-008-001
Patricia Slezak	\$35.00	To be used to enhance the music department at Benjamin Franklin Middle School in memory of Charles Tesar.	20-063-100-610-00-08-008-002

Somerville Home and School Association	\$6,500.00	To be used for various activities for the Somerville clubs.	20-025-100-890-00-05-005-004
Ridgewood High School Student Congress	\$163.93 (gift in kind)	A gift of six thermometers and batteries to be used for activities.	N/A
Peer Counselors Student Activity Account	\$68.32 (gift in kind)	A gift of classroom decor for the Freshman Focus classroom.	N/A
Martha Slezak	\$500.00	To be used to enhance the music department at Benjamin Franklin Middle School in memory of Charles Tesar.	20-063-100-610-00-08-008-003
ALPS	\$1733.76	To be used to cover the cost of overnight summer trip chaperones.	20-030-100-101-00-10-010-026 (Stipend - \$1,600) 20-030-100-101-00-10-010-026 (FICA - \$133.76)

ii. **Approval: Award of Contracts to Cooperative Purchasing Vendors in Excess of \$43,000**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the award of contracts to Cooperative Purchasing Vendors in excess of \$43,000 for goods and services.

The Board has received background information.

iii. **Approval: Transportation Contract Renewals for 2021-2022**

Approval of the renewals of the following transportation contracts for the 2021-2022 school year. The contracts reflect a 1.69% CPI index which has been mandated by the state of NJ for 2021-2022.

Route #	Contractor	School	Annual Cost
H1	Durham School Services	Hawes	\$40,766.40
H2	Durham School Services	Hawes	\$40,766.40
H3	Durham School Services	Hawes	\$40,766.40
H4	Durham School Services	Hawes	\$40,766.40
BF10	Durham School Services	Ben Franklin MS	\$39,063.60

BF11	Durham School Services	Ben Franklin MS	\$39,063.60
BF12	Durham School Services	Ben Franklin MS	\$39,063.60
BF 13	Durham School Services	Ben Franklin MS	\$39,063.60
BF13A	Durham School Services	Ben Franklin MS	\$39,497.40
GW 14	Durham School Services	G. Washington MS	\$39,063.60
GW 16	Durham School Services	G. Washington MS	\$39,063.60
RW17	Durham School Services	RHS	\$39,342.60
RW18	Durham School Services	RHS	\$39,342.60
RW19	Durham School Services	RHS	\$39,342.60
RW20	Durham School Services	RHS	\$39,342.60
RW21	Durham School Services	RHS	\$39,342.60
RW22	Durham School Services	RHS	\$39,342.60
RW23	Durham School Services	RHS	\$39,342.60

iv. Approval: Parent Transportation Contract for 2021-2022

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following parental transportation contract for 2021-2022.

Route #	Contractor	Rate	Annual Cost
9050	Parent	30.00 PD	Based on # of days actually attended

v. Approval: Second Addendum to the Existing AlphaBest Agreement

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the second addendum to the existing AlphaBest Agreement.

WHEREAS, Ridgewood and AlphaBEST have entered into a contract for the provision of Before and After School Child Care Services, dated June 5, 2020 (the "Existing Agreement"), which is herein incorporated by reference. The term of said Existing Agreement commenced on September 6, 2020, and was set to expire on June 30, 2021, with options to extend the Existing Agreement for up to one two-year renewal term or two one-year renewal terms.

WHEREAS, Ridgewood elected its option to extend the term of the Existing Agreement for two (2) additional years through June 30, 2023 (the "Extension").

WHEREAS, Ridgewood and AlphaBEST seek to include an additional tuition fee option to the fee schedule for the 2021 -2023 school years.

NOW, THEREFORE, for good and valuable consideration, the receipt of sufficiency of which are hereby acknowledged, the parties agree as follows:

1. During the Extended Term, AlphaBEST will offer an additional fee to Ridgewood teachers for their children ("Teacher Fee"). The new Teacher Fee for the Before and After School Child Care Services provided by AlphaBEST shall be as follows:

2021-2023 Fee Option		
Enrollment Type	Fee	Frequency
Teacher Fee*	\$100.00	Per month

*No discounts apply to the Teacher Fee. Ridgewood teachers have the option of using either the Teacher Fee for up to 30 minutes daily attendance, or teachers may use the separate 35% employee discount for the full-time 5 days per week attendance options offered by AlphaBEST to Ridgewood employees.

1. Except as expressly modified hereby in this Second Addendum, the Existing Agreement and the Extension shall remain in full force and effect, and the terms and conditions thereof shall govern the services provided by AlphaBEST during the Extended Term. This Extension shall be construed and enforced in accordance with the substantive laws of the State of New Jersey. This Extension, together with the Existing Agreement, represents the entire agreement of the parties with respect to its subject matter and may not be modified in any manner except by a written instrument signed by both parties.

vi. Approval: Additional Contracted Therapists to Provide Special Education Services for the 2021-2022 School Year

Approval of additional contracted therapists to provide special education services for the 2021-2022 school year, as listed on **Attachment J**.

vii. Approval: 2021-2022 Received Tuition Students Paid by Parents

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools approves the following received tuition students for the 2021-2022 school year, listed below. Tuition will be paid by the parents.

- 2 students attending Ridgewood High School
- 1 student attending Benjamin Franklin Middle School

viii. Approval: 2021-2022 School Year Received Tuition Students from Other School Districts

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools approves the received tuition students from other school districts that pay tuition for the 2021-2022 School Year, as listed below.

2021-2022 SCHOOL YEAR RECEIVED TUITION STUDENTS		
Home District	School Attending	# of students
Hackensack Board of Ed, NJ	Orchard	2
Mahwah Board of Ed, NJ	Glen RISe	1
River Vale Board of Ed, NJ	Ridge RISe	1
Wyckoff Board of Ed, NJ	Ridge RISe	1

ix. **Approval: Budget Extended School Year and Regular Out-of-District Placements and Extraordinary Services for the 2021-2022 School Year**

Approval of the budgeted 2021-2022 extended school year and regular school year out-of-district placements and extraordinary services for the 2021-2022 school year as listed below.

ESY Out of District Extraordinary Services for Tuition Placements	
School	# of students
BCSS – New Bridges, Paramus, NJ	2
CTC Academy, Inc., Oakland, NJ	1
Forum School, Waldwick, NJ	1
Glenview Academy, Fairfield, NJ	1
Legacy Treatment Service – Mary Dobbins School, Mount Holly, NJ	1
Matheny Medical And Educational Center, Peapack, NJ	2
Morris-Union Jointure Commission Board Of Ed, New Providence, NJ	1
Northern Valley Regional HS, Demarest, NJ	1
Phoenix Center, Nutley, NJ	2
Spectrum 360 – Upper School, Livingston, NJ	3
ESY Out-of-District Tuition Placements	
School	# of students
Alpine Learning Group, Paramus, NJ	3
Banyan Upper School, Livingston, NJ	2

BCSS – HIP Godwin, Midland Park, NJ	2
BCSS – New Bridges, Paramus, NJ	2
Caldwell University Ctr For Autism, Caldwell, NJ	1
Cornerstone Day School, Mountainside, NJ	1
CTC Academy, Inc., Oakland, NJ	5
ECLC, Chatham, NJ	4
EPIC, Paramus, NJ	4
Forum School, Waldwick, NJ	1
Glenview Academy, Fairfield, NJ	1
High Point School of Bergen County, Lodi, NJ	1
Holmstead School, Ridgewood, NJ	1
Institute For Educational Achievement, New Milford, NJ	2
Legacy Treatment Service – Mary Dobbins School, Mount Holly, NJ	1
Matheny Medical And Educational Center, Peapack, NJ	2
Morris-Union Jointure Commission Board Of Ed, New Providence, NJ	1
New Alliance, Paramus, NJ	2
Newmark High School, Scotch Plains, NJ	1
Northern Valley Regional HS, Demarest, NJ	1
Phoenix Center, Nutley, NJ	2
Reed Academy, Oakland, NJ	4
Sage Day, Rochelle Park, NJ	1
Spectrum 360 – Upper School, Livingston, NJ	4
Windsor Bergen Academy, Ridgewood, NJ	3
Extraordinary Services Regular School Year Out-of-District For Placements	
SCHOOL	# OF STUDENTS
BCSS – New Bridges, Paramus, NJ	2
Forum School, Waldwick, NJ	1
Glenview Academy, Fairfield, NJ	1
Legacy Treatment Service – Mary Dobbins School, Mount Holly, NJ	1

Matheny Medical And Educational Center, Peapack, NJ	2
Morris-Union Jointure Commission Board Of Ed, New Providence, NJ	1
Northern Valley Regional HS, Demarest, NJ	1
Phoenix Center, Nutley, NJ	2
Spectrum 360 – Upper School, Livingston, NJ	3
Regular School Year Out-of-District Tuition Placements	
SCHOOL	# OF STUDENTS
Alpine Learning Group, Paramus, NJ	3
Banyan Upper School, Livingston, NJ	2
BCSS – HIP Godwin, Midland Park, NJ	1
BCSS – New Bridges, Paramus, NJ	2
BCSS – Washington Elementary, Paramus, NJ	1
Bergen County Tech School - Hackensack	39
Bergen County Tech School - Teterboro	17
Caldwell University Ctr For Autism, Caldwell, NJ	1
Cornerstone Day School, Mountainside, NJ	1
CTC Academy, Inc., Oakland, NJ	5
ECLC, Chatham, NJ	4
EPIC, Paramus, NJ	4
Forum School, Waldwick, NJ	1
Franklin Lakes Public Schools, Franklin Lakes, NJ	2
Glenview Academy, Fairfield, NJ	1
High Point School of Bergen County, Lodi, NJ	1
Holmstead School, Ridgewood, NJ	1
Institute For Educational Achievement, New Milford, NJ	2
Legacy Treatment Service – Mary Dobbins School, Mount Holly, NJ	1
Matheny Medical And Educational Center, Peapack, NJ	2
Morris-Union Jointure Commission Board Of Ed, New Providence, NJ	1

New Alliance, Paramus, NJ	2
Newmark High School, Scotch Plains, NJ	1
Northern Valley Regional HS, Demarest, NJ	1
Paradigm Therapeutic School, Midland Park, NJ	2
Phoenix Center, Nutley, NJ	2
Pompton Lakes Board of Ed, Pompton Lakes, NJ	1
River Dell School District, River Edge, NJ	1
Reed Academy, Oakland, NJ	4
Sage Day, Rochelle Park, NJ	2
Sage Day, Township Of Mahwah, NJ	1
Spectrum 360 – Upper School, Livingston, NJ	3
Windsor Bergen Academy, Ridgewood, NJ	1
Windsor Prep High School, Paramus, NJ	1

VIII. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Dr. Gorman

A. Approval: Agreement with 30-38 Oak Street, LLC for Rental of Premises

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with 30-38 Oak Street, LLC for rental of a portion of the lower level as indicated on the Floor Plan, to be used and occupied for use as a general office and classrooms for students in the STEPSS program, at the annual rental rate, as listed in the lease agreement, for the term of five years with an option each year to void the lease agreement for possible financial constraints to commence from the time Landlord substantially completes the work set forth on Landlord's Work Rider, as per **Attachment K**.

IV. APPROVAL OF BILLS

Mr. Lembo

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS	REVIEWED BY
June 30	Columbia Bank On-Line	102312-102369	382,943.11	C. Kaufman
Aug 3	Columbia Bank On-Line	102622-102730	393,760.88	C. Kaufman
Aug 6	Columbia Bank On-Line	102731-102765	641,026.76	C. Kaufman

Aug 9	Columbia Bank On-Line	102766	634.18	C. Kaufman
Aug 23	Columbia Bank On-Line	102767-102864	333,204.76	C. Kaufman
June 30	Payroll Transfer	P35963	299.11	C. Kaufman
July 15	Payroll Transfer	P35966	729,966.50	C. Kaufman
July 30	Payroll Transfer	P35967	11,521.39	C. Kaufman
July 30	Payroll Transfer	P36175	762,082.88	C. Kaufman
June 30	Columbia Bank On-Line Scholarship	831562-831563	1,500.00	C. Kaufman
June 30	Electronic Transfer	L35964-L35965	24,633.69	C. Kaufman
July 6	Electronic Transfer	C36183	21.45	C. Kaufman
July 7	Electronic Transfer	R36171	4,373.25	C. Kaufman
July 8	Electronic Transfers	C36182	27.10	C. Kaufman
July 8	Electronic Transfer	R36170	2,427.23	C. Kaufman
July 23	Electronic Transfer	R36172	7,500.00	C. Kaufman
July 31	Electronic Transfer	F36184	6,326.62	C. Kaufman
Aug 13	Electronic Transfer	B36174	30,875.00	C. Kaufman
June 30	Food Service	620350; 620354	16,926.94	C. Kaufman
July 30	Food Service	620352-620353	12,767.00	C. Kaufman
June 30	Columbia Bank Void Check	831561; 831546	(1,500.00)	C. Kaufman
Aug 4	Columbia Bank Void Check	102554	(2,566.82)	C. Kaufman
Aug 16	Columbia Bank Void Check	100918	(149.95)	C. Kaufman
TOTAL			3,358,601.08	

Scholarship cks 831560,831561, Food Service ck 620351, and General Fund ck 102351 misprinted

IX. BOARD MEMBER ANNOUNCEMENTS

Mr. Lembo

X. BOARD COMMITTEE REPORTS

Mr. Lembo

XI. DISCUSSION ITEMS	Mr. Lembo
XII. ACCEPTANCE OF MINUTES <ul style="list-style-type: none">• June 21, 2021 Special Public Meeting• June 28, 2021 Regular Public Meeting• July 26, 2021 Regular Public Meeting	Mr. Lembo
XIII. OTHER BUSINESS	Mr. Lembo
XIV. COMMENTS FROM THE PUBLIC	Mr. Lembo
XV. MOTION TO GO INTO EXECUTIVE SESSION	Mr. Lembo
XVI. RECONVENED PUBLIC MEETING	Mr. Lembo
XVII. ADJOURNMENT	Mr. Lembo

Upcoming Meetings

Monday, September 13, 2021
Regular Public Meeting
7:00 p.m. Education Center

Monday, September 20, 2021
Regular Public Meeting
7:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff Member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Michelle Melucci	Annual Regional New Administrator Training Stronge and Associates, VA September 15, 2021; September 22, 2021 and September 29, 2021	Professional Development	\$637.50	0
Timothy Monahan	Annual Regional New Administrator Training Stronge and Associates, VA September 15, 2021; September 22, 2021 and September 29, 2021	Professional Development	\$585.00	0
Nicole Gizzi	NJIDA Fall Conference - Securing the Strands for Skilled Reading Virtual New Jersey Branch - International Dyslexia Association, NJ October 1, 2021	Professional Development	\$0.00	1

~~1648~~ RESTART AND RECOVERY PLAN

~~On June 26, 2020, the New Jersey Department of Education (NJDOE) published “The Road Back—Restart and Recovery Plan for Education” (Guidance), a guidance document for reopening New Jersey schools during the COVID-19 pandemic. The Guidance provided school officials with the information necessary to ensure that schools reopen safely and are prepared to accommodate staff and students’ unique needs during these unprecedented times. The NJDOE required school districts in the State to develop, in collaboration with community stakeholders, a “Restart and Recovery Plan” (Plan) to reopen schools that best fits the district’s local needs.~~

~~The Guidance requires the Board of Education to adopt certain policies and the Board adopts Policy 1648 to address those policy requirements in the Guidance. Policy 1648 shall only be effective through the current COVID-19 pandemic and will take precedence over any existing Policy on the same or similar subject, unless determined otherwise by the Superintendent.~~

~~A. NJDOE Guidance—Key Subject Area 1—Conditions for Learning~~

~~1. Transportation~~

- ~~a. If the school district is providing transportation services on a school bus, but is unable to maintain social distancing, a face covering must be worn by all students upon entering the school bus unless doing so would inhibit the student’s health. It is necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities. Exceptions to the face covering requirements shall be those outlined in A.2.d. below:~~

~~(1) Accommodations for students who are unable to wear a face covering should be addressed according to that student’s particular need and in accordance with all applicable laws and regulations.~~

- ~~b. The school district shall use best practices for cleaning and disinfecting district-owned school buses and other transportation vehicles in accordance with A.3. below:~~
- ~~c. District employed school bus drivers and aides on district owned school buses shall practice all safety actions and protocols as indicated for other school staff.~~

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Restart and Recovery Plan

- d. ~~If the school district is using contracted transportation services, the contractor shall ensure all Board of Education safety actions and protocols are followed by the contractor and its employees and/or its agents.~~
2. ~~Screening, Personal Protective Equipment (PPE), and Response to Students and Staff Presenting Symptoms~~
- a. ~~The school district shall screen students and employees upon arrival to a school building or work location for COVID-19 symptoms and a history of exposure.~~
 - (1) ~~School staff must confirm with families that students are free of COVID-19 symptoms through electronic submission of daily health checklist and temperature readings.~~
 - (2) ~~Health checks must be conducted safely and respectfully, and in accordance with any applicable privacy laws and regulations.~~
 - (3) ~~Results must be documented when signs/symptoms of COVID-19 are observed.~~
 - (4) ~~The screening protocol will take into account students and employees with disabilities and accommodations that may be needed in the screening process for those students and employees.~~
 - (5) ~~Students and employees with symptoms related to COVID-19 must be safely and respectfully isolated from others.~~
 - (6) ~~If the school district becomes aware that an individual who has spent time in a school district facility tests positive for COVID-19, district officials must immediately notify local health officials, staff, and families of a confirmed case while maintaining confidentiality.~~
 - b. ~~School staff and visitors are required to wear face coverings unless doing so would inhibit the individual's health or the individual is under two years of age.~~
 - (1) ~~If a visitor refuses to wear a face covering for non-medical reasons and if such covering cannot be provided to the individual at the point of entry, the visitor's entry to the school/district facility may be denied.~~

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- ~~e. — Students are required to wear face, unless doing so would inhibit the student's health. It is necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities.~~
- ~~(1) — Accommodations for students who are unable to wear a face covering should be addressed according to that student's need and in accordance with all applicable laws and regulations.~~
- ~~d. — Exceptions to the Requirement for Face Coverings~~
- ~~(1) — Doing so would inhibit the individual's health.~~
- ~~(2) — The individual is in extreme heat outdoors.~~
- ~~(3) — The individual is in water.~~
- ~~(4) — A student's documented medical condition, or disability as reflected in an Individualized Education Program (IEP), precludes the use of a face covering.~~
- ~~(5) — The student is under the age of two, due to the risk of suffocation.~~
- ~~(6) — During the period a student is eating or drinking.~~
- ~~(7) — Face coverings should not be placed on anyone who has trouble breathing or is unconscious, or anyone who is incapacitated or otherwise unable to remove the face covering without assistance (e.g. face coverings should not be worn by Pre-K students during nap time).~~
- ~~(8) — The student is engaged in high intensity aerobic or anaerobic activities.~~
- ~~(9) — Face coverings may be removed during gym and music classes when individuals are in a well-ventilated location and able to maintain a physical distance of six feet apart.~~
- ~~(10) — When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task.~~

~~3. Facilities Cleaning Practices~~

- ~~a. The school district must continue to adhere to existing required facilities cleaning practices and procedures and any new specific requirements of the local health department as they arise.~~
- ~~b. A procedure manual must be developed to establish cleaning and disinfecting schedules for schools and school equipment, targeted areas to be cleaned, and methods and materials to be used.~~

~~4. Wraparound Supports~~

~~a. Mental Health Supports~~

~~The school district's approach to student mental health supports will be affected by the learning environment in place at the beginning of the school year. If in-person instruction is not feasible, the district must find other ways to assess and monitor students' mental health.~~

~~5. Contact Tracing~~

- ~~a. Upon notification that a resident has tested positive for COVID-19, the local health department will call the school district to determine close contacts to whom they may have spread the virus, where close contact is defined as being within six feet for a period of at least ten minutes.~~
- ~~b. The school district shall assist the local health department in conducting contact tracing activities, including ongoing communication with the identified individual and/or their contacts.~~
- ~~c. The school district shall ensure adequate information and training is provided to the staff as necessary to enable staff to carry out responsibilities assigned to them.~~
- ~~d. A staff liaison(s) shall be designated by the Superintendent or designee and shall be responsible for providing notifications and carrying out other~~

~~components that could help ensure notifications are carried out in a prompt and responsible manner.~~

- ~~e. School districts shall allow staff, students, and families to self-report symptoms and/or suspected exposure.~~

~~B. NJDOE Guidance Key Subject Area 2 Leadership and Planning~~

~~1. Scheduling~~

- ~~a. The school district's Plan must account for resuming in-person instruction option for remote learning and shall provide steps to shift back to virtual learning models if circumstances change and in-person instruction guidelines can no longer be followed.~~
- ~~b. The school district's Plan accommodates opportunities for both synchronous and asynchronous instruction, while ensuring requirements for a 180-day school year are met.~~
- ~~e. The school district recognizes special populations will require unique considerations to ensure the continuity of learning as well as the health and safety of students and staff within the least restrictive environment.~~

~~(1) Special Education and English Language Learners (ELL)~~

- ~~(a) The school district shall provide educators with professional development to best utilize the accessibility features and accommodations tools made available through technology-based formats in accordance with this Policy.~~
- ~~(b) The school district shall continue to ensure students receive individualized supports that meet the requirements of the IEP and 504 Plans.~~

~~2. Staffing~~

- ~~a. The school district shall comply with all applicable employment laws when making staffing and scheduling requirements, including, but not limited to,~~

~~the Americans Disabilities Act (ADA), the Health Insurance Portability and Accountability Act (HIPPA), and all applicable State laws.~~

- ~~b. As the school district adjusts schedules, teaching staff members must maintain quality instruction for students pursuant to the minimum requirements set forth in NJDOE regulation.~~

~~C. NJDOE Guidance Key Subject Area 3 Policy and Funding~~

~~1. School Funding~~

~~a. Purchasing~~

~~The school district may likely need to purchase items not needed in the past and may experience increased demand for previously purchased goods and services to implement the Plan. The school district shall continue to comply with the provisions of the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 et seq.~~

~~b. Use of Reserve Accounts, Transfers, and Cashflow~~

~~The school district shall apply for the approval from the Commissioner of Education, prior to performing certain budget actions, such as withdrawing from the emergency reserve account or making transfers that cumulatively exceed ten percent of the amount originally budgeted.~~

~~c. Costs and Contracting~~

~~The school district shall follow all New Jersey State laws and regulations applicable to local school districts for purchasing when procuring devices and connectivity or any technology related item.~~

~~D. NJDOE Guidance Key Subject Area 4 Continuity of Learning~~

~~1. Ensuring the Delivery of Special Education and Related Services to Students with Disabilities~~

- ~~a. The school district shall continue to meet their obligations to students with disabilities to the greatest extent possible.~~

~~2. Professional Learning~~

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~~a. The school district shall prepare and support teaching staff members in meeting the social, emotional, health, and academic needs of all students throughout the implementation of the Plan.~~

~~(1) Professional Learning~~

~~(a) The school district shall grow each teaching staff member's professional capacity to deliver developmentally appropriate standards-based instruction remotely.~~

~~(2) Mentoring and Induction~~

~~(a) The school district shall ensure:~~

~~(i) All novice provisional teachers new to the district be provided induction;~~

~~(ii) One-to-one mentoring is provided to novice provisional teachers by qualified mentors;~~

~~(iii) Mentors can provide sufficient support and guidance to novice provisional teachers working in a remote environment;~~

~~(iv) Mentoring is provided in both hybrid and fully remote learning environments and that mentors and provisional teachers will agree upon scheduling, structure, and communication strategies they will use to maintain the mentoring experience; and~~

~~(v) The use of online collaborative tools for school staff to remain connected to other mentors, new teachers, and administrators to maintain a sense of communal support.~~

~~(3) Evaluation~~

~~(a) The school district has considered the requirements and best practices with provisional status teachers, nontenured educators, and those on Corrective Action Plans (including extra observations, extra observers, assuring more frequent feedback and face to face).~~

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~~New Jersey Department of Education “The Road Back—Restart and
Recovery Plan for Education”
Memorandum—New Jersey Governor and Department of Education—Conditions for Learning—
Health and Safety—August 3, 2020~~

~~Adopted: 31 August 2020~~

1648.02 REMOTE LEARNING OPTIONS FOR FAMILIES

On July 24, 2020, the New Jersey Governor and the Commissioner of Education published a supplemental guidance document titled “Clarifying Expectations Regarding Fulltime Remote Learning Options for Families 2020-2021” as a result of the COVID-19 pandemic. This supplemental guidance includes an additional “anticipated minimum standard,” as this phrase is used throughout “The Road Back: Restart and Recovery Plan for Education” (NJDOE Guidance). This additional “anticipated minimum standard” provides that, in addition to the methods and considerations explicitly referenced in the NJDOE Guidance for scheduling students for in-person, remote, or hybrid learning, families/guardians (hereinafter referred to as “parents”) may submit, and school districts shall accommodate, requests for full-time remote learning.

A parent may contact the Principal or designee of the building the student would attend with any questions on: a request to transition from in-person services to full-time remote learning; a request to transition from full-time remote learning to in-person services; the procedures of this Policy; and/or any other information regarding the school district’s Plan and Policy 1648.

To ensure clarity and consistency in implementation of full-time remote learning, the Board of Education adopts this Policy that addresses the following:

A. Unconditional Eligibility for Full-time Remote Learning

1. All students are eligible for full-time remote learning.

a. Eligibility for full-time remote learning cannot be conditioned on a parent demonstrating a risk of illness or other selective criteria.

b. Unconditional eligibility for full-time remote learning includes students with disabilities who attend in-district schools or receiving schools (county special services school districts, educational services commissions, jointure commissions, Katzenbach School for the Deaf, regional day schools, college-operated programs, and approved private schools for students with disabilities).

B. Procedures for Submitting Full-time Remote Learning Requests

1. A parent may request a student receive full-time remote learning from the school district by submitting a written request to the Principal of the school building their child would attend. The written request shall be provided to the Principal at least 10 calendar days before the student is eligible to commence full-time remote learning in accordance with B.2. below.

- ~~2. The student may only begin full-time remote learning within 10 school days after receiving written approval of the Principal or designee.~~
- ~~3. The written request for the student to receive full-time remote learning shall include:
 - ~~a. The student's name, school, and grade;~~
 - ~~b. The technology the student will be using to receive full-time remote learning, including the student's connectivity capabilities;~~
 - ~~c. A request for any service or combination of services that would otherwise be delivered to the student on an in-person or hybrid schedule, such as instruction, behavioral and support services, special education, and related services;~~
 - ~~d. For students with disabilities, the school district staff will determine if an Individualized Education Plan (IEP) meeting or an amendment to a student's IEP is needed for full-time remote learning; and~~
 - ~~e. Any additional information the Principal or designee requests to ensure the student, when receiving remote learning, will receive the same quality and scope of instruction and other educational services as any other student otherwise participating in school district programs.
 - ~~(1) The documentation required by the school district to be provided in the parent's request for full-time remote learning shall not exclude any students from the school district's full-time remote learning option, but rather be limited to the minimum information needed to ensure proper recordkeeping and implementation of successful remote learning.~~~~~~
- ~~4. Upon receiving the written request, the Principal or designee may request additional information from the parent to assist the Principal or designee in providing the student the same quality and scope of instruction and other educational services as any other student otherwise participating in school district programs.~~

5. ~~The Principal or designee will review the written request and upon satisfaction of the procedures outlined in this Policy, the Principal or designee will provide written approval of the parent's request for full time remote learning.~~
- a. ~~In the event the request does not satisfy the procedures outlined in this Policy, the Principal or designee will notify the parent in writing of the issues that need to be addressed by the parent to satisfy the procedures outlined in this Policy.~~
6. ~~The Principal's written approval of the request shall be provided to the parent within 10 calendar days of receiving the parent's written request.~~
- a. ~~The written approval will include the date the remote learning program will commence for the student in accordance with B.2. above.~~

C. ~~Scope and Expectations of Full Time Remote Learning~~

1. ~~The scope and expectations of the school district's full time remote learning program will include, but not be limited to, the following:~~
- a. ~~The length of the school day pursuant to N.J.A.C. 6A:32-8.3 and compliance with the Board's Attendance Policy and Regulation 5200; the provisions of the district's remote learning program outlined in the school district's Plan; and any other Board policies and regulations that govern the delivery of services to, and district expectations of, students participating in the remote learning program and their families;~~
- b. ~~The technology and the connectivity options to be used and/or provided to the student during remote learning; and~~
- c. ~~Any additional information the Principal or designee determines is needed to ensure the student, when receiving remote learning, will receive the same quality and scope of instruction and other educational services as any other student otherwise participating in school district programs (i.e. students participating in a hybrid model).~~
- (1) ~~This includes, for example, access to standards-based instruction of the same quality and rigor as afforded all other students of the district, the district making its best effort to ensure that every student participating in remote learning has access to the requisite educational technology, and the provision of special education and related services to the greatest extent possible.~~

- d. ~~The school district will endeavor to provide supports and resources to assist parents, particularly those of younger students, with meeting the expectations of the school district's remote learning option.~~

~~D. Procedures to Transition from Full-Time Remote Learning to In-Person Services~~

1. ~~A parent may request their student transition from full-time remote learning to in-person services, if in-person services are being provided, by submitting a written request to the Principal of the building the student will attend. This request must be submitted at least 10 calendar days before the student is eligible for in-person services.~~
2. ~~A student is only eligible to transition from full-time remote learning to in-person services commencing within 10 school days after receiving written approval of the Principal or designee.~~
3. ~~The written request from the parent for the student to transition from full-time remote learning to in-person services shall include:~~
 - a. ~~The student's name, school, and grade;~~
 - b. ~~The in-person program may only commence for a student transitioning from full-time remote learning to in-person services in accordance with D.2. above; and~~
 - c. ~~Any additional information the Principal or designee determines would be important on the student's transition from full-time remote learning to in-person services.~~
4. ~~A student previously approved for remote learning wanting to transition into the school district's in-person program must spend at least 10 school days in remote learning before being eligible to transition into the school district's in-person program.~~
 - a. ~~This will allow parents to make the arrangements needed to effectively serve students' home learning needs and will support educators in ensuring continuity of instruction for the student.~~
5. ~~The Principal or designee will review the request for compliance with this Policy, and upon satisfaction of the procedures in this Policy, will provide the parent of the student a written approval of the student entering the school district's in-person program.~~

a. ~~In the event the request does not satisfy the procedures outlined in this Policy, the Principal or designee will notify the parent in writing of the issues that need to be addressed by the parent to satisfy the procedures outlined in this Policy.~~

6. ~~Upon approval of the student's transition from full time remote learning to in-person services, the school district will provide specific student and academic services to better assist parents anticipate their student's learning needs and help educators maintain continuity of services.~~

7. ~~School districts that offer Pre-K will consult their Pre-K curriculum providers regarding appropriate measures to assess a Pre-K student's learning progress during the transition from full time remote learning to in-person learning.~~

E. ~~Reporting~~

1. ~~To evaluate full time remote learning, and to continue providing meaningful guidance for school districts, it will be important for the New Jersey Department of Education (NJDOE) to understand the extent and nature of demand for full time remote learning around the State.~~

a. ~~The school district will be expected to report to the NJDOE data regarding participation in full time remote learning. Data will include the number of students participating in full time remote learning by each of the following subgroups: economically disadvantaged; major racial and ethnic groups; students with disabilities; and English learners.~~

F. ~~Procedures for Communicating District Policy with Families~~

1. ~~The school district will have clear and frequent communication with parents, in their home language, to help ensure this important flexibility is as readily accessible as possible. Communication must include, at a minimum, information regarding:~~

a. ~~Summaries of, and opportunities to review, the school district's full time remote learning Policy/Plan;~~

b. ~~Procedures for submitting full time remote learning requests in accordance with B. above;~~

c. ~~Scope and expectations of full time remote learning in accordance with C. above;~~

d. ~~The transition from full time remote learning to in-person services and vice-versa in accordance with B. and D. above; and~~

e. ~~The school district's procedures for ongoing communication with families and for addressing families' questions or concerns.~~

G. ~~Home or Out of School Instruction~~

1. ~~No provision of this Policy supersedes the district's requirements to provide home or out of school instruction for the reasons outlined in N.J.S.A. 18A, N.J.A.C. 6A, or any applicable Board policy unless determined otherwise by the Superintendent or designee.~~

~~New Jersey Department of Education Guidance Document:
"Clarifying Expectations Regarding Fulltime Remote Learning
Options for Families 2020-2021"~~

Adopted: 31 August 2020

~~1648.03 RESTART AND RECOVERY PLAN—FULL TIME~~
~~REMOTE INSTRUCTION~~

~~On June 26, 2020, the New Jersey Department of Education published “The Road Back—Restart and Recovery Plan for Education” (NJDOE Guidance), a guidance document for reopening New Jersey schools during the COVID-19 pandemic. The Guidance, including revisions, provided school officials with the information necessary to ensure that schools reopen safely and are prepared to accommodate staff and students’ unique needs during these unprecedented times. The NJDOE Guidance required school districts to develop, in collaboration with community stakeholders, a “Restart and Recovery Plan” (Plan) to reopen schools that best fit the district’s local needs.~~

~~The NJDOE Guidance requires the Board of Education to adopt certain policies and the Board previously adopted Policies 1648 and 1648.02 to address these policy requirements. Board policies related to Covid-19 shall only be effective through the current COVID-19 pandemic and will take precedence over any existing Policy on the same or similar subject, unless determined otherwise by the Superintendent.~~

~~On August 13, 2020, the Governor of New Jersey signed Executive Order 175 indicating public school districts shall resume partial or full time in person instruction during the fall of school year 2020-2021. However, Executive Order 175 also indicates public school districts that are or become unable to satisfy the health and safety requirements for in person instruction delineated in the NJDOE’s “Checklist for Re-Opening of School 2020-2021” and detailed in the “The Road Back—Restart and Recovery Plan for Education” Guidance, may provide full-time remote instruction to all students pursuant to N.J.S.A. 18A:7F-9.~~

~~Public school districts that determine they cannot provide in person instruction must submit documentation to the Department of Education that identifies:~~

- ~~1. The school building(s) or grade level(s) within the district that will provide full-time remote instruction;~~
- ~~2. The specific health and safety standards delineated in the NJDOE’s “Checklist for Re-Opening of School 2020-2021,” and detailed in the “The Road Back—Restart and Recovery Plan for Education” Guidance, that the school is unable to satisfy;~~
- ~~3. The school’s anticipated efforts to satisfy the identified health and safety standard(s); and~~

4. ~~_____ A date by which the school anticipates the resumption of in-person instruction.~~

~~Such documentation must be submitted to the Department of Education at minimum one week prior to the public school district's first day of school.~~

~~The NJDOE, by way of the Executive County Superintendent, shall request periodic updates from the Superintendent of Schools of a public school district offering only remote instruction to demonstrate the school district is actively engaged in good faith efforts toward the resumption of in-person instruction.~~

~~All instruction, whether in-person instruction or remote instruction, for the 2020-2021 year, shall adhere to the following requirements, and any other requirements imposed by Order, statute, or regulation:~~

1. ~~_____ A school day, whether in-person or remote must consist of at least four (4) hours of active instruction to students by an appropriately certified teacher, except that one continuous session of two and one-half hours may be considered a full day in Kindergarten, pursuant to N.J.A.C. 6A:32-8.3.~~
2. ~~_____ District and school policies for attendance and instructional contact time will need to accommodate opportunities for both synchronous and asynchronous instruction, while ensuring the requirements for a 180-day school year are met pursuant to N.J.S.A. 18A:7F-9.~~
3. ~~_____ All instructional time shall be provided in accordance with the New Jersey Student Learning Standards (NJSLS).~~

~~All public school districts participating in the National School Lunch and Breakfast Programs, regardless of whether they are required to participate or voluntarily opt-in to the programs, must offer the required meals to all children, regardless of eligibility, when the school day involves at least four hours of _____ in-person or remote instruction.~~

~~For the 2020-2021 school year, the use of student growth data based on standardized assessment or student growth percentile shall be waived and shall not be used as a measure of educator effectiveness in the overall evaluation of any educator in accordance with N.J.S.A. 18A:6-123(b)(2) and (4).~~

RIDGEWOOD

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Restart and Recovery Plan— Full Time

Remote Instruction

~~Paragraph 8 of Executive Order No. 107 (2020), which prohibits in person dining at certain establishments that are open to the public, shall not apply to school district cafeterias provided that social distancing can be maintained and access is limited to staff and students and not available to the general public. Such cafeterias must adhere to infection control practices outlined for dining in the applicable reopening documents issued by the Department of Education.~~

~~Executive Order 175—August 13, 2020~~

Adopted: 31 August 2020

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The Road Forward COVID-19 – Health and Safety

M

1648.11 THE ROAD FORWARD COVID-19 – HEALTH AND SAFETY

The Board of Education plans to provide full-day, full-time, in-person instruction and operations for the 2021-2022 school year. In June 2021, the New Jersey Department of Health (NJDOH) and the New Jersey Department of Education (NJDOE) worked collaboratively to develop guidance, The Road Forward – Health and Safety Guidance for the 2021-2022 School Year (The Road Forward).

The Road Forward replaces the mandatory anticipated minimum standards outlined in the NJDOE’s “The Road Back – Restart and Recovery Plan for Education” (June 2020) and provides a range of recommendations rather than mandatory standards. These recommendations are meant to assist school districts in implementing protocols to reduce risks to students and staff from COVID-19 while still allowing for full-time learning.

The Board considered many factors as they prepared for the 2021-2022 school year, including the level of COVID-19 transmission in the community at large and in the school community, as well as vaccination coverage rates in both the community at large and the school community.

For the purpose of this Policy, “Order” shall mean any Governor of New Jersey Executive Order, New Jersey State Agency mandate, Centers for Disease Control and Prevention (CDC) guidance, New Jersey statute, or administrative code requiring compliance by the school district.

The Board considered the recommendations outlined in The Road Forward to develop health and safety protocols. The Board will consider all recommended Orders and comply with all mandatory Orders when developing health and safety protocols and reviewing them periodically.

The Board considered the recommendations outlined in The Road Forward to develop the school district’s COVID-19 protocols in the following areas and included in corresponding Appendices:



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The Road Forward COVID-19 – Health and Safety

- A. **General Health and Safety Concerns of Students, Staff Members, and Visitors**
 - 1. **Vaccination;**
 - 2. **Communication with the Local Health Department;**
 - 3. **Mask Wearing Protocol;**
 - 4. **Physical Distancing and Cohorting Protocols ;**
 - 5. **Hand Hygiene and Respiratory Etiquette Protocols;**
 - 6. **Provision of Meals; and**
 - 7. **Transportation Protocols.**
- B. **Cleaning, Disinfection, and Airflow.**
- C. **Screening, Exclusion, and Response to Symptomatic Students and Staff Members.**
- D. **Contact Tracing.**
- E. **Testing.**
- F. **Student and Staff Member Travel.**

The RPS Health and Safety Protocols can be found in the [Operations Plan](#).

The absence of one or more of the recommendations outlined in The Road Forward and/or in the school district's health and safety protocols will not prevent the reopening of the school(s) in the district for full-day in-person operation with all enrolled students and staff members present.



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The Road Forward COVID-19 –Health and Safety

Pursuant to N.J.S.A. 18A:7F-9, schools must be in session for 180 days to receive State Aid. The statute requires that school facilities be provided for at least 180 days during the school year. N.J.S.A. 18A:7F-9(b) indicates when a school district is required to close the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive and/or recommendation by the appropriate health agency or officer to institute a public health-related closure, days of virtual or remote instruction commensurate with in-person instruction will count toward the school district's 180-day requirement.

The school district may be confronted with the incidence of COVID-19 positive cases among staff and/or students. If the school district is required to exclude a student, group of students, a class, or multiple classes as a result of possible exposure to COVID-19, while the school itself remains open for in-person instruction, the school district may offer virtual or remote instruction to those students in a manner commensurate with in-person instruction to the extent possible. In circumstances when the school facilities remain open and in-person instruction continues in those classrooms that are not required to quarantine, those days in session will also count toward the school district's 180-day requirement in accordance with N.J.S.A. 18A:7F-9.

The school district anticipates updates to The Road Forward and as such this Policy is subject to review by the Superintendent to ensure compliance with Orders that may arise after Board adoption of this Policy. All revisions to Orders affecting this Policy and corresponding Appendices shall be reviewed by the Superintendent with the Board Attorney, School Physician, and Board of Education, if appropriate. The Superintendent may revise the health and safety protocols included in any Appendix as necessary and appropriate. All students, parents, and staff members will be notified of any changes to school district-developed protocols implemented as a result of this Policy, as appropriate.

The Road Forward plan can be

Adopted:



FIELD TRIPS FOR APPROVAL

August 30, 2021

ONE DAY TRIPS									ATTACHMENT F
Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$100 per day for teachers and \$150 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
9/10/21	RHS Student Government	BJs Warehouse - Paramus, NJ / Costco Warehouse, Teterboro, NJ	4	1				No	Yes
9/14/21	RHS Yearbook Club	Ridgewood, NJ	24	1				No	Yes
10/1/21	RHS Student Government	BJs Warehouse - Paramus, NJ / Costco Warehouse, Teterboro, NJ	4	1				No	Yes
10/8/21	RHS Student Government	BJs Warehouse - Paramus, NJ / Costco Warehouse, Teterboro, NJ	4	1				No	Yes
10/22/21	RHS Student Government	BJs Warehouse - Paramus, NJ / Costco Warehouse, Teterboro, NJ	4	1				No	Yes

2021 – 2022 New and Revised Curriculum

**Math / Computer Science
Revised Courses**

Tech Literacy 7
 Multimedia Literacy 8
 Computer Applications
 Advanced Math Applications
 Advanced Math Application CT
 Advanced Algebra I
 Algebra I
 Algebra I CP
 Algebra II CP
 Computer Programming Honors
 AP Computer Science
 AP Principles of Computer Science

**World Language
Revised Course**

French 7 & 8
 French I
 Chinese I, II
 Chinese III H, IV H
 German I, II
 German III H, IV H
 Latin 6,7,8
 Latin I, II
 Latin III H, IV H
 AP Latin

**Social Studies
New Course**

The Power of One CP/H

**English
New Courses**

The Philosophy of Race CP/H
 American Studies AP Research 11

Revised Courses

Language Arts, Grades 6, 7, 8
 Language Arts Selectives, Grades 6, 7, 8
 English 9 CP
 English 10 CP/H
 Literary World Views 9/10
 English 11 CP/H
 English 12 CP/H

**Fine & Applied Arts
Revised Courses**

K-5 General Music
 Introduction to 21st Century Music Production
 Music Theory AP
 Symphonic Orchestra
 Concert Orchestra
 Chamber Orchestra
 Dance I, II
 Advanced Dance
 Ceramics I, II
 Fundamental Drawing
 Introduction to Studio Art
 Intermediate Studio Art
 Studio Art I, II AP
 Painting II
 Building & Design I, II, III
 Graphic Arts I, II, III, IV
 Music Mentors

**Science
New Courses**

AP Seminar
 AP Research
 Anatomy & Physiology H RAHP

Revised Courses

Science, Grades 6, 7, 8
 Environmental Science CP
 Biology
 Biology CP
 Biology Advanced
 AP Biology
 Chemistry
 Chemistry CP/H
 Chemistry H RAHP
 AP Chemistry
 Physics
 Physics CP/H
 AP Physics I
 AP Physics C

**Interdisciplinary
Revised Course**

Academic Enrichment

**Health & Wellness
New Course**

Tomorrow's Teachers

JOB DESCRIPTION

I. Title: Instructional Technology Specialist Technician

II. Qualifications:

- A. Demonstrate a working knowledge of Windows, Mac OS, Chrome OS, IOS, and/or related operating systems.
- B. Field experience repairing computer, printer and related hardware, and supporting software for the various platforms listed above.
- C. Understanding of Local Area Networks (LAN) and their related components. Experience with network switches, wireless access points, and the TCP/IP protocol preferred.
- D. Motivated individual who demonstrates a high aptitude for technology.
- E. Enjoys working with people and providing customer service.
- F. Excellent problem solving, time management, interpersonal, and organizational skills.
- G. Ability to prioritize a variety of tasks and requirements.
- H. Must be a team player.

III. Position Summary:

The Instructional Technology Specialist will be responsible for Level 1 support of all systems used by staff and students, as well as the deployment, management, and support of applications installed on district issued devices. Additionally, working with the technology staff, media specialists, teaching staff, administration, and the entire student body will help to facilitate the effective use of technology throughout the building ensuring all instructional technologies and applications are available, when needed.

IV. Reports to: K-8 Technology Coordinator; Manager of Information Technology

V. Major Duties and Responsibilities:

- A. Support & maintain district desktops, laptops, tablets, printers, projectors, and related technologies, including but not limited to troubleshooting, repairing, and upgrading both hardware and software.
- B. Support administrators, faculty, and staff via use of the district technology help-desk system. Maintain consistent use of the system, and close tickets in a timely manner.
- C. Inventory, configure, install, and test all incoming computer and instructional technology equipment.
- D. Configure all new and existing hardware equipment according to district and industry standards.
- E. Perform routine preventative maintenance on all computer and related equipment.
- F. Manage day-to-day technology inventory control for devices, parts (re-stocking and warranty) and supplies.
- G. When properly certified, perform all warranty repairs, and complete all associated paperwork.
- H. Manage the district's audio/visual and television production needs, as needed.
- I. Handle the distribution and collection process of district issued devices.
- J. Responsible for distribution and collection process of district issued devices.

- K. When necessary, provide audio/visual services to individual school sites and/or central office, including Board of Education meetings and district special events.
 - L. Collaborate with technology staff, the K-8 Technology Coordinator, and other appropriate personnel concerning hardware and software issues.
 - M. Participate in regular district technology staff meetings.
 - N. Support established systems/network architecture and print service procedures.
 - O. As appropriate, assist the Systems Administrators with support in matters directly affecting students and staff (e.g. password resets, access rights, and account lockouts).
 - P. Keep current with new technologies and software applications.
 - Q. Perform other job related duties, as directed by the K-8 Technology Coordinator and/or Manager of Information Technology.
- VI. Terms of Employment: Twelve months
- VII. Evaluation: In accordance with board policy on evaluation of staff.

Thomas Gorman, Ed.D
Superintendent of Schools

Approved by Board: 06/01/2015 (Replacing Technology/Media Technician, Approved 10/26/2009)
Revised: 05/01/2017
Revised: 08/30/2021

JOB DESCRIPTION

- I. Title: K-8 Technology Coordinator
- II. Qualifications:
 - A. College degree preferred.
 - B. Specialized training and knowledge in level-2 hardware, software, server (physical and virtual), and network (wired and wireless) support in a mixed environment (Windows, ChromeOS, MacOS, IOS).
 - C. Strong commitment to pursue professional growth.
 - D. Staff management experience.
 - E. Strong ability to work in a team environment.
 - F. Strong ability to problem solve, communicate, and manage time effectively.
 - G. Strong ability to communicate and work effectively with staff, administrators, students, vendors, consultants, and other professionals.
- III. Position Summary

Oversee and manage the day-to-day operations of the district technicians in an effort to implement and maintain a technology department capable of meeting the increasing technological demands of the District, as well as an infrastructure to support those demands.
- IV. Reports to: Manager of Information Technology
- V. Major Duties and Responsibilities:
 - A. Oversee and support district technicians ensuring that schools have consistent technical support.
 - B. Monitor help desk ticketing system to provide support where needed and identify common issues.
 - C. Ensure the consistent, reliable availability of technology including access to Google Workspace tools, computers, printing, audio-visual devices, telephony, etc.
 - D. Maintain the consistent application and enforcement of technology use and cybersecurity policies and procedures.
 - E. Coordinate repairs, insurance and warranty claim procedures.
 - F. Oversee software installation and deployment.
 - G. Assist Systems Administrators with installation, maintenance and monitoring of data centers, network, and security infrastructure.
 - H. Liaise with school administrators regarding needs and purchases of technology equipment.
 - I. Coordinate ordering, delivery, and deployment of new equipment and recycling of aged devices.
 - J. Ensure accurate inventory of equipment.
 - K. Participate in regular district technology department meetings and hold regular meetings with district technicians.

- L. Participate in regular reviews of effectiveness and security of technology systems and procedures in the district and in long-term planning.
- M. Research, evaluate, and implement new solutions to support the administrative and instructional functions of the schools.
- N. Attend seminars, conferences, and courses in order to update skills.
- O. Provide training to technicians or other staff as appropriate.
- P. Assist Manager of Information Technology in evaluation of district technicians.
- Q. Assist the Manager of Information Technology in the budget process to support the district’s technology plan.
- R. Cooperate with Technology Coordinator – Ridgewood High School on all shared responsibilities to ensure consistent implementation of procedures across the district.
- S. Other job-related duties as directed by Manager of Information Technology.

VI. Terms of Employment: Twelve months

VII. Evaluation: In accordance with board policy on evaluation of staff.

Thomas Gorman, Ed.D
Superintendent of Schools

Approved by Board: 06/01/2015 (Replaces Network Coordinator, Approved 11/03/2008)
 (Replaces Instructional Technology Coordinator: K-8, Approved 06/01/2015)

Revised: 05/01/2017

Revised: 08/30/2021

JOB DESCRIPTION

- I. Title: Technology Coordinator – Ridgewood High School
- II. Qualifications:
 - A. College degree preferred.
 - B. Specialized training and knowledge in level-2 hardware, software, server (physical and virtual), and network (wired and wireless) support in a mixed environment (Windows, ChromeOS, MacOS, IOS).
 - C. Strong commitment to pursue professional growth.
 - D. Staff management experience.
 - E. Strong ability to work in a team environment.
 - F. Strong ability to problem solve, communicate, and manage time effectively.
 - G. Strong ability to communicate and work effectively with staff, administrators, students, vendors, consultants, and other professionals.
- III. Position Summary

Oversee and manage the day-to-day operations of the district technicians in an effort to implement and maintain a technology department capable of meeting the increasing technological demands of the District, as well as an infrastructure to support those demands.
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- V. Major Duties and Responsibilities:
 - A. Oversee and support district technicians ensuring that schools have consistent technical support.
 - B. Monitor help desk ticketing system to provide support where needed and identify common issues.
 - C. Ensure the consistent, reliable availability of technology including access to Google Workspace tools, computers, printing, audio-visual devices, telephony, etc.
 - D. Maintain the consistent application and enforcement of technology use and cybersecurity policies and procedures.
 - E. Coordinate repairs, insurance and warranty claim procedures.
 - F. Oversee software installation and deployment.
 - G. Assist Systems Administrators with installation, maintenance and monitoring of data centers, network, and security infrastructure.
 - H. Liaise with school administrators regarding needs and purchases of technology equipment.
 - I. Coordinate ordering, delivery, and deployment of new equipment and recycling of aged devices.
 - J. Ensure accurate inventory of equipment.
 - K. Participate in regular district technology department meetings and hold regular meetings with district technicians.

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- L. Participate in regular reviews of effectiveness and security of technology systems and procedures in the district and in long-term planning.
 - M. Research, evaluate, and implement new solutions to support the administrative and instructional functions of the schools.
 - N. Attend seminars, conferences, and courses in order to update skills.
 - O. Provide training to technicians or other staff as appropriate.
 - P. Assist Manager of Information Technology in evaluation of district technicians.
 - Q. Assist the Manager of Information Technology in the budget process to support the district's technology plan.
 - R. Cooperate with K-8 Technology Coordinator on all shared responsibilities to ensure consistent implementation of procedures across the district.
 - S. Other job-related duties as directed by Manager of Information Technology.
- VI. Terms of Employment: Twelve months
- VII. Evaluation: In accordance with board policy on evaluation of staff.

Thomas Gorman, Ed.D
Superintendent of Schools

Approved by Board: 06/01/2015 (Replaces Network Coordinator, Approved 11/03/2008)
(Replaces Instructional Technology Coordinator: K-8, Approved 06/01/2015)

Revised: 05/01/2017

Revised: 08/30/2021

Curriculum	New or Revised (N/R)	Staff Member	Total Hours	Cost per hour 53.33	APPROVED 6/14/21, 6/28/21 REVISE FROM:	Amount Not to Exceed REVISE TO:
Science						
AP Environmental Science	R	James Kay	0		9 hours / \$479.97	0 hours / 0
		Miles Luo	18		9 hours / \$479.97	18 hours / \$959.94
	R	Caroline Richards	8		0 hours / 0	8 hours / \$426.64
Science Grade 7	R	Dee Abbatiello	8.5		8 hours / \$426.64	8.5 hours / \$453.30
	R	Karla Mixon	8.5		8 hours / \$426.64	8.5 hours / \$453.30
	R	Ben Ran	0		1 hour / 53.33	0 hours / 0
Health & Wellness						
Tomorrow's Teachers	N	Natalie Bray			0 hours / 0	36 hours / \$1919.88
Interdisciplinary						
Academic Enrichment	R	Doug day	0		4.5 hours / \$239.98	0 hours / 0
		Julie Gordon	9		4.5 hours / \$239.98	9 hours / \$479.97
English						
English 6-8 Selectives	R	Dan Luts	4		4 hours / 213.32	0 hours / 0

Contracted Therapists/ Providers for Special Education Student Services for the 2021- 2022 School Year		
Contractor	Service	Rates
CG Mental Health	Psychiatric Evaluations	\$1,500/eval, \$250/30 min
Irene Cook	Consultative Services for the RISE Program	\$1,000/day, max of 5 days
Jennifer L. Goeke, Ph.D.	IEP Writing & Development	\$450 per 1.5 hour session
Pillar Care Continuum	Assistive Technology Services	\$10,000/month
Platt Psychiatric Associates	Psychiatric Evaluations & Consultation	\$4,500 and/or \$450/hr
Supreme Consultants	Bilingual Speech, Psychological, Educational & OT Evaluations, Interpretations	\$47/hr and/or \$750/Eval

AGREEMENT, made the ___ day of August, 2021 between 30-38 OAK STREET, LLC, as Landlord, located at c/o Onyx Equities, LLC, 900 Route 9 North, Suite 400, Woodbridge, New Jersey 07095 and The Ridgewood Board of Education, as Tenant, residing or located at: 49 Cottage Place, Ridgewood, NJ 07450.

WITNESS That, the said Landlord has let unto the said Tenant and the said Tenant has hired from the said Landlord, the following premises: a portion of the lower level as indicated on the **Floor Plan Rider** attached hereto in the Building at 30-38 Oak Street, Ridgewood, New Jersey for the term of five (5) years to commence from the time Landlord substantially completes the work set forth on **Landlord's Work Rider**, to be used and occupied only for use as a general office and classrooms for students; together with the right, during the Term of this Lease, to use, in common with others, the Common Areas (including the hallways, elevators, rest rooms, etc.), subject to the terms of this Lease.

Upon the conditions and covenants following:

1st: That the Tenant shall pay the annual rent for the first lease year of forty-one Thousand four hundred Dollars (\$41,400), payable at the rate of three thousand four hundred fifty dollars (\$3,450.00) per month, in advance on the first (1st) day of each and every month during the term. On each anniversary of the date on which Landlord substantially completes the work set forth on **Landlord's Work Rider** annual rent shall increase by two (2%) percent over the then annual rent. There shall be a 5% late fee for all such payments. In the event rent shall fall in arrears thirty (30) days, Landlord shall hold the Tenant in Breach of this Agreement and proceed with all of its rights under this Lease.

2nd: Simultaneously with the execution of this Lease, Tenant shall deposit with Landlord the sum of five thousand dollars (\$5,000.00) as security for the full and faithful performance by the Tenant of all of the terms and conditions upon the Tenant's part to be performed, which said sum shall be returned to the Tenant after the time fixed as the expiration of the term herein, provided the Tenant has fully and faithfully carried out all of the terms, covenants and conditions on the Tenant's part to be performed. In the event of a bona fide sale, subject to this Lease, the Landlord shall have the right to transfer the security to the vendee for the benefit of the Tenant and the Landlord shall be considered released by the Tenant from all liability for the return of such security; and the Tenant agrees to look to the new Landlord solely for the return of the said security, and it is agreed that this shall apply to every transfer or assignment made of the security to a new Landlord, and that the security deposited under this Lease shall not be mortgaged, assigned or encumbered by the Tenant without the written consent of the Landlord.

3rd: That the Tenant shall take good care of the premises and shall at the Tenant's own cost and expense make all repairs to equipment and fixtures, including light bulb replacement and at the end or other expiration of the term, shall deliver up the demised premises in good order or condition, damages by the elements excepted. At the end of the Term, the Tenant shall vacate the Property and return it in the same condition as it was at the beginning of the Term, except for normal wear and tear.

4th: That the Tenant shall promptly execute and comply with all statutes, ordinances, rules, orders, regulations and requirements of the Federal, State and City Government and of any

and all their Departments and Bureaus applicable to said premises, for the correction, prevention, and abatement of nuisances, violations or other grievances, in, upon or connected with said premises during said term; and shall also promptly comply with and execute all rules, orders, and regulations of the Board of Fire Underwriters, or any other similar body, for the prevention of fires, at the Tenant's own cost and expense.

5th: That in case the Tenant shall fail or neglect to comply with the aforesaid statutes, ordinances, rules, orders, regulations and requirements or any of them, or in case the Tenant shall fail or neglect to make any necessary repairs, then the Landlord or the Landlord's Agents may enter said premises and make said repairs and comply with any and all of the said statutes, ordinances, rules, orders, regulations or requirements at the cost and expense of the Tenant and in case of the Tenant's failure to pay there for, the said cost and expense shall be added to the next month's rent and be due and payable as such, or the Landlord may deduct the same from the balance of any sum remaining in the Landlord's hands. This provision is in addition to the right of the Landlord to terminate this Lease by reason of any default on the part of the Tenant.

6th: That the Tenant shall not assign this agreement, or sublet or sublease the premises or any part thereof, or occupy, or permit or suffer the same to be occupied for any business or purpose deemed disreputable or extra-hazardous on account of fire, under penalty of damages and forfeiture.

7th: That no alterations, additions or improvements shall be made in or to the premises without the consent of the Landlord in writing, under penalty of damages and forfeiture, and all additions and improvements made by the Tenant shall belong to the Landlord. At Landlord's option, Tenant must restore premises to its original condition.

8th: In case of damage, by fire or other cause, to the building in which the leased premises are located, without the fault of the Tenant or of Tenant's agent or employees, if the damage is so extensive as to amount practically to the total destruction of the leased premises or of the building, or if the Landlord shall within a reasonable time decide not to rebuild, this Lease shall cease and come to an end, and the rent shall be apportioned to the time of the damage. In all other cases where the leased premises are damaged without the fault of the Tenant or of Tenant's agents or employees the Landlord shall repair the damage with reasonable dispatch after notice of damage, and if the damage has rendered the premises untenable, in whole or in part, there shall be an apportionment of the rent until the damage has been repaired. In determining what constitutes reasonable dispatch consideration shall be given to delays caused by strikes, adjustment of insurance and other causes beyond the Landlord's control.

9th: That said Tenant agrees that the said Landlord and Landlord's Agents, and other representatives, shall have the right to enter into and upon said premises, or any part thereof on 48 hours' notice except in case of emergency, in which event no notice shall be required, at all reasonable hours for the purpose of examining the same, or making such repairs or alterations therein as may be necessary for the safety and preservation thereof.

10th: The Tenant also agrees to permit the Landlord or Landlord's Agents to show the premises to persons wishing to hire or purchase the same on 48 hours' notice; and the Tenant further agrees that during the six months next prior to the expiration of the term, the Landlord or Landlord's Agents shall have the right to place notices on the front of said premises, or any part

thereof, offering the premises "To Let" or "For Sale," and the Tenant hereby agrees to permit the same to remain thereon without hindrance or molestation,

11th: That if the said premises, or any part thereof, shall become vacant during the said term, or should the Tenant be evicted by summary proceedings or otherwise, the Landlord or Landlord's representatives may reenter the same, either by force or otherwise, without being liable to prosecution therefor; and relet the said premises as the Agent of the said Tenant and receive the rent thereof; applying the same, first to the payment of such expenses as the Landlord may be put to in re-entering and then to the payment of the rent due by these presents; the balance (if any) to be paid over to the Tenant who shall remain liable for any deficiency,

12th: Landlord may replace, at the expense of Tenant, any and all broken glass in and about the demised premise's. Landlord may insure, and keep insured, all plate glass in the demised premises for and in the name of Landlord, Bills, for the premiums therefor shall be rendered by Landlord to Tenant at such times as Landlord may elect, and shall be due from, and payable by Tenant when rendered, and the amount thereof shall be deemed to be, and be paid as, additional rental. Damage and injury to the said premises, caused by the carelessness, negligence or improper conduct on the part of the said Tenant or the Tenant's agents or employees shall be repaired as speedily as possible by the Tenant at the Tenant's own cost and expense.

13th: That the Tenant shall neither encumber, nor obstruct the sidewalk in front of, entrance to or halls and stairs of said building, nor allow the same to be obstructed or encumbered in any manner,

14th: The Tenant shall neither place, nor cause, nor allow to be placed, any sign or signs of any kind whatsoever at, in or about the entrance to said premises nor any other part of same except in or at such place or places as may be indicated by the said Landlord and consented to by Landlord in writing, and in case the Landlord or Landlord's representatives shall deem it necessary to remove any such sign or signs in order to paint or to make any other repairs, alterations or improvements in or upon said premises or the building wherein same is situated or any part thereof, the Landlord shall have the right to do so, providing the same be removed and replaced at the Landlord's expense whenever the said repairs, alterations or improvements shall have been completed.

15th: It is expressly agreed and understood by and between the parties to this agreement, that the Landlord shall not be liable for any damage or injury to person or property caused by or resulting from steam, electricity, gas, water, rain, ice or snow, or any leak or flow from or into any part of said building, or from any damage or injury resulting or arising from any other cause or happening whatsoever.

16th: That if default be made in any of the covenants herein contained, then it shall be lawful for the said Landlord to re-enter the said premises, and the same to have again, re-possess and enjoy,

17th: That this Lease shall not be a lien against said premises in respect to any mortgages that are now on or that hereafter may be placed against said premises, and that the recording of such mortgage or mortgages shall have preference and precedence and be superior and prior in

lien of this Lease irrespective of the date of recording and the Tenant agrees to execute any instrument without cost, which may be deemed necessary or desirable to further effect the subordination of this Lease to any such mortgage or mortgages, and a refusal to execute such instruments shall entitle the Landlord, or the Landlord's assigns and legal representatives to the option of canceling this Lease without incurring any expense or damage, and the term hereby granted is expressly limited accordingly.

18th: It is expressly understood and agreed that if for any reason it shall be impossible to obtain fire insurance on the buildings and improvements on the demised premises in an amount, and in the form, and in fire insurance companies acceptable to the Landlord the Landlord may, if the Landlord so elects, at any time thereafter terminate this Lease and the term thereof, on giving to the Tenant three days' notice in writing of Landlord's intention so to do and upon the giving of such notice, this Lease and the term hereof shall terminate and come to an end,

19th: It is expressly understood and agreed that in case the demised premises shall be deserted or vacated, or if default be made in the payment of the rent or any part thereof as herein specified, or if, without the consent of the Landlord, the Tenant shall sell, assign, or mortgage this Lease or if default be made in the performance of any of the covenants and agreements in this Lease contained on the part of the Tenant to be kept and performed, or if the Tenant shall fail to comply with any of the statutes, ordinances, rules, orders, regulations and requirements of the Federal, State and City Government or of any and all their Departments and Bureaus, applicable to said premises, or if the Tenant shall file or there be filed against Tenant a petition in bankruptcy or arrangement, or Tenant be adjudicated a bankrupt, or make an assignment for the benefit of creditors or take advantage of any insolvency act, the Landlord may, if the Landlord so elects, at any time thereafter terminate this Lease and the term hereof, on giving to the Tenant five days' notice in writing of the Landlord's intention so to do, and this Lease and the term hereof shall expire and come to an end on the date fixed in such notice as if the said date were the date originally fixed in this Lease for the expiration hereof. Such notice may be given by mail to the Tenant addressed to the demised premises.

20th: The Tenant shall supply and pay for the following utilities; telephone service and garbage removal. Landlord shall supply and pay for HVAC and electricity, provided, however, Landlord shall have no obligation in connection with any cessation, disruption, or quality of service for electricity. Landlord shall be responsible for the payment of Real Estate Taxes on the Building of which the demised premises are a part.

21st: That the Tenant will not nor will the Tenant permit undertenants or other persons to do anything in said premises, or bring anything into said premises, or permit anything to be brought into said premises or to be kept therein, which will in any way increase the rate of fire insurance on said demised premises, nor use the demised premises or any part thereof, nor suffer or permit their use for any business or purpose which would cause an increase in the rate of fire insurance on said building, and the Tenant agrees to pay on demand any such increase.

22nd: If after default in payment of rent or violation of any other provision of this Lease, or upon the expiration of this Lease, the Tenant moves out or is dispossessed and fails to remove any trade fixtures or other Property prior to such said default, removal, expiration of Lease, or vacates the demised premise's prior to the issuance of the final order or execution of the warrant,

then and in that event, the said fixtures and property shall be deemed abandoned by the said Tenant and shall become the property of the Landlord,

23rd: The failure of the Landlord to insist upon strict performance of any of the covenants or conditions of this Lease or to exercise any option herein conferred in any one or more instances, shall not be construed as a waiver or relinquishment for the future of any such covenants, conditions or options, but the same shall be and remain in full force and effect.

24th: In the event that the relation of the Landlord and Tenant may cease or terminate by reason of the re-entry of the Landlord under the terms and covenants contained in this Lease or by the ejectment of the Tenant by summary proceedings or otherwise, or after the abandonment of the premises by the Tenant, it is hereby agreed that the Tenant shall remain liable and shall pay in monthly payments the rent which accrues subsequent to the re-entry by the Landlord, and the Tenant expressly agrees to pay as damages for the breach of the covenants herein contained, the difference between the rent reserved and the rent collected and received, if any, by the Landlord, during the remainder of the unexpired term, such difference or deficiency between the rent herein reserved and the rent collected, if any, shall become due and payable in monthly payments during the remainder of the unexpired term, as the amounts of such difference or deficiency shall from time to time be ascertained.

25th: If the whole or any part of the demised premises shall be acquired or condemned by Eminent Domain for any public or quasi-public use or purpose, then and in that event, the term of this Lease shall cease and terminate from the date of title vesting in such proceeding and Tenant shall have no claim against Landlord for the value of any unexpired term of said Lease. No part of any award shall belong to the tenant.

26th: This Lease and the obligation of Tenant to pay rent hereunder and perform all of the other covenants and agreements hereunder on part of Tenant to be performed shall in no way be affected, impaired or excused because Landlord is unable to supply or is delayed in supplying any service expressly or impliedly to be supplied or is unable to make, or is delayed in making any repairs, additions, alterations or decorations or is unable to supply or is delayed in supplying any equipment or fixtures if Landlord is prevented or delayed from so doing by reason of governmental preemption in connection with a National Emergency declared by the President of the United States or in connection with any rule, order or regulation of any department or subdivision thereof of any governmental agency or by reason of the conditions of supply and demand which have been or are affected by war or other emergency,

27th: Landlord shall not be liable for failure to give possession of the premises upon commencement date by reason of the fact that premises are not ready for occupancy, or due to a prior Tenant wrongfully holding over or any other person wrongfully in possession or for any other reason; in such event the rent shall not commence until possession is given or is available, but the term herein shall not be extended,

28th: This Lease is subject and is hereby subordinated to all present and future mortgages, deeds of trust and other encumbrances affecting the demised premises or the property of which said premises are a part. The Tenant agrees to execute, at no expense to the Landlord, any instrument that may be deemed necessary or desirable by the Landlord to further effect the subordination of this Lease to any such mortgage, deed of trust or encumbrance.

29th: Tenant shall provide and maintain a comprehensive policy of liability insurance with respect to the premises. Landlord and any designee of Landlord shall be named as additional insureds. The policy is to be written by an insurance company reasonably acceptable to Landlord, with at least \$3,000,000 in combined single limit with respect to personal injury, death or property damage arising out of any one occurrence,

30th: And the said Landlord does covenant that the said Tenant on paying the said yearly rent, and performing the covenants aforesaid, shall and may peacefully and quietly have, hold and enjoy the said demised premises for the term aforesaid, provided however, that this covenant shall be conditioned upon the retention of title to the premises by the Landlord.

31st: And it is further understood and agreed, that the covenants and agreements herein contained are binding on the parties hereto and upon their respective successors, heirs, executors, administrators and assigns.

32nd: It is further expressly agreed that the words used in the singular shall include words in the plural where the text of this instrument so requires.

33rd: It is understood and agreed by the parties that if the function for which this demised premises is being leased is abolished, limited or restricted by an act of the NJ Legislature, or any action taken under authority conferred by such acts or laws, then Tenant shall have the privilege of canceling this Lease by giving at least twelve (12) calendar months written notice to Landlord. Additionally, in the event sufficient funds necessary for the operation of the demised premises are not made available or appropriated by the Ridgewood Public School District, this Lease may be terminated by Tenant on twelve (12) months' notice to Landlord.

IN WITNESS WHEREOF, the parties have inter-changeably set their hands and seals or caused these presents to be signed by their proper corporate officers and caused their proper corporate seal to be hereto affixed, as of the day and year first above written.

Signed, Sealed and Delivered
in the presence of:

30-38 OAK STREET, LLC, Landlord

_____ By: _____
Name:
Title:

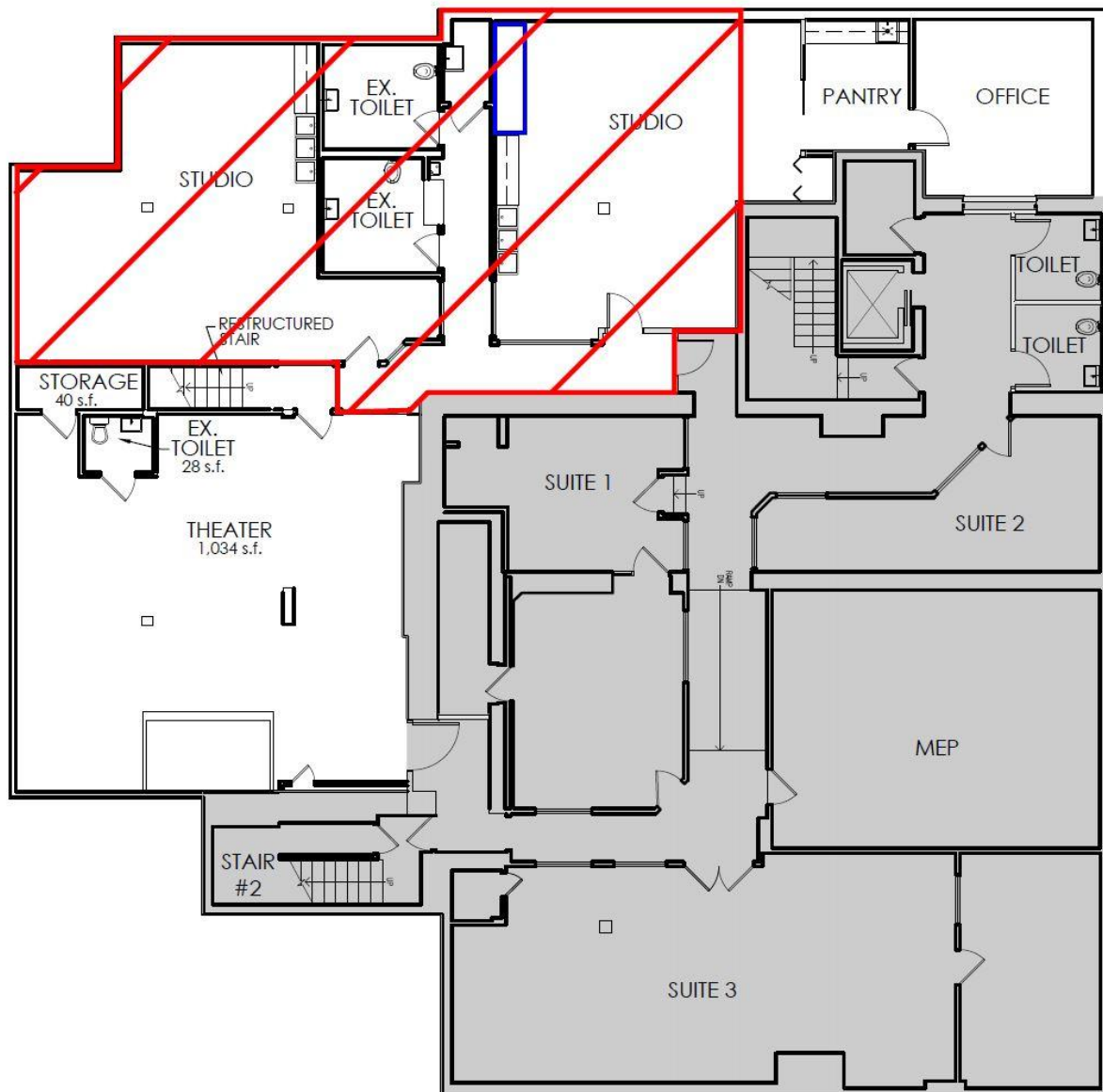
The Ridgewood Board of Education, Tenant

_____ By: _____
Name:
Title:

RIDER 1 - LANDLORD'S WORK

Landlord to replace the sink and add electrical outlets for Tenant to install an electric stove, hood, and refrigerator in the area outlined in blue in Rider 2.

RIDER 2 – FLOOR PLAN



RIDER 3 – RENEWAL OPTION

A. Subject to the provisions of this Rider 3, Tenant shall have the right to renew this Lease for five (5) consecutive terms of one (1) year each (collectively, the "Option Term"), by delivering written notice of the exercise thereof to Landlord ("Tenant's Option Notice") not later than six (6) months before the expiration of the Term, TIME BEING OF THE ESSENCE, provided: (i) Tenant or an approved assignee is the Tenant; (ii) no event of default exists either at the time of such exercise or at the commencement of the Option Term; and (iii) Tenant is occupying all or substantially all of the Premises at the time of such exercise and upon the commencement of the Option Term. Rent payable during the Option Term shall be as follows:

<u>Option Term Years</u>	<u>Annual Rent</u>	<u>Monthly Rent</u>
1	\$45,708.96	\$3,809.08
2	\$46,623.12	\$3,885.26
3	\$47,555.64	\$3,962.97
4	\$48,506.76	\$4,042.23
5	\$49,476.84	\$4,123.07

Tenant shall lease the Premises during the Option Term in its then-current condition, and Landlord shall not provide to Tenant any allowances (e.g., moving allowance, construction allowance, and the like) or other tenant inducements.

B. Landlord and Tenant shall promptly execute an acknowledgement to this Lease evidencing any extension of the Term pursuant to this Rider 3, but no such acknowledgement shall be necessary in order to make the provisions of this Rider 3 effective.

C. Tenant's right to renew this Lease shall automatically terminate if this Lease or Tenant's right to possession of the Premises is terminated in accordance with the terms of this Lease.

D. Tenant shall have no further right to extend the Term following the expiration of the Option Term, unless expressly granted by Landlord in writing, which right may be granted or withheld in Landlord's sole discretion.

E. Except as set forth in this Rider 3, the Lease and all the covenants, agreements, terms, provisions and conditions thereof, as it may be amended in writing signed by Landlord and Tenant, shall remain in effect during the Option Term.



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

September 13, 2021

Regular Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 91307450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 91307450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- | | | |
|------|---|-----------|
| I. | CALL TO ORDER AND ROLL CALL | Mr. Lembo |
| II. | FLAG SALUTE AND PLEDGE OF ALLEGIANCE | Mr. Lembo |
| III. | OPENING STATEMENT BY PRESIDING OFFICER | Mr. Lembo |
| IV. | INFORMATION | Mr. Lembo |

A. ADVANCED PLACEMENT SCHOLARS

One hundred sixty students at Ridgewood High School have been named AP Scholars by the College Board in recognition of their exceptional achievement on the college level Advanced Placement Examinations.

The College Board recognizes several levels of achievement based on the students' performance on AP exams.

Fifteen students qualified for the National AP Scholar Award by earning an average grade of 4.0 or higher on all AP Exams taken, and grades of 4 or higher on eight or more of these exams.

Some of these students are **Alexander Cho, Julianne Flusche, Aaron Friedman, Alexandra Jerdee, Adina Kestenbaum, Zachary Kim, Aum Mundhe, Jake Rubenstein, Skyler Snow, Decklan Spencer, William Stewart, Emma Su, Claire Sullivan, Saori Takahashi, and Daniel Wispfenning.**

Fifty-two students qualified for the AP Scholar with Distinction Award by earning an average of at least 3.5 on all AP Exams taken, and grades of 3 or higher on five or more of these exams.

Some of these students are **Emre Alptuna, Eric Baw, Daniel Bergman, Hannah Calaman, Alexander Cho, Izabela Cupi, Matthew De Meulder, Patrick De Meulder, James Dolan, Pablo Esteve, Nathan Fallin, Julianne Flusche, Aaron Friedman, Ruby Gondris, Ian Gross, Claire Hamlet, Charles Healy, Allison Hong, Victoria Hoy, Alexandra Jerdee, Adina Kestenbaum, Zachary Kim, Brandon Lee, Matthew Lee, Matthew Leis, Caroline Loscalzo, Kaylin Marshall, Kateryna Morhun, Aum Mundhe, Haruka Murai, Samantha Ngai, Kalyan Patel, Logan Richman, Jake Rubenstein, Skyler Snow, Decklan Spencer, Ivan Stadnik, Theodore Stephens, William Stewart, Emma Su, Claire Sullivan, Saori Takahashi, Anisha Tehim, Catherine Tepper, Carina Trama, Jay Van Adrichem Bo, and Daniel Weispfenning.**

Thirty-three students qualified for the AP Scholar with Honor Award by earning an average grade of at least 3.25 on all AP exams taken, and grades of 3 or higher on four or more of these exams.

Some of these students are **Krsha Anant, Hannah Choi, Catherine Chu, Meghan Concilio, Kyle Conenello, Arosh De Silva, Blaise DeLeon, Remy Dresner, Gwendolyn Flusche, Nicholas Galis, Lydia Han, Annabelle He, Lia Horkenback, Justin Ivanov, Alexandria Kenney, Amen Khan, Zachary Kim, Matthew Kotchkin, Isabel Lee,**

Seugjinngrok Lee, Sofia Lee, Michael Lillis, Theodore Lowicki, Sarah Policano, Maya Ramasamy, Kai Sarma, Audrey Shin, Andrew Swanson, Mikeal Nakamura Vernet, Spencer Von Summer, and Janice Yoon.

Seventy-two students qualified for the AP Scholar Award by completing three or more AP Exams with grades of 3 or higher.

Some of these students are **Allegrea Alvarado, Nolan Beiter, Juliette Bergantino, Bryan Chan, Christopher Chang, Lindsey Christinger, Jason Clark, Nicole Constant, Haley Evans, Coreen Ferraro, Laurence Fine, Emily Fitts, Madeleine Flanagan, John William Gasaway, Serena Grassi, Ella Grbic, Hailey Haglid, Karis Han, Sophie Hartstein, Yurina Homma, Christina Huang, Brendan Incardona, Sungchan Kang, Megan Kaul, Daniel Kim, Hakyoung Kim, Payton Kliesch, Tyler Kopff, Eliza Lakritz, Hyelin Lee, Kyunghyun Lee, Yeonji Lee, Matthew Lia, Emma Liguori, Michael Mariniello, Meghan McGorty, Mary McKenna, Anna Meringolo, Michael Merlino, Courtney Murphy, June O'Reilly, Weston Peene, Cassandra Ponomarciuc, Colin Pratasevich, Nicholas Pruitt, Emily Rau, Timothy Rhee, Kaelyn Rosenberg, Rebeca Samano, Mason Schick, Spurthi Setty, Riley So, Joseph Sofia, Holly Soper, Julie Soutter, Susannah Taylor, Michaela Tsapatsaris, Diya Vij, Caroline Villemoes, Karina Wagner, Eleni Wain, Zoe Warne, Lili Weissberg, Thomas Woods, Lulu Xu, Bulent Yesilyurt, Hyunjoo Yook, Julia Zambito, and Kate Zuckerman.**

Forty-three award recipients are juniors. The juniors have at least one more year in which to do college-level work to possibly earn another Advanced Placement Award.

- | | |
|---|-------------------|
| V. PRESENTATIONS | Dr. Gorman |
| <p>A. RECOGNITION OF ASHBY AWARD AND TRADITION OF EXCELLENCE WINNERS</p> <ul style="list-style-type: none"> ➤ Laura Grasso, Ashby Award Recipient ➤ Georgia Abrunzo, Tradition of Excellence Recipient <p>B. STUDENT REPRESENTATIVE REPORT</p> <ul style="list-style-type: none"> ➤ Norah Train, Ridgewood High School | |
| VI. COMMENTS FROM THE PUBLIC | Mr. Lembo |
| VII. PRESENTATIONS | Dr. Gorman |
| <p>A. RIDGEWOOD BOE 2020-2021 SELF-EVALUATION</p> <ul style="list-style-type: none"> ➤ Matt Lee, New Jersey School Boards Association <ul style="list-style-type: none"> ○ Board Goals ○ District Goals | |
| VIII. SUPERINTENDENT REPORT | Dr. Gorman |
| IX. CONSENT ITEMS: REGULAR AND ROUTINE ISSUES | Dr. Gorman |

A. ATTENDANCE AT CONFERENCES

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on **Attachment A**.

B. ADMINISTRATION

i. **Approval: Adoption of New Policy, to be approved in one reading as per Bylaw 0131**

- Policy 1648.13 School Employee Vaccination Requirements (**Attachment B**)
new

C. CURRICULUM & INSTRUCTION

i. **Approval: Field Trips**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment C**.

ii. **Approval: New Community School Courses for Fall 2021**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the New Community School Courses for Fall 2021, as listed on **Attachment D**.

D. HUMAN RESOURCES

i. **Appointments**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Teachers

Revision: CAPOLONGO, Justine* - RISE Special Education Teacher (tenure track), Benjamin Franklin Middle School, **from** effective August 31, 2021 through June 30, 2022, approved by the Board at its meeting on August 30, 2021, **to** effective October 14, 2021, or as soon after as possible, through June 30, 2022, pending verification of employment as outlined by Chapter 5. Ms. Capolongo possesses a NJDOE Standard Certificate as a Teacher of Preschool through Grade 3 and Teacher of Students with Disabilities.

Salary: \$69,242 Cl. MA, St. 2

Account # 11-212-100-101-00-08-019-000

CHUA, Kelly - Leave of Absence Replacement Learning Disabilities Teacher-Consultant (non-tenure track), Hawes Elementary School, effective September 27, 2021, or as soon after as possible, through May 17, 2022, pending

verification of employment as outlined by Chapter 5. Ms. Chua possesses a NJDOE Standard Learning Disabilities Teacher-Consultant Certification.

Salary: \$61,642
Cl. BA, St. 1

Account # 11-000-219-104-00-02-019-000

Classroom Aides/Lunchroom Aides

BEYER, James - STEPSS Job Coach, Oak Street, effective September 1, 2021 through June 22, 2021, 5.75 hours per day, 1 day per week, at an hourly rate of \$21.23.

Account # 11-212-100-101-00-01-024-001

BONAZZI, Rachel - Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, effective September 14, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account # 11-000-217-106-00-08-024-001

CONNELLY, Molly - Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, effective September 14, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account # 11-000-217-106-00-08-024-001

Revision: **from** CORREALE, Alyce, approved by the Board at its meeting on August 30, 2021 **to** CIVITA, Alyce - Lunchroom Aide, Ridge Elementary School, effective September 1, 2021 through June 22, 2022, pending verification of employment as outlined by Chapter 5, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-262-107-00-04-004-001

COUGHLIN, Ryan* - Lunchroom Aide, Ridge Elementary School, effective September 14, 2021, as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-262-107-00-04-004-001

HINOJOSA, Luisa - Resource Room Special Education Classroom Aide, Ridgewood High School, effective September 14, 2021, as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-213-100-106-00-10-024-001

Revision: **from** NEWELL, Elizabeth, approved by the Board at its meeting on August 30, 2021, **to** MOONEY, Elizabeth - Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, effective September 13, 2021 through June 22, 2022, pending verification of employment as outlined by Chapter 5, 3.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account #11-000-217-106-00-08-024-001

KRAISORN, Kerry - One-to-One Special Education Classroom Aide, Willard Elementary School, effective September 8, 2021, or as soon after as possible, through June 22, 2021, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-217-106-00-07-024-001

Infant/Toddler Development Center

ANGUN, Cemile - Teacher Assistant - Step I, effective September 21, 2021, or as soon after as possible, through June 30, 2022, 8 hours per day, 5 days per week, at an hourly rate of \$15.00.

Account # 62-990-100-106-00-62-060-001

BERRIAN, Kristi - Teacher Assistant - Step I, effective September 21, 2021, or as soon after as possible, through June 30, 2022, 8 hours per day, 5 days per week, at an hourly rate of \$15.00.

Account # 62-990-100-106-00-62-060-001

STEVENS, Mackenzie* - Teacher Assistant - Step I, effective September 1, 2021 through June 30, 2022, 8 hours per day, 5 days per week, at an hourly rate of \$15.00.

Account # 62-990-100-106-00-62-060-001

***Related to staff member**

Ridgewood Community School Employees - Fall Semester 2021

Resolved that the list of individuals listed on **Attachment E**, be approved to work for the Ridgewood Community School for the Fall 2021 Semester. Salary range is \$25-\$75 per hour and/or \$12-\$125 per participant and/or \$65-\$475 per course.

ii. Change of Assignments for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 School Year, as listed below.

BRAY, Ariana - **from** 1.0 FTE Behaviorist, Ridgewood High School, **to** 1.20 FTE Behaviorist, Ridgewood High School, effective August 31, 2021 through October 14, 2021.

From: \$73,229

Cl. MA, St. 3

To: \$87,875

Cl. MA, St. 3

Account # 11-000-219-104-00-24-019-000

SCAPPI, Caitlin - **from** Resource Room Special Education Classroom Aide, 5.75 hours per day, 5 days per week, **to** Leave of Absence Replacement First Grade Teacher (non-tenure track), Hawes School, effective October 18, 2021 through June 30, 2022. Ms. Scappi possesses a NJDOE Standard Certificate as an Elementary School Teacher Grades K-6 and a Standard Certificate as a Teacher of Students with Disabilities.

From: \$17.50 per hour

To: Salary \$61,642 prorated

Cl. BA, St. 1

Account # 11-120-100-101-09-02-019-000

iii. **Resignation**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignation, as listed below.

Classroom Aide

HARCHER, Jennifer - Resource Room Special Education Aide, Hawes Elementary School, effective September 2, 2021.

iv. **Supplemental Pay Beyond Contract**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Somerville Elementary School

Lunch Time Supervision

- **Levanti, Stamatina**, not to exceed 5 days per week, at an hourly rate of 17.50.

Account # 11-120-100-101-00-05-005-001

Travell Elementary School

Guidance Department - 2021 Summer Hours

- **Miller, Melissa**, not to exceed 12 hours, at an hourly rate of \$44.48 (\$532.80).

Account # 11-000-218-104-00-06-006-001

Willard Elementary School**Lunch Time Supervision**

- **Brunner, Dina**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Account # 11-120-100-101-00-07-007-001

Ridgewood High School**Secretarial Support – August 31, 2021**

- **Griffith, Rosanna**, not to exceed 7 hours, at an hourly rate of \$30.80 (\$215.60).

Account #11-000-240-105-00-10-010-001

Overnight Chaperones for Adventure Leadership Peer Support (ALPS) Field Trips for the 2021-2022 school year, funded by donations

Barker, Barbara	McAlister, Erin
Bunzey, Craig	McDermott, Michael
Consol, Mary	Mende, Allison
Jannone, Christina	Mitola, Candice
Kase, Sean	Richards, Caroline
Kay, Peter	Skettini, Kelly
Mahler, Craig	Wohner, John

ALPS Trip

- Stony Creek Farmstead (Fall), Walton, NY - September 24-26, 2021: **Two chaperones**, each at \$200 per night, each for two nights (\$800).
- Harriman State Park (Backpacking), Rockland County, NY - November 4-6, 2021: **Five chaperones**, each at \$200 per night, each for two nights (\$2,000).
- Gore Mountain & Dippihill (Skiing), North Creek, NY - January 7-9, 2022: **Three chaperones**, each at \$200 per night, each for two nights (\$1,200).

- Garnett Hill Ski Center & Dippihill (Skiing), North Creek, NY - January 28-30, 2022: **Three chaperones**, each at \$200 per night, each for two nights (\$1,200).
- Stony Creek Farmstead (Spring), Walton, NY - May 6-8, 2022: **Three chaperones**, each at \$200 per night, each for two nights (\$1,200).
- Beaver Brook Outfitters, North River NY - May 20-22, 2022: **Three chaperones**, each at \$200 per night, each for two nights (\$1,200).
- Adirondack High Peaks, Keene Valley, NY - June 23-27, 2022: **Four chaperones**, each at \$200 per night, each for four nights (\$3,200).

Additional: 2021 Summer Hours - Crisis Intervention

- **Feeley, Kevin**, not to exceed 5 hours, at an hourly rate of \$77.38 (\$386.90).

Account # 11-000-218-104-00-10-010-001

Back-to-School Night - September 14, 2021

Secretarial Support and Technology, each not to exceed seven hours, at the contracted hourly rate

- **Altomare, Jacquelyn**, at an hourly rate of \$30.52 (\$213.64).
- **Brunner, Adam**, at an hourly rate of \$42.62 (\$298.34).
- **Crocamo, Janet**, at an hourly rate of \$31.90 (\$223.30).
- **Kazmierczak, Jennifer**, at an hourly rate of \$26.73 (\$187.11).
- **Ortega, Celinett**, at an hourly rate of \$34.46 (\$241.22).

Account #11-000-240-105-00-10-010-001

Special Programs

Applied Behavior Analysis Aide Content Training - August 30, 2021, not to exceed 12.5 hours, at an hourly rate of \$21.23

- **Kim, Sung-Hui**

Account #11-000-217-106-00-24-024-001

Applied Behavior Analysis Aide Introductory Training - August 30, 2021

- **Locker, Alyssa**, not to exceed 12.5 hours, at an hourly rate of \$46.16 (\$577).
- **Oriondo, Jennifer**, not to exceed 12.5 hours, at an hourly rate of \$41.09 (\$513.63).
- **Wine, Rae**, not to exceed 12.5 hours, at an hourly rate of \$45.83 (\$572.88).

Account # 11-000-217-106-00-24-024-001

Curriculum, Instruction & Assessment

Community Outreach Program - Wellbeing Speaker Series - September 22, 2021

(Virtual)

- **Enmore, Jaeson**, not to exceed 3 hours, at an hourly rate of \$53.07 (\$159.21).

Account # 11-000-221-104-00-22-022-001

Technology Support for Principal Panel Discussion - August 23, 2021

- **Enmore, Jaeson**, not to exceed 4 hours, at an hourly rate of \$53.07 (\$212.28).
- **Yohana, Julia**, not to exceed 2 hours, at an hourly rate of \$42.24 (\$84.48).

Account # 11-000-230-104-00-45-045-001

v. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below

Teachers: Biagi, Alexis; Chaiken, Kamber; Chanley, Christine; DeSisto, Jennifer; Lucca, Cameron; Muzilla, Amy; and Sargenti, Ava*

Nurses: Thurlow, Laura*

***Related to staff member**

E. FINANCE

None at this time.

X. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Dr. Gorman**A. Approval: Agreement with Monello Landscape Industries, Inc. for Emergency Repairs to Brookside Field**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with Monello Landscape Industries, Inc. for the emergency repairs to Brookside Field, in the amount of \$3,489.86.

The Board has received background information.

B. Approval: Agreement with The LandTek Group, Inc. for Emergency Storm Damage Repairs to the Synthetic Fields

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with The LandTek Group, Inc. for emergency storm damage repairs to the Stadium and Stevens Synthetic Fields, in the amount of \$150,250.

The Board has received background information.

XI. APPROVAL OF BILLS**Mr. Lembo**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS	REVIEWED BY
Aug 25	Columbia Bank On-Line	102865-102896	93,089.74	H. Kwak
Sept 1	Columbia Bank On-Line	102897-102961	360,881.07	H. Kwak
June 30	Electronic Transfer	R63644	1,965.05	H. Kwak
Aug 25	Electronic Transfer	R36311	35,100.00	H. Kwak
Aug 23	Columbia Bank Void Check	102852	(814.04)	H. Kwak
TOTAL			490,221.82	

XII. BOARD MEMBER ANNOUNCEMENTS**Mr. Lembo****XIII. BOARD COMMITTEE REPORTS****Mr. Lembo****XIV. DISCUSSION ITEMS****Mr. Lembo****XV. ACCEPTANCE OF MINUTES****Mr. Lembo**

- June 28, 2021 Regular Public Meeting

XVI. OTHER BUSINESS**Mr. Lembo****XVII. COMMENTS FROM THE PUBLIC****Mr. Lembo****XVIII. MOTION TO GO INTO EXECUTIVE SESSION****Mr. Lembo****XXIV. RECONVENED PUBLIC MEETING****Mr. Lembo****XXV. ADJOURNMENT****Mr. Lembo**

Upcoming Meetings

Monday, September 20, 2021
Regular Public Meeting
7:00 p.m. Education Center

Monday, October 4, 2021
Regular Public Meeting
7:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Alexandra Kowalski	Comprehensive Virtual IMSE Orton-Gillingham Training Institute for Multi-Sensory Education, MI Virtual 10/18-10/29/21	Professional Development	\$1,275.00	0
Megan Galanti	Securing the Strands for Skilled Reading- the 36th Annual Virtual Fall Conference NJ Branch International Dyslexia Association Virtual 10/1/21 and 10/2/21	Professional Development	\$150.00	0
Michelle Doris	A SEL Think Tank: Better Together TMI Education Ramapo College of New Jersey 12/3/21	Professional Development	\$0.00	0
Samantha Driscoll	A SEL Think Tank: Better Together TMI Education Ramapo College of New Jersey 12/3/21	Professional Development	\$0.00	0

POLICY

RIDGEWOOD BOARD OF EDUCATION

ADMINISTRATION

1648.13/page 1 of 3

School Employee Vaccination Requirements

M

1648.13 SCHOOL EMPLOYEE VACCINATION REQUIREMENTS

In accordance with Executive Order No. 253 signed by the Governor of New Jersey on August 23, 2021, the Board shall adopt and maintain a policy that requires all covered workers to either provide adequate proof that they have been fully vaccinated or submit to COVID-19 testing at a minimum of one to two times each week.

This requirement shall take effect on October 18, 2021, at which time any covered workers that have not provided adequate proof to the school district that they are fully vaccinated must submit to COVID-19 testing at a minimum of one to two times each week on an ongoing basis until fully vaccinated.

For purposes of Executive Order 253 and this Policy, “covered workers” shall include all individuals employed by the Board of Education, both full and part-time, including, but not limited to, administrators; teachers; educational support professionals; individuals providing food, custodial, and administrative support services; substitute teachers, whether employed directly by the Board of Education or otherwise contracted; contractors; providers; and any other individuals performing work in the school district whose job duties require them to make regular visits to the school district, including volunteers. Covered workers do not include individuals who visit the school district only to provide one-time or limited duration repairs, services, or construction.

A covered worker shall be considered “fully vaccinated” for COVID-19 two weeks or more after they have received the second dose in a two-dose series or two weeks or more after they have received a single-dose vaccine. Individuals will only be considered fully vaccinated after they have received a COVID-19 vaccine that is currently authorized for Emergency Use Authorization (EUA) by the United States Food and Drug Administration (FDA) or the World Health Organization (WHO), or that are approved for use by the same.

Workers who are not fully vaccinated, or for whom vaccination status is unknown, or who have not provided sufficient proof of documentation, shall be considered unvaccinated in accordance with the provisions of Executive Order 253.



POLICY

RIDGEWOOD BOARD OF EDUCATION

ADMINISTRATION

1648.13/page 2 of 3

School Employee Vaccination Requirements

Covered workers shall demonstrate proof of full vaccination status by presenting any of the following documents if they list COVID-19 vaccines currently authorized for EUA by the FDA or the WHO, or that are approved for use by the same, along with an administration date for each dose:

1. The Centers for Disease Control and Prevention (CDC) COVID-19 Vaccination Card issued to the vaccine recipient by the vaccination site, or an electronic or physical copy of the same;
2. Official record from the New Jersey Immunization Information System (NJIIS) or other State immunization registry;
3. A record from a health care provider's portal/medical record system on official letterhead signed by a licensed physician, nurse practitioner, physician's assistant, registered nurse, or pharmacist;
4. A military immunization or health record from the United States Armed Forces; or
5. Docket mobile phone application record or any State specific application that produces a digital health record.

The Board of Education's collection of vaccination information from covered workers shall comport with all Federal and State laws, including, but not limited to, the Americans with Disabilities Act, that regulate the collection and storage of that information.

To satisfy the testing requirement of Executive Order 253 and this Policy, an unvaccinated covered worker must undergo screening testing at a minimum of one to two times each week, to be determined by the Superintendent of Schools.

An unvaccinated covered worker is required to submit proof of a COVID-19 test. The unvaccinated covered worker may choose either antigen or molecular tests that have EUA by the FDA or are operating per the Laboratory Developed Test requirements by the U.S. Centers for Medicare and Medicaid Services.

Where a Board of Education provides the unvaccinated covered worker with on-site COVID-19 test(s), the school district may similarly elect to administer or provide access to either an antigen or molecular test.



POLICY

RIDGEWOOD BOARD OF EDUCATION

ADMINISTRATION

1648.13/page 3 of 3

School Employee Vaccination Requirements

If the covered worker is not working on-site in the school district during a week when testing would otherwise be required, the Superintendent or designee may not require the worker to submit to testing for that week. This requirement shall not supplant any requirement imposed by the Board of Education regarding diagnostic testing of symptomatic workers or screening testing of vaccinated workers.

The Board of Education shall track test results required by Executive Order 253 and must report those results to the local public health department.

Nothing in Executive Order 253 and this Policy shall prevent a Board of Education from revising this Policy to include additional or stricter requirements, as long as such revisions comport with the minimum requirements of Executive Order 253.

Executive Order 253 authorizes the Commissioner of the Department of Health (DOH) to issue a directive supplementing the requirements outlined in Executive Order 253, which may include, but not be limited to, any requirements for reporting vaccination and testing data to the DOH. Actions taken by the Commissioner of the DOH pursuant to Executive Order 253 shall not be subject to the requirements of the Administrative Procedure Act, N.J.S.A. 52:14B-1 et seq.

This Policy shall be supplemented by Policy 1648.11 – Appendix A, which shall include the school district’s protocols implementing the provisions of this Policy.

The Superintendent is authorized to implement revisions to provisions in this Policy based on any subsequent Executive Orders or any additional mandates that affect any provisions of this Policy. Any such revisions in this Policy shall be submitted by the Superintendent to the Board of Education for ratification if the Board cannot approve such revisions before the effective date.

Executive Order 253 – August 23, 2021

Adopted:



FIELD TRIPS FOR APPROVAL

September 13, 2021

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
9/22/21 - 9/23/21 (not overnight)	GW	Solid Rock Day Camp, West Milford, NJ	110 6th graders each day	10	0	\$0	\$0	Yes	Yes
10/1/21	RHS	Bergen County Quilt and Coverlet Show, Ridgewood, NJ	50 Social Studies Students	4	0	\$0	\$0	No	Yes
11/17/21	Somerville	Meadowlands Environmental Center, Lyndhurst, NJ	67	11	0	\$0	\$0	No	Yes

OVERNIGHT FIELD TRIPS - PAID

Date	School	Location	Approx # and Group of Students	# of Unpaid Chaperones	# Paid Chaperones And # of Overnights for each	Anticipated Cost for Teacher/Nurse Chaperones @ \$200 per Overnight	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Est. Total Cost to District	Annual Event	Meets Requirements
6/30/21 - 7/4/21	RHS	University of Oregon Eugene, OR	6-12 Outdoor Track Students	3	0	\$0	0	\$0	\$0	Yes	Yes
<p>NOTE: The above field trip was already approved on the 6/14/21 agenda. This is back on the board agenda for a new related expense of \$xxx for rental cars that wasn't previously approved.</p>											
1/27/22 - 1/30/22	RHS	Orlando, FL	36 Advanced Marketing/Architecture Students	4	0	\$0	0	\$0	\$0	Yes	Yes

**RIDGEWOOD COMMUNITY SCHOOL
NEW PROGRAMS FOR FALL 2021**

Day Tours

Art, Lighthouses & Wildlife

Group Tours & Travel LLC

Today we will explore two New Jersey Lighthouses, browse local artist's works and view marshland wildlife along a scenic drive. Our first stop will be the Sea Girt Lighthouse, nestled within a Victorian building in a lovely beach town. Here we will learn about the Inn Keepers and their families and view exhibits with artifacts of Sea Girt from bygone days including the Morro Castle disaster and rescue. Next, we will head to Historic Smithville which started out as a simple, one room stagecoach stop and is now home to cobblestone walkways and footbridges lined with locally owned shops and restaurants. It's a special day in this historic village. Today is the annual Art Walk, where more than 75 local artists set up shop for you to browse or buy their various works. There will be time to walk around, browse the art and shops and have lunch on your own at one of the many restaurants. Next, we make our way to New Jersey's tallest lighthouse, Absecon, located in Atlantic City. Here we can view the Keeper's House Museum, exhibits, gift shop, and grounds. If you are feeling extra energetic, you can climb the 224 steps to the watch room at the top which will reveal fantastic views of the Atlantic City skyline. You will come face to face with the original, first-order Fresnel lens, first lit in 1857. We can then relax on our ride through a scenic wildlife drive in the Edwin B. Forsythe National Wildlife refuge. The 8-mile loop through coastal habitats of wetlands and woodlands is home to at least 322 species of birds. 001-Saturday, September 18, 2021 *Rain date is: Sunday, September 19, 2021*

Serenity at the Mansion, Forest Therapy Walk at Glen Foerd

Group Tours & Travel LLC

Are you ready to try something new...something that will help you feel relaxed and restored? Join us for a forest therapy walk at the beautiful Glen Foerd Mansion where you can get outside and enjoy the serenity of nature by connecting with the world that surrounds you in a way you never experienced before. Forest Therapy is inspired by the Japanese practice of "shinrin yoku" which translates to "forest bathing". This is a gentle practice that involves moving very slowly and mindfully through nature, and soaking it in with all of your senses. Although our time outside in nature seems extensive, we walk no more than a quarter mile distance. So leave those hiking boots at home! Our guide who earned a certificate in horticultural therapy will lead us through the magnificent grounds surrounding the mansion helping us have the experience of being more present, awake, and peaceful amidst the quiet rhythm of nature. Studies have demonstrated a wide array of health benefits from these practices, especially in the cardiovascular and immune systems and for stabilizing and improving mood and cognition. After a special surprise under the spectacular Cucumber Magnolia and an included lunch we'll walk the path of history inside the magnificent Italianate mansion. We'll explore all four floors, taking in all its opulence and grace as we gaze through the stained-glass ceilings, browse the collection of American and European art and feel intrigued by the contemporary installations of present and past resident artists. After our tour, there will be time to wander among the grounds or just sit by the banks of the Delaware River and reflect on the amazing serenity we found here today.

003-Sunday, October 3, 2021

Hudson Valley Magnificence: Opus 40 & Hudson River Cruise
Group Tours & Travel LLC

It's the perfect fall day to be outside in nature in the heart of the Hudson Valley exploring the amazing artistic spectacle that is Opus 40 Sculpture Park. Pioneering artist Henry Flite hand sculpted this magnificent work of art over nearly four decades from the native bluestone in a creative fusion of ancient Mayan and Aztec stonework and local quarrying. He creatively integrated his stonework sculpture with the natural surroundings of forest, grasslands and mountains making these natural wonders a part of his art. The park encompasses more than 60 acres of meadows, wooded paths and bluestone quarries including 6.5 acres of earthwork sculpture and a Quarryman's Museum and Gallery. We will spend the morning taking in all this creative artistic and natural atmosphere, wandering and exploring as much as you like or just finding a comfy spot to sit and enjoy. Onto the artistic community of Kingston for time to wander the shop lined streets and find a great place for lunch on your own. Now sit back and relax on the deck of the Rip van Winkle II where we enjoy a scenic cruise down the Hudson. We'll do some leaf peeping as we pass some unique and fascinating sights along the riverfront. There will be lighthouses, magnificent mansions including Wycliff, the "Dinsmore", Wilderstein, the Vanderbilt, Staatsburg, scenic bridges and more! There is no better way to enjoy a perfect fall day.

005-Friday, October 22, 2021

Chocolate, Tea & Secret Treasures
2 Chicks with Chocolate & Andover Antique Row
Group Tours & Travel LLC

This will be a day filled with chocolate and treasures, all right here in New Jersey! Nestled in the mountains of Sussex County in the lovely old hamlet of Andover is Antique Row where multiple antique and collectible shops line the streets all within a short walking distance of each other. We'll spend the morning browsing for hidden treasures in stores including Andover Village, Grey Barn and Penny Lane Antiques, with plenty of time to hit them all! The Victorian parlor of Sally Lunn's Tea Room, filled with curiosities, fine bone china and anything and everything to do with tea, awaits us for our included lunch. Our taste buds will be truly titillated in their wonderful oasis of culinary delights and large varieties of teas imported from England. Dessert comes next! The small, local 2 Chicks with Chocolate shop not only sells delicious and artistic, hand crafted chocolates but also has a fantastic story of how their business came into being. We'll have a whole new appreciation for chocolate after our Chocolate Master Class. This in-depth class will have us dive deep into the intricate world of chocolate and allow us to sample rare chocolate from around the world.

006-Saturday, November 6, 2021

Holiday Splendor
Lockwood Mathews Mansion & Wood Acres Farm
Group Tours & Travel LLC

A visit to the splendidly decorated Victorian Lockwood Mathews Mansion is the perfect way to kick off the holiday season! Join us on a tour of this impressive, sprawling Second Empire Style country house, with its extraordinary architecture and interiors that illustrate magnificently the beauty and splendor of the Victorian Era. We'll step back into the Gilded Age as we wander through the traditional display of trees adorned with historic decorations and lights, pass by mantles festooned with period greens and fruits, and walk among a selection of vintage toys and games. The glittering and festive holiday exhibit will help us to capture that Christmas magic. After an included deli-style lunch, a horse drawn wagon will take us on a one-of-a-kind adventure through Wood Acres Farm, nestled in the Litchfield Hills. Sit back, relax, and enjoy the sights and sounds of the peaceful countryside as we traverse along rural roads through the picturesque local farmlands. As the wagon will not accommodate everyone, we will escape the cold in the cozy Farmhouse as we enjoy hot drinks and fun conversation. On the off chance that there is snow, our wagon will magically turn into a sleigh!

007-Sunday, November 28, 2021

A Dickens Christmas Day
Dickens Tea & Peddlers Village Christmas Festival
Group Tours & Travel LLC

Today we step into the warm, fuzziness of a Dickens novel as we stroll the fabulously decorated winding brick pathways of a storybook village, then enjoy an afternoon themed tea with scrumptious desserts. We start the day at the enchanting Peddlers Village for their annual Christmas Festival. Among a million lights and a million smiles, there will be time for browsing and shopping for that perfect gift in the 60 plus specialty shops. Take a break for a warm, satisfying lunch on your own at one of the several restaurants, and when you're all shopped out, explore the Annual Gingerbread Competition and Display, a tradition since 1984 with over 125 creations to marvel at. Next onto a holiday favorite for one and all – Dickens' A Christmas Carol, presented by Frannie, Ebenezer Scrooge's sister at the charmingly decorated Village Teahouse. Enjoy a delightful rendition of Dickens' timeless story with some twists and unknown facts. Tea and homemade sweets will be served in this beautiful Victorian teahouse to top off the event. No Bah humbugs here, only holiday cheer!

008-Saturday, December 4, 2021

Multi-Day Tours

Bedford Springs Fall Foliage, Historic Lincoln Highway & Frank Lloyd Wright Homes
Group Tours & Travel LLC

The spectacular colors of fall are near their peak in historic Bedford, Pennsylvania, a town sheltered between the Allegheny Mountains, lush green forests, and horse and cattle pastures. This small-town America hidden treasure is just waiting to be explored! It's the perfect time to be captivated by Bedford's small-town feel, quaint shops, friendly people, interesting history, and a fun filled foliage festival. There are unique and quirky sights to see along Bedford's Lincoln Highway that all arise from 100 plus years of history of this first coast to coast highway. What better place to experience all this area has to offer than from the Omni Bedford Springs, originating from the historical medicinal springs that made this town famous. We'll be in the lap of luxury as we wander and learn the history and culture that surrounds us. Highlights include: three nights in the Luxurious, Historic Omni Bedford Springs Resort & Spa, Old Bedford Village, historic Lincoln Highway Driving Tour, roadside attractions: Coffee Pot, Old Log House, Dunkle's Gulf Station, Lincoln Motor Court, Bison Corral, Lincoln Highway Experience Museum, Frank Lloyd Wright's Falling Water and Kentuck Knob, Bedford Fall Foliage Festival, Haines Shoe House, Front Porch Tea Room high tea luncheon, all breakfasts, three lunches, one dinner, tour escort and more.

009-October 6-9, 2021

A Chesapeake Fall - St. Michaels, Oxford, Easton & Chestertown Maryland
Group Tours & Travel LLC

Fall has arrived on Maryland's Eastern Shore! Join us as we delve into the new, fresh season as we visit a number of quaint Chesapeake Bay towns containing a collage of charming churches, manicured federal, colonial and Victorian homes, historic maritime heritage, diverse artistic talents, and pleasant southern culture. Our Fall exploration will include the relaxed, sleepy bay towns of St. Michaels, Oxford, Easton, and Chestertown where each day begins with a peaceful, glorious view and ends at night in candlelight elegance. In the next four days, we will toast in the Fall-time happiness at several quaint towns, discover interesting maritime history, marvel at pristine antique cars, run from ghosts and cruise the night away on a fun dinner cruise! Highlights include three nights at an historic inn, Chesapeake Bay Maritime Museum, Classic Motor Museum, Chesapeake Ghost Tour, Oxford Museum & Walking Tour, Charming Downtown St. Michaels, Easton, Centreville & Chestertown, Chester River Dinner Cruise, Sinking Springs Herb Farm at Bristol Plantation, all breakfasts, two lunches, one dinner, tour escort and more.

010-October 12-15, 2021 (*tentative dates)

Two Days of Wine and Mystery - Mystery Dinner & Mount Hope Winery
Group Tours & Travel LLC

The mystery awaits us as we drive through the rolling hills of Lancaster County Pennsylvania on a crisp November day. There will be wine, spirits, mansions, history, theater, local culture and nature that will all come together in spectacular fun! Our time in Lancaster County will begin with indulgence in something that can vary in color between red, pink and white and be dry or sweet or somewhere in between. Yes, a wine tasting at the Mount Hope Winery! As evening arrives, we'll find ourselves among catacombs, history, and murder. Where else would this be other than Bube's Brewery, an historic 19th century brewery featuring a restaurant in the building's catacombs! We will enjoy an historic tour and step into a murder mystery in which our dinner is part of the plot. We will also spend the afternoon at a French Country Chateau overlooking the Susquehanna River that offers us a taste from nature and a lesson from a legend. Since it can't be the countryside in France, it has to be none other than Moon Dancer Winery! Highlights include: one night at The Wilbur in Letitz, a spectacular mystery dinner at the historic Bube's Brewery, Mount Hope Winery lunch, Bube's Brewery & Catacombs Tour, downtown Lititz, Lancaster Central Market, Moon Dancer Winery lunch, all meals, tour escort and more.
012-November 4-5, 2021

The Greenbrier Resort Christmas Extravaganza
Group Tours & Travel LLC

The Greenbrier is regarded as one of the finest luxury resorts in America and is a place that everyone should visit at least once in a lifetime. Prepare to be spoiled with three nights of luxury, a terrific holiday themed activity schedule along with daily delicious culinary delights. We'll be wowed at every turn by the extravagant Christmas decorations enveloping the resort and sprawling grounds. This infamous historic resort with its classic architecture, exquisite interior design, and carefully sculpted landscape has hosted distinguished guests from around the world since 1778. Even before we arrive, many interesting sights await. We'll tour one of the most palatial Capitol Buildings in the country, drive through scenic Shenandoah Valley, stay overnight in an historic town and step back in time at the Frontier Culture Museum. What a wonderful way to start the holiday season. Highlights include: three nights in the luxurious, five diamond Greenbrier Resort, one night in the historic Hotel 24 South, Staunton, VA, breakfast and dinner daily in The Greenbrier, historic hotel tour and slide show, \$20 free slot play, afternoon tea in The Greenbrier, culinary, blacksmith, and glassblowing demonstrations, historic Bunker Tour at the Greenbrier, nightly champagne toast, the Pennsylvania Capitol Building, shopping in Lewisburg, West Virginia, Frontier Culture Museum, four breakfasts, three lunches, three dinners, tour escort and more.
013-November 13-17, 2021

A Magical Annapolis Christmas
Eastport Yacht Parade, Illuminated London Town & Winterthur Yuletide
Group Tours & Travel LLC

This will be an amazing trip that will get you deep into the Christmas Spirit! We will see Christmas lights in London Town with coffee, tea or hot chocolate and stroll through gardens while enjoying traditional Christmas singers. We will visit a European-style Christkindlmarkt for unique gifts (and have plenty of room on the bus to bring them back), have an entertaining and educational walking tour of Annapolis, experience Christmastime as it was in the 1830s at Hammond House, and enjoy dinner and a cruise to see the Lights in the Harbor for the Eastport Yacht Parade. Every year on the second Saturday in December, magic happens on the water of the Annapolis Harbor—boats suddenly appear out of the cold winter night illuminated with thousands of colored lights and crewed by jolly revelers! We will spend two nights at the Westin Annapolis, Winterthur Museum & Gardens Yuletide Exhibition, and create a lifetime of Christmas memories!
015-December 10-12, 2021

Christmastime at Nashville's Opryland Group Tours & Travel LLC

Welcome to the unique experience of Nashville at Christmas! There's nowhere else on earth like the Opryland Hotel with its over 3 million Christmas lights decorating an incredible nine acres of indoor atriums encompassing a variety of restaurants and shops. There are waterfalls, over 50,000 plants, elevated walkways, a nightly tree lighting with caroling, an outdoor nativity scene, and even an indoor boat ride on the river in the Delta Atrium. Relax and enjoy the views from the balcony of your room which overlooks one of these extensively decorated atriums. Each guest will receive a \$60 Opryland gift card that may be used in many of the hotel's most popular restaurants. Another exceptionally unique and included attraction is ICE, an indoor winter wonderland featuring two million pounds of hand-carved ice sculptures that must be seen to be believed. Topping off our time here are three spectacular shows, so grab your cowboy hat and dancing shoes, and don't be left in New Jersey when all the fun is in Nashville! Highlights include: airfare from Newark to Nashville, four nights (Indoor Balcony Accommodations) in the beautiful Gaylord Opryland Hotel, extensively decorated for the holidays, Grand Ole Opry Evening Performance, luncheon & show aboard the General Jackson Showboat, ICE Exhibit, Country Music Dinner Christmas Show Country Music Hall of Fame, Tour of Studio B, Johnny Cash Museum, boat ride in The Opryland Hotel, Andrew Jackson's Hermitage, bus transfer to downtown Nashville, Wildhorse Saloon, four breakfasts, two lunches, two dinners, tour escort and more.
016-December 16-20, 2021

Sparkling Gems of Old Florida Manatees, Cedar Key & Mount Dora Group Tours & Travel LLC

It's time to leave this dreary winter behind and head to a place that sparkles! In Crystal River, the gem of the Nature Coast, we'll gaze upon crystal clear spring fed waters that are home to manatees, migratory bird species and tons of native wildlife. From here there is so much to explore. We will visit a pre-Columbian National Historic Landmark containing a six-mound complex that served as a ceremonial center for Native Americans for 1600 years. We'll wander the day away in lovely Mount Dora where we'll view local art, take a one-of-a-kind canal boat ride and enjoy the beautiful scenery. Off the beaten path is charming, historic Cedar Key, a town similar to Key West from 50 years ago. We'll find ourselves in a rainforest, cruise as "An Ancient River Dweller", go antiquing and visit a delightful town whose name is the Gaelic version of Edinburg, all while enjoying the amazingly warm weather that only Florida can provide in January! Highlights include nonstop, roundtrip airfare from Newark to Tampa, five nights at the Plantation on Crystal River, Three Sisters Springs, Crystal River Archeological State Park, Sunset Cruise on Kings Bay, "Festival City" Mount Dora, Florida, Highwaymen Art Show, Doral Canal Boat Tour, "Old Florida's" Cedar Key, Cedar Key Historical Society, Devil's Millhopper Geological State Park, Crystal River Preserve Eco Cruise, "Antique Capitol" Micanopy, delightful Dunedin, all breakfasts, three lunches, two dinners, tour escort and more.
017-January 2022

Careers & Workplace

5 Steps in Designing a Resume that Generates Interviews – Digital Edition

Fran Kelley

Learn how to write a resume that gets through the Applicant Tracking Systems and gets the attention of hiring managers. Topics covered will include: overview of Applicant Tracking Systems, and how to make sure your resume gets through, best in class resume formats, fonts and style for today's job search, key word selection – where to find them and how to use them to your advantage, critique of your resume by a professional resume writer, how to craft a cover letter to position yourself effectively without having to rewrite the resume by job and cover letter formats and content will be discussed. Registration is limited to allow for one-on-one attention.

The Zoom Interview...Are You Ready Fran Kelley

Video interviews are here to stay and you need to be ready for them. One thing we have learned in the past year is how to rapidly adapt to radical changes in our environment. Job seekers have had to master the video interview – via Zoom, Google Meet, Teams or Skype. We will also discuss HireVue interviews, which are becoming more popular as well. Of these video interviewing platforms, Zoom is by far the most common. In this class, you will learn how to maximize your presence on Zoom, where you should be looking, what your background should be – virtual or real, your clothing, hair, makeup and body language. All these factors contribute to how well you appear on Zoom and if you can make the sale. The class will include a handout of the most asked interview questions. Registration is limited to allow for one-on-one attention.

LinkedIn Digital Tour – What is Really Going on with your LinkedIn Profile? Fran Kelley

This class will show you hidden information on LinkedIn that can greatly influence how your profile is viewed by recruiters, HR and hiring managers. We will take you step-by-step through LinkedIn's settings and how to use them to your advantage. All students will receive a critique of their LinkedIn profile to maximize their presence on this especially important networking and job search tool. Registration is limited to allow for one-on-one attention.

NJ Real Estate Pre-Licensing Course

Bergen County Realtor Center for Professional Development

Start Your New Career with Training from the Leaders in Real Estate Education! Bergen County Realtor Center for Professional Development's expert instructors will fully prepare you for the NJ Real Estate state exam. This 75-hour course will be taught virtually via zoom September 28th-November 9th. Tuesday, Wednesday and Thursday evenings from 6-10 pm. Cost includes course, text book, and class exam. Cost does not include state exam or finger printing.

Creative Arts

Making Your Masterpiece

Britt Sikiric

Be inspired in a fun and basic acrylic painting class that focuses on an introduction to masterpiece painting. Using your own twist and style, the instructor will gently guide you to create your own masterpieces. We will casually study brush strokes and paint textures to create your own one-of-a-kind works of art. We will journey from impressionism to pointillism, and abstract to expressionism. An \$18 supply fee is due to the instructor at the first class.

Advanced Drawing

Eric Santoli

This course is for students who have already taken the Drawing for Beginner's course or who have an understanding of basic drawing concepts and materials. This advanced course will dive deeper into further methods, materials, concepts and techniques of drawing at a higher level. Fundamental principles such as value, perspective and shape will still be heavily emphasized, but will also be expanded upon. Concepts to cover will include perspective, measuring, sight-size vs. comparative drawing, sketching vs. finished drawing, accurate shape finding, etc. As always, Mr. Santoli will include many art historical references throughout the course.

Comedy Writing and Performing Bill Ervolino

Whether you're an aspiring comedy writer, performer, or both — or you're just a fan of all the things that make us LOL, this course is designed to sharpen your comic senses and identify (and refine) your own unique comic style. Ready to take the cosmic comic leap with some like-minded funny folk? Instructor Bill Ervolino is an award-winning humor columnist who spent much of the '80s in clubs reviewing up-and-coming comics (Jon Stewart, Adam Sandler, Chris Rock, and hundreds of others) for the New York Post. He is the author of "Some Kind of Wiseguy" and has performed comedy since 1998 at Bananas Comedy Club, Gotham Comedy Club, Don't Tell Mama, Gilda's Club, Bergen PAC and more.

Culinary Arts

Rainbow Cookies & Almond Horns Kim Hendrickson

Almond flavor is what both of these cookies have in common, but each cookie is made with a unique technique. Once you master the technique, you will be able to delight your friends and family with desserts that are generally thought to be too hard/expensive/fussy to make! Kim will demonstrate each cookie then allow each student to make their own in two nights. Both cookies can be made in advance and keep in a cool, airtight container for weeks. The correct size baking pan will be included in the price of the class to insure you have the correct tool to make the Rainbow Cookies. Plan on bringing over 3 pounds of cookies home! Please bring an apron to class. Tuition includes a food fee of \$26.

Four Classic French Desserts Kim Hendrickson

There are so many French desserts and so little time to learn how to make them! In this three-night class, Kim will demonstrate the basics of each dessert: Classic Apple Tart, Madeleines, Baba au Rhum, and Crème Brûlée. We know French tarts from the custard lined fruit ones sold in most bakeries - but if you have never had a classic apple tart you are truly missing out. A crisp, rich, sweet crust with buttery apples beautifully arranged is taught on the first evening. Madeleines are another seeming simple little cake, but there is a lot of technique involved to get the batter light enough, and achieve the expected French bump on the back and the buttery edge. The trend of boozy cupcakes has brought Baba au Rhum back into vogue. A yeast-based dough, baked light, dried out, only to be soaked in a rum sugar syrup. Often ordered out but never made, Crème Brûlée is THE definitive French dessert everyone needs to know how to make. Kim will demo each dessert before you prepare each dessert yourself to take home. Please bring a 9" tart pan and a baking sheet to take your tart home without harm on the first night of class and an apron. Tuition includes a food fee of \$35.

Risotto Simplified Kim Hendrickson

Restaurant chefs often demand high prices for this delicious menu item, when most of risotto's difficulty is all a myth. Instead of saving this dish for a special dinner out, Kim will walk you through the basics of making risotto so you can make it at home, as often as you like. In one night, Kim will walk you through the basics of making this creamy rice dish bolstered with veggies and/or seafood. Once her demo concludes, the entire class will prepare a differently flavored risotto (maybe mushroom, cheese or crab meat to name a few) using the techniques shown. Come hungry. Please bring an apron, and a container to take home any uneaten risotto. If you have a Dutch oven or deep fry pan, please bring it to class. Tuition includes food fee of \$20.

Just Sides

Distinctive side dishes you might not have thought to try.

Kim Hendrickson

Are you bored with serving steamed vegetables or the same side dish over and over? In this two-night class we will explore a variety of delicious side-dishes that will please the most discerning guest; and might even have your picky family asking for more! Over two nights, 8 different side-dish recipes will be prepared; all with the emphasis on great flavor combinations, a minimum of 8 servings, different presentations and an eye toward the holiday season to insure your next meal will be a winner. Cheddar Potato Bacon Wrapped Tart, Brussels Sprouts with Grapes & Walnuts, Light and Creamy Carrot Pudding or Zucchini Roulade are just a few of the recipes we will prepare together while Kim imparts cooking techniques. Come hungry. Please bring an apron and empty containers to class for leftovers. Tuition includes a food fee of \$25.

Chocolate Bark for Holiday Gift Giving

Kim Hendrickson

On the night one, Kim will explain how to temper chocolate and the steps of “bark basics.” Then the class will make one bark per person (featuring four different recipes) to share at the end of class. Simple, one/two flavor barks will be done this night to get used to working with the chocolate. On night two, four more bark recipes will be created under Kim’s watchful eye that will give you the experience of a variety of flavors, chocolates and marbling and drizzling. Bacon Bark, Bird Seed Bark, Classic Peppermint Bark, and Tropical Bark are a few of the recipes the class will prepare and taste. Barks made this night can be saved in a cool place until Christmas! Please wear clothes that you don’t mind being stained by chocolate as it is hard to get out. Bring an apron, your own oven mitts and containers to take home the barks we make. Tuition includes a food fee of \$35.

Chocolate Covered Cherries

Kim Hendrickson

The pairing of chocolate and cherries is a classic. Those who love them usually cannot get enough of them. Once you know how to make these delicious chocolates you will be prepared to make this special candy by hand as a gift for others or to yourself. Two methods of chocolate covered cherries will be demonstrated by Kim and the two evenings will be spent tempering Callebaut chocolate and preparing the cherries to be dipped. Since these candies can be kept for weeks in a cool place you can prepare for the holidays in these two evenings. Plan on bringing pounds of cherries home, so bring a container to class as well as chocolate resistant clothes and an apron. Tuition includes a food fee of \$22.

Make a Fall Themed Cheese & Charcuterie Board Like a Pro

Lia Littlewood, Say Cheese Bergen County

In this class, you will learn how to assemble a professional cheese board while tasting some new and unique cheeses. The course includes everything you need to make a lovely “Fall Themed” platter including a slate cheese board. Using seasonal cheeses and add-ons, you will make a beautiful board you can then re-create for Thanksgiving. It is sure to impress your guests. A materials fee of \$30 is included in the tuition.

Seasonal Pickling Workshop at HealthBarn USA

Stacey Antine, MS, RDN

Root veggies are in abundance for the harvest season! The fun way to extend the season and reduce waste is by pickling a variety of roots. Join us to learn and pickle with friends and enjoy the samples as well as head up with your own pickle creation. You will also get the chance to check out this cool facility.

Culinary Arts cont.

The Steel Wheel Tavern and the Ridgewood Community School presents their Food and Drink Pairing class schedule. Each class will have a unique menu presented and prepared by Executive Chef Bryan Tortorella and his team. Classes are limited to 20 participants. All classes take place at The Steel Wheel Tavern, 51 N. Broad Street, Ridgewood, NJ.

Organic Wine Class

Join us for a wine and food pairing class with a twist. All of the wines being served will be organic wines provided by the fine folks from Organic Vintages. They proudly offer fine wines made from 100% organically grown grapes with no or low sulfites added. With their wines, it's not what you don't get (the pesticides, sulfites, and other chemicals), but the fine wine that you do! Michael Brennan, Sales Manager at Organic Vintages, will teach you about organic wine, and go into greater depth on the evening's chosen varietals. The wines will be paired with a four-course meal prepared by Bryan Tortorella, the Steel Wheel Tavern's Executive Chef. The four courses will include a salad, a starter, an entrée, and a dessert! This class was made possible by the Steel Wheel Tavern's relationship with Jim Smith and Opici Family Distributing of Glen Rock, NJ.

Local Craft Beer Class

The Steel Wheel Tavern has developed relationships with many local craft breweries. Alementary of Hackensack, Kane in Ocean Township, Brix City from Little Ferry, Defiant in Pearl River, and Departed Soles out of Jersey City are just a few of our partners. We will have a representative from one or more of our local breweries on hand to teach you about their companies, their unique brewing processes, and the beers they have chosen to pair with a four-course meal. The evening's menu will be designed and prepared by Bryan Tortorella, the Steel Wheel Tavern's Executive Chef. The four courses will include a salad, a starter, an entrée, and a dessert!

Autumn-Winter Cocktail Class

The Steel Wheel Tavern's dedicated team of bartenders will take you behind the bar (figuratively speaking) and teach you how to make four delicious autumn-winter inspired cocktails. You will leave the Wheel prepared to host the most "spirited" holiday party on the block! Cheryl Tis, veteran bar tender and General Manager of the Steel Wheel, will create the craft cocktail list for the evening. Cheryl will carefully pair the cocktails so as to enhance the flavor profiles of each course. The menu for the evening will be designed and prepared by Bryan Tortorella, the Steel Wheel Tavern's Executive Chef. The four courses will include a salad, a starter, an entrée, and a dessert!

Dance

Jazz & Hip-Hop Dance

HeArt in Motion Studio Faculty

Join us in this nurturing, yet professional class that explores both classical and contemporary styles of jazz and hip-hop dance. The class includes a warm up, center work, across the floor combinations, stretching, and ends with students learning jazz & hip-hop choreography. This class is for students in grades 1-3. No experience is necessary

Finance

Creating a Social Security Plan of Action

Amy Harrison, CFP

You've paid into Social Security for decades and want to maximize what you get back. Given the thousands of complex rules and hundreds of claiming options, creating a plan of action for Social Security can be an overwhelming prospect. One Social Security misstep could leave you missing out on hundreds of thousands of dollars over a lifetime. This one-night course will show you the basics of Social Security and provide ways to help maximize your Social Security benefits and optimize your retirement strategy.

Making Sense of Medicare

Amy Harrison, CFP

Signing up for Medicare at age 65 is a major decision since health care costs are one of the largest expenses in retirement. Medicare may cover a portion of health care expenses, but many are surprised to learn that there are costs associated with the Program. In this course, you will learn about how Parts A, B, C and D function, what is covered, the costs associated with each part and how to sign up. An overview of Supplemental Plans (aka Medigap plans) that aid in managing the healthcare costs above what traditional Medicare covers will also be presented.

Handcrafting

Playing in Mud – Hand-building Pottery Techniques

Alisen Herman

Pinch, coil and slab! Students will be introduced to basic hand-building techniques and some may also experiment with a tabletop pottery wheel. Be creative, get stress relief, and learn something new. Guided by instructor demonstrations and coaching, students will learn to create various functional and decorative items. Fun for all levels. A \$60 material fee is payable to the instructor at the first class. Lessons will include: clay basics, making pinch and coil pots and storing our work, rolling a slab using either a rolling pin or bottle and making an easy cup or plate, adding handles and feet to pieces, finishing touches and decorating our pieces, making templates for mugs and multiples to create a set, surface design with color and texture and preparing for firing and glazing.

Health & Wellness

5 Element Archetypes Discover Your True Nature

Lois Kramer-Perez CHt., Certified Feng Shui Practitioner

Learn how the essence of the 5 Elements: Water, Tree, Fire, Metal and Earth are expressed in our nature, our clothing, our surroundings, and find out how they support our desires, our life path. Do you ever wonder why some people prefer staying up late to getting up early in the morning? Or why some people prefer to read, do yoga on the floor or create art, while others are outside riding, hiking or jumping out of planes? There are clues in their behavior, their style and their birthdate. Begin to understand not only your own true nature but understand those around you. Enhance every relationship immediately. "Be yourself, everyone else is taken." Format based on class size. Oscar Wilde.

Transform Your Essence with Feng Shui Style

Lois Kramer-Perez CHt., Certified Feng Shui Practitioner

Feng Shui is everywhere and in everything, it is in nature, in your space and in your unique personal elemental archetype. You know about creating a space using the feng shui principles to support your desires and your unique elemental archetype. Let's refine this even more: transform your inner essence by purposefully choosing how you dress. What you wear affects how you show up in the world. Get lost in a rainy day. Disappear into the background. Stand out in the crowd. Show up as the leader. Get motivated to get moving, and so much more. Guess What! You have the power to choose! How you choose to dress when you are working on the phone or only visible from the waist up makes a difference. Join us for a fun and informative session to learn how to use the Feng Shui Principles to state your intention by how you dress. Dress for the person you choose to be in any given situation. Format based on class size.

Yoga for Deep Relaxation

Karen Livanos-Centauro

The practice of yoga quiets the mind and releases tension while developing strength and flexibility in the body. Classes will include a unique flow of stretching and yoga postures, breathwork, and meditation to relax, restore and rejuvenate the body and mind. Class is designed specifically for the novice. Students should dress in comfortable, layered clothing and bring a yoga mat, water and a large towel or blanket for extra cushion.

Heartsaver® First Aid CPR AED

Bergen County EMS Training Center

The AHA's Heartsaver First Aid CPR AED Course is a classroom, instructor-led course designed to prepare students to provide first aid, CPR, and use an automated external defibrillator (AED) in a safe, timely, and effective manner. Upon successful completion of the course, including a first aid skills demonstration and a CPR and AED skills test, students receive a Heartsaver First Aid CPR AED course completion card, valid for two years. Content will include: First aid basics, medical emergencies, injury emergencies, environmental emergencies, preventing illness and injury, adult CPR and AED use, opioid-associated life-threatening emergencies, optional modules in child CPR and AED use and infant CPR. Tuition includes a book and a course completion card.

Home

Fall Out of Clutter – Downsize or Minimize into Freedom

Jean Marie Herron, POSSE Partners

Join a certified professional organizer for an evening of decluttering and organizing strategies whether you want to downsize or go minimalistic. If you are considering “selling your dwelling,” POSSE will show you how “Less Clutter, More You” can free you from overloading your homes contents so you can live with less stress and less to do around the house.

Party/Event Planning and Entertaining

Kathryn Schmidt, Parties Unplugged www.partiesunplugged.com

Everyone wants to host the perfect event. So how do you create the right theme? Select a venue (including your own home)? Decide on entertainment? Manage food and drink? From the first “hold the date” to the last party favor, we will cover an array of creative and operational ideas and details and explore ways to create authentic, personal, and memorable gatherings and celebrations that reflect your style while ensuring that you have as good a time as your guests.

Liberal Arts & Music

Creative Writing/Better Writing

Bill Ervolino

The course was always listed as Creative Writing but during each semester there were class members who enrolled because they wanted to enhance their business-writing skills. A few were writing books and wanted assistance and feedback on their projects. I was happy to tailor assignments to the needs of all of these students. Each class involved discussions of creative writing and examples of how all writing can be improved. Assignments were given each week and read and discussed the following week. My only classroom requirement for this class is to have copies of the assignments ready on the night of class — unless students have computer access at their desks.

Music Talks

Wunderkinds - Classical Music's 3 Greatest Child Prodigies

Roger Davidoff

We will enjoy six presentations [two devoted to each composer] of selected music by Mozart, Schubert and Mendelssohn, Classical music's three greatest child prodigies. We will hear a number of their early works, as well as their mature masterpieces, discussing their astounding early genius, their lives and their unique contributions to Classical music.

Victorian Christmas Tales

Christmas as we know it was practically invented by the Victorians, and one of their favorite traditions was storytelling. Of course, everyone knows "A Christmas Carol" by Charles Dickens, but did you know there's also a Christmas-themed Sherlock Holmes story from Sir Arthur Conan Doyle? Join us to discover what titles should be on your Victorian Christmas reading list this holiday season.

Guitar 3 - Advanced Intermediate

PJ Rasmussen

This class will help intermediate students put together a repertoire for performance. With each student-selected piece, various song-specific techniques are taught to help students go beyond the basics and prepare for deeper study. Students should be familiar with all open-position chords before taking this course.

Sports

Pickleball 2 – Novice/Intermediate

Premier Pickleball

This class is for those who already know how to play pickleball but might not have taken formal lessons and those who have taken Beginner Pickleball and want to continue to improve their game. Classes consist of instruction for making skill shots from all parts of the court plus guided play to learn court strategies and make better shot selections during play. Participants must wear sneakers and comfortable clothing to be able to move and have fun.

Junior Edition

Mixed Media Mash-Up

Britt Sikiric

Come join the fun as we explore our own unique style and use creative expression to make one-of-a-kind art. We will be working with pastels and acrylic paint on canvas. Mixed media collage with glittery paper and embellishments will ignite the budding artist in each child. We will focus on modern art to classical impressionism and everything in-between. Students will use an array of materials to create bold and colorful masterpieces. All levels are welcome!! Please bring a smock or wear old clothing as paints will stain.

Adult Education

Abramenko, Emily
 Andreasen, Carl
 Antine, Stacey
 Austin, Robert
 Burke, Robert
 Burns, Vivian
 Calaski, James
 Chahine, Alain
 Chahine, Martine
 Chriss, Catherine
 Costello, Mary Lee
 Davidoff, Roger
 DiCostanzo, John
 Dittmar, Dawn
 Ermilio, Patricia
 Ervolino, William (Bill)
 Feingold, Richard
 Feld, Ellen
 Finnerty-Eagan, Karen
 Fitzgerald, Mary
 Fortunato, Irene
 Medina, Julian Garcia
 Gilbert, Kristen (Krasinski)
 Gross, Gwendolen
 Hall, Burton
 Hammond, Frederick
 Hansen, Yasuko
 Harrison, Amy
 Helmy, Marize
 Hendrickson, Kim
 Herman, Alisen
 Herron, Jean Marie
 Kelley, Fran
 Kirschner, Jonathan
 Kovalcik, Terrance
 Kramer-Perez, Lois
 Larkin, Marya
 LeLuc, Isabel
 Littlewood, Lia
 Livianos-Centauro, Karen
 Livingstone, Robert
 Maniaci, Angela

Adult cont.

Manna, Michael
 Marchese, Vincent
 McKinnon, Evelyn
 Mortimer, Frank
 Oren-Dahan, Maya
 Papay, Eugene
 Petretti, Myra
 Petzold, Harold
 Popadics, Joel
 Porod, Jason
 Poznick, Gary
 Rasmussen, Philip (PJ)
 Rubin, Donald
 Santoli, Eric
 Schwartz, Zahava
 Schwartzman, Marshall (MT)
 Schmidt, Kathryn
 Scillieri, Joseph
 Secreti, Joanna
 Sikiric, Britt
 Sobel, Arlene
 Soloman, Charles
 Tyree, LaShondra
 Valere, Neil
 Vangieri, Patricia
 Walker, Lorinda
 Winner, Anne
 Zaitsev, Maksim

*Related to staff member

Page 2 – RCS Fall 2021 Employees

Junior Edition

Alcaro, Annamaria

Alexander, Lisa

Beaumont, Megan

Bilyk, Matthew

Brescia, Kenneth

Burns, Vivian

Capalbo, Michele

Cheng, Zhe (Gil)

Conti, Eva

Cosco, Catherine

Eichmann, John

Fink, Gary

Goldberg, Daryl

Hankle, Benjamin

Landes, Gregory

Lazzara, Patricia

Livingstone, Robert

Sikiric, Britt

Zaitsev, Maksim

Driver Education

Cosgrove, James

Currier, Robert

Kay, Peter *

Knott, Ronald

Mitola, Candace

Ross, Jennifer

Watson, Andrea *

*Related to staff member



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

September 20, 2021

Regular Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 92007450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 92007450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- | | | |
|-------|---|-------------------|
| I. | CALL TO ORDER AND ROLL CALL | Mr. Lembo |
| II. | FLAG SALUTE AND PLEDGE OF ALLEGIANCE | Mr. Lembo |
| III. | OPENING STATEMENT BY PRESIDING OFFICER | Mr. Lembo |
| IV. | PRESENTATIONS | Dr. Gorman |
| | A. Student Representative Report
➤ Norah Train, Ridgewood High School | |
| V. | COMMENTS FROM THE PUBLIC | Mr. Lembo |
| VI. | PRESENTATIONS | Dr. Gorman |
| | A. Student Safety Data System (including HIB) Report
➤ Basil Pizzuto, Assistant Principal Ridgewood High School | |
| VII. | SUPERINTENDENT REPORT | Dr. Gorman |
| VIII. | CONSENT ITEMS: REGULAR AND ROUTINE ISSUES | Dr. Gorman |
| | A. ATTENDANCE AT CONFERENCES
The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on Attachment A . | |
| | B. ADMINISTRATION | |
| | i. <u>Approval: Receipt of Suspension Reports</u>
The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges it has received confidential information regarding suspensions that have occurred since the last Board meeting. | |
| | ii. <u>Approval: Submission of Chapter 27 Emergency Virtual or Remote Instruction Program for the 2021-2022 School Year</u>
The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the submission of the 2021-2022 Chapter 27 Emergency Virtual or Remote Instruction Program.

The Board has received background information. | |
| | iii. <u>Approval: Agreement with The Frisch School for a Ridgewood Public School District Teacher to provide additional instructional/teaching hours</u>
The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with The Frisch School for one Ridgewood Public School Teacher STEM Teacher to support the Frisch School from September 1, 2021, through June 10, 2022, for a total of 130 hours. | |

The Board has received background information.

C. CURRICULUM & INSTRUCTION

i. Approval: Field Trips

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment B**.

ii. Approval: Applied Behavioral Analysis Parent Training Agreement Between Region II and Non-Member Districts for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves an Applied Behavioral Analysis Parent Training Agreement between Region II and Non-Member Districts for the period July 1, 2021 to June 30, 2022, in the amount of \$225 per family.

The Board has received background information.

iii. Approval: Contract for Instructional and Tech Support with TechVision, LLC

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves a contract for instructional and technical support services with TechVision, LLC for a visually impaired student, at the rate of \$120 per hour as specified in the contract.

The Board has received background information.

D. HUMAN RESOURCES

i. Appointments

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Teacher

Revision: CALAMIA SCHECKEL, Beth - 0.80 FTE Latin Teacher (tenure-track), Benjamin Franklin Middle School and George Washington Middle School, **from** effective September 20, 2021, or as soon after as possible, through June 30, 2022, approved by the Board at its meeting on August 30, 2021, **to** effective September 17, 2021, or as soon after as possible, through June 30, 2022, pending verification of employment as outlined by Chapter 5. Ms. Calamia Scheckel possesses a NJDOE Standard Certificate as a Teacher of Latin.

Salary: \$68,573
Cl. MA+45, St. 8

Account # 11-130-100-101-07-08-019-000
Account # 11-130-100-101-07-09-019-000

Additional: Classroom Aide/Lunchroom Aide for the 2021-2022 School Year

CANCIO, Josylin - Lunchroom Aide, Ridge School, effective September 21, 2021, or as soon after as possible, through June 22, 2022, 2 hours per week, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-262-107-00-04-004-001

Home Instructors, on an as-needed basis, for the 2021-2022 School Year

- **Briggs, Amy**, World Language Teacher, at an hourly rate of \$58.21.
- **Cigolini, Lucille**, Language Arts Teacher, at an hourly rate of \$58.21.
- **Clarke-Anderson, Kathleen**, Language Arts Teacher, at an hourly rate of \$60.32.
- **Corlett, Susan**, Special Education Teacher, at an hourly rate of \$60.32.
- **Donnelly, Trecia**, Special Education Teacher, at an hourly rate of \$60.32.
- **Gilbert, Kristen**, Social Studies Teacher, at an hourly rate of \$60.32.
- **Imbruglia, Lauren**, World Language Teacher, at an hourly rate of \$58.21.
- **Litvak, Roman**, Mathematics Teacher, at an hourly rate of \$58.21.
- **Pfeiffer, Courtney**, Mathematics Teacher, at an hourly rate of \$60.32.
- **Rispoli, Karen**, Language Arts Teacher, at an hourly rate of \$60.32.
- **Rooney, Michael**, Special Education Teacher, at an hourly rate of \$60.32.

Account # 11-150-100-101-00-24-024-001 (Regular Education)

Account # 11-219-100-101-00-24-024-001 (Special Education)

Painters, effective August 31, 2021 through June 30, 2022, on an as-needed basis

- **Lug, Raymond**, Supervisor, at an hourly rate of \$21.50.
- **Spadaccini, Ann**, Painter, at an hourly rate of \$15.87.

Account # 11-000-262-104-00-42-048-001

ii. Change in Salary Classification, effective September 1, 2021 through June 30, 2022, in accordance with the REA/Board Agreement

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the Changes in Salary Classification, effective September 1, 2021 through June 30, 2022, in accordance with the REA/Board Agreement, as listed on **Attachment C**.

iii. Change of Assignments for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 School Year, as listed below.

BRITCHER, Ashley - **from** Applied Behavior Analyst Aide (ABA) and Lunchroom Aide, Ridge Elementary School, 3.75 hours per day and 2 hours per day, 5 days per week,

to Applied Behavior Analyst Aide (ABA), Ridge Elementary School, effective September 21, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week.

From: \$20.17 per hour (ABA Aide) and \$17.50 per hour (Lunchroom Aide)

To: \$20.17 per hour (ABA Aide)

Account #11-000-217-106-00-04-024-001

HARCHER, Jennifer - **from** Resource Room Special Education Classroom Aide, Hawes Elementary School, **to** Applied Behavior Analyst Aide (ABA), Hawes Elementary School, effective September 1, 2021 through September 15, 2021, 5.75 hours per day, 5 days per week.

From: \$17.50 per hour

To: \$20.17 per hour

Account # 11-000-217-106-00-02-024-001

ZAVERI, Salome - **from** Lunchroom Aide, Hawes Elementary School, 2 hours per day, 5 days per week, **to** Resource Room Special Education Classroom, Hawes Elementary School, 5.75 hours per day, 5 days per week.

Hourly rate will remain the same - \$17.50.

Account #11-213-100-106-00-02-024-001

iv. **Resignations**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations, as listed below.

Classroom Aides

GILLIS, Daniel - Resource Room Special Education Classroom Aide, Ridgewood High School, effective September 20, 2021.

Revision: HARCHER, Jennifer - Resource Room Special Education Aide, Hawes Elementary School, **from** effective September 2, 2021, approved by the Board at its meeting on September 13, 2021, **to** effective September 15, 2021.

v. **Leave of Absence**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absence, as listed below.

GOLDBERG, Sarah – Learning Disabilities Teacher-Consultant, Hawes Elementary School, effective November 29, 2021 through May 13, 2022, with a reinstatement date of May 16, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

vi. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Hawes Elementary School

- Clubs and Activities for the 2021-2022 School Year, as listed on **Attachment D**.

Account # 11-401-100-101-00-02-002-001

Lunch Time Supervision

- **Raupp, Ellen**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Account # 11-120-100-101-00-02-002-001

Orchard Elementary School

- Clubs and Activities for the 2021-2022 School Year, as listed on **Attachment E**.

Account #11-401-100-101-00-03-003-001

Ridge Elementary School

- Clubs and Activities for the 2021-2022 School Year, as listed on **Attachment F**.

Account #11-401-100-101-00-04-004-001

Somerville Elementary School

- Clubs and Activities for the 2021-2022 School Year, as listed on **Attachment G**.

Account #11-401-100-101-00-05-005-001

Travel Elementary School

- Clubs and Activities for the 2021-2022 School Year, as listed on **Attachment H**.

Account #11-401-100-101-00-06-006-001

Willard Elementary School

- Clubs and Activities for the 2021-2022 School Year, as listed on **Attachment I**.

Account #11-401-100-101-00-07-007-001

Benjamin Franklin Middle School

- Co-curricular Activity Advisors and Stipends for the 2021-2022 School Year, as listed on **Attachment J** (Remuneration in accordance with negotiated Agreement; ratio is applied to the 2021-22 BA Maximum of \$93,592).

Account # 11-401-100-101-00-08-008-001

2021-2022 Student Club Activity Advisors

- Student Club Activity Advisors for the 2021-2022 School Year, as listed on **Attachment K**.

Account # 11-401-100-101-00-08-008-001

Intramural Activities for the 2021-2022 School Year

- Girls Volleyball, Boys Volleyball, Track, Weight Lifting, Open Gym, not to exceed a total of 300 hours, each to receive an hourly rate of \$40.17 (\$12,000) Advisors: **Donnelly, Trecia; Ferrari, Todd; Marzocchi, Jaime; Nizza, Amber; Ran, Benjamin; Rooney, Michael; Skettini, Donna; Sutera, Lisa; Ordini, Jason; Valere, Neil; Wearley, Meredith; and Reilly, Kerriann.**

Account # 11-401-100-101-00-08-008-001

Additional: 2021 Summer Hours - Nurse

- **Reilly, Kerriann**, not to exceed 2 hours, at an hourly rate of \$67.07 (\$134.14).

Account # 11-000-213-104-00-08-008-001

George Washington Middle School

Co-curricular Activity Advisors and Stipends for the 2021-2022 School Year, as listed on **Attachment L** (Remuneration in accordance with negotiated Agreement; ratio is applied to the 2021-22 BA Maximum of \$93,592).

Account #11-401-100-101-00-09-009-001

Ridgewood High School

Co-curricular Activity Advisors and Stipends for the 2021-2022 School Year, as listed on **Attachment M** (Remuneration in accordance with negotiated Agreement; ratio is applied to the 2021-22 BA Maximum of \$93,592).

Account #11-401-100-101-00-10-010-001

Additions/Revisions: Lunch Time Supervision, approved by the Board at its meeting on August 30, 2021

- **Brunner, Adam**, **from** not to exceed 5 days per week, **to** 4 days per week, at an hourly rate of \$30.24.
- **Consol, Mary**, not to exceed 1 day per week, at an hourly rate of \$25.90.
- **LoPrinzi, Brad**, **from** not to exceed 5 days per week, **to** 2 days per week, at an hourly rate of \$25.90.

- **Mitola, Candace**, **from** not to exceed 5 days per week, **to** 2 days per week, at an hourly rate of \$25.90.
- **Nuzzo, Laura**, not to exceed 1 day per week, at an hourly rate of \$25.90.
- **Pollitt, Ashley**, not to exceed 1 day per week, at an hourly rate of \$30.24.

Account # 11-140-100-101-00-10-010-001

Additional: 2021 Summer Hours - Nurse

- **Donovan, Suzanne**, not to exceed 9 hours, at an hourly rate of \$36.70 (\$330.30).
- **Morgan, Maureen**, not to exceed 18.50 hours, at an hourly rate of \$75.92 (\$1,404.52).

Account # 11-000-213-104-00-10-010-001

Secretarial Support - August 31, 2021

- **Nuzzo, Laura**, not to exceed 7 hours, at an hourly rate of \$29.41 (\$205.87).

Account # 11-000-240-105-00-10-010-001

Bus Drivers for the 2021-2022 school year on an as-needed basis, each at an hourly rate of \$40.17 (or \$56 round trip if a coach is driving his/her own team) pending compliance with all state mandated bus driver requirements

- **Piccione, Paul**

Account # 11-000-270-162-00-10-034-001

Information Technology Department

Revision: Uninterruptible Power Supply (U.P.S.) Replacement, approved by the Board at its meeting on July 26, 2021

- **Michels, James**, not to exceed 15 hours, **from** an hourly rate of \$30.22, **to** an hourly rate of \$44.64 (\$66.96 time and a half), not to exceed \$1,004.40.
- **Valere, Neil**, not to exceed 20 hours, **from** an hourly rate of \$32.33 **to** an hourly rate of \$44.64 (\$66.96 time and a half), not to exceed \$1,339.20.

Account # 11-000-222-104-08-31-031-001

Cabling - All Buildings

- **Michels, James**, not to exceed 30 hours, at an hourly rate of \$44.64 (\$66.96 time and half), not to exceed \$2,008.80.

Account # 11-000-222-104-08-31-031-001

vii. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below.

Teachers: Bukowski, Stacey; DiGisi, Robert; Galvin, Jennifer; Greaney, Julie; Lubben, Alyssa; Luongo, Elizabeth; Neilson, Margaret; and Pielka, Susan

Nurse: Coromilas, Lynn

E. FINANCE**i. Acceptance of Restricted Donations:**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following restricted gifts for the **2021-2022** school year, to be used as indicated.

Donations			
Donor	Amount	Use	Account Number
RHS Student Activity Account	\$3,767.00	To be used to cover the cost of the class of 2022 diplomas, covers, and shipping.	20-030-100-610-00-10-010-027
RHS Student Activity Account	\$232.51	To be used to pay for supplies for Freshman Focus.	20-030-100-610-00-10-010-028
Mark L. Psiaki	\$100	To be used to enhance the music department at Benjamin Franklin Middle School	20-063-100-610-00-08-008-004

ii. Approval: Secretary's Line Item Certification

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the Report of the Secretary for the month of **July 2021**,

WHEREAS, in compliance with N.J.A.C. 6:20-2A.10(d), the secretary has certified that, as of the date of the report(s), no budgetary line item account has obligations and

payments (contractual orders) which in total exceed the amount appropriated by the district board of education, now, therefore, be it,

RESOLVED, the Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and Be it Further Resolved, in compliance with N.J.A.C. 6:20-A10(e), the Board of Education certifies that, after review of the secretary's monthly financial

reports (appropriate section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

The Board has received background information.

iii. **Approval: Acceptance of the Board Secretary and Treasurer Report**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the report of the Secretary and Treasurer for the month of **July 2021**; now, therefore,

BE IT RESOLVED, the Board of Education accepts the above referenced reports and orders that it be attached to and made part of the official record of this meeting.

iv. **Approval: Budget Appropriation Transfers**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves transfers for **July 2021** as shown in the Journal Entry listing pursuant to Policy 6422.

The Board has received background information.

IX. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Dr. Gorman

A. Approval: Agreement with Safe Air Zone for Airbox Air Purifiers

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with Safe Air Zone for the purchase of Airbox Air Purifiers for gyms, cafeterias, and nurses' offices throughout the district, in the amount of \$150,530.

The Board has received background information.

B. Approval: Agreement with AME Inc., for Comptrollers at Somerville Elementary School

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with AME Inc. under the ESCNJ Cooperative contract number 20/21-50 (RFP) for the purchase and installation of comptrollers at Somerville Elementary School, in the amount of \$64,300.

The Board has received background information.

C. Approval: Agreement with Motorola Solutions, Inc. for an Upgrade to the District Radio Communication System

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with Motorola Solutions, Inc. under the ESCNJ Cooperative contract number 83909, in the amount of \$249,563.66.

The Board has received background information.

D. Approval: Agreement with Precision Electric Motor Works, Inc. to Replace the Cafeteria Ventilation Shaft at George Washington Middle School

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves an agreement with Precision Electric Motor Works, Inc. to replace the Cafeteria Ventilation Shaft at George Washington Middle School, in the amount of \$8,667.

The Board has received background information.

E. Approval: Agreement with Wellcare Resolution for COVID-19 Testing

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves an agreement with WellCare TCCM for PCR COVID-19 Testing for District students, staff, and faculty, from October 2021 through June 2022. There is no cost to the Ridgewood School District.

The Board has received background information.

X. APPROVAL OF BILLS

Mr. Lembo

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS	REVIEWED BY
Sept 3	Columbia Bank On-Line	102962-102982	119,708.59	Mr. Lembo
Sept 13	Columbia Bank On-Line	102893-103100	703,345.22	Mr. Lembo
June 30	Electronic Transfer	R36428-36429	646,493.96	Mr. Lembo
TOTAL			1,469,547.77	

XI. BOARD MEMBER ANNOUNCEMENTS

Mr. Lembo

XII. BOARD COMMITTEE REPORTS

Mr. Lembo

XIII. DISCUSSION ITEMS

Mr. Lembo

XIV. ACCEPTANCE OF MINUTES

Mr. Lembo

- None at this time.

XV. OTHER BUSINESS

Mr. Lembo

XVI. COMMENTS FROM THE PUBLIC

Mr. Lembo

XVII. MOTION TO GO INTO EXECUTIVE SESSION

Mr. Lembo

XVIII. RECONVENED PUBLIC MEETING

Mr. Lembo

XIX. ADJOURNMENT

Mr. Lembo

Upcoming Meetings

Monday, October 4, 2021
Regular Public Meeting
7:00 p.m. Education Center

Monday, October 18, 2021
Regular Public Meeting
7:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Elyse Mager	The Self & Match System - Training Series Self and Match, CA Virtual 9/17/21, 12/3/21, 5/20/21	Professional Development	\$0.00	1/2 day
Melissa Finucane	NJIDA Fall Conference - Securing the Strands for Skilled Reading New Jersey Branch - International Dyslexia Association, NJ Virtual 10/1 - 10/2/21	Professional Development	\$150.00	1
Christine DeAraujo	NJIDA Fall Conference - Securing the Strands for Skilled Reading New Jersey Branch - International Dyslexia Association, NJ Virtual 10/1/21	Professional Development	\$125.00	1
Debra Caruso	NJIDA Fall Conference - Securing the Strands for Skilled Reading New Jersey Branch - International Dyslexia Association, NJ Virtual 10/1 - 10/2/21	Professional Development	\$150.00	1
Silvia Acosta	NJIDA Fall Conference - Securing the Strands for Skilled Reading New Jersey Branch - International Dyslexia Association, NJ Virtual 10/1 - 10/2/21	Professional Development	\$150.00	1

Kim Casey	NJIDA Fall Conference - Securing the Strands for Skilled Reading New Jersey Branch - International Dyslexia Association, NJ Virtual 10/1 - 10/2/21	Professional Development	\$150.00	1
Cassandra Amos	NJIDA Fall Conference - Securing the Strands for Skilled Reading New Jersey Branch - International Dyslexia Association, NJ Virtual 10/1 - 10/2/21	Professional Development	\$150.00	0
Donna Petrick	NJIDA Fall Conference - Securing the Strands for Skilled Reading New Jersey Branch - International Dyslexia Association, NJ Virtual 10/1 - 10/2/21	Professional Development	\$150.00	0
Jeanette Nast	NJIDA Fall Conference - Securing the Strands for Skilled Reading New Jersey Branch - International Dyslexia Association, NJ Virtual 10/1 - 10/2/21	Professional Development	\$150.00	0
Liz (Suh Young) Nam	New Jersey School Counselor Association Fall Conference New Jersey School Counselor Association Edison, NJ 10/8/21	Professional Development	\$149.00	0
Melissa Miller	New Jersey School Counselor Association Fall Conference New Jersey School Counselor Association Edison, NJ 10/8/21	Professional Development	\$149.00	0

Courtney Weiss-Chromeck	The New Jersey Association of Learning Consultants Fall Symposium 2021 New Jersey Association of Learning Consultants, NJ Virtual 10/21 - 10/22/21	Professional Development	\$50.00	0
Alexandra Kowalski	Comprehensive IMSE Orton Gillingham Training IMSE Virtual 10/18 - 10/29/21 (evenings)	Professional Development	\$1,275.00	0
Erin Heider	Institute of Multi-Sensory Education Training Institute of Multip-Sensory Education Virtual 10/18 - 10/22/21	Professional Development	\$0.00	5
Tulsi Bodiwala	NJ Science Convention New Jersey Science Education Leadership Association, NJ Princeton, NJ 10/20/21	Professional Development	\$219.97	0
Melissa Finucane	Hot Issues in Special Education TMI Education, NJ Virtual 12/2/21	Professional Development	\$0.00	1

FIELD TRIPS FOR APPROVAL

September 20, 2021

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
10/15 - 10/17/21	RHS	Bronx Science NYC - Virtual	25 Speech and Debate Students	1	1 - 1/2 day 10/15/21	\$57.50	\$57.50	No	Yes
10/20 and 10/21/21 with 10/22/21 rain date	BF	Out on a Limb, West Milford, NJ	210 on 10/20 and 105 on 10/21 6th Grade Students	16	0	\$0	\$0	Yes	Yes
10/22/21	Somerville	Secor Farm, Mahwah, NJ	62 Kindergarden Students	17	0	\$0	\$0	Yes	Yes
11/4/21	RHS	Harriman State Park, Harriman, NY	15-30 ALPS Club Students	4-6	0	\$0	\$250	No	Yes

OVERNIGHT FIELD TRIPS - PAID

Date	School	Location	Approx # and Group of Students	# of Unpaid Chaperones	# Paid Chaperones And # of Overnights for each	Anticipated Cost for Teacher/Nurse Chaperones @ \$200 per Overnight	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Est. Total Cost to District	Annual Event	Meets Requirements
9/24/21	RHS	Stony Creek Farmstead, Walton, NY	15 ALPS Club Students	2	0	\$0	0	\$0	\$250	No	Yes
10/1/21 - 10/3/21	RHS	Duke Invitational Speech and Debate Tournament, Virtual	25 Speech and Debate Team Students	1	0	\$0	0	\$0	\$0	No	Yes
10/23/21 - 10/24/21	RHS	NPD.L Fall Invitational Virtual	25 Speech and Debate Team Students	1	0	\$0	0	\$0	\$0	Yes	Yes

Last Name	First Name	School	FTE	From Class	From Step REA	21-22 Base Salary	CP	Ratio	Longevity	Total Salary	To Class	To Step REA	New 21-22 Base Salary	New CP	New Ratio	New Longevity	New Total Salary
Batista	Giselle	RHS	1.0	MA+45	7	83,496	300	4,175		87,971	DR	7	86,842	300	4,342		91,484
Bodiwala	Tulsi	RHS	1.0	MA+30	7	79,942	300			80,242	MA+45	7	83,496	300			83,796
Chamesian	Linda	RHS	1.0	MA+30	6	77,992	300			78,292	MA+45	6	81,542	300			81,842
DeRienzo	Kristen	Glen	1.0	MA+30	4	74,492				74,492	MA+45	4	78,042				78,042
Dodd	Rebecca	Willard	1.0	BA	8	71,317				71,317	MA	8	78,417	300			78,717
Dodd	Stephanie	Ridge/Willard/GWMS	1.0	BA	7	69,092				69,092	MA	7	76,192	300			76,492
Halter	Weshley	Willard	1.0	MA+30	9	82,167	300			82,467	MA+45	9	85,717	300			86,017
Kay	Peter	RHS	1.0	BA	6	67,142				67,142	MA	6	74,242	300			74,542
Letavish	Kelly	Glen	1.0	BA+30	18	101,662				101,662	MA+30	18	111,312	300			111,612
Lohr	Sarah	Willard	1.0	MA+30	17	105,422	300			105,722	MA+45	17	107,542	300			107,842
Lora	Cindy	District/Ed Center	1.0	MA	13	86,367		10,364		96,731	MA+45	13	93,667		11,240		104,907
Marzocchi	Jaime	BFMS	1.0	MA+30	7	79,942	300			80,242	MA+45	7	83,496	300			83,796
McCann	Marisa	BFMS	1.0	MA	3	69,742				69,742	MA+30	3	73,492				73,492
Mende	Allison	RHS	1.0	BA	5	65,242				65,242	MA	5	72,342				72,342
Parrasch	Kelsey	Willard	1.0	MA	3	69,742				69,742	MA+45	3	77,042				77,042
Pollitt	Ashley	RHS	1.0	MA+30	7	79,942	300			80,242	MA+45	7	83,496	300			83,796
Romano	Odalys	GWMS	1.0	MA+30	18	111,312	300	1500		113,112	MA+45	18	114,632	300	1,500		116,432
Stadulis	Julie	GWMS	1.0	BA+30	16	93,852				93,852	MA	16	96,192				96,192
Streitman	Rachel	RHS	1.0	MA	6	74,242	300			74,542	MA+30	6	77,992	300			78,292
Thurlow	Patrick	RHS	1.0	BA	3	62,642				62,642	MA	3	69,742				69,742
Walker	Christine	GWMS	1.0	MA	18	104,982				104,982	MA+30	18	111,312	300			111,612
Wohner	John	RHS	1.0	BA	5	65,242				65,242	MA	5	72,342	300			72,642

Last Name	First Name	Club Name	Hours not to Exceed	Hourly Rate	Total
Berry	Julieanna	Cambodia Club	10	\$40.17	\$401.70
Berry	Julieanna	Environmental Cl	20	\$40.17	\$803.40
Nebbia	Charles	Environmental Cl	20	\$40.17	\$803.40
Raupp	Andrew	Geography Bee	4	\$40.17	\$160.68
Raupp	Andrew	Safety Patrol	15	\$40.17	\$602.55
Sweeney	Maria	Cambodia Club	10	\$40.17	\$401.70
Sweeney	Maria	Environmental Cl	5	\$40.17	\$200.85

Last Name	First Name	Club Name	Hours Not to Exceed	Rate of Pay	Total
La Barr	Maureen	Safety Patrol	16	\$40.17	\$642.72
LaBarr	Maureen	Delicious Apple Book Club	8	\$40.17	\$321.36
Saglimbeni	Mary	Delicious Apple Book Club	14	\$40.17	\$562.38
Mansbach	Molly	Talent Show	16	\$40.17	\$642.72
Heider	Erin	Environmental Club	10	\$40.17	\$401.70
Wolff	Ellen	School Advisory Team	16	\$40.17	\$642.72
Stahl	Dave	PEP	100	\$40.17	\$4,017.00
Chicas	Christina	Tech Club	12	\$40.17	\$482.04
Scott	Ellen	Cambodia Club	8	\$40.17	\$321.36
Fisher	Katherine	5th Grade Finale	5.5	\$40.17	\$220.94
Wolff	Ellen	5th Grade Finale	5.5	\$40.17	\$220.94
Horton	Christina	5th Grade Finale	5.5	\$40.17	\$220.94
Stahl	Dave	5th Grade Finale	3.5	\$40.17	\$140.60
Fisher	Katherine	Yearbook	20	\$40.17	\$803.40
Bennet	Richard	Pony Power Driver	24	\$40.17	\$964.08

Club Name	Hours not to Exceed	Hourly Rate	Last Name	First Name
Student Leadership Club	30 hours	\$40.17	Tobin	Deirdre
Student Leadership Club	30 hours	\$40.17	Betstadt	Molly
Reflex Math Program	5 hours	\$40.17	Macri	Elizabeth
Cambodia Club	10 hours	\$40.17	Betstadt	Molly
Cambodia Club	10 hours	\$17.50	Feder	Karen

Last Name	First Name	Club Name	Stipend
Bielicky	Kathryn	Student Council	\$450
Dembin	Ross	Student Council	\$450
Finnegan	Kathleen	Leopard Leaders	\$900
Oh	Justin	Recess Games Club Grades 2-3	\$300
Oh	Justin	Recess Games Club Grades K-1	\$300
Vitale	Alicia	Handchime Club	\$900
Vitale	Alicia	Glee Club	\$900
		TOTAL	\$4200.00

Last Name	First Name	Club Name	Hours not to Exceed	Hourly Rate	Total
Polanin	Steve	Chime Choir	40	\$40.17	\$1,606.80
Tormey	Melanie	Kindness Club (K-2)	8	\$40.17	\$321.36
Lauro	Livia	Family Phys Ed Night	3	\$40.17	\$120.51
Kelly	Joan	Environmental Club	10	\$40.17	\$401.70
Buckler	Darien	Environmental Club	10	\$40.17	\$401.70
Lauro	Livia	Yoga Club - Spring	10	\$40.17	\$401.70
Tracy	Natalie	Yoga Club - Spring	10	\$40.17	\$401.70
TBD		Kindness Club (3-5)	8	\$40.17	\$321.36
TBD		Running Club - Fall	6	\$40.17	\$241.02
TBD		Running Club - Fall	6	\$40.17	\$241.02
TBD		Art Club	20	\$40.17	\$803.40
TBD		Spelling Bee	8	\$40.17	\$321.36
TBD		Spelling Bee	8	\$40.17	\$321.36
TBD		Continental Math	10	\$40.17	\$401.70
Total					\$6,306.69

Last Name	First Name	Club/Activity Name	Stipend	Hours not to Exceed	Rate	TOTAL
Diorio	Linda	Safety Patrol	\$300.00			
Pfeiffer	David	Student Leadership	\$800.00			
Ong	Jerome	Student Leadership	\$800.00			
Halter	Wesley	Geography Bee	\$175.00			
Halter	Wesley	Spelling Bee	\$175.00			
Pfeiffer	David	Variety Show	\$650.00			
Ong	Jerome	Variety Show	\$650.00			
Blois	Kevin	TREP\$		15	\$40.17	\$602.55
Brunner	Dina	TREP\$		15	\$40.17	\$602.55
Ong	Jerome	TREP\$		15	\$40.17	\$602.55

Activity	Last Name	First Name	CAT	Div by #	Stipend	Funding**	Pay
Film Club	Ordini	Jason	2	1	1,282.00	Budget	June
BF Singers Director	Kawash	Justine	3	1	2,621.00	Budget	June
Brain Busters Co-Advisor	Pfeiffer	Courtney	3	1	2,563.00	Budget	June
Chamber Orchestra	Sharar	Carol	MS	1	1,965.00	Budget	June
Jazz Machine Director	Curcio	Jason	3	1	2,621.00	Budget	June
Musical Director	Kawash	Justine	3	1	2,621.00	Budget	June
Musical Assistant Director	Dabby	Maxwell	3	1	2,621.00	Budget	June
Musical Stage Manager	Ordini	Jason	MS	1	1,965.00	Budget	June
Musical Set Designer	Ordini	Jason	MS	1	1,965.00	Budget	June
Ski & Snowboard Club	Rosolanko	Kristen	3	1	2,621.00	Budget	June
Social Service Club Advisor	Van Horne	Mary	MS	1	1,965.00	Budget	June
Student Council - Co-Advisor	Centrelli	Erica	4	1	2,621.00	Budget	June
Student Council - Co-Advisor	Ordini	Jason	4	1	2,621.00	Budget	June
Student Council - Co-Advisor	Wearley	Meredith	4	1	2,621.00	Budget	June
Yearbook – Co-Advisor	Mitchell	Michael	3	1	1,310.50	Budget	June
Yearbook – Advisor	Klion	Danielle	3	1	1,310.50	Budget	June
21-22 Total Advisor Stipends					35,294.00	Budget	June

Rates for 2021-2022	Ratios	Amounts
Category 1 - 50 hours	0.008	749.00
Category 2 - 100 hours	0.014	1,310.00
Category MS	0.021	1,965.00
Category 3 - 101-200 hours	0.028	2,621.00
Category 4 - 201-250 hours	0.042	3,931.00
Category 5 - 251-300 hours	0.056	5,241.00
Category 6 - 301-400 hours	0.070	6,551.00
Category 7 - 400+ hours	0.084	7,862.00

** This column will say "Budget" if a stipend is completely funded by the tax levy/district budget. If any donated or other outside funding is used to pay for a stipend, the amount of that outside funding should be entered in this column.

Section 2; Article XVI - Co-curricular Renumeration - 2021-2022 - BA MAX =

\$93,592

Club	Advisor	Hours not to Exceed	Rate	Total
Math Club	Litvak, Roman	40	40.17	\$1,606.80
Dungeons & Dragons	Hackett, Loren	20	40.17	\$803.40
Homework Helpers	Zielinski, Lauren	40	40.17	\$1,606.80
Magic the Gathering	Forfa, Jason	20	40.17	\$803.40
BF Science Club	Krsnak, Kate	20	40.17	\$803.40
Green Club	Nizza, Amber & VanHorne, Mary	20 each	40.17 each	\$1,606.80
Broadway Bound	Rosolanko, Kristen	12	40.17	\$482.04
Broadway Bound	Rothschild, Linda	12	40.17	\$482.04
Coding Club	TBD	10	40.17	\$401.70
Cross Country Club	Schulke, Kyle	10	40.17	\$401.70
Star Wars Club	Rooney, Michael	10	40.17	\$401.70
Marvel Club	Ordini, Jason	10	40.17	\$401.70
Crystal Club	Clarke, Noreen	10	40.17	\$401.70
Writing Club	Gilbert, Kristen	10	40.17	\$401.70
Book Club	Papapietro, Meagan	10	40.17	\$401.70
Speech & Debate	Clarke-Anderson, Kathleen	10	40.17	\$401.70
Jewelry Making/Beading	Fontana, Elisabeth	10	40.17	\$401.70
Model Making Club	Mahler, Criag	10	40.17	\$401.70
You Be the Chemist	Krsnak, Kate	10	40.17	\$401.70
Chess Club	Litvak, Roman	10	40.17	\$401.70
Robotic Club	TBD	10	40.17	\$401.70
Diversity Club (DEI)	Employee #6558	10	40.17	\$401.70
BF Cares	Wu, Greg			
Drone Club	Wu, Greg			
Motorhead Club	Wu, Greg			
Pokeman Club	Wu, Greg			
Bergen County Math Counts Competition	Litvak, Roman	6	40.17	\$241.02
NJ State Math Counts Competition	Litvak, Roman	7	40.17	\$281.00
AMCS Math Competition for all village students 8th grade or younger	Litvak, Roman	5	40.17	\$200.85
Region One Rehearsal	Curcio, Jason	4	40.17	\$160.68
Region One Rehearsal	Sharar, Carol	4	40.17	\$160.68
Region One Rehearsal	Kawash, Justine	4	40.17	\$160.68
Region One Auditions	Curcio, Jason	7	40.17	\$281.19
Region One Auditions	Sharar, Carol	9	40.17	\$361.51
Region One Auditions	Kawash, Justine	7	40.17	\$281.19
				\$15,947.28

**GWMS 2021-2022
CO-CURRICULAR ACTIVITY ADVISORS STIPENDS**

Activity	Advisor	CAT	Ratio	Div by #	Stipend	Funding**	Pay
Brain Busters	Scrudato, Lisa	3	0.028	1	2,591	Budget	June
Cambodia Club	Handy, Mary Lou	2	0.014	1	1,296	Budget	June
Chamber Orchestra Director	King, Janelle	3	0.028	1	2,591	Budget	June
Chess Club	Couch, Andrew	1	0.008	1	740	Budget	June
Film Festival Club	Luts, Daniel	2	0.014	1	1,296	Budget	June
French Club	Riley, Celeste	1	0.008	1	740	Budget	June
George Rockington	TBD	3	0.028	4	648	Budget	June
George Rockington	Couch, Andrew	3	0.028	3	864	Budget	June
George Rockington	Feeley, Kevin	3	0.028	3	864	Budget	June
George Rockington	Watkins, Christopher	3	0.028	3	864	Budget	June
Jazz (Show) Choir Director	DeGroat, Laurie	3	0.028	1	2,591	Budget	June
Jazz Band Director	Dabby, Max	3	0.028	1	2,591	Budget	June
Latin Club	Couch, Andrew	1	0.008	1	740	Budget	June
Literary Magazine Advisor (Prisms)	Cannon, Maria	2	0.014	1	1,296	Budget	June
Musical Assistant/Orchestra	Kadus, Christopher	3	0.028	1	2,591	Budget	June
Musical Director	DeGroat, Laurie	3	0.028	1	2,591	Budget	June
Musical Set Design Advisor	McKinnon, E	MS	0.021	1	1,943	Budget	June
Social Club Place	TBD	1	0.008	1	740	Budget	June
Spanish Club - Co-Advisor	Arana, Ada	2	0.014	2	648	Budget	June
Spanish Club - Co-Advisor	Kaplysh, Ingrid	2	0.014	2	648	Budget	June
Spirit & Service Club	McKinnon, Evelyn	2	0.014	2	1,296	Budget	June
Spirit & Service Club	TBD	2	0.014	2	648	Budget	June
Stem Club	Abbatiello, Diane	3	0.028	1	2,591	Budget	June
Student Council Advisor	Kadus, Christopher	3	0.028	1	2,591	Budget	June
Student Council Advisor	Simone, Suzanne	3	0.028	1	2,591	Budget	June
Yearbook Co-Advisor	Dodd, Stephanie	3	0.028	1	2,591	Budget	June
Yearbook Co-Advisor	TBD	3	0.028	2	1,296	Budget	June
Total Advisor Stipends					39,886.00		

Rates for 2021-2022	Ratios	Amounts
(Subject to Change Upon Settlement of Contract)		
Category 1 - 50 hours	0.008	740.00
Category 2 - 100 hours	0.014	1,296.00
Category MS	0.021	1,943.00
Category 3 - 101-200 hours	0.028	2,591.00
Category 4 - 201-250 hours	0.042	3,887.00
Category 5 - 251-300 hours	0.056	5,182.00
Category 6 - 301-400 hours	0.070	6,478.00
Category 7 - 400+ hours	0.084	7,774.00
Section 2; Article XVI - Co-curricular Renumeration - 2021-2022 - BA MAX =		\$93,592

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ACTIVITIES PAID AT HOURLY RATES	UNPAID ACTIVITIES
Activity	Activity
Great Creators Workshop - TBD Math Counts - Pepe, Michael. Track & Field - TBD Volleyball Club - TBD After-School Learning Ctr.: TBD Additional TBD	Announcement Crew - TBD

	Activity	Advisor	CAT	Div by #	Stipend	Funding	Pay
1	Adventure Leadership Peer Support	Quirk, Brian	3	1	\$2,621	Bdgt	June
2	Adventure Opportunity Peer Support	Knott, Ronald	3	1	\$2,621	Bdgt	June
3	Applied Engineering	Wohner, John	2	2	\$655	Bdgt	June
4	Applied Engineering	Labowsky, Lillian	2	2	\$655	Bdgt	June
5	Asian Festival	Kirtane, Medha	4	1	\$3,931	Bdgt	June
6	Badminton Club (Lunch Recreational Activities)	Kay, Peter	1	1	\$749	Bdgt	June
7	Biology Academic Team I	Joseph, Andrea	2	1	\$1,310	Bdgt	June
8	Brass Ensemble ("Ridgewood Brass")	Luckenbill, John	1	1	\$749	Bdgt	June
9	Cambodia Club	Nolan, Amy	1	2	\$375	HSA Donation	June
10	Cambodia Club	Besser, Lauren	1	2	\$375	HSA Donation	June
11	Chemistry Academic Team I	Kay, James	2	1	\$1,310	Bdgt	June
12	Chinese Club	Lee, Christine	1	1	\$749	Bdgt	June
13	Clarinet Ensemble	Knox, Alexander	1	1	\$749	Bdgt	June
14	Dance Company Coordinator	DiBrita, Christine	2	1	\$1,310	Bdgt	June
15	Dance Team	Musso, Caitlin	2	1	\$1,310	Bdgt	June
16	Debate Team	Clarke-Anderson, Kathleen	4	1	\$3,931	Bdgt	Dec/June
17	DECA	Mendez, Karen	5	2	\$2,621	Bdgt	June
18	DECA	Murtha, Timothy	5	4	\$1,310	Bdgt	June
19	DECA	Cronk, Paul	5	4	\$1,310	Bdgt	June
20	Drama Concert Music Director	Luckenbill, John	2	1	\$1,310	Bdgt	Feb
21	Drama Director, Play 1	Knight, Morgan	3	1	\$2,621	Bdgt	Nov
22	Drama Director, Play 2	Delin, Cheryl	3	1	\$2,621	Bdgt	Dec
23	Drama Director, Play 3	Van Zile, Kelly	3	1	\$2,621	Bdgt	March
24	Drama Director, Play 4	Schaefer, Margaret	3	2	\$1,311	Bdgt	May
25	Drama Director, Play 4	Van Zile, Kelly	3	2	\$1,311	Bdgt	May
26	Drama Musical Assistant	TBD	6	4	\$1,638	Bdgt	March
27	Drama Musical Assistant	TBD	6	4	\$1,638	Bdgt	March
28	Drama Musical Assistant	TBD	6	4	\$1,638	Bdgt	March
29	Drama Musical Assistant	TBD	6	4	\$1,638	Bdgt	March
30	Drama Musical Assistant	TBD	3	3	\$874	Bdgt	March
31	Drama Musical Assistant	TBD	3	3	\$874	Bdgt	March

	Activity	Advisor	CAT	Div by #	Stipend	Funding	Pay
32	Drama Musical Assistant	TBD	3	3	\$874	Bdgt	March
33	Drama New Players Company (x2)	Schaefer, Margaret	7	0.5	\$15,724	Bdgt	Monthly
34	Drama Playwriting, Play 1	Vilardi, Louisa	3	4	\$655	Bdgt	Dec
35	Drama Playwriting, Play 2	Vilardi, Louisa	3	4	\$655	Bdgt	Jan
36	Drama Playwriting, Play 3	Vilardi, Louisa	3	4	\$655	Bdgt	April
37	Drama Playwriting, Play 4	Vilardi, Louisa	3	4	\$655	Bdgt	June
38	Drama Set Construction, Play 1	Powell, David	2	1	\$1,310	Bdgt	Oct
39	Drama Set Construction, Play 2	Powell, David	2	1	\$1,310	Bdgt	Dec
40	Drama Set Construction, Play 3	Powell, David	2	1	\$1,310	Bdgt	March
41	Drama Set Construction, Play 4	Powell, David	2	1	\$1,310	Bdgt	May
42	eSports	Forfa, Jason	MS	1	\$1,965	Bdgt	June
43	Film Club	Holand, Lawrence	1	1	\$749	Bdgt	June
44	First Tech Challenge (Robotics)	Wohner, John	3	1	\$2,621	Bdgt	June
45	Flute Ensemble	Lazzara, Patricia	1	1	\$749	Bdgt	June
46	French Club	Palumbo, Helene	1	1	\$749	Bdgt	June
47	German Club	Parks, Ruth	1	1	\$749	Bdgt	June
48	Girls Who Code	Valeri, Amanda	2	1	\$1,310	Bdgt	June
49	Green Club (Students for Environmental Action (SEA))	Luo, Miles	2	1	\$1,310	Bdgt	June
50	History Bowl/Quiz Bowl	Valeri, Amanda	2	1	\$1,310	Bdgt	June
51	Jazz Ensemble I-Big Band	Fink, Gary	3	1	\$2,621	Bdgt	June
52	Jazz Ensemble II- Jazz Lab Band	Haas, Jeffrey	3	1	\$2,621	Bdgt	June
53	Jazz Ensemble- Band Assistant	Garde, James	2	2	\$655	Bdgt	June
54	Jazz Ensemble- Band Assistant	Heyzer, Henry	2	2	\$655	Bdgt	June
55	Latin Club	Bernard-Mason, Amy	1	1	\$749	Bdgt	June
56	Latin Quiz Bowl (Latin Academic Team)	Gigante, Stefanie	2	1	\$1,310	Bdgt	June
57	Literary Arts Magazine (Genesis)	John, Carlin	1	1	\$749	Bdgt	June
58	Marching Band, Assistant Director	Ebbels, Will	4	1	\$3,931	Bdgt	Nov
59	Marching Band, Brass Co-Instructor	Heyzer, Henry	4	2	\$1,966	Bdgt	Nov
60	Marching Band, Brass Co-Instructor	Garde, James	4	2	\$1,966	Bdgt	Nov
61	Marching Band, Color Guard Advisor	Montanaro, Jake	4	1	\$3,931	Bdgt	Nov
62	Marching Band, Director	Luckenbill, John	8	1	\$9,172	Bdgt	Nov

	Activity	Advisor	CAT	Div by #	Stipend	Funding	Pay
63	Marching Band, Drill Design	Dabby, Maxwell	4	1	\$3,931	Bdgt	Nov
64	Marching Band, Field Percussion Instructor	McAloon, Elise	4	2	\$1,966	Bdgt	Nov
65	Marching Band, Field Percussion Instructor	Bergen, Joseph	4	2	\$1,966	Bdgt	Nov
66	Marching Band, Pit Percussion Instructor	Fink, Gary	4	1	\$3,931	Bdgt	Nov
67	Marching Band, Twirler Instructor	Wojtowicz, Patti	4	2	\$1,966	Bdgt	Nov
68	Marching Band, Twirler Instructor	Sanchez, Jennifer	4	2	\$1,966	Bdgt	Nov
69	Maroon & White Recital (x.1) Dance	Mele, Lauren	1	9.9	\$76	Bdgt	August
70	Maroon & White Recital (x.4) Music	Haas, Jeffrey	1	2.51	\$298	Bdgt	June
71	Maroon & White Recital (x.5) Art	Athena Maxwell	1	2	\$375	Bdgt	June
72	Math Club	Turkington, Sean	1	2	\$375	Bdgt	June
73	Math Club	Gattoni, Rebecca	1	2	\$375	Bdgt	June
74	Mathematics Academic Team	Gattoni, Rebecca	3	2	\$1,311	Bdgt	Dec
75	Mathematics Academic Team	Turkington, Sean	3	2	\$1,311	Bdgt	Dec
76	Mathematics Team, Ninth Grade	Truncale, Lauren	1	1	\$749	Bdgt	June
77	Mock Trial Team	Hans, Patricia	3	1	\$2,621	Bdgt	Dec
78	Model Congress	Chamesian, Linda	1	1	\$749	Bgt	June
79	National Art Honor Society	Cronk, Paul	1	1	\$749	Bdgt	June
80	National French Honor Society	Polk, Laura	1	1	\$749	Bdgt	June
81	National Honor Society Chapter	Chamesian, Linda	2	1	\$1,310	Bdgt	June
82	National Latin Honor Society	Gigante, Stefanie	1	1	\$749	Bdgt	June
83	National Spanish Honor Society	Rotella, Megan	1	1	\$749	Bdgt	June
84	Peer Counselors Service Organization	Cronk, Paul	2	1	\$1,310	Bdgt	Feb
85	Percussion Ensemble	Fink, Gary	3	1	\$2,621	Bdgt	June
86	Physics Academic Team I	Mitchell, Christopher	2	1	\$1,310	Bdgt	June
87	Pizza Club	Lynaugh, Sean	1	1	\$749	Bdgt	June
88	Progressive Student Alliance	Escobar, Alejandro	1	1	\$749	Bdgt	June
89	Project Interact Club	Reilly, Nancy	4	1	\$3,931	Bdgt	June
90	Project Interact Club, Co-advisor	Feeney, Lynne	2	1	\$1,310	Bdgt	June
91	RHS Computer Club	Gyulay, Joseph	1	1	\$749	Bdgt	June
92	RHS Finance Club	Raphaels, Jennifer	1	1	\$749	Bdgt	June
93	RHS High Times (School Newspaper)	Brunner, Adam	2	1	\$1,310	Bdgt	June

	Activity	Advisor	CAT	Div by #	Stipend	Funding	Pay
94	RHS Recording Studio (Music Production)	Luckenbill, John	1	1	\$749	Bgt	June
95	RHS-TV Club	Holand, Lawrence	2	1	\$1,310	Bdgt	June
96	Ridgewood A Cappella (East 627)	Chen, Chang-Po	1	1	\$749	Bdgt	June
97	Ridgewood A Cappella (Maroon Men & AcaBellas)	Cardillo, Natalie	3	1	\$2,621	Bdgt	Dec/May
98	Ridgewood A Cappella (The Trebles)	Chen, Chang-Po	1	1	\$749	Bdgt	June
99	Ridgewood Carolers Ensembles	Cardillo, Natalie	1	1	\$749	Bdgt	Dec
100	SAGA: Sexuality And Gender Association (Gay Straight Alliance)	Mende, Allison	1	1	\$749	Bdgt	June
101	Saxophone Ensemble ("Sax Appeal")	Haas, Jeffrey	1	1	\$749	Bdgt	June
102	Science Competitions	Kay, James	1	1	\$749	Bdgt	June
103	Sharing the Arts	Mele, Lauren	1	1	\$749	Bdgt	June
104	She's the First	Saladino, Allyson	1	1	\$749	HSA Donation	June
105	Social Place Club	TBD	1	2	\$375	Bdgt	June
106	Social Place Club	TBD	1	2	\$375	Bdgt	June
107	Spanish Club	Purrinos, Damary	1	1	\$749	Bdgt	June
108	Stock Market Game	Murtha, Timothy	1	1	\$749	Bdgt	June
109	String Ensemble	Geronimo, Kristi	1	1	\$749	Bdgt	June
110	T.E.E.E.M. (Global Philanthropic Club)	Musso, Caitlin	1	1	\$749	Bdgt	June
111	Teen LEADS	Musso, Caitlin	1	1	\$749	Bdgt	June
112	Tri-M Music Honor Society	Geronimo, Kristi	1	1	\$749	Bdgt	June
113	Video Games Club	Troy, Michael	1	2	\$375	Bdgt	June
114	Video Games Club	Gordon, Julie	1	2	\$375	Bdgt	June
115	Winter Color Guard	Jake Montanaro	3	1	\$2,621	Bdgt	April
116	Winter Color Guard	Sanchez, Jennifer	3	1	\$2,621	Bdgt	April
117	Winter Twirlers	Wojtowicz, Patti	3	1	\$2,621	Bdgt	April
118	World Challenge Club	Farrar, Eva	1	1	\$749	Bdgt	June
119	Yearbook Advisor/Business Manager	Valenti, Lisa	7	1	\$7,862	Bdgt	June
	Total Advisor Stipends by REA Contract*				\$191,232		
	Rates*	Ratios	Amts				
	Category 1 - 50 hours	0.008	749				

	Activity	Advisor	CAT	Div by #	Stipend	Funding	Pay
	Category 2 - 100 hours	0.014	1,310				
	Category MS	0.021	1,965				
	Category 3 - 101-200 hours	0.028	2,621				
	Category 4 - 201-250 hours	0.042	3,931				
	Category 5 - 251-300 hours	0.056	5,241				
	Category 6 - 301-400 hours	0.070	6,551				
	Category 7 - 400+ hours	0.084	7,862				
	Category 8 - 400+ hours	0.098	9,172				
	Article 29 - Co-curricular Renumeration - BA MAX =		\$93,592				
(Funding column will say "Bdgt" if a stipend is completely funded by the tax levy/district budget. If any donated or other outside funding is used to pay for a stipend, the amount of that outside funding should be entered in this column.)							
	Club	Advisor	Funded by donation				



BOARD OF EDUCATION
Education Center
49 Cottage Place, Ridgewood, New Jersey
EXECUTIVE SESSION AGENDA

October 4, 2021

6:00 p.m.

I. Legal Updates

Dr. Gorman



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

October 4, 2021

Regular Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 10407450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 10407450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- I. CALL TO ORDER AND ROLL CALL Mr. Lembo
- II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE Mr. Lembo
- III. OPENING STATEMENT BY PRESIDING OFFICER Mr. Lembo
- IV. PRESENTATIONS Dr. Gorman
- A. RECOGNITION OF RETIREES
- Alice Burnett, Ridgewood High School
 - Susan Kameno, Hawes Elementary School
 - Maureen LaBarr, Orchard Elementary School
- B. Student Representative Report
- Norah Train, Ridgewood High School
- V. COMMENTS FROM THE PUBLIC Mr. Lembo
- VI. SUPERINTENDENT REPORT Dr. Gorman
- VII. CONSENT ITEMS: REGULAR AND ROUTINE ISSUES Dr. Gorman
- A. ATTENDANCE AT CONFERENCES
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on **Attachment A**.
- B. ADMINISTRATION
- i. Approval: Receipt of Suspension and Harassments, Intimidation, and Bullying (HIB) Reports
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges it has received confidential information regarding suspensions and HIB that have occurred since the last Board meeting.
- ii. Approval: Annual Review of the Memorandum of Agreement Between the School District and the Ridgewood Police Department
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the annual review of the Memorandum of Agreement between the school district and the Ridgewood Police Department.
- The Board has received background information.
- iii. Approval: Settlement Agreement SE#8/2021-2022
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Settlement Agreement SE#8/2021-2022 between the parents of Student #504903 and the Ridgewood Board of Education.
- The Board has received background information.

iv. **Approval: District Nursing Services Plan and Standing Orders for the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the District Nursing Services Plan and Standing Orders for the 2021-2022 school year.

The Board has received background information.

C. CURRICULUM & INSTRUCTION

i. **Approval: Field Trips**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment B**.

ii. **Approval: 2021-2022 School Year Budgeted Out-of-District Tuition Placements**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2021-2022 school year out of district budgeted tuition placement as listed below.

2021-2022 Out-of-District Placements for REGULAR SCHOOL YEAR TUITION	
School	# of students
ECLC of New Jersey (Education, Careers & Lifelong Community), Chatham, NJ	1

D. HUMAN RESOURCES

i. **Appointments**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Teachers

Revision: BERNARD-MASON, Amy - **from** Latin Teacher (tenure track), Ridgewood High School, approved by the Board at its meeting on June 14, 2021, **to** Latin Teacher, Benjamin Franklin Middle School and Ridgewood High School, effective August 31, 2021 through June 30, 2022, pending verification of employment as outlined by Chapter 5. Ms. Bernard-Mason possesses a NJDOE Standard Certificate as a Teacher of Latin.

Salary: \$83,817
Cl. BA+30, St. 13

Account # 11-130-100-101-07-08-019

Account # 11-140-100-101-07-10-019

Revision: RAPHAELS, Jennifer - Social Studies Teacher (tenure track), Ridgewood High School, **from** effective August 31, 2021 through June 30, 2022, approved by the Board at its meeting on August 30, 2021, **to** effective October 4, 2021, or as soon after as possible, through June 30, 2022, pending verification of employment as outlined by Chapter 5. Ms. Raphaels possesses a NJDOE Standard Certificate as a Teacher of Social Studies.

Salary: \$96,192

Cl. MA, St. 16

Account # 11-140-100-101-05-10-019

Long-term Substitute

Revision: AHMED, Jared - School Social Worker, Ridgewood High School, **from** effective September 1, 2021 through December 21, 2021, approved by the Board at its meeting on August 30, 2021, **to** effective August 31, 2021 through December 21, 2021, pending verification of employment as outlined by Chapter 5, at a daily rate \$150 per day, until the assignment ends. Mr. Ahmed possesses a NJDOE Standard Certificate as a School Social Worker.

Account # 11-000-219-104-00-10-019-000

Field Placements

BIELEN, Jillian - Rutgers University, field experience at Ridgewood High School, to shadow Corrina Moss-Keller, Media Specialist, effective October 4, 2021 through December 23, 2021.

BYRNE, Erin - Montclair State University, Practicum placement, to shadow Jessica Maneri, School Psychologist, Hawes Elementary School and Travell Elementary School, effective October 4, 2021 through December 23, 2021.

LoPRESTI, Michelle - Montclair State University, observation with Wendy Caroll, Kindergarten Teacher, Ridge Elementary School, effective October 6, 2021.

ROGERS, Shannon - Caldwell University, observation with Brandi Gorman, Special Education (LLD 3-5) and Ellen Raupp, First Grade Teacher, Hawes Elementary School, effective September 20, 2021 through December 23, 2021.

SANTOS, Parker - Montclair State University, Clinical I and Clinical II, to shadow Lauren Carr, Third Grade Teacher, Somerville Elementary School, effective October 4, 2021 through May 7, 2022.

Classroom Aides

BARTOLI, Karen - Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle

School, effective October 5, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account #11-212-100-106-00-08-024-001

DiBRITA, Christine - STEPSS Job Coach, Ridgewood High School, effective October 5, 2021, or as soon after as possible, through June 22, 2022, 3 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account # 11-212-100-106-00-12-024-001

Employee ID #7804* - Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective October 5, 2021, or as soon after as possible, through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account # 11-212-100-106-00-01-024-001

GRANSKI, Danielle - Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective October 5, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account # 11-212-100-106-00-01-024-001

HERRERA, Cinthya - Lunchroom Aide, Hawes Elementary School, effective October 5, 2021, or as soon after as possible, through June 22, 2022, 1 hour per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-262-107-00-02-002-001

Revision: HINOJOSA, Luisa - **from** Resource Room Special Education Classroom Aide, effective September 14, 2021, as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50, approved by the Board at its meeting on September 13, 2021, **to** Applied Behavior Analyst Aide (ABA), Ridgewood High School, effective September 14, 2021, as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account # 11-212-100-106-00-10-024-001

KIM, Jeongmin - Lunchroom Aide, Somerville Elementary School, effective October 5, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-262-107-00-05-005-001

LaTORRE, Reese - Self-Contained (LLD) Special Education Classroom Aide, Willard Elementary School, effective October 5, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$15.01.

Account # 11-204-100-106-00-07-024-001

MALUENDA, Mellany - Applied Behavior Analyst Aide (ABA), Hawes Elementary School, effective October 5, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account # 11-212-100-106-00-02-024-001

Infant/Toddler Development Center

TERRIN, Melissa - High School/College Aide, effective October 5, 2021, or as soon after as possible, through June 30, 2022, 3 hours per day, 5 days per week, at an hourly rate of \$12.00.

Account # 62-990-100-106-00-62-060-001

VIVAS, Valerie - High School/College Aide, effective October 5, 2021, or as soon after as possible, through June 30, 2022, 3 hours per day, 5 days per week, at an hourly rate of \$12.00.

Account # 62-990-100-106-00-62-060-001

Revision: Technology Innovation Specialists for the 2021-2022 School Year, effective October 5, 2021, approved by the Board at its meeting on June 28, 2021

Ridgewood High School

Remove: Casatelli, Stacy

Replace: Appel, Charles - \$91,549 (\$86,367 + \$5,182 ratio), Cl. MA, St. 13

Remove: Monahan, Timothy

Replace: Wohner, John - \$76,683 (\$72,342 + \$4,341 ratio), Cl. MA, St. 5

RHS Volunteers

Bus Driver - Band Truck

- Casey, Arnaud
- Garde James
- Gardner, Greg
- Fink, Gary
- Haas, Jeffrey
- Luckenbill, John

- Nilsen, Mark
- Peskens, Anton
- Stephens, Theodore

***Related to staff member**

ii. Change of Assignments for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 School Year, as listed below.

ALEXANDER, Elianne - **from** Speech Language Specialist, Travell Elementary School and Ridgewood High School, **to** Speech Language Specialist, Hawes Elementary School, effective August 31, 2021 through June 30, 2022.

Annual salary will remain the same.

\$72,342
Cl. MA, St. 5

Account # 11-000-216-104-00-02-019-000

AZZOPARDI, Deidre - **from** Occupational Therapist, Glen Elementary School and Ridge Elementary School, **to** Occupational Therapist, Glen Elementary School and Orchard Elementary School, effective October 5, 2021 through June 30, 2022.

Annual salary will remain the same.

\$122,362 (\$122,062 + \$300 CP)
Cl. DR, St. 19

Account #11-000-216-104-01-019-000

Account # 11-000-216-104-03-019-000

COLLINS, Carla - **from** Resource Room Special Education Classroom Aide, Ridgewood High School, **to** STEPSS Job Coach, Ridgewood High School, 5.75 hours per day, 5 days per week.

From: \$15.71 hours per day

To: \$20.17 hours per day

Account # 11-212-100-106-00-12-024-001

COUGHLIN, Ryan - **from** Lunchroom Aide, Ridge Elementary School, 2 hours per day, 5 days per week, **to** Lunchroom Aide, Ridge Elementary School, effective October 5, 2021 through June 22, 2022, 3 hours per day, 5 hours per day.

Hourly rate will remain the same - \$17.50

Account # 11-000-262-107-00-04-004-001

COUCH, Andrew - **from** 1.0 FTE Latin Teacher, George Washington Middle School, **to** 1.2 FTE Latin Teacher, George Washington Middle School, effective September 1, 2021 through September 15, 2021.

From: \$85,617

Cl. BA, St. 15

To: \$102,740

Cl. BA, St. 15

Account # 11-130-100-101-07-09-019-000

KASPEROWICZ, Brianna - **from** One-to-One Special Education Classroom Aide, Willard Elementary School, **to** Resource Room Special Education Classroom Aide, Willard School, effective October 5, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week.

Hourly rate will remain the same - \$17.50

Account # 11-213-100-106-00-07-024-001

SPADACCINI, Ann - **from** Resource Room Special Education Classroom Aide, Ridgewood High School, **to** Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, effective October 5, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week.

From: \$17.50 hours per day

To: \$20.17 hours per day

Account # 11-212-100-106-00-08-024-001

VELAZQUEZ-WALTERS, Maria - **from** Occupational Therapist, Travell Elementary School and Orchard Elementary School, **to** Travell Elementary School and Ridge Elementary School, effective October 5, 2021.

Annual salary will remain the same.

\$116,432 (\$114,632 + \$300 CP + \$1,500 longevity)

Cl. MA+45, St. 18

Account # 11-000-216-104-00-06-019-000

Account# 11-000-216-104-00-04-019-000

iii. **Resignation**

The Ridgewood Board of Education, upon the recommendation of the Superintendent

of Schools, approves the resignation for the purpose of retirement listed below.

Classroom Aide

HINOJOSA, Luisa - Applied Behaviorist Analyst Aide (ABA), Ridgewood High School, effective October 11, 2021.

iv. Resignations for the Purpose of Retirement

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations for the purpose of retirement, listed below

Teachers

KAMENO, Susan - Physical Education/Health Teacher, Hawes Elementary School, effective January 1, 2022, with 26 years of Ridgewood service.

Susan Kameno's career in Ridgewood:

- 1995-2008 - Physical Education/Health Teacher, Willard Elementary School.
- 2008-2009 - Physical Education/Health Teacher, Willard Elementary School and Ridgewood High School to assume a sixth period assignment for an additional stipend.
- 2009-2014 - Physical Education/Health Teacher, Ridgewood High School.
- 2014-2022 - Physical Education/Health Teacher, Hawes Elementary School.

LaBARR, Maureen - Media Specialist, Orchard Elementary School, effective January 1, 2022, with 26 years of Ridgewood service.

Maureen LaBarr's career in Ridgewood:

- 1995-2003 - Elementary School Teacher, Orchard Elementary School
- 2003-2022 - Media Specialist, Orchard Elementary School

v. Leave of Absences

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absences, as listed below.

EIDSCHUN, Jillian – Guidance Counselor, Ridgewood High School, effective December 3, 2021 through June 23, 2022 with a reinstatement date of September 1, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

BODIWALA, Tulsi – Science Teacher, Ridgewood High School, effective January 3, 2022 through May 17, 2022 with a reinstatement date of May 18, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

MARZOCCHI, Jaime – Physical Education/Health Teacher, Benjamin Franklin Middle School, effective January 18, 2022 through April 15, 2022 with a reinstatement date of April 18, 2022 utilizing the FMLA and/or NJFLA leave entitlement.

vi. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Hawes Elementary School**Additional: Clubs and Activities for the 2021-2022 School Year****Student Council**

- **Berry, Julieanna; Nebbia, Charles; and Raupp, Andrew**, each not to exceed 15 hours, each at an hourly rate of \$40.17.

Account # 11-401-100-101-00-02-002-001

Lunch Time Supervision

- **Monnerat, Maria**, not to exceed 5 days per week, at an hourly rate of \$17.50, effective September 2, 2021.
- **Higgins, Patricia**, not to exceed 5 days per week, at an hourly rate of \$17.50, effective September 2, 2021.

Account # 11-000-262-107-00-02-002-001

Orchard Elementary School**Lunch Time Supervision**

- **Jones, Michelle**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Account # 11-000-262-107-00-03-003-001

Travell Elementary School**Additional: Clubs and Activities for the 2021-2022 School Year****Spelling Bee**

- **DeNunzio, Mary**, not to exceed 8 hours, at an hourly rate of \$40.17 (\$321.36).

Account #11-401-100-101-00-06-006-001

Lunch Time Supervision

- **James, Kimberly**, not to exceed 5 days per week, at an hourly rate of \$17.50, effective September 2, 2021.
- **Mead, Rosanne**, not to exceed 5 days per week, at an hourly rate of \$17.50, effective September 2, 2021.

Account # 11-000-262-107-00-06-006-001

Willard Elementary School**Lunch Time Supervision**

- **Galvin, Jennifer**, not to exceed 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-262-107-00-07-007-001

Benjamin Franklin Middle School**Back-to-School Night**

- **Christopher, Susan**, not to exceed 2.50 hours, at an hourly rate of \$39.33 (\$98.33).
- **Karch, Elisa**, not to exceed 2.50 hours, at an hourly rate of \$36.11 (\$90.28).

Account # 11-000-240-105-00-08-008-001

Ridgewood High School**2021-2022 Student Club Activity Advisors****The Squad Club**

- **Hiller, Ari**, not to exceed 50 hours, at an hourly rate of \$20.17 (\$1,008.50).
- **Kilcullen, Michael**, not to exceed 50 hours, at an hourly rate of \$40.17 (\$2,008.50).

Account # 11-401-100-101-00-08-008-001

Revision: Academic Study Hall/Detention Supervisors, each at an hourly rate of \$40.17, each not to exceed one hour per day, approved by the Board at its meeting on August 30, 2021

Remove: TBD

Replace: Chamesian, Linda

Account # 11-140-100-101-00-10-010-001

Ski Club Trip to Mountain Creek, Vernon, New Jersey - January 11, 2022, January 18, 2022, January 25, 2022, February 1, 2022, and February 8, 2022, each not to exceed 7 hours per trip, each to receive an hourly rate of \$40.17 (to be funded by donations)

- **Bunzey, Craig**
- **Jannone, Christine**
- **Kay, Peter**
- **Knott, Ronald**
- **McDermott, Michael**
- **Mende, Allison**
- **Mitola, Candace**

- **Quirk, Brian**

Account # #TBD (Donation)

PSAT PROCTORS

Proctors and Administrators for October 16, 2021, Preliminary Scholastic Aptitude Test (PSAT) as listed on **Attachment C**.

Account #11-000-218-104-00-10-010-001

Special Programs

Montelbano, Dean, One-to-One Special Education Classroom Aide, Benjamin Franklin Middle School, to provide support for special education student attending Freshman Football Practice, not to exceed 36 hours, at an hourly rate of \$17.50 (\$630.00).

Account # 11-000-217-106-00-08-024-001

2021-2022 Bus Supervision on as-needed basis

- **Crabbe, Joseph**, at an hourly rate of \$21.23.
- **Eitner, Valerie**, at an hourly rate of \$21.23.
- **Gorman, Michelle**, at an hourly rate of \$47.16.
- **Hiller, Ari**, at an hourly rate of \$20.17.
- **Kilcullen, Michael**, at an hourly rate of \$53.91.
- **Hinojosa, Luisa**, at an hourly rate of \$20.17.
- **Palazzola, Joan**, at an hourly rate of \$21.23.
- **Shovlin, Emily**, at an hourly rate of \$21.23.
- **Veres, William**, at an hourly rate of \$41.09.

Account # 11-000-217-106-00-24-024-001

Rethink Training - October 11, 2021

- **Amaral, Carla**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Amaral, Kimberly**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Baloch, Sumera**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Baroli-Singer, Karen**, not to exceed 1.5 hours, at an hourly rate of \$20.17 (\$30.26).
- **Bonazzi, Rachel**, not to exceed 1.5 hours, at an hourly rate of \$20.17 (\$30.26).
- **Cardew, Charles**, not to exceed 1.5 hours, at an hourly rate of \$20.17 (\$30.26).
- **Connelly, Molly**, not to exceed 1.5 hours, at an hourly rate of \$20.17 (\$30.26).
- **Crabbe, Joseph**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).

- **Eitner, Valarie**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Elieh, Nada**, not to exceed 1.5 hours, at an hourly rate of \$20.17 (\$30.26).
- **Fierro, Judy**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Fridman, Yaniv**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Hiller, Ari**, not to exceed 1.5 hours, at an hourly rate of \$20.17 (\$30.26).
- **Hopper, Anne**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Kim, Sunghui**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Klion, Emily**, not to exceed 1.5 hours, at an hourly rate of \$20.17 (\$30.26).
- **Lam, Antenette**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Lana, Paula**, not to exceed 1.5 hours, at an hourly rate of \$20.17 (\$30.26).
- **Lauritano, Scott**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Levanti, Stamatina**, not to exceed 1.5 hours, at an hourly rate of \$17.50 (\$26.25).
- **Palazzola, Joan**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Perry, Cynthia**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Perry, Madison**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Pollock, Yanet**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Maccarone, Meghan**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Miller, Danielle**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Minardi, Jacqueline**, not to exceed 1.5 hours, at an hourly rate of \$20.17 (\$30.26).
- **Moomjy, Christine**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Mooney, Elizabeth**, not to exceed 1.5 hours, at an hourly rate of \$20.17 (\$30.26).
- **Murphy, Maria**, not to exceed 1.5 hours, at an hourly rate of \$20.17 (\$30.26).
- **Shovlin, Emily**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Sgambati, Jean**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Alessi, Taylor**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Tilyou, Tina**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Vehmas, Heidi**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).
- **Wahler, Nicole**, not to exceed 1.5 hours, at an hourly rate of \$21.23 (\$31.85).

Account # 11-000-217-106-00-24-024-001

Handle With Care Training - October 11, 2021

- **Alessi, Taylor**, not to exceed 3 hours, at an hourly rate of \$21.23 (\$63.69).
- **Bartoli-Singer, Karen**, not to exceed 3 hours, at an hourly rate of \$20.17 (\$60.51).
- **Bonazzi, Rachel**, not to exceed 3 hours, at an hourly rate of \$20.17 (\$60.51).
- **Britcher, Ashley**, not to exceed 4.5 hours, at an hourly rate of \$20.17 (\$90.77).
- **Cardew, Charles**, not to exceed 3 hours, at an hourly rate of \$20.17 (\$60.51).

- **Connelly, Molly**, not to exceed 3 hours, at an hourly rate of \$20.17 (\$60.51).
- **Coughlin, Wendy**, not to exceed 4 hours, at an hourly rate of \$17.50 (\$70.00).
- **Klion, Emily**, not to exceed 3 hours, at an hourly rate of \$20.17 (\$60.51).
- **Mooney, Elizabeth**, not to exceed 3 hours, at an hourly rate of \$20.17 (\$60.51).
- **Murphy, Maria**, not to exceed 3 hours, at an hourly rate of \$20.17 (\$60.51).
- **Schierloh, Lauren**, not to exceed 4 hours, at an hourly rate of \$17.50 (\$70.00).

Account # 11-000-217-106-00-24-024-001

ABA Training Completed and Certified – hourly rates from \$20.17 to \$21.23

- **Amaral, Kimberly**, effective September 16, 2021.
- **Perry, Cynthia**, effective September 13, 2021.
- **Perry, Madison**, effective September 2, 2021.
- **Pollock, Yanet**, effective September 2, 2021.

Account # 11-000-217-106-00-24-024-001

Special Olympics NJ Play Unified School Partnership

- **Vasquez, Jessica**, District Coordinator Stipend, to receive \$3,000.

Benjamin Franklin Middle School

- **Crawford, Ryan**; and **Vasquez, Jessica**, Club Advisors Stipend, each to receive \$1,310.
- **Azzopardi, Diedre**, Unified Yoga Stipend, to receive \$5,000.
- **Berk, Ashley**, Track Coach .5 Stipend, to receive \$655.
- **Crawford, Ryan**, Track Coach .5 Stipend, to receive \$655.
- **Crawford, Ryan**, Basketball Coach Stipend, to receive \$1,310.
- **Cronk, Paul**, Paint Nights Stipend, to receive \$300.
- **Padykula, Wendy**, Track Coach .5 Stipend, to receive \$655.
- **Vasi, Gilda**, Lunch Bunch Stipend, to receive \$500.
- **Vasquez, Jessica**, Track Coach Stipend, to receive \$1,310.
- **Vasquez, Jessica**, Basketball Coach Stipend, to receive \$1,310.
- **Brown, Jacob**, Transportation Stipend, to receive \$2,500.

Classroom Aides, each not to exceed 40 hours, for a total amount of \$5,000

- **Alessi, Taylor**; **Belise, Joel**; **Cardew, Charles**; **Miller, Danielle**; and **Tilyou, Tina**

George Washington Middle School

- **Padykula, Wendy**; and **Ransom, Robert**, Club Advisors Stipend, each to receive \$1,310.

- **Watkins, Christopher**, Club Advisors Stipend, each to receive \$1,000.

Classroom Aides, each not exceed 40 hours, for a total amount of \$1,690

- **Pilson, Mine; and Tucker, Annette**

Ridgewood High School

- **Kilcullen, Michael; and Rinaldi, Robert**, Club Advisors Stipend, each to receive \$1,310.
- **Rinaldi, Robert**, Evening Clinics Coach Stipend, to receive \$2,000.

Classroom Aides, each not exceed 40 hours, for a total amount of \$2,380

- **Belise, Joel; Beyer, James; and TBD**

Curriculum, Instruction & Assessment

Community Outreach Program - Wellbeing Speaker Series - September 22, 2021 (Virtual)

- **Enmore, Jaeson, from** not to exceed 3 hours, at an hourly rate of \$53.07 (\$159.21), approved by the Board at its meeting on September 13, 2021, **to** not to exceed 3 hours, at an hourly rate of \$53.07 (\$76.60 time and a half not to exceed \$238.80).

Account # 11-000-221-104-00-22-022-001

2021 Ridgewood 6-12 Summer Academy Transition Program, August 10-12, 2021 and August 23-25, 2021, each not to exceed 24 hours, each at their hourly rate

- **Kase, Sean**, at an hourly rate of \$55.00 (\$1,320).

Account # 20-483-100-101-00-10-022-001

- **Tucker, Annette**, at an hourly rate of \$15.01 (\$360.24).

Account # 20-483-100-101-00-09-022-001

vii. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below.

Teachers: Ferguson, Ezra; Kunzle, Laure; and Sheridan, Karen

E. FINANCE

i. **Approval: Award of Contracts to Cooperative Purchasing Vendors in Excess of \$43,000**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the award of contracts to Cooperative Purchasing Vendors in excess of \$43,000 for goods and services.

The Board has received background information.

ii. **Approval: Parent Transportation Contract for 2021-2022**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following parental transportation contract for the 2021-2022 School year.

Route #	Contractor	Rate	Annual Cost
9051	Parent	\$30 per day	Based on the actual # of days attended

iii. **Approval: Submission of American Rescue Plan (ARP) Individuals with Disabilities Education (IDEA) Grant**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following grant funds and approves the submission of the grant application.

Grant	Award
ARP IDEA Basic	\$237,383
ARP IDEA Preschool	\$20,274

iv. **Approval: Lease Purchase for the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

RESOLUTION OF THE BOARD OF EDUCATION OF THE VILLAGE OF RIDGEWOOD IN THE COUNTY OF BERGEN, NEW JERSEY DETERMINING TO ACQUIRE AND TO FINANCE EQUIPMENT BY MEANS OF A LEASE PURCHASE FINANCING IN AN AMOUNT NOT EXCEEDING \$940,000, AUTHORIZING AN ADVERTISEMENT FOR BIDS TO FINANCE THE EQUIPMENT IF NECESSARY, DELEGATING THE AWARD OF THE BID, AUTHORIZING THE EXECUTION OF THE LEASE AND RELATED DOCUMENTS AND AUTHORIZING OTHER ACTIONS NECESSARY TO COMPLETE THE TRANSACTION

WHEREAS, The Board of Education of the Village of Ridgewood in the County of Bergen, New Jersey (the "Board") is created and is charged by law with the responsibility of providing a system of public education within the school district over

which it has jurisdiction and to acquire equipment therefor; and

WHEREAS, the Board has determined to fund the acquisition of various technology and computer equipment, including financing and incidental or related costs (the "Equipment") by means of a lease purchase financing for a term that does not exceed five (5) years pursuant to the provisions of *N.J.S.A. 18A:20-4.2(f)* and *N.J.S.A. 18A:18A-1 et seq.*; and

WHEREAS, the Board has selected Phoenix Advisors, LLC as municipal advisor (the "Municipal Advisor") and McManimon, Scotland & Baumann, LLC as special counsel (the "Special Counsel") for the purpose of advising and assisting with the proposed lease purchase financing of the Equipment; and

WHEREAS, in accordance with the procedures set forth in *N.J.S.A. 18A:18A-1 et seq.* (the "Public School Contract Law") and the regulations promulgated thereunder, a notice of the bid will be published if required and bids or quotes (hereinafter simply referred to as bids) are scheduled to be returned to the Business Administrator/Board Secretary, who, with the assistance of the Special Counsel and the Municipal Advisor, will determine the lowest responsive and responsible bidder to purchase the Lease (as hereinafter defined) from the Board (hereinafter referred to as the "Purchaser"); and

WHEREAS, the Board will enter into a lease purchase agreement (the "Lease") and other related documents with the Purchaser in an amount not to exceed \$940,000 to finance the Equipment; and

WHEREAS, the Board desires to authorize the delegation of the award of the bid to the Business Administrator/Board Secretary and further authorizes the Board President, Business Administrator/Board Secretary, Municipal Advisor and Special Counsel to prepare and to execute the Lease and certain other documents and agreements necessary or incidental to the transactions contemplated thereby;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE VILLAGE OF RIDGEWOOD IN THE COUNTY OF BERGEN, NEW JERSEY as follows:

Section 1. The Board hereby determines to finance the Equipment by means of a lease purchase financing in a principal amount not exceeding \$940,000 in accordance with the requirements of the Public School Contracts Law. The Business Administrator/Board Secretary, the Municipal Advisor, the Special Counsel and other appropriate representatives of the Board are hereby authorized to prepare the necessary timetables and bid documents and other related documents as may be necessary and to take other steps necessary to prepare for and to implement the proposed financing.

Section 2. The Board hereby authorizes the publication of a request for bids if required in accordance with the Public School Contracts Law or the solicitation of quotes in order to prepare for the proposed transaction.

Section 3. The Board President and/or the Business Administrator/Board Secretary are

authorized to award the bid and the Lease in accordance with the terms of this resolution to the lowest bidder in accordance with the bid proposals or quotes submitted to the Business Administrator/Board Secretary, which winning bid proposal or quote will be retained on file in the Business Administrator/Board Secretary's office. The Purchaser's interest rate will be held fixed for a period of thirty (30) days from the date of the bid or as may be set forth in the bid specifications. If the closing does not occur within thirty (30) days of the date of the bid, the interest rate will be calculated in accordance with the index rate suggested by the Municipal Advisor as may be set forth in the bid specifications.

Section 4. The Board President and/or the Business Administrator/Board Secretary are hereby authorized to negotiate, execute and deliver, subject to the review of Special Counsel, the Lease, an agent or an escrow agreement, an assignment agreement, if necessary, and such other documents as may be necessary to consummate the transaction. Specifically, the Board authorizes the Board President or the Business Administrator/Board Secretary to establish an escrow account for the deposit of the Lease proceeds and to direct the deposit and investment of the Lease proceeds in the escrow for the term of the Lease in accordance with the requirements of law. The Board hereby authorizes and directs the Board President or the Business Administrator/Board Secretary to approve any changes, additions, or deletions to the Lease or such other documents as may, in the judgment of Special Counsel, be necessary or advisable, such approval to be evidenced by the execution of the Lease or such other documents by the Board President or the Business Administrator/Board Secretary. The Business Administrator/Board Secretary is also authorized to pay any agreed upon fees of the escrow agent, if any. The Board President and/or Business Administrator/Board Secretary are also authorized and directed to take on behalf of the Board such other actions as shall be necessary and appropriate to accomplish the lease purchase financing for the Equipment in accordance with the terms of the Lease and this resolution and pursuant to the terms of the agreements and instruments authorized to be prepared hereby and to accomplish the performance of the obligations of the Board in respect thereto.

Section 5. The payment of rent or other monies due under the Lease shall be made only from the General Fund of the Board. Neither the Board, nor any agency, department or political subdivision thereof shall be obligated to pay any sum to the Purchaser under the Lease from any taxing source for the payment of any sums due under the Lease unless an appropriation is made in a duly approved budget of the Board. The obligations of the Board shall not constitute indebtedness of the Board or of the Village of Ridgewood or of any department, agency or political subdivision thereof. The Lease shall set forth the term of the lease purchase agreement for the Equipment, the rental payments to be paid by the Board in respect thereof and the dates on which such rent shall be due and payable.

Section 6. The Board hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on the Lease, including the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Lease, if applicable. The Board authorizes the Business

Administrator/Board Secretary to act and determine on behalf of the Board whether the Lease will be designated as "bank qualified" within the meaning of Section 265 of the Code. The Board hereby declares its intent to issue the Lease in the expected maximum principal amount of the Lease set forth herein and to use the proceeds of the Lease to pay or to reimburse expenditures for the costs of the purpose for which the Lease is authorized herein. This resolution is a declaration of intent within the meaning and for the purposes of Treasury Regulations Section 1.150-2 or any successor provisions of federal income tax law.

Section 7. The reference to officers of the Board herein and in actions taken on behalf of the Board includes any interim, acting or successor officers holding those positions, and any action taken prior hereto with respect to the actions authorized herein are hereby ratified and deemed taken pursuant to this resolution.

Section 8. This resolution shall take effect immediately.

v. **Approval: Withdrawal from Maintenance Reserve**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the use of funds from the Maintenance Reserve Fund to address the costs related to damage caused by Hurricane Ida; and

Whereas the Ridgewood Board of Education authorizes the Business Administrator to withdraw funds from the Maintenance Reserve Fund to temporarily cover the costs of repairs until Insurance proceeds are received related to the damage caused by Hurricane Ida; and.

Whereas the Ridgewood Board Education authorizes the Business Administrator to replenish the Maintenance Reserve Funds temporary withdrawal allocations with the Insurance proceeds when received;

Therefore, be it resolved that the Ridgewood Board of Education, upon the recommendation of the Superintendent, approves the withdrawal of \$300,000.00 from the Maintenance Reserve Fund to address the costs related to damage caused by Hurricane Ida.

vi. **Approval: Withdrawal from Emergency Reserve**

Whereas, on Monday, October 4, 2021 the Ridgewood Board of Education approves the withdrawal of funds from the Emergency Reserve Fund to complete a districtwide upgrade of the radio communication system to support the ongoing security and safety concerns for all stakeholders within the District. The current radio communications systems are obsolete, and to maintain effective communications within the District and with local law enforcement authorities this authorization will allow the District to enhance the District's current communications systems to better protect the health and safety of all students and staff;

Whereas on Monday, October 4, 2021 the Ridgewood Board of Education approves the withdrawal of funds from the Emergency Reserve Fund to complete a districtwide

upgrade of its radio communication system in the amount of \$249,563.66 and

Whereas the Ridgewood Board Education authorizes the Business Administrator to withdraw funds from the Emergency Reserve Fund to complete a districtwide upgrade of its radio communication system to support the ongoing security and safety concerns for all stakeholders within the District;

Therefore, be it resolved that the Ridgewood Board of Education, upon the recommendation of the Superintendent, approves the withdrawal of \$249,563.66 from the Emergency Reserve Fund to purchase the new radio communication system.

VIII. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Dr. Gorman

A. None at this time.

IV. APPROVAL OF BILLS

Mr. Lembo

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS	REVIEWED BY
Sept 15	Columbia Bank On-Line	103101-103167	368,379.64	Mr. Dani
Sept 20	Columbia Bank On-Line	103168-103214*	247,295.41	Mr. Dani
Sept 27	Columbia Bank On-Line	103216-103322	727,713.14	Mr. Dani
Aug 15	Payroll Transfer	P36698	679,888.40	Mr. Dani
Aug 31	Payroll Transfer	P36699	518,866.25	Mr. Dani
Aug 4	Electronic Transfer	R36697	1,655.61	Mr. Dani
Aug 4	Electronic Transfer	C36695	56.45	Mr. Dani
Aug 6	Electronic Transfer	R36696	74.54	Mr. Dani
Aug 6	Electronic Transfer	C36694	5.05	Mr. Dani
Aug 31	Electronic Transfer	F3669	9,468.83	Mr. Dani
Sept 15	Electronic Transfer	B36570	608,425.00	Mr. Dani

Sept 27	Electronic Transfer	L36700	89,250.39	Mr. Dani
Sept 27	Food Service	620355-620357	124,903.08	Mr. Dani
TOTAL			3,375,981.79	

*check 103215 used as a prior year replacement

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| IX. BOARD MEMBER ANNOUNCEMENTS | Mr. Lembo |
| X. BOARD COMMITTEE REPORTS | Mr. Lembo |
| XI. DISCUSSION ITEMS
➤ District and BOE goals | Mr. Lembo |
| XII. ACCEPTANCE OF MINUTES
➤ August 30, 2021 Regular Public Meeting | Mr. Lembo |
| XIII. OTHER BUSINESS | Mr. Lembo |
| XIV. COMMENTS FROM THE PUBLIC | Mr. Lembo |
| XV. MOTION TO GO INTO EXECUTIVE SESSION | Mr. Lembo |
| XVI. RECONVENED PUBLIC MEETING | Mr. Lembo |
| XVII. ADJOURNMENT | Mr. Lembo |

Upcoming Meetings

Monday, October 18, 2021
Regular Public Meeting
7:00 p.m. Education Center

Monday, November 1, 2021
Regular Public Meeting
7:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Jillian Eidschun	The Resilient Student. The Resilient Counselor. The College of New Jersey Ewing, NJ 10/6/21	Professional Development	\$0.00	0
Dana Kneis	The Resilient Student. The Resilient Counselor. The College of New Jersey Ewing, NJ 10/6/21	Professional Development	\$0.00	0
Rebecca Turano	The Resilient Student. The Resilient Counselor. The College of New Jersey Ewing, NJ 10/6/21	Professional Development	\$0.00	0
Kathleen Finnegan	New Jersey School Counselor Association Fall Conference New Jersey School Counselor Association Edison, NJ 10/8/21	Professional Development	\$130.70	0
Courtney Weiss-Chromeck	Learning Disabilities Association of New Jersey: Linking Information About Learning Disabilities Learning Disabilities Association of New Jersey Virtual 10/15/21 - 10/16/21	Professional Development	\$50.00	0

Amy Raiani	NJ Science Convention New Jersey Science Teachers Association, NJ Princeton, NJ 10/20/21	Professional Development	\$219.97	0
Rae Wine	Navigating our emotions in a post-covid world Crossroads Academy, NJ Clifton, NJ 10/22/21	Professional Development	\$0.00	0.5
Melissa Miller	Mindfulness and Social-Emotional Learning for Educators and Students in the K-5th Grade Classroom Course Zensational Kids, NJ Virtual 10/26/21	Professional Development	\$302.98	0
Jane Gerald	Hot Issues in Special Education TMI Education, NJ Virtual 12/2/21	Professional Development	\$0.00	0
Janet Elkins	Hot Issues in Special Education TMI Education, NJ Virtual 12/2/21	Professional Development	\$0.00	0
Rachel Streitman	A SEL Think Tank: Better Together TMI Education Ramapo College of New Jersey 12/3/21	Professional Development	\$0.00	0
Jane Gerald	HIB Law Update TMI Education, NJ Virtual 3/10/22	Professional Development	\$0.00	0

FIELD TRIPS FOR APPROVAL

October 4, 2021

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
10/11/21	RHS	Westmount Country Club 728 Rifle Camp Road, Woodland Park, NJ	13 Students - Class of 2023 Student Congress	13	2	\$230	230 (sub)	No	Yes
10/15/21	Willard	Meadowlands Environmental Center, Lyndhurst, NJ	84 Students - Grade 5	17	0	\$0	\$0	No	Yes
10/28/21	Ridge	Storm King Arts Center, New Windsor, NY	71 Students - Grade 5	7	1	\$115	115	Yes	Yes
10/28/21	GW	RHS Band Day - RHS - Ridgewood, NJ	34 Students - Grade 8 Band	2	0.5	\$58	\$350 - (bus) and \$58 (sub)	Yes	Yes
11/9/21	Orchard	Pony Power Therapies, Mahwah, NJ	6 Students - Grades 2-5	3	0	\$0	\$129.51 (driver)	Yes	Yes
11/16/21	Orchard	Pony Power Therapies, Mahwah, NJ	6 Students - Grades 2-5	3	0	\$0	\$129.51 (driver)	Yes	Yes
11/23/21	Orchard	Pony Power Therapies, Mahwah, NJ	6 Students - Grades 2-5	3	0	\$0	\$129.51 (driver)	Yes	Yes
12/7/21	Orchard	Pony Power Therapies, Mahwah, NJ	6 Students - Grades 2-5	3	0	\$0	\$129.51 (driver)	Yes	Yes
12/14/21	Orchard	Pony Power Therapies, Mahwah, NJ	6 Students - Grades 2-5	3	0	\$0	\$129.51 (driver)	Yes	Yes
12/21/21	Orchard	Pony Power Therapies, Mahwah, NJ	6 Students - Grades 2-5	3	0	\$0	\$129.51 (driver)	Yes	Yes
1/11/22	RHS	Mountain Creek, Vernon, NJ	40 Students - Ski Club	3-4	0	\$0	\$0	Yes	Yes
1/18/22	RHS	Mountain Creek, Vernon, NJ	40 Students - Ski Club	3-4	0	\$0	\$0	Yes	Yes
1/25/22	RHS	Mountain Creek, Vernon, NJ	40 Students - Ski Club	3-4	0	\$0	\$0	Yes	Yes
2/1/22	RHS	Mountain Creek, Vernon, NJ	40 Students - Ski Club	3-4	0	\$0	\$0	Yes	Yes
2/8/22	RHS	Mountain Creek, Vernon, NJ	40 Students - Ski Club	3-4	0	\$0	\$0	Yes	Yes
4/28/22	Orchard	Liberty Science Center, Jersey City, NJ	61 Students - Grade 2	23	0	\$0	\$0	Yes	Yes

Administrators - Hourly Salary Rate - not to exceed 20 hours each

Sean	Lynaugh
Andrea	Watson

Proctors - \$40.17/hour - Not to exceed 6 hours each

Christine	Anderson
Sumera	Baloch
Giselle	Batista
Ariana	Bray
Kathryn	Calise
Stacy	Contreras
Colleen	Contreras
Maura	Eidschun
Alejandro	Escobar
Brenda	Felipe
Isabelle	Fisher
Rosemary	Fossari
Diane	Held
Dana	Kneis
Antenette	Lam
Gina	Minichini
Tara	Montelbano
Kathleen	Moran
Zsuzsanna	Nagy
Andrew	Paspalas
Alexandra	Paspalas
Christopher	Reilly
Nancy	Reilly
Theresa	Ross
Shauna	Stovell
Melanie	Tormey

Administrative Assistants - \$40.17/hour - Not to exceed 6 hours each

Jacquelyn	Altomare
Linda	Ames
Carla	Collins
Ann	D'Amico
Edna	Fernandez
Lori	Lansey
Poopak	Mohajer
Jamie	Oskoszko
Lesley	Whyard



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

October 18, 2021

Regular Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 101807450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 101807450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- | | | |
|------|--|-------------------|
| I. | CALL TO ORDER AND ROLL CALL | Mr. Lembo |
| II. | FLAG SALUTE AND PLEDGE OF ALLEGIANCE | Mr. Lembo |
| III. | OPENING STATEMENT BY PRESIDING OFFICER | Mr. Lembo |
| IV. | PRESENTATIONS | Dr. Gorman |
| | <p>A. Student Representative Report</p> <ul style="list-style-type: none"> ➤ Ben Chun, Mark Furman, Mahi Madupu, and Charlotte Sher; Ridge Elementary School <p>B. Student Representative Report</p> <ul style="list-style-type: none"> ➤ Norah Train, Ridgewood High School <p>C. National History Day</p> <ul style="list-style-type: none"> ➤ Isabel Lee, Isabella Harellick, Paul Nasr, Alice Zhang | |
| V. | COMMENTS FROM THE PUBLIC | Mr. Lembo |
| VI. | SUPERINTENDENT REPORT | Dr. Gorman |
| VII. | CONSENT ITEMS: REGULAR AND ROUTINE ISSUES | Dr. Gorman |
| | <p>A. ATTENDANCE AT CONFERENCES</p> <p>The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on Attachment A.</p> <p>B. ADMINISTRATION</p> <p>i. <u>Approval: Receipt of Suspension and Harassments, Intimidation, and Bullying (HIB) Reports</u></p> <p>The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges it has received confidential information regarding suspensions and HIB that have occurred since the last Board meeting.</p> <p>C. CURRICULUM & INSTRUCTION</p> <p>i. <u>Approval: Field Trips</u></p> <p>The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on Attachment B.</p> <p>ii. <u>Approval: Ridgewood High School Field Trips for the Child Development Course and Tomorrow's Teachers during the 2021-2022 School Year</u></p> <p>The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips for the Child Development Course and Tomorrow's Teachers to Ridgewood Elementary and Middle Schools for the purpose of coursework during the 2021-2022 school year. Transportation used will be the small district bus.</p> | |

The Board has received background information.

D. HUMAN RESOURCES

i. Appointments

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Teacher

Revision: CHUA, Kelly - Leave of Absence Replacement Learning Disabilities Teacher-Consultant (non-tenure track), Hawes Elementary School, **from** effective September 27, 2021, or as soon after as possible, through May 17, 2022, approved by the Board at its meeting on September 13, 2021, **to** effective October 8, 2021, or as soon after as possible, through May 17, 2022, pending verification of employment as outlined by Chapter 5. Ms. Chua possesses a NJDOE Standard Learning Disabilities Teacher-Consultant Certification.

Salary: \$61,642
Cl. BA, St. 1

Account # 11-000-219-104-00-02-019-000

Field Placements

CHECINSKI, Renee - Kean University, Clinical Observation with Elianne Alexander, Speech Language Specialist, Hawes Elementary School, effective October 19, 2021.

HAMEL-DAVIS, Beatrice - McGill University, Student Teacher Placement with John Luckenbill, Music Teacher, Ridgewood High School, effective February 21, 2022 through April 15, 2022.

Classroom Aides

DePEOLA, Rachel - Lunchroom Aide, Orchard Elementary School, effective October 19, 2021, or as soon after as possible, through June 22, 2022, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-262-107-00-03-003-001

Revision: Employee ID #7804* - **from** Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective October 5, 2021, or as soon after as possible, through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17, approved by the Board at its meeting on October 4, 2021, **to** Applied Behavior Analyst Aide (ABA), Somerville Elementary School, effective October 5,

2021, or as soon after as possible, through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$21.23.

Account # 11-000-217-106-00-05-024-001

MAKDESI, Rim - Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective October 19, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account # 11-000-217-106-00-01-024-001

Infant/Toddler Development Center

HANLON, Emma - High School/College Aide, effective October 19, 2021, or as soon after as possible, through June 30, 2022, 3 hours per day, 5 days per week, at an hourly rate of \$12.00.

Account # 62-990-100-106-00-62-060-001

Permanent Substitutes for the 2021-2022 School Year, effective October 19, 2021, to be funded by American Rescue Plan ESSER III funds

Hawes Elementary School

- **Muzilla, Amy**, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35.

Account # 20-487-100-101-00-02-002-001

Orchard Elementary School

- **Fullam, Aretoula**, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35.

Account # 20-487-100-101-00-03-003-001

Ridge Elementary School

- **Ferguson Ezra**, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35.

Account # 20-487-100-101-00-04-004-001

Willard Elementary School

- **Raymond, Maureen**, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35.

Account # 20-487-100-101-00-07-007-001

Additional: Ridgewood Community School Employees - Fall Semester 2021**Adult Education**

- Christopher, Susan
- Dishuk, Jeanette
- Michels, James

Account # 13-602-100-101-00-60-060-001

***Related to staff member**

RHS Volunteer Coaches**Boys Basketball**

- Aday, Douglas
- DelBuono, Joseph
- Kirtane, Anirudh

Girls Basketball

- Mende, Allison
- Mitola, Candace
- Roth, Al

Wrestling

- Hayes, Kenneth
- Germany, John

ii. Change of Assignments for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 school year, as listed below.

ADAY, Douglas - **from** 1.0 FTE Special Education (Social Studies) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Social Studies) Teacher, Ridgewood High School, effective October 12, 2021 through **TBD**.

From: \$98,650 (\$93,667 + \$300 CP + \$4,683 ratio)

Cl. MA+45, St. 13

To: \$118,320 (\$112,400 + \$300 CP + \$5,620 ratio)

Cl. MA+45, St. 13

Account # 11-213-100-101-00-10-019-000

DRISCOLL, Samantha - **from** 1.0 FTE Special Education (Mathematics) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Mathematics) Teacher,

Ridgewood High School, effective October 12, 2021 through **TBD**.

From: \$78,717 (\$78,417 + \$300 CP)

Cl. MA, St. 8

To: \$94,400 (\$94,100 + \$300 CP)

Cl. MA, St. 8

Account # 11-213-100-101-00-10-019-000

HOOPERHYDE, Michael - **from** 1.0 FTE Special Education (Collaborative-Science) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Collaborative-Science) Teacher, Ridgewood High School, effective October 12, 2021 through **TBD**.

From: \$111,612 (\$111,312 + \$300 CP)

Cl. MA+30, St. 18

To: \$133,874 (\$133,574 + \$300 CP)

Cl. MA+30, St. 18

Account # 11-213-100-101-00-10-019-000

MINICHINI, Gina - **from** 1.0 FTE Special Education (Mathematics) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Mathematics) Teacher, Ridgewood High School, effective October 12, 2021 through **TBD**.

From: \$69,742

Cl. MA, St. 3

To: \$83,690

Cl. MA, St. 3

Account # 11-213-100-101-00-10-019-000

PIELKA, Susan - **from** One-to-One Special Education Classroom Aide, Somerville Elementary School, 5.75 hours per day, 5 days per week, **to** Permanent Substitute, Somerville Elementary School, 5.75 hours per day, 5 days per week, effective October 19, 2021 through June 22, 2022, to be funded by American Rescue Plan ESSER III funds.

From: \$17.50 per hour

To: \$24.35 per hour

Account # 20-487-100-101-00-05-005-001

REILLY, Nancy - **from** 1.0 FTE Special Education (Collaborative-Science) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Collaborative-Science) Teacher, Ridgewood High School, effective October 12, 2021 through **TBD**.

From: \$106,482 (\$104,982 + \$1,500 Longevity)

Cl. MA, St. 18

To: \$127,478 (\$125,978 + \$1,500 Longevity)

Cl. MA, St. 18

Account # 11-213-100-101-00-10-019-000

Infant/Toddler Development Center

NAVARRO, Josephine - **from** High School/College Aide, **to** Teacher Assistant - Step I, effective October 19, 2021 through June 30, 2022, 8 hours per day, 5 days per week.

From: \$12.00 per hour

To: \$15.00 per hour

Account # 62-990-100-106-00-62-060-001

iii. Resignation

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignation listed below.

Teacher

BRAUN, Alexandra - Science Teacher, Ridgewood High School, effective October 7, 2021.

iv Rescind Appointment

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves rescinding of the appointment of the employee listed below.

Classroom Aide

GRANSKI, Danielle - Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective October 5, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

v. Leave of Absence

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absence, as listed below.

LEONARD, Mark – Special Education (Collaborative) Teacher, Benjamin Franklin Middle School, effective January 3, 2022 through March 25, 2022 with a reinstatement date of March 28, 2022, using sick days in accordance with the REA/board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

vi. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Hawes Elementary School

Lunch Time Supervision, to be funded by American Rescue Plan ESSER III funds

- **Enright, Susan**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Account # 20-487-262-107-00-02-002-001

Benjamin Franklin Middle School

Revision: 2021-2022 Student Club Activity Advisors, approved by the Board at its meeting on September 20, 2021

Crystal Club

Remove: **Clarke, Noreen**

Replace: **Briggs, Amy**, not to exceed 10 hours, at an hourly rate of \$40.17 (\$401.70).

Account # 11-401-100-101-00-08-008-001

Additional: Intramural Activities for the 2021-2022 School Year

- Girls Volleyball, Boys Volleyball, Track, Weight Lifting, Open Gym, not to exceed a total of 300 hours, each to receive an hourly rate of \$40.17 (\$12,000) Advisors: **Skettini, Kelly**

Account # 11-401-100-101-00-08-008-001

George Washington Middle School

A.M. Cafeteria Supervision - October 13, 2021 through June 22, 2021

- **Schoenberger, Gerald**, not to exceed .50 hours per day, at an hourly rate of \$24.35.

Account # 11-000-262-107-00-09-009-001

Ridgewood High School

Revision: Co-curricular Activity Advisors and Stipends for the 2021-2022 School Year, (Remuneration in accordance with negotiated Agreement; ratio is applied to the 2021-22 BA Maximum of \$93,592), approved by the Board at its meeting on September 20, 2021.

Marching Band, TwirlerRemove: **Sanchez, Jennifer**Replace: **Wederfoort, Kimberly**, Category 4, for a total Stipend of \$1,966.Account #11-401-100-101-00-10-010-001**RISe and STEPSS Chaperones, each not to exceed 20 hours, each at an hourly rate of \$40.17 (\$2,410.20)**

- **Aday, Douglas**
- **Gorman, Michelle**
- **Kilcullen, Michael**

Account # 11-212-100-101-00-10-010-001**RISe and STEPSS Chaperones, each not to exceed 20 hours, each at an hourly rate of \$21.23 (\$1,273.80)**

- **Crabbe, Joseph**
- **Eitner, Valeri**
- **Shovlin, Emily**

Account # 11-212-100-101-00-10-010-001**Professional Development Days - October 11, 2021, November 3, 2021, and May 2, 2022**

- **Clark, Kelly**, not to exceed 4.5 hours, at an hourly rate of \$62.39 (\$842.27).
- **DiBrita, Christine**, not to exceed 3.75 hours , at an hourly rate of \$46.16 (\$519.30).
- **Fink, Gary**, not to exceed 6 hours, at an hourly rate of \$44.93 (\$808.74).
- **Holand, Larry**, not to exceed 2.25 hours, at an hourly rate of \$62.39 (\$421.13).

Account # 11-140-100-101-00-10-010-001**Additional: PSAT PROCTOR**

- **Braden, John**

Account # 11-000-218-104-00-10-010-001**Special Programs**

- **Crabbe, Joseph**, Applied Behavior Analyst Aide (ABA), Ridgewood High School, to provide support for special education students RISe extracurricular activities after school, not to exceed 92 hours, at an hourly rate of \$21.23 (\$1,953.16).

Account # 11-212-100-101-00-10-024-001

- **Eitner, Valeri**, Applied Behavior Analyst Aide (ABA), Ridgewood High School, to provide support for special education students RISE extracurricular activities after school, not to exceed 92 hours, at an hourly rate of \$21.23 (\$1,953.16).

Account # 11-212-100-101-00-10-024-001

- **Shovlin, Emily**, Applied Behavior Analyst Aide (ABA), Ridgewood High School, to provide support for special education students RISE extracurricular activities after school, not to exceed 92 hours, at an hourly rate of \$21.23 (\$1,953.16).

Account # 11-212-100-101-00-10-024-001**Handle With Care - October 11, 2021**

- **Wahler, Nicole**, not to exceed 3 hours, at an hourly rate of \$21.23 (\$63.69).

Account # 11-000-217-106-00-24-024-001**Handle With Care Training & Rethink Training - October 11, 2021**

- **Employee #7804**, not to exceed 4.50 hours, at an hourly rate of \$21.23 (\$95.54).
- **Mooney, Elizabeth**, not to exceed 4.50 hours, at an hourly rate of \$20.17 (\$90.77).
- **Murphy, Maria**, not to exceed 4.50 hours, at an hourly rate of \$20.17 (\$90.77).

Account # 11-000-217-106-00-24-024-001**Handle With Care/De-Escalation Training - October 11, 2021**

- **Coughlin, Wendy**, not to exceed 45 minutes, at an hourly rate of \$17.50 (\$13.13).
- **Levanti, Stamatina**, not to exceed 4.75 hours, at an hourly rate of \$17.50 (\$83.13).
- **Schierloh, Lauren**, not to exceed 45 minutes, at an hourly rate of \$17.50 (\$13.13).

Account # 11-000-217-106-00-24-024-001**Additional Secretarial Hours**

- **Kowalczyk, Patricia**, not to exceed 15 hours, at an hourly rate of \$38.58 (\$578.70).

- **Moyer, Pamela**, not to exceed 15 hours, at an hourly rate of \$31.90 (\$478.50).

Account # 11-000-219-10-00-24-024-001

ABA Training Completed and Certified – hourly rates from \$20.17 to \$21.23, effective October 11, 2021

- **Hiller, Ari**

Curriculum, Instruction & Assessment

Technology Support for Community Presentation Regarding Alternative Schedules

- **DeRoche, Andrew**, not to exceed 5 hours, at an hourly rate of \$27.78 (\$41.67 time and a half not to exceed \$208.35).

Account # 11-000-230-104-00-45-045-001

- **Enmore, Jaeson**, not to exceed 5 hours, at an hourly rate of \$53.07 (\$79.60 time and a half not to exceed \$398).

Account # 11-000-230-104-00-45-045-001

Information Technology Department

Student Worker

- **Pizzuto, Aiden** - Information Technology Department Student Worker, effective October 19, 2021, through December 31, 2021, to be paid at the minimum wage of \$12.00 for 45 hours (\$540) and effective January 1, 2022, through June 30, 2022, to be paid at the minimum wage of \$13.00 for 110 hours (\$1,430) for a Grand Total of 155 hours (\$1,970).

Account # 11-000-221-110-08-31-031-001

vii. Revision of Account Numbers Approved at the October 4, 2021 Agenda

BARTOLI, Karen

From: Account # 11-212-100-106-00-08-024-001

To: Account #11-000-217-106-00-08-024-001

HINOJOSA, Luisa

From: Account #11-212-100-106-00-10-024-001

To: Account #11-000-217-106-00-10-024-001

MALUENDA, Mellany

From: Account #11-212-100-106-00-02-024-001

To: Account #11-000-217-106-00-02-024-001

SPADACCINI, Ann

From: Account #11-212-100-106-00-08-024-001

To: Account #11-000-217-106-00-08-024-001

vii. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below.

Teachers: Albanese, Noelle; Beyer, James; Brown, Maryanne; Canone, Camille; Kelly, Theresa; Nuzzo, Laura; Rice, Emily; Shahidi, Terry Jo; Taschayodi, Sahar; and White, Donald

Nurse: Canone, Camille

E. FINANCE

i. Acceptance of Restricted Donations:

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following restricted gifts for the **2021-2022** school year, to be used as indicated.

Donations			
Donor	Amount	Use	Account Number
RHS Student Activity Account	\$248.72	To be used to purchase workbooks for AP Latin Students.	20-030-100-610-00-10-010-030
RHS Home and School Association	\$10,367.75	To be used to pay for the school barbecue.	20-025-200-890-00-10-010-001
Thomas Edison Foundation	\$300 (gift in kind)	A gift in kind of a 3D printer and filament.	N/A
Scholarship America	\$1,000	To be used for professional development activities, in-service training, leadership activities or student field trips at Ridgewood High School.	20-066-100-320-00-10-010-001
Somerville Home and School Association	\$1,800 (gift in kind)	A gift of books to enhance the Somerville library.	N/A

Ridgewood Alumni Association	\$200,000	To be used for improvements to the existing TV production studio and ongoing improvements within the Duffield STEAM Initiative.	20-057-100-731-00-10-010-001
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ii. **Approval: Secretary's Line Item Certification**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the Report of the Secretary for the month of **August and September 2021**,

WHEREAS, in compliance with N.J.A.C. 6:20-2A.10(d), the secretary has certified that, as of the date of the report(s), no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education, now, therefore, be it,

RESOLVED, the Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and Be it Further Resolved, in compliance with N.J.A.C. 6:20-A10(e), the Board of Education certifies that, after review of the secretary's monthly financial reports (appropriate section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

The Board has received background information.

iii. **Approval: Acceptance of the Board Secretary and Treasurer Report**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the report of the Secretary and Treasurer for the month of **August and September 2021**; now, therefore,

BE IT RESOLVED, the Board of Education accepts the above referenced reports and orders that it be attached to and made part of the official record of this meeting

iv. **Approval: Budget Appropriation Transfers**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves transfers for **August and September 2021** as shown in the Journal Entry listing pursuant to Policy 6422.

The Board has received background information.

v. **Approval: Agreement with Midtown Bridge, LLC, d/b/a Ice House**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves an agreement with Midtown Bridge, LLC, d/b/a Ice House,

Hackensack, NJ, for scheduled rink usage from November 8, 2021 through February 25, 2022 in the amount of \$38,200 for High School Hockey.

The Board has received background information.

vi. Approval: Disposal of Equipment

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the disposal of furniture. These items are no longer needed.

Ed Center

- 9 gray file cabinets that are 18"w x 26"d x 52"h
- 2 gray file cabinets that are 18"w x 26"d x 26"h

George Washington Middle School

- 1 9500HR Life Cycle stationary bike
- 1 Cybex 800 Step machine
- 1 Motion Fitness Step machine

vii. Approval: Submission of The School Security Grant Application

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the amended submission that was originally approved at the November 2, 2020 Board of Education Meeting for the Securing Our Children's Future Bond Act School Security Grant application. The District's allocation of funds from the 2020 budget was \$323,215. Board approval is effective October 12, 2021. The District had the available funds in the 2020 Budget in case the costs exceeded the grant allowance.

A second Board approval is required to accept the award and submit for reimbursement.

iv. Approval: Submission of Preschool and Charter School Security Compliance Grant Application

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the submission of the Preschool and Charter School Security Compliance Grant application. The District's allocation of funds is \$1,650.

v. Approval: Submission of the Comprehensive Maintenance Plan and M-1 Form

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution for submission of the Comprehensive Maintenance Plan and M1 Form, as shown on **Attachment C**.

Whereas, the Department of Education requires New Jersey school districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Board of Education of the Village of Ridgewood are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now Therefore, Be It Resolved, that the Ridgewood Board of Education hereby authorizes the Business Administrator/Board Secretary to submit the attached Comprehensive Maintenance Plan and M-1 Form for the Ridgewood Public School District.

VIII. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Dr. Gorman

A. None at this time.

IX. APPROVAL OF BILLS

Mr. Lembo

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS	REVIEWED BY
Sept 29	Columbia Bank On-Line	103323-103374	109,157.76	Ms. Brogan
Oct 1	Columbia Bank On-Line	103375	80,319.09	Ms. Brogan
Oct 7	Columbia Bank On-Line	103376-103505	927,657.80	Ms. Brogan
Oct 11	Columbia Bank On-Line	103506-103579	523,396.28	Ms. Brogan
Sept 15	Payroll Transfer	P36868	3,233,926.77	Ms. Brogan
Sept 30	Payroll Transfer	P37023	3,315,605.84	Ms. Brogan
Sept 3	Electronic Transfer	R36866	430.99	Ms. Brogan
Sept 8	Electronic Transfer	R36867	6,850.59	Ms. Brogan
Sept 28	Electronic Transfer	H36811	2,162,650.88	Ms. Brogan
Oct 1	Electronic Transfer	H36864	1,115,114.06	Ms. Brogan
Oct 6	Electronic Transfer	L36869	87,742.82	Ms. Brogan
Oct 11	Food Service	620358-620359	104,986.75	Ms. Brogan
Sept 30	Void Electronic Transfer	L36700	(89,250.39)	Ms. Brogan

Sept 30	Columbia Bank Void Check	103369	(721.89)	Ms. Brogan
Oct 8	Columbia Bank Void Check	103276	(25.00)	Ms. Brogan
TOTAL			11,577,842.35	

- X. BOARD MEMBER ANNOUNCEMENTS** **Mr. Lembo**
- XI. BOARD COMMITTEE REPORTS** **Mr. Lembo**
- XII. DISCUSSION ITEMS** **Mr. Lembo**

A. New Policies/Regulations and Revisions to Policies/Regulations as listed below and in Attachment D:

New:

- Policy and Regulation 5460.02 Bridge Year Pilot Program
- Policy 6115.01 Federal Awards/Funds Internal Controls - Allowability of Costs
- Policy 6115.02 Federal Awards/Funds Internal Controls - Mandatory Disclosures
- Policy 6115.03 Federal Awards/Funds Internal Controls - Conflict of Interest

Revised:

- Policy 0131 Bylaws, Policies and Regulations
- Policy 2560 Live Animals in School
- Policy and Regulation 3142 Nonrenewal of Nontenured Teaching Staff Member
- Policy and Regulation 3221 Evaluation of Teacher
- Policy and Regulation 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- Policy and Regulation 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principal
- Policy and Regulation 3224 Evaluation of Principals, Vice Principals, and Assistant Principals
- Policy and Regulation 4146 Nonrenewal of Nontenured Support Staff Members
- Policy 2422 Comprehensive Health and Physical Education
- Policy 2467 Surrogate Parents and Resource Family Parents
- Policy 5116 Education of Homeless Children
- Policy and Regulation 7432 Eye Protection
- Policy 8420 Emergency and Crisis Situations
- Regulation 8420.1 Fire and Fire Drills
- Policy 8540 School Nutrition Program
- Policy 6311 Contracts for Goods or Services Funded by Federal Grants

Abolished:

- Policy 1649 Federal Families First Coronavirus (COVID-19) Response Act
- Policy 5114 Children Displaced by Domestic Violence
- Policy 8810 Religious Holidays

- B. Finalized BOE and District Goals
 - Goals as listed in **Attachment E.**

XIII. ACCEPTANCE OF MINUTES	<ul style="list-style-type: none"> ● August 30, 2021 Regular Public Meeting ● September 13, 2021 Regular Public Meeting ● September 20, 2021 Regular Public Meeting ● October 4, 2021 Executive Session ● October 4, 2021 Regular Public Meeting 	Mr. Lembo
XIV. OTHER BUSINESS		Mr. Lembo
XV. COMMENTS FROM THE PUBLIC		Mr. Lembo
XVI. MOTION TO GO INTO EXECUTIVE SESSION		Mr. Lembo
XVII. RECONVENED PUBLIC MEETING		Mr. Lembo
XVIII. ADJOURNMENT		Mr. Lembo

Upcoming Meetings

Monday, November 1, 2021
 Regular Public Meeting
 7:00 p.m. Education Center

Monday, November 15, 2021
 Regular Public Meeting
 7:00 p.m. Education Center

October 18, 2021

2021-2022 CONFERENCES FOR APPROVAL

Staff member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Stacie Poeslra	TMI Education Leadership Co-op TMI Education, NJ Virtual 10/20/21	Professional Development	\$249.00	0
Candace Mitola	Basic Life Support Recertification Course Lifesavers, Inc., NJ Fairfield, NJ 10/22/21	Professional Development	\$65.00	0
David Pfeiffer	Mindfulness and Social-Emotional Learning for Educators and Students in the K-5th Grade Classroom Course Zensational Kids, NJ Virtual 10/26/21	Professional Development	\$299.00	0
Laurie Pisani	Mindfulness and Social-Emotional Learning for Educators and Students in the K-5th Grade Classroom Course Zensational Kids, NJ Virtual 10/26/21	Professional Development	\$299.00	1
Lindsay Rubin	Mindfulness and Social-Emotional Learning for Educators and Students in the K-5th Grade Classroom Course Zensational Kids, NJ	Professional Development	\$299.00	1

	Virtual 10/26/21			
Scott Bisig	NJSBA Virtual Workshop Conference 2021 New Jersey School Board Association, NJ Virtual 10/26/21 - 10/28/21	Professional Development	\$69.24	0
Julie Yohana	NJSBA Virtual Workshop Conference 2021 New Jersey School Board Association, NJ Virtual 10/26/21 - 10/28/21	Professional Development	\$69.23	0
Jaime Rosado	NJSBA Virtual Workshop Conference 2021 New Jersey School Board Association, NJ Virtual 10/26/21 - 10/28/21	Professional Development	\$69.23	0
Saurabh Dani	NJSBA Virtual Workshop Conference 2021 New Jersey School Board Association, NJ Virtual 10/26/21 - 10/28/21	Professional Development	\$69.23	0
Sheila Brogan	NJSBA Virtual Workshop Conference 2021 New Jersey School Board Association, NJ Virtual 10/26/21 - 10/28/21	Professional Development	\$69.23	0

Cristopher Kaufman	NJSBA Virtual Workshop Conference 2021 New Jersey School Board Association, NJ Virtual 10/26/21 - 10/28/21	Professional Development	\$69.23	0
Hyunju Kwak	NJSBA Virtual Workshop Conference 2021 New Jersey School Board Association, NJ Virtual 10/26/21 - 10/28/21	Professional Development	\$69.23	0
Michael Lembo	NJSBA Virtual Workshop Conference 2021 New Jersey School Board Association, NJ Virtual 10/26/21 - 10/28/21	Professional Development	\$69.23	0
Lucy Papamichael	NJSBA Virtual Workshop Conference 2021 New Jersey School Board Association, NJ Virtual 10/26/21 - 10/28/21	Professional Development	\$69.23	0
Thomas Gorman	NJSBA Virtual Workshop Conference 2021 New Jersey School Board Association, NJ Virtual 10/26/21 - 10/28/21	Professional Development	\$69.23	0
Stacie Poeslra	NJSBA Virtual Workshop Conference 2021 New Jersey School Board Association, NJ Virtual 10/26/21 - 10/28/21	Professional Development	\$69.23	0

Ojetta Townes	NJSBA Virtual Workshop Conference 2021 New Jersey School Board Association, NJ Virtual 10/26/21 - 10/28/21	Professional Development	\$69.23	0
Serhiy Morhun	NJSBA Virtual Workshop Conference 2021 New Jersey School Board Association, NJ Virtual 10/26/21 - 10/28/21	Professional Development	\$69.23	0
Lorna Oates-Santos	Advancing Individual Leadership Development TMI Virtual Self Paced	Professional Development	\$249.00	0
Jeffrey Haas	New Jersey State Jazz Conference New Jersey Association for Jazz Education (NJAJE), NJ Newark, NJ 11/12/21	Professional Development	\$88.65	0
Christina Jannone	Basic Life Support Instructor Lifesavers, Inc., NJ Fairfield, NJ 11/19/21	Professional Development	\$325.00	0
Stacy Giardino	Self & Match Intro Training Self & Match, CA Virtual 12/3/21 and 5/20/21	Professional Development	0	0
George Marge	Language Processing Disorder: What it is and how to treat it Bureau of Education and Research, WA	Professional Development	0	0

FIELD TRIPS FOR APPROVAL

October 18, 2021

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
10/27/21	RHS	20 Hudson Yards, NY, NY	24 Environmental Science Students	4	0	\$0.00	\$0.00	No	Yes
10/30/21	RHS	New Jersey School Debate Assoc., Phillipsburg HS, NJ	25 Speech and Debate Students	1	0	\$0.00	\$2381.96 (bus)	Yes	Yes
11/2/21	GW and BF	The Daily Treat, Ridgewood, NJ	10 Students for Social Psych Meet and Greet	5	0	\$0.00	0	No	Yes
11/20/21	RHS	The Other Tales Escape Rooms, Hawthorne, NJ	14 Students	1	0	\$0.00	0	No	Yes
11/20/21	RHS	Randolph HS, Randolph, NJ	26 Speech and Debate Students	1	0	\$0.00	\$800 (bus)	Yes	Yes
1/8/22	RHS	Hunterdon Central Speech and Debate Tournament, Flemington, NJ	26 Speech and Debate Students	1	0	\$0.00	\$800 (bus)	Yes	Yes
1/13/22	Ridge	Buehler Science Center, Paramus, NJ	35 5th Grade Students	4	1 - 1/2 day 1/13/21	\$57.50	\$500 (bus) and \$57.50 (sub)	Yes	Yes
1/15/22	RHS	Freehold Tsp. HS Speech & Debate Tourn., Freehold, NJ	26 Speech and Debate Students	1	0	\$0.00	\$800 (bus)	Yes	Yes
1/29/22	RHS	Ridge HS Debates, Basking Ridge, NJ	26 Speech and Debate Students	1	0	\$0.00	\$800 (bus)	Yes	Yes

OVERNIGHT FIELD TRIPS - PAID

Date	School	Location	Approx # and Group of Students	# of Unpaid Chaperones	# Paid Chaperones And # of Overnights for each	Anticipated Cost for Teacher/Nurse Chaperones @ \$200 per Overnight	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Est. Total Cost to District	Annual Event	Meets Requirements
12/1/21 - 12/4/21	RHS	RunningLane Cross Country Championships, Huntsville, AL	7 Cross Country Members	2	0	\$0	0	\$0	\$320 (driver)	Yes	Yes
3/23/22 - 3/27/22	RHS	Jackie Robinson Event Training Complex - Vero Beach, FL	28 Varsity Baseball Players	6	0	\$0	0	\$0	\$0	Yes	Yes

Ridgewood Board of Education
County Code 03 District Code 4390 Comprehensive Maintenance Plan
FY21 Actual, FY22 Budget, FY23 Planned

School Name	FY21 Actual	FY22 Budget	FY23 Planned
Glen Elementary School	\$40,238	\$20,000	\$21,000
	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys., Refinish gym floor, Flooring, Speaker Repairs, Clock Repairs, Pest control, Filtered Bottle Stations, Auto Flushers, Auto Faucets, Exit Signs	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys., Pest Control, Flooring, Asbestos abatement,	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys., Pest Control, Boiler repairs, asbestos abatement, flooring, lighting, ceilings, window/blinds repairs
Hawes Elementary School	\$82,920	\$60,000	\$63,950
	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys., Clock Repairs, Pest Control, Boiler/heating Repairs, Auto Flushers, Auto Faucets, Exit Signs	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys., Pest Control, roof repairs, gym door swipe card unit, Nurse's office repairs	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys., Pest Control, window repairs, roof repairs, A/C Replacements
Orchard Elementary School	\$38,897	\$39,000	\$39,780
	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys., Roof Repairs, Boiler/heating Repairs, Pest Control, Flooring, Clock Repairs, Auto Flushers, Auto Faucets, Exit Signs, Replace ceiling tiles in lobby	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys., Pest Control, main office flooring, lighting in main hallway, Sand/stain doors MPR and benches	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys., Pest Control, flooring, asbestos abatement
Ridge Elementary School	\$48,077	\$38,000	\$40,950
	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys. Flooring, Ceiling Repairs, Pest Control, Clock Repairs, Roof Repairs, Main office repairs, Exit Signs, Auto Flushers, Auto Faucets	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys., Pest Control, flooring, asbestos abatement, conference room ceiling and lighting, front office ceiling and lighting.	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys., Pest Control, Asbestos Abatement. window repairs, flooring, boiler repairs. lighting, ceilings
Somerville Elementary School	\$98,178	\$58,000	\$60,900
	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys., Flooring, Ceiling Repairs, Pest Control, Clock Repairs, Boiler/heating Repairs, Auto Flushers, Auto Faucets, Exit signs	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or Insulation. Annual service and Inspection of all sys. Pest Control, Flooring, Lighting, Ceilings, asbestos abatement	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation. Annual service and Inspection of all sys., Pest Control, Flooring, Lighting, Ceilings, asbestos abatement
Travell Elementary School	\$50,040	\$38,000	\$38,760

	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys. Pest Control, Boiler/Heating Repairs, Clock Repairs, Roof Repairs, Asbestos Removal, Flooring, Filtered Bottle Stations, Auto Flushers, Auto Faucets, Exit signs	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys. Pest Control,Asbestos Abatement, flooring, cabinet repairs	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys. Pest Control,Asbestos Abatement, flooring, window/blinds repairs
Willard Elementary School	\$74,239	\$90,000	\$94,500
	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys. Pest Control, Boiler/Heating Repairs, Clock Repairs, Stage Lighting, Filtered Bottle Stations, Auto Flushers, Auto Faucets, Exit Signs, Replace Cabinets and cubbies in 2 classrooms	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys. Pest Control, remove cabinets and sinks in 2 classrooms, , MPR stage repairs	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys., Pest Control, boiler repairs, flooring, asbestos abatement, Refinish Gym floor
Benjamin Franklin Middle School	\$126,380	\$79,000	\$82,950
	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys., Pest Control, Asbestos Abatement, Flooring,Clock Repair, Boiler/Heating Repairs, Roof Repairs, Screeen and Coat Gym Floor, Filtered Bottle Stations, Auto Flushers, Auto Faucets, Exit Signs,	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys , Pest Control,Asbestos Abatement, gym floor refinishing, Nurse's office repairs.	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys. Pest Control,Asbestos Abatement, flooring, boiler controls, gym floor refinishing, Stage repairs
George Washington Middle School	\$133,497	\$112,000	\$117,600
	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys.Pest Control, Boiler/Heating Repairs,Clock Repairs, Refinish Gym Floor, Asbestos Abatement, Paint 5 stairwells, Repair roof over Elevator Area, Filtered Bottle Stations, Auto Flushers, Auto Faucets, Exit signs	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys. Pest Control, Asbestos Abatement, Gym Floor refinishing, flooring	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster.Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys. Pest Control, Asbestos Abatement, flooring, cafeteria repairs, Gyn floor refinishing
Ridgewood High School	\$316,110	\$235,000	\$246,750
	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys.Refinish Gym Floor, Flooring, Ceiling Repairs, Pest Control, Boiler/Heating Repairs, Dance Floor Repair, Roof Repairs, Replace Fire Sprinklers, Filtered Bottle Stations, Auto Flushers, Auto Faucets, Exit signs, Door Replacement	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys. Pest Control, roof repairs, flooring repairs, gym floor refinishing, A/C Replacements.	Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster.Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys. Pest Control., roof repairs, flooring repairs, Gym floor refinishing, A/C replacements
Education Center	\$71,600	\$24,000	\$25,200

	<p>Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys. , Pest Control, bathroom flooring,, Window Repairs, HVAC Repairs, Auto Flushers, Auto Faucets, Exit signs</p>	<p>Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys. , Pest Control, Window Repairs</p>	<p>Localized repairs, pointing, water proofing. Repair, replace frames, sash, caulk, etc. Prepare and paint walls, patch plaster. Inspect, repair, service valves, seals, etc. Repair piping or insulation, Annual service and Inspection of all sys. Pest Control, HVAC repairs, flooring repairs</p>
<p>Totals All School</p>	<p>\$1,080,177</p>	<p>\$793,000</p>	<p>\$832,341</p>

Ridgewood Public School District
 Comprehensive Maintenance Plan
 2020-2021 School Year

			% of Total	2020-2021 Budget	2020-2021 Actual
		<u>GSF</u>	<u>GSF</u>	Location 42	Location 42
				<u>Operations and Maint.</u>	<u>Operations and Maint.</u>
Ridgewood High School	10	248,286	27.19%	\$ 85,243.29	181,957.66
Benjamin Franklin Middle School	8	190,400	20.85%	65,369.46	45,972.32
George Washington Middle School	9	124,600	13.64%	42,778.55	67,135.04
Glen School	1	27,300	2.99%	9,372.83	20,859.19
Hawes Elementary School	2	39,765	4.35%	13,652.40	42,767.66
Ridge Elementary School	4	47,420	5.19%	16,280.57	18,989.36
Somerville Elementary School	5	68,000	7.45%	23,346.24	33,386.63
Travell Elementary School	6	45,800	5.02%	15,724.38	17,687.73
Orchard Elementary School	3	38,500	4.22%	13,218.09	12,376.39
Willard Elementary School	7	50,500	5.53%	17,338.01	42,431.33
Education Center	11	32,640	3.57%	11,206.19	52,146.67
		913,211	100.00%	\$ 313,530.00	\$ 535,709.98
2020-2021 Location 42 Budget				\$ 313,530.00	\$ 535,709.98

STUDENTS
5460.02/page 1 of 2
Bridge Year Pilot Program
M

5460.02 BRIDGE YEAR PILOT PROGRAM

The New Jersey Commissioner of Education has established a three-year "Bridge Year Pilot Program," under which each school district with a high school shall offer students in the graduating classes of 2021 and 2022 the opportunity to pursue a Bridge Year during the year immediately following their senior year of high school, in accordance with the provisions of P.L. 2020 c.41. The purpose of the Bridge Year Pilot Program shall be to provide participating students an additional year to address learning loss and missed opportunities in extracurricular activities, including spring sports programs, as a result of the public health state of emergency caused by the COVID-19 pandemic.

For the purpose of this Policy, "host high school" means the high school that a student, who pursues a Bridge Year pursuant to the provisions of P.L. 2020 c.41, attended as a junior in high school.

Under the Bridge Year Pilot Program, each high school in a school district shall designate a school staff member as a Bridge Year Liaison to serve as the school's central point of contact for students interested in pursuing a Bridge Year and for students participating in a Bridge Year. Nothing in P.L. 2020 c.41 shall be construed to require a school district to hire an individual to serve as a Bridge Year Liaison.

To be eligible to participate in the Bridge Year Pilot Program, a student shall be nineteen years of age or younger and shall not turn twenty years of age at any time during the Bridge Year, except that a classified student shall be eligible to participate if the student will turn twenty years of age during the Bridge Year due to services provided pursuant to the student's individualized education program. To participate in the Bridge Year Pilot Program, eligible students must notify their host high school's Bridge Year Liaison by February 15 of their senior year.

The Bridge Year Liaison shall develop, in consultation with Bridge Year students, an Individual Learning Plan (ILP) for each student. To ensure ample time to plan for the implementation of services outlined in the ILP, each Bridge Year student's ILP shall be completed by May 15, but no later than June 1 of the student's senior year.

During the fall semester of the student's Bridge Year, the student shall take between nine and twelve credits at the host high school, the county college that serves the county of the host high school, or a combination thereof. During the spring semester of the student's Bridge Year, the student shall take between nine and twelve credits at the county college that serves the county of the host high school. During either semester of the Bridge Year, a student may also take up to three credits offered by a four-year institution of higher education at any high school in the State or at any other location to fulfill the student's credit requirement. At the conclusion of each semester of the Bridge Year, the host high school shall update the student's high school transcript to reflect any high school credits earned during the Bridge Year.

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In the event that a student initially decides to pursue a Bridge Year in the fall semester, but does not continue the Bridge Year in the spring semester, the student's host high school shall release all final transcripts and other records as necessary and as may be requested. A student who decides not to continue the Bridge Year in the spring semester shall not be eligible to participate in a spring sports program or extracurricular activities pursuant to P.L. 2020 c.41.

The State Board of Education shall promulgate regulations pursuant to the "Administrative Procedure Act," P.L.1968, c.410 (C.52:14B -1 et seq.), necessary to effectuate the provisions of P.L. 2020 c.41.

The Higher Education Student Assistance Authority shall promulgate regulations, pursuant to the "Administrative Procedure Act," P.L.1968, c.410 (C.52:14B -1 et seq.), necessary to effectuate the provisions of subsection d. of section 2 of this Act.

P.L. 2020 c.41

Adopted:

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R 5460.02 BRIDGE YEAR PILOT PROGRAM

All public school districts, including charter and renaissance schools, that enroll high school students must offer all eligible students the opportunity to participate in the Bridge Year Pilot Program (P.L. 2020 c.41).

To participate in the Bridge Year Pilot Program, eligible students must notify their host high school's Bridge Year Liaison of their intent to participate by February 15 of their senior year.

A. Bridge Year Liaison

1. To facilitate compliance with the requirements of the Bridge Year Pilot Program, each public high school in a school district shall designate a school staff member as a Bridge Year Liaison.
2. The school's Bridge Year Liaison shall serve as the school's point of contact for students interested in participating in the Bridge Year Pilot Program, facilitate planning of the Bridge Year students' academic services, and regularly communicate with the respective county college regarding students' academic progress.
3. Bridge Year Liaisons shall develop, in consultation with Bridge Year students, an Individual Learning Plan (ILP) for each student.
4. The Bridge Year Liaison:
 - a. Shall collect and report attendance in accordance with the school district's policy for those students participating in classes not at the host high school consistent with N.J.A.C. 6A:16-7.6. Attendance for classes at the host high school shall be collected and recorded in the normal course;
 - b. Must receive reports from the institution of higher education that a Bridge Year student attends at least quarterly. The reports must demonstrate, in a manner specified by the student's ILP, the student's academic progress and performance; and
 - c. Shall ensure that at the conclusion of each semester of the Bridge Year, the student's high school transcript reflects any high school and college credits earned during the Bridge Year in accordance with Policy and Regulation 5460.02.

B. Student Eligibility

1. To be eligible to participate in Bridge Year Pilot Program, a student must:

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- a. **Be in the graduating classes of 2021 or 2022;**
 - b. **Meet all applicable high school graduation requirements by the end of their senior year of high school;**
 - c. **Be nineteen years old or younger during the entirety of the Bridge Year; a student that would turn twenty years old before the end of their Bridge Year is not eligible to participate;**
 - (1) **A student with disabilities is eligible to participate if the student will turn twenty years old during the Bridge Year due to services provided under the student’s individualized education program (IEP); and**
 - d. **Maintain a grade point average of 2.0 during the Bridge Year.**
- 2. Students with disabilities who receive special education and related services under the Individuals with Disabilities Education Act (IDEA) must be granted the opportunity to participate in a school district’s Bridge Year Pilot Program in accordance with Federal and State special education requirements.**
- a. **Regarding the Bridge Year’s age requirements in B.1.c. above, school districts that have students with disabilities who have satisfied their State and local graduation requirements, but may need an extra year of services, and will not turn twenty-one years old before June 30, may receive services for another year as determined by the student’s IEP team, which includes the student and the student’s parent(s).**
 - b. **The school district’s Bridge Year Liaison should collaborate with the student’s IEP team as the services provided to students with disabilities should be focused on transition services. Services shall be delivered via the IEP.**

C. Academics

- 1. Individual Learning Plans (ILP)**
 - a. **Each Bridge Year student’s academic and co-curricular goals for the Bridge Year shall be defined in an ILP. A student’s ILP shall detail the activities and strategies for accomplishing these goals, including, but not limited to, counseling, academic support, coursework, and co-curricular or athletic participation. The New Jersey Department of Education (NJDOE) developed an ILP template for school districts, which will be available on the NJDOE’s webpage.**

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- (1) In developing a student's ILP, a school district should utilize the considerations outlined in Bridge Year Pilot Program (P.L. 2020 c.41) Implementation Guidance.
 - b. To ensure ample time to plan for the implementation of services outlined in the ILP, each Bridge Year student's ILP shall be completed by May 15, but no later than June 1 of the student's senior year.
2. Academic and Course Requirements
 - a. Students participating in the Bridge Year Pilot Program shall meet the following academic and course requirements:
 - (1) During the fall semester, students shall take between nine and twelve credits at the host high school, county college in the county in which the host high school is located, or a combination thereof;
 - (2) During the spring semester, students shall take between nine and twelve credits at the county college in the county in which the host high school is located;
 - (3) During either semester, students may take up to three credits offered by a four-year institution of higher education at any high school in the State or any other location to fulfill the student's credit requirements described in C.2.a.(1) and (2) above;
 - (4) Students who pursue a Bridge Year and participate in a spring sport sanctioned by the New Jersey State Interscholastic Athletic Association (NJSIAA) shall enroll in less than twelve college credits, or otherwise be enrolled in a number of college credits as to not be considered a full-time college student, in each of the fall and spring semesters during the student's Bridge Year;
 - (5) During the Bridge Year, students do not need to participate in health, safety, and physical education as required by N.J.S.A. 18A:35-5, 7, and 8 (N.J.A.C. 6A:8-5.1(a)1.vi); and
 - (6) A Bridge Year student shall be considered a non-matriculated student of the respective county college.

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- b. School districts that do not operate on the basis of fall and spring semesters should meet the spirit of the academic and course requirements outlined in C.2.a. above and ensure that Bridge Year students meet their total credit requirements for the entirety of the Bridge Year Pilot Program.**

3. Graduation

- a. As stated in B.1.b. above, all students must meet all applicable high school graduation requirements by the end of their senior year of high school before participating in the Bridge Year Pilot Program.**
- b. The Bridge Year student may participate in the graduation ceremony at the end of his or her senior year or the end of his or her Bridge Year.**
- c. The student's diploma will be withheld and formal matriculation from high school will be deferred until completion of the Bridge Year Pilot Program.**
 - (1) Participating students are only held to the graduation requirements of their senior year and are not required to meet the graduation requirements of their Bridge Year in order to receive their high school diploma.**
 - (a) For example, 12th graders in the graduating class of 2021 – whose Bridge Year would take place during the 2021-2022 school year – will be held only to the graduation requirements applicable to the class of 2021, as modified pursuant to Executive Order 214 by the Governor of New Jersey, and not to the graduation requirements for the class of 2022.**
- d. At the conclusion of each semester of the Bridge Year Pilot Program, the host high school shall update the student's high school transcript to reflect any high school credits earned during the Bridge Year.**
- e. If a student decides to pursue a Bridge Year in the fall semester, but does not continue the Bridge Year in the spring semester, the student's host high school shall release all final transcripts and other records as necessary and as may be requested.**

D. Data Reporting

1. NJ SMART

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- a. **The NJDOE will add a new field in the NJ SMART SID Management to indicate whether 12th graders are planning to participate in the Bridge Year Pilot Program in the following year (beginning in the 2020-2021 school year) or whether a 12th grader is currently participating in a Bridge Year Pilot Program (beginning in the 2021-2022 school year).**
- b. **School districts will be required to begin entering this information for all 12th graders beginning with the June 2021 snapshot.**

2. School and District Accountability

- a. **Students participating in the Bridge Year Pilot Program will continue to be included in the accountability calculations for both Every Student Succeeds Act school accountability and New Jersey Quality Single Accountability Continuum (QSAC) district accountability during their Bridge Year.**
 - (1) **This would include graduation rate and chronic absenteeism calculations for both school and district accountability.**
 - (2) **Students participating in the Bridge Year Pilot Program will not count as graduates for graduation rate calculations until they receive a diploma at the end of the Bridge Year.**

E. Athletic Requirements

1. **Students participating in the Bridge Year Pilot Program are eligible to participate in NJSIAA sanctioned sports at their host high school – and only at their host high school – during the spring season of their Bridge Year.**
 - a. **Bridge Year students are not eligible to participate in fall or winter sports during their Bridge Year.**
2. **Students must meet the eligibility requirements outlined by the NJSIAA.**
3. **A student who decides not to continue their Bridge Year in the spring semester shall not be eligible to participate in a spring sports program or extracurricular activities.**
4. **Bridge Year students participating in spring athletics are subject to the athletic code of conduct, and any other applicable codes, rules, or school district policies as other students participating in the spring sport.**

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Allowability of Costs
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6115.01 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS –
ALLOWABILITY OF COSTS

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.302(b)(7) requires written procedures for determining the allowability of costs in accordance with 2 CFR §200 – Cost Principles. Determining the allowability of costs shall be in accordance with the requirements outlined in 2 CFR §200.403 – Factors Affecting Allowability of Costs. The School Business Administrator/Board Secretary or designee shall be responsible for determining the allowability of costs are in accordance with the provisions of 2 CFR §200.403.

The following procedures shall be used to determine the allowability of costs in accordance with 2 CFR §200.403:

Except where otherwise authorized by statute, the School Business Administrator/Board Secretary or designee will ensure costs meet the following general criteria in order to be allowable under Federal awards:

1. Be necessary and reasonable for the performance of the Federal award and be allocable thereto under these principles.
2. Conform to any limitations or exclusions set forth in these principles or in the Federal award as to types or amount of cost items.
3. Be consistent with policies and procedures that apply uniformly to both Federally-financed and other activities of the non-Federal entity.
4. Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.

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Federal Awards/Funds Internal Controls –
Allowability of Costs

- 5. Be determined in accordance with Generally Accepted Accounting Principles (GAAP), except for State and local governments, which includes school districts, as otherwise provided for in 2 CFR §200.403.**
- 6. Not be included as a cost or used to meet cost sharing or matching requirements of any other Federally-financed program in either the current or a prior period. (See also 2 CFR §200.306 – Cost Sharing or matching 2. above).**
- 7. Be adequately documented. (See also 2 CFR §200.300 – Statutory and National Policy Requirements through 2 CFR §200.309 – Period of Performance).**

In the event the School Business Administrator/Board Secretary or designee is not sure if a cost is allowable under 2 CFR Subpart E - §200.403, the School Business Administrator/Board Secretary or designee will contact the New Jersey Department of Education or the United States Department of Education for assistance.

2 CFR §200.302(b)(7)
2 CFR §200.403

Adopted:

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Federal Awards/Funds Internal Controls –
Mandatory Disclosures
M

6115.02 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS –
MANDATORY DISCLOSURES

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.113 – Mandatory disclosures requires a non-Federal entity or applicant (a New Jersey Board of Education) for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or to the New Jersey Department of Education all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award.

If the Board of Education receives a Federal award including the terms and conditions outlined below as per 2 CFR §200 – Appendix XII – Award Term and Condition for Recipient Integrity and Performance Matters shall report certain civil, criminal, or administrative proceedings to the System for Award Management (SAM). Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338 - Remedies for noncompliance, including suspension or debarment. (See also 2 CFR §180, 31 USC 3321, and 41 USC 2313)

A. General Reporting Requirement

- 1. If the total value of all Board of Education currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then the Superintendent or designee, on behalf of the Board of Education as the recipient during that period of time, must maintain the currency of information reported to the SAM that is made available in the designated integrity and performance system about civil, criminal, or administrative proceedings described in B. below.**
- 2. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 USC 2313).**

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3. As required by section 3010 of Public Law 111-212, all information posted in designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.
- B. Proceedings About Which the Board of Education Must Report**
1. The Superintendent or designee must disclose to the Federal awarding agency or to the New Jersey Department of Education information required about each proceeding that:
 - a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
 - b. Reached its final disposition during the most recent five-year period; and
 - c. Is one of the following:
 - (1) A criminal proceeding that resulted in a conviction, as defined in E. below;
 - (2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
 - (3) An administrative proceeding, as defined in E. below, that resulted in a finding of fault and liability and the payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
 - (4) Any other criminal, civil, or administrative proceeding if:

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- (a) **It could have led to an outcome described in B.1.c.(1), (2), or (3) above of this award term and condition;**
- (b) **It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on the school district's part; and**
- (c) **The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.**

C. Reporting Procedures

- 1. **The Superintendent or designee shall enter in the SAM Entity Management area the information that the SAM requires about each proceeding described in B. above.**
- 2. **The Superintendent or designee does not need to submit the information a second time under assistance awards the Board of Education received if the Superintendent or designee already provided the information through the SAM because the Board of Education was required to do so under Federal procurement contracts the Board of Education was awarded.**

D. Reporting Frequency

- 1. **During any period of time when the Board of Education is subject to the requirement in A. above, the Superintendent or designee must report proceedings information through the SAM for the most recent five year period, either to report new information about any proceeding(s) the Board of Education has not reported previously or affirm that there is no new information to report.**
- 2. **If the Board of Education has Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10,000,000, the Board of Education must disclose**

semiannually any information about the criminal, civil, and administrative proceedings.

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Federal Awards/Funds Internal Controls –
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E. Definitions

1. For purposes of this Policy:

- a. “Administrative proceeding” for the purposes of 2 CFR §200 - Appendix XII and this Policy means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability. This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.**
- b. “Conviction” for the purposes of 2 CFR §200 - Appendix XII and this Policy, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.**
- c. Total value of currently active grants, cooperative agreements, and procurement contracts includes:**
 - (1) Only the Federal share of the funding under any Federal award with a Board of Education cost share or match; and**
 - (2) The value of all expected funding increments under a Federal award and options, even if not yet exercised.**

2 CFR §200.113

Adopted:

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Federal Awards/Funds Internal Controls –
Conflict of Interest
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6115.03 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS –
CONFLICT OF INTEREST

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.318 – General Procurement Standards addresses standards of conduct covering conflict of interest and governs the actions of school district employees, officers, and agents in the selection, award, and administration of contracts supported by a Federal award.

The Board of Education must use its own documented procurement procedures which reflect applicable State and local laws and regulations, provided that the procurements conform to the applicable Federal law and the standards identified in 2 CFR §200.

The Board of Education must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

The Board of Education must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts supported by a Federal award.

1. No employee, officer, or agent of the Board of Education may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest.
 - a. Such a conflict of interest would arise when a Board of Education employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

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- 2. The Board of Education officers, employees, and agents must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.**
- 3. However, a Board of Education may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value.**
- 4. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.**

The Board of Education’s procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal government, the Board of Education is encouraged to enter into State and local intergovernmental agreements or inter-entity agreements where appropriate for procurement of use of common or shared goods and services.

The Board of Education is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

The Board of Education is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

The Board of Education must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of

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past performance, and financial and technical resources. (See also 2 CFR §200.213 – Suspension and Debarment).

The Board of Education must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

The Board of Education may use a time and materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost to a Board of Education is the sum of:

1. The actual cost of materials; and
2. Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

Since the time and material formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the Board of Education awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

The Board of Education alone must be responsible, in accordance with good administrative practice and sound business judgement, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the Board of Education of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgement for that of the Board of Education unless the matter is primarily a Federal concern. Violations of law will be referred to the local, State, or Federal authority having proper jurisdiction.

The Board of Education and its employees shall be required to comply with all New Jersey statutes and administrative codes regarding school ethics and internal controls.

2 CFR §200.318

Adopted:

0131 BYLAWS, ~~AND~~ POLICIES, AND REGULATIONS

The Board of Education shall exercise its rule-making power by adopting, **revising, and abolishing** bylaws, ~~and~~ policies, **and regulations** for the organization and operation of the school district.

“Regulations” for the purpose of this Bylaw are only those regulations that are required to be adopted by the Board.

Adoption, Amendment, and **Abolishment** ~~Repeal~~

Bylaws, ~~and~~ policies, **and regulations** may be adopted; **and revised** ~~amended, and repealed~~ at any meeting of the Board, provided the proposed adoption; **or revision** ~~amendment, or repeal~~ has been ~~proposed and approved~~ **by the Board** at a previous meeting of the Board.

Bylaws, policies, or regulations may be abolished at any meeting of the Board

[Option – Select one Option Below

- provided the proposed abolishing of the proposed bylaw, policy, or regulation has been approved by the Board at a previous meeting of the Board.**
- without the proposed abolishing of the proposed bylaw, policy, or regulation being approved by the Board at a previous meeting of the Board.]**

~~Optional~~

{The Board ~~shall may~~ at its organization meeting **or annually at a meeting of the Board** and by a majority vote of those present and voting, readopt existing bylaws, ~~and~~ policies, **and regulations** without prior notice.}

The Board may, under emergency circumstances, suspend the operation of a bylaw, ~~or~~ policy, **or regulation** and adopt, **revise** ~~amend~~, or **abolish** ~~repeal~~ a bylaw, ~~or~~ policy, **or regulation** without prior notice. The emergency adoption, **revision** ~~amendment~~, or **abolishment** ~~repeal~~ of a bylaw, ~~or~~ policy, **or regulation** shall terminate at the next meeting of the Board or at such earlier date as may be specified by the Board unless further acted upon by the Board **in accordance with this Bylaw**.

The adoption, **revision** ~~amendment~~, **abolishment** ~~repeal~~, or suspension of a bylaw, ~~or~~ policy, **or regulation** shall be recorded in the minutes of the Board. Any **bylaw, policy, or regulation** or part of a **bylaw, policy, or regulation** that is superseded by a term in a negotiated agreement or by a subsequently adopted **bylaw, policy, or regulation** shall no longer be in force and effect as a **bylaw, policy, or regulation** and shall be **abolished by the Board in accordance with this Bylaw**.

Promulgation and Distribution

~~A~~ **The** manual of bylaws, ~~and~~ policies, **and regulations** shall be maintained. A copy of the manual of bylaws, ~~and~~ policies, **and regulations** shall be **available and accessible** ~~given~~ to each Board member, the Superintendent, the **School Business Administrator**/Board Secretary, the Board Attorney, each Building Principal, and other individuals designated by the Superintendent.

The Superintendent shall institute a plan for the orderly promulgation of policies to staff members who are affected by them and shall provide staff members with access to an up-to-date manual of Board bylaws, ~~and~~ policies, **and regulations**.

The manual of bylaws, ~~and~~ policies, **and regulations** shall be considered a public record open to inspection in the office of the Superintendent. The manual retained by the Superintendent shall be considered the master copy of the policy manual ~~and shall not be modified by any person other than the or his/her designee.~~

~~Consideration Development~~ of Bylaws, ~~and~~ Policies, **and Regulations**

Bylaws, ~~and~~ policies, **and regulations** will be ~~developed and~~ considered **for adoption** by the Board in accordance with the following procedure:

1. A **recommendation for a new or revised bylaw, or policy, or regulation shall** ~~may be recommended suggested to the Board and/or Superintendent by any Board member, the Superintendent, any staff member, or a member of the public;~~
2. A **recommendation** ~~suggestion~~ for a new or revised bylaw, ~~or~~ policy, **or regulation** may be referred, at the discretion of the **Board** President and as appropriate to the subject, to the Superintendent, a Board committee, or a public advisory committee for study and formulation of a recommendation to the Board. Any study of a **new or revised recommended bylaw, policy, or regulation suggestion will** ~~should~~ consider whether the matter is adequately addressed in existing Board **bylaw, policy, or regulation** ~~and whether the matter is more appropriately addressed by administrative regulation;~~
3. If a recommendation for a new or revised bylaw, ~~or~~ policy, **or regulation** results from referral for study, a proposed draft will be **referred to the Superintendent and at the discretion of the Board President and as appropriate to the subject, to a Board committee** ~~submitted to the Board for discussion and approval on first reading. Copies of the proposed draft will be made available to staff members and the public, and comment will be invited. Changes in the draft may be made, by a simple majority vote, when the draft is presented for approval on first reading;~~
4. **All proposed new and revised bylaws, policies, and regulations shall be submitted to the Superintendent. The Superintendent or designee will review all new and revised**

draft bylaws, policies, and regulations prior to the Board receiving a draft of new or revised bylaws, policies, or regulations for Board consideration;

54. The proposed draft, **bylaw, policy, or regulation** approved **by the Board** on first reading, will be submitted for adoption at ~~a the next succeeding regular~~ meeting of the Board. **Revisions** Changes in the draft may be made **at any meeting prior to adoption** by a simple majority vote **of the Board**. A **revision at any succeeding meeting** change that alters the substantive meaning of the draft will constitute a new first reading, and the draft must be presented for adoption at ~~a the next~~ succeeding Board meeting. A change that is merely editorial may be followed by a vote to adopt the new or revised bylaw, ~~or~~ policy, **or regulation** on second reading.

N.J.S.A. 18A:11-1

Adopted: 7 December 2009
Revised:

TEACHING STAFF MEMBERS

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Nonrenewal of Nontenured Teaching Staff Member

3142 NONRENEWAL OF NONTENURED TEACHING STAFF MEMBER

The Board of Education recognizes its obligation to employ only those staff members best trained and equipped to meet the educational needs of the students of this district. The Board shall discharge that obligation by retaining in service only those nontenured teaching staff members who meet those standards. The Board will renew the employment contract of a **nontenured** teaching staff member only upon the recommendation of the Superintendent and by a recorded roll call majority vote of the full membership of the Board. The Board shall not withhold its approval for arbitrary and capricious reasons. A nontenured teaching staff member who is not recommended for renewal by the Superintendent is deemed nonrenewed.

When the nontenured teaching staff member's performance does not meet the standards of the **school** district, the Superintendent shall recommend not to renew the teaching staff member's contract. Prior to notifying the nontenured teaching staff member of the nonrenewal, the Superintendent will notify the Board of the recommendation not to renew the nontenured teaching staff member's contract and the reasons for the recommendation. The Superintendent may notify the Board in a written notice or in executive session at a full Board Meeting. In the event the Board is notified in executive session, the Superintendent will comply with the requirements of the Open Public Meetings Act and provide reasonable notice to the nontenured teaching staff member their employment will be discussed in executive session in order for the nontenured teaching staff member to exercise their statutory right to request a public discussion.

On or before May 15 of each year, each nontenured teaching staff member continuously employed by a Board of Education since the preceding September 30 shall receive a written notice from the Superintendent that such employment will not be offered if the Superintendent recommends the nontenured teaching staff member not be renewed. ~~The Superintendent shall notify each nontenured teaching staff member to whom reemployment will not be offered of such nonrenewal in writing on or before May 15. Any nontenured teaching staff member receiving who received written notice that a teaching contract for the succeeding school year will not be offered may, within fifteen calendar days of receiving such notification thereafter, request in writing a statement of the reasons for nonrenewal such non-employment which shall be given to the nontenured staff member in writing within thirty calendar days after the receipt of such request. The Superintendent will provide a written statement of reasons within thirty days after the receipt of any such request.~~

Whenever the nontenured teaching staff member has requested in writing and received a written statement of reasons for non-reemployment **pursuant to N.J.S.A. 18A:27-3.2**, the nontenured teaching staff member **may request in writing** ~~shall have the right to~~ an informal appearance before the Board. **The written request shall be submitted to the Board within ten calendar days of the nontenured teaching staff member's receipt of the Board's statement of reasons. The informal appearance shall be scheduled within thirty calendar days from the nontenured teaching staff member's receipt of the Board's statement of reasons to permit the staff member an opportunity to convince the members of the Board to offer reemployment. The staff member must request the appearance before the Board within ten calendar days of the nontenured teaching staff member's**

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~~receipt of the statement of reasons. The informal appearance before the Board shall be held in accordance with the provisions of N.J.A.C. 6A:10-8.1.~~

The Board is not required to offer reemployment or vote on reemployment after an informal appearance with a nontenured teaching staff member who was not recommended for reemployment by the Superintendent. The Board may, with a majority vote of its full membership in public session and without the recommendation of the Superintendent, offer the nontenured teaching staff member reemployment after the informal appearance before the Board. **Within three working days following the informal appearance, the Board shall notify the affected nontenured teaching staff member, in writing, of its final determination** ~~The nontenured teaching staff member will be notified of the Board's final determination within three days following the informal appearance before the Board.~~

N.J.S.A. 18A:27-3.1; 18A:27-3.2; 18A:27-4.1; 18A:27-10 et seq.

N.J.A.C. 6A:10-98.1

Adopted: 7 December 2009

Revised: 27 January 2014

Revised:

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R 3142 NONRENEWAL OF NONTENURED TEACHING STAFF MEMBER

A. Evaluations

1. Each nontenured teaching staff member shall be evaluated in strict compliance with ~~statute,~~ N.J.S.A. 18A:27-3.1, ~~rules of the State Board of Education,~~ N.J.A.C. 6A:10-1.1 et seq., and the policies and procedures of this district.

B. Nonrenewal Recommendation

1. When a nontenured teaching staff member's performance does not meet the standards of the school district, **employment will not be offered to the nontenured teaching staff member for the succeeding** ~~Principal or the nontenured teacher's immediate supervisor shall recommend to the Superintendent that the teaching staff member should not be reemployed in the following~~ school year.
2. **On or before May 15 of each year, each nontenured teaching staff member continuously employed by a Board of Education since the preceding September 30 shall receive a written notice from the Superintendent that such employment will not be offered if the Superintendent recommends the nontenured teaching staff member not be renewed** ~~The nontenured teaching staff member shall be informed by the Superintendent of Schools, in writing, that employment for the next succeeding school year will not be offered. This written notice shall be provided to the nontenured teaching staff member on or before May 15.~~
3. A recommendation by the Superintendent **to not renew for nonrenewal a nontenured teaching staff member's contract for the succeeding school year** may be based upon the nontenured teaching staff member's **observations**, evaluations, job performance, or any factor affecting his/her employment in **the this school** district.
4. **A n**ontenured teaching staff members' **employment** contracts can ~~only~~ be renewed **only** upon the Superintendent's recommendation and a **recorded roll call** majority vote of the full **membership of the** Board. The Board **shall** ~~may~~ not withhold its approval for arbitrary and capricious reasons.

C. Nonrenewal Action

1. **Prior to notifying the nontenured teaching staff member of the nonrenewal, the Superintendent shall notify the Board of the recommendation not to renew the nontenured teaching staff member's contract and the reasons for the recommendation.** ~~The Superintendent will notify Board members of the recommendation not to renew a nontenured teaching staff member's contract before notifying the~~

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~~nontenured teaching staff member of the recommendation to not renew.~~ The Superintendent may notify the Board members of the recommendation not to renew the nontenured teaching staff member's contract and the reasons for the recommendation in a written notice to the Board prior to May 15. ~~In or in the alternative, the Superintendent may notify the Board members of the recommendation not to renew a nontenured teaching staff member in an executive session. Using this option~~ **If notification is provided to the Board in executive session**, the Superintendent and the Board will meet in executive session prior to May 15 to review the Superintendent's recommendation(s) ~~for nonrenewal of nontenured teaching staff members.~~ Notice of the executive session shall be given in accordance with N.J.S.A. 10:4-13 and individual notice shall be given, not less than forty-eight hours in advance of the meeting, to those nontenured teaching staff members whose possible nonrenewal will be discussed at the meeting. If any such **nontenured teaching staff member** ~~employee~~ requests the discussion take place in public, the recommendation for his/her nonrenewal will be severed from any other nonrenewal recommendation(s) and will be scheduled for discussion at a public meeting prior to May 15.

2. A nontenured teaching staff member not recommended for renewal by the Superintendent is deemed not renewed. A Board's **of Education** vote is not required on the Superintendent's recommendation(s) to not renew a nontenured teaching staff member's contract.

D. Notice of Nonrenewal

- ~~1. Notice of the Superintendent's decision not to renew shall be given to each nontenured teaching staff member not recommended for renewal on or before May 15 in accordance with N.J.S.A. 18A:27-10. The Board may delegate the Superintendent or the Board Secretary to give the written notice of nonrenewal.~~
12. The nonrenewal notice shall be ~~in writing and~~ provided to the nontenured teaching staff member not recommended for renewal **by the Superintendent** on or before May 15. If hand delivered, a record shall be made of the date on which delivery was made. If sent by mail, the notice shall be sent registered mail, return receipt requested, to the nontenured teaching staff member's address of record.

E. Request for Statement of Reasons

1. **Any nontenured teaching staff member receiving notice that a teaching contract for the succeeding school year will not be offered may, within fifteen calendar days thereafter, request in writing, a statement of the reasons for such non-employment which shall be given to the nontenured teaching staff member in writing within thirty calendar days after the receipt of such request. A nonrenewed teaching staff member will be given a written statement of the reasons for which he/she was not renewed provided the teaching staff member's request for a statement of reasons has been received by the Superintendent within fifteen calendar days after the teaching staff member received written notice of his/her nonrenewal. N.J.S.A. 18A:27-3.2.**

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2. The statement of reasons for a nonrenewal will set forth, with as much particularity as possible, the precise reasons for the nonrenewal. Where the nonrenewal is based on performance deficiencies recorded in the **nontenured employee's teaching staff member's observations and** evaluations and the **nontenured teaching staff member** employee has been given a copy of those **observations and** evaluations, the statement of reasons may incorporate the **observations and** evaluations by reference.
3. The **written** statement of reasons will be prepared by the Superintendent ~~and shall be delivered to the employee who requested it within thirty calendar days after the receipt of the employee's request.~~

F. Nonrenewal Appearance

1. **Whenever the nontenured teaching staff member has requested in writing and received a written statement of reasons for non-reemployment pursuant to N.J.S.A. 18A:27-3.2, the nontenured teaching staff member may request in writing an informal appearance before the Board. The written request shall be submitted to the Board within ten calendar days of the nontenured teaching staff member's receipt of the Board's statement of reasons. A teaching staff member who has requested a statement of reasons for non-reemployment pursuant to N.J.S.A. 18A:27-3.2, will be granted an informal appearance before the Board to discuss those reasons, provided that he/she had submitted to the Superintendent a written request for such an appearance no later than ten calendar days after the nontenured teaching staff member's receipt of the written statement of reasons. N.J.A.C. 6A:10-8.1(a).**
2. ~~The A date for the informal appearance shall be scheduled within thirty calendar days from the nontenured teaching staff member's receipt of the Board's statement of reasons. The appearance shall be conducted at an executive session for which notice has been given in accordance with N.J.S.A. 10:4-13.~~
3. The Board will **exercise discretion in determining** ~~determine~~ a reasonable length of time **for the proceeding** ~~to be devoted to the appearance,~~ depending upon each instance's specific circumstances.
4. The proceeding of an informal appearance before the Board may be conducted **in executive session** pursuant to N.J.S.A. 10:4-12(b)(8). **If conducted in executive session, notice must be given in accordance with N.J.S.A. 10:4-13.**
53. **The Board shall provide the nontenured teaching staff member adequate written notice regarding the date and time of the informal appearance. The teaching staff member requesting the appearance shall be given written notice, no later than forty eight hours in advance of the meeting at which it is scheduled, of the date, time, place, and duration of the appearance.**

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64. **The nontenured teaching staff member's appearance before the Board shall not be an adversary proceeding. The purpose of the appearance shall be to provide the nontenured teaching staff member the opportunity to convince Board of Education members to offer reemployment.** ~~The purpose of the appearance shall be to permit the nonrenewed teaching staff member to convince the members of the Board to offer reemployment. To those ends, the appearance shall be informally conducted. This appearance provides a mechanism by which the nontenured teaching staff member, whose renewal has not been recommended by the Superintendent, can appeal to the Board, on which the Superintendent sits as a non-voting member pursuant to N.J.S.A. 18A:17-20.~~
7. The proceeding of an informal appearance before the Board shall be conducted with the President of the Board presiding ~~and the appearance shall not be an adversary proceeding.~~
85. The **nontenured** teaching staff member may be represented by an attorney or by one individual of his/her choosing. ~~He/She~~ **The nontenured teaching staff member** may present, **on his or her behalf**, witnesses to testify on his/her behalf. ~~Witnesses who do not need to present testimony under oath and their statements may be recorded. The shall not be cross-examined by the Board will hear witnesses and shall not cross-examine them.~~ Witnesses **shall** will be called **one at a time** into the meeting to address the Board ~~one at a time~~ and shall be excused from the meeting after making their statements.

G. Final Determination

1. ~~A nontenured teaching staff member not recommended for renewal by the Superintendent is deemed not renewed. A Board vote is not required on the Superintendent's recommendation(s) to not renew a nontenured teaching staff member. However, after an informal appearance before the Board, the Superintendent may make a recommendation for reemployment of the nontenured teaching staff member to the voting members of the Board. The voting members of the Board, by a majority vote of the full Board in public session, must approve the reemployment based on the Superintendent's recommendation.~~ **If the Superintendent recommends the nontenured teaching staff member for reemployment, the voting members of the Board must, by a majority vote of the full Board at a public session, approve or not approve the Superintendent's recommendation for reemployment.**
2. The Board may, with a majority vote of its full membership in public session and without the recommendation of the Superintendent, offer the **nontenured** teaching staff member reemployment after the informal appearance before the Board.
3. **Within three working days following the informal appearance, the Board shall notify the affected nontenured teaching staff member, in writing, of its final determination. The Board may delegate notification of its final determination to the Superintendent or Board Secretary. The final determination will be delivered to the teaching staff**

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~~member, in writing, no later than three days following the informal appearance. The Board may delegate the Superintendent or the Board Secretary to deliver the final determination.~~

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3221 EVALUATION OF TEACHERS

The Board of Education recognizes the importance of teacher effectiveness to further the development of a professional corps of educators and to increase student achievement. The Board of Education adopts Policy and Regulation 3221 for the evaluation of teachers consistent with the Teacher Effectiveness and Accountability for the Children of New Jersey Act (TEACHNJ) and the AchieveNJ administrative codes. This Policy and Regulation provides the provisions and requirements for teacher evaluations consistent with TEACHNJ and AchieveNJ.

For the purposes of Policy and Regulation 3221, “teacher” means a teaching staff member who holds the appropriate standard, provisional, or emergency instructional certificate issued by the Board of Examiners and is assigned a class roster of students for at least one particular course.

~~The rules in N.J.A.C. 6A:10—Educator Effectiveness shall not override any conflicting provision(s) of collective bargaining agreements or other employment contracts in effect on July 1, 2013 and n~~ No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives. All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees for the **purpose of conducting the educator** evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., **including, but not limited to, digital records**, shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

The Board shall annually adopt evaluation rubrics for **all** teachers which shall be submitted to the Commissioner **of Education** by ~~August June~~ 1 for approval by August ~~15~~ 1 of each year. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective. The Board shall meet the requirements as outlined in N.J.A.C. 6A:10-2.2(a) for the annual evaluation of teachers and shall ensure the training procedures as outlined in N.J.A.C. 6A:10-2.2(b) are followed when implementing the evaluation rubrics for all teachers. A District Evaluation Advisory Committee ~~may shall~~ be established in accordance with the requirements of N.J.A.C. 6A:10-2.3.

The minimum requirements for the evaluation procedures for teachers as outlined in N.J.A.C. 6A:10-2.4 shall be followed. For each teacher rated ineffective or partially effective on the annual summative evaluation rating, as measured by the evaluation rubrics, a corrective action plan shall be developed in accordance with the provisions of N.J.A.C. 6A:10-2.5. A School Improvement Panel shall be established in accordance with N.J.A.C. 6A:10-3.1 and with the responsibilities outlined in N.J.A.C. 6A:10-3.2.

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The components of the teacher evaluation rubric as described in N.J.A.C. 6A:10-4.1 shall apply to teachers. Measures of student achievement, as outlined in N.J.A.C. 6A:10-4.2, shall be used to determine impact on student learning. Teacher observations shall be conducted in accordance with the provisions of N.J.A.C. 6A:10-4.4 **and N.J.S.A. 18A:27-3.1**. Observers shall conduct the observations pursuant to N.J.S.A. 18A:6-123.b.(8) and N.J.A.C. 6A:10-2.5 and 3.2, and they shall be trained pursuant to N.J.A.C. 6A:10-2.2(b).

The teacher practice instrument approved by the Department of Education shall meet the criteria as outlined in N.J.A.C. 6A:10-7.2.

The Superintendent shall annually notify all teachers of the adopted evaluation policies and procedures/regulations no later than October 1. If a teacher is hired after October 1, the Superintendent shall notify the teacher of the policies and procedures/regulations at the beginning of his or her employment. All teachers shall be notified of amendments to the policy and procedures/regulations within ten teacher working days of adoption.

N.J.S.A. 18A:6-117 et seq.; **N.J.S.A. 18A:27-3.1**

N.J.A.C. 6A:10-1.1 through 1.4; 6A:10-2.1 through 2.5

N.J.A.C. 6A:10-3.1 and 3.2; N.J.A.C. 6A:10-4.1 through 4.4

N.J.A.C. 6A:10-7.1 and 7.2

Adopted: 27 January 2014

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R 3221 EVALUATION OF TEACHERS

A. Definitions – N.J.A.C. 6A:10-1.2

The following words and terms shall have the following meanings when used in Policy and Regulation 3221 unless the context clearly indicates otherwise:

“Announced observation” means an observation in which the person conducting an observation for the purpose of evaluation will notify the teacher of the date and the class period the observation will be conducted.

“Annual performance report” means a written appraisal of the teacher’s performance prepared by the teacher’s designated supervisor based on the evaluation rubric for his or her position.

“Annual summative evaluation rating” means an annual evaluation rating that is based on appraisals of educator practice and student performance, and includes all measures captured in a teacher’s evaluation rubric. The four summative performance categories are ineffective, partially effective, effective, and highly effective.

“Calibration” in the context of educator evaluation means a process to monitor the competency of a trained evaluator to ensure the evaluator continues to apply an educator practice instrument accurately and consistently according to the standards and definitions of the specific instrument.

“Chief School Administrator” means the Superintendent of Schools or the Administrative Principal if there is no Superintendent.

“Commissioner” means Commissioner of the New Jersey Department of Education.

“Co-observation” means two or more supervisors who are trained on the practice instrument who observe simultaneously, or at alternate times, the same lesson or portion of a lesson for the purpose of training.

“Corrective Action Plan” means a written plan developed by the designated supervisor in collaboration with the teacher to address deficiencies as outlined in an evaluation. The corrective action plan shall include timelines for corrective action, responsibilities of the individual teacher and the school district for implementing the plan, and specific support that the district shall provide as defined in N.J.S.A. 18A:6-119.

“Department” means the New Jersey Department of Education.

“Designated supervisor” means the supervisor designated by the Superintendent of Schools or designee as the teacher’s supervisor.

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“District Evaluation Advisory Committee” means a group created to oversee and guide the planning and implementation of the Board of Education's evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2.3.

“Educator practice instrument” means an assessment tool that provides: scales or dimensions that capture competencies of professional performance; and differentiation of a range of professional performance as described by the scales, which must be shown in practice and/or research studies. **The scores from the teacher practice instrument are components of the teacher’s evaluation rubric and the scores are included in the summative evaluation rating for the individual. The scores from educator practice instruments may be applied to the teacher’s summative evaluation rating in a manner determined by the school district.**

“Evaluation” means an appraisal of an individual’s professional performance in relation to his or her job description and professional standards and based on, when applicable, the individual’s evaluation rubric.

“Evaluation rubric” means a set of criteria, measures, and processes used to evaluate all teachers in a specific school district or local education agency. Evaluation rubrics consist of measures of professional practice, based on educator practice instrument, and student outcomes. Each Board of Education will have an evaluation rubric specifically for teachers, another specifically for Principals, Vice Principals, and Assistant Principals, and evaluation rubrics for other categories of teaching staff members.

“Indicators of student progress and growth” means the results of assessment(s) of students as defined in N.J.A.C. 6A:8, Standards and Assessment.

“Individual professional development plan” is as defined in N.J.S.A. 18A:6-119.

“Job description” means a written specification of the function of a position, duties and responsibilities, the extent and limits of authority, and work relationships within and outside the school and school district.

“Observation” means a method of collecting data on the performance of a teacher's assigned duties and responsibilities. An observation for the purpose of evaluation will be included in the determination of the annual summative evaluation rating and shall be conducted by an individual employed in the school district in a supervisory role and capacity and possessing a school administrator, Principal, or supervisor endorsement as defined in N.J.A.C. 6A:9-2.1.

“Post-observation conference” means a meeting, either in-person or remotely, between the supervisor who conducted the observation and the teacher for the purpose of evaluation to discuss the data collected in the observation.

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“Scoring guide” means a set of rules or criteria used to evaluate a performance, product, or project. The purpose of a scoring guide is to provide a transparent and reliable evaluation process. ~~Teacher~~ **Educator** practice instruments include a scoring guide that an evaluator uses to structure his or her assessments and ratings of professional practice.

“Semester” means half of the school year.

“Signed” means the name of one physically written by oneself or an electronic code, sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

“Student growth objective” means an academic goal that teachers and designated supervisors set for groups of students.

“Student growth percentile” means a specific metric for measuring individual student progress on Statewide assessments by tracking how much a student’s test scores have changed relative to other students Statewide with similar scores in previous years.

“Superintendent” means Superintendent of Schools or Chief School Administrator.

“Supervisor” means an appropriately certified teaching staff member, as defined in N.J.S.A. 18A:1-1, or Superintendent employed in the school district in a supervisory role and capacity, and possessing a school administrator, Principal, or supervisor endorsement as defined in N.J.A.C. 6A:9B-12.

“Teacher” means a teaching staff member who holds the appropriate standard, provisional, or emergency instructional certificate issued by the Board of Examiners and is assigned a class roster of students for at least one particular course.

~~“Teacher practice instrument” means an assessment tool that provides: scales or dimensions that capture competencies of professional performance; and differentiation of a range of professional performance as described by the scales, which must be shown in practice and/or research studies. The scores from the teacher practice instrument are components of the teacher’s evaluation rubrics and the scores are included in the summative evaluation rating for the individual.~~

“Unannounced observation” means an observation in which the person conducting an observation for the purpose of evaluation will not notify the teacher of the date or time the observation will be conducted.

B. Applicability of Rules on Collective Bargaining Agreements – N.J.A.C. 6A:10-1.3

~~The rules in N.J.A.C. 6A:10-1.1 et seq. shall not override any conflicting provision(s) of collective bargaining agreements or other employment contracts entered into by a school district in effect on~~

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~~July 1, 2013.~~ No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives.

C. Educator Evaluation Data, Information, and Annual Performance Reports – N.J.A.C. 6A:10-1.4

All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees of the Board of Education for the purposes of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential. Such information shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. Nothing contained in N.J.A.C. 6A:10-1.1 et seq. shall be construed to prohibit the Department or a school district from, at its discretion, collecting evaluation data pursuant to N.J.S.A. 18A:6-123.e. or distributing aggregate statistics regarding evaluation data.

D. Evaluation of Teachers – N.J.A.C. 6A:10-2.1

1. The Board of Education **shall** annually ~~shall~~ adopt evaluation rubrics for teachers. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective.
2. The evaluation rubrics for teachers shall include all other relevant minimum standards set forth in N.J.S.A. 18A:6-123 (P.L. 2012, c. 26, § 17c).
3. Evaluation rubrics shall be submitted to the Commissioner by **August June-1** for approval by August **15** 4 of each year.

E. Duties of the Board of Education – N.J.A.C. 6A:10-2.2

1. The Board of Education shall meet the following requirements for the annual evaluation of teachers, unless otherwise specified:
 - a. Establish a District Evaluation Advisory Committee to oversee and guide the planning and implementation of the Board of Education's evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2 et seq.;
 - b. Annually adopt policies and procedures developed by the Superintendent pursuant to N.J.A.C. 6A:10-2.4, including the evaluation rubrics approved by the Commissioner pursuant to N.J.A.C. 6A:10-2.1(c):

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- (1) The Superintendent shall develop policies and procedures that, at a minimum, ensure student performance data on the Statewide assessment is, upon receipt, promptly distributed or otherwise made available to **teachers** ~~ing staff members~~ who were primarily responsible for instructing the applicable students in the school year in which the assessment was taken, as well as to **teachers** ~~ing staff members~~ who are or will be primarily responsible for instructing the applicable students in the subsequent school year.
- c. Ensure the Superintendent annually notifies all teachers of the adopted evaluation policies and procedures no later than October 1. If a teacher is hired after October 1, the Board/Superintendent shall notify the teacher of the policies and procedures at the beginning of his or her employment. All teachers shall be notified of amendments to the policy and procedures within ten **teacher** working days of adoption;
- d. Annually adopt by June 1, any Commissioner-approved **educator** ~~teacher~~ practice instruments and, as part of the process described at N.J.A.C. 6A:10-2.1(c), notify the Department which instruments will be used as part of the school district's evaluation rubrics;
- e. Ensure the Principal of each school within the school district has established a School Improvement Panel pursuant to N.J.A.C. 6A:10-3.1. The panel shall be established annually by August 31 and shall carry out the duties and functions described in N.J.A.C. 6A:10-3.2;
- f. Ensure data elements are collected and stored in an accessible and usable format. Data elements shall include, but not be limited to, scores or evidence from observations for the purpose of evaluation and student growth objective data; and
- g. Ensure the Superintendent or designee certifies to the Department that any observer who conducts an observation of a teacher for the purpose of evaluation as described in N.J.A.C. 6A:10-4.4; N.J.A.C. 6A:10-5.4; and N.J.A.C. 6A:10-6.2, shall meet the statutory observation requirements of N.J.S.A. 18A:6-119; 18A:6-123.b(8); and N.J.S.A. 18A:27-3.1 and the teacher member of the School Improvement Panel requirements of N.J.A.C. 6A:10-3.2.
2. The Board of Education shall ensure the following training procedures are followed when implementing the evaluation rubric for all teachers and, when applicable, applying the Commissioner-approved educator practice instrument:
 - a. Annually provide training on and descriptions of each component of the evaluation rubric for all teachers who are being evaluated in the school district and provide

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more thorough training for any teacher who is being evaluated for the first time. Training shall include detailed descriptions of all evaluation rubric components including, when applicable, detailed descriptions of student achievement measures and all aspects of the educator practice instrument;

- b. Annually provide updates and refresher training for supervisors who are conducting evaluations in the school district and more thorough training for any supervisor who will evaluate teachers for the first time. Training shall be provided on each component of the evaluated teacher's evaluation rubric before the evaluation of a teacher;
 - c. Annually require each supervisor who will conduct observations for the purpose of evaluation of a teacher to complete at least two co-observations during the school year.
 - (1) Co-observers shall use the co-observation to promote accuracy and consistency in scoring.
 - (2) A co-observation may count as one required observation for the purpose of evaluation pursuant to N.J.A.C. 6A:10-4.4, as long as the observer meets the requirements set forth in N.J.A.C. 6A:10-4.3 and 4.4, but the co-observation shall not count as two or more required observations. If a co-observation counts as one required observation, the score shall be determined by the teacher's designated supervisor.
 - d. The Superintendent shall annually certify to the Department that all supervisors of teachers in the school district who are utilizing evaluation rubrics have completed training on and demonstrated competency in applying the evaluation rubrics.
- F. District Evaluation Advisory Committee – N.J.A.C. 6A:10-2.3
1. Members of the District Evaluation Advisory Committee shall include representation from the following groups: teachers from each school level represented in the school district; central office administrators overseeing the teacher evaluation process; supervisors involved in teacher evaluation, when available or appropriate; and administrators conducting evaluations, including a minimum of one administrator conducting evaluations who participates on a School Improvement Panel. Members also shall include the Superintendent, a special education administrator, a parent, and a member of the Board of Education.
 2. The Superintendent may extend membership on the District Evaluation Advisory Committee to representatives of other groups and to individuals.

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3. ~~A Beginning in 2018-2019, the District Evaluation Advisory Committees is not shall no longer be required and the Board of Education shall have the discretion to establish a continue the District Evaluation Advisory Committee.~~

G. Evaluation Procedures for Teachers – N.J.A.C. 6A:10-2.4

1. The provisions outlined in Policy and Regulation 3221 and N.J.A.C. 6A:10-2.4 shall be the minimum requirements for the evaluation of teachers.
2. Evaluation policies and procedures requiring the annual evaluation of all teachers shall be developed under the direction of the Superintendent, who may consult with the District Evaluation Advisory Committee or representatives from School Improvement Panels, and shall include, but not be limited to, a description of:
 - a. Roles and responsibilities for implementation of evaluation policies and procedures;
 - b. Job descriptions, evaluation rubrics for teachers, the process for calculating the summative ratings and each component, and the evaluation regulations set forth in N.J.A.C. 6A:10 et seq.;
 - c. Methods of data collection and reporting appropriate to each job description, including, but not limited to, the process for student attribution to teachers, Principals, Assistant Principals, and Vice Principals for calculating the median and school-wide student growth percentile;
 - d. Processes for observations for the purpose of evaluation and post-observation conference(s) by a supervisor;
 - e. Process for developing and scoring student growth objectives;
 - f. The process for preparation of individual professional development plans; and
 - g. The process for preparation of an annual performance report by the teacher's designated supervisor and an annual summary conference between the teacher and his or her designated supervisor.
3. The annual summary conference between designated supervisors and teachers shall be held before the annual performance report is filed. The conference shall occur on or before June 30 of each school year and shall include, but not be limited to, a review of the following:

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- a. The performance of the teacher based upon the job description and the scores or evidence compiled using the teacher's evaluation rubric, including, when applicable:
 - (1) The **educator's** ~~teacher's~~ practice instrument; and
 - (2) Available indicators or student achievement measures such as student growth objective scores and student growth percentile scores.
 - b. The progress of the teacher toward meeting the goals of the individual professional development plan or, when applicable, the corrective action plan; and
 - c. The preliminary annual performance report.
4. If any scores for the teacher's evaluation rubric are not available at the time of the annual summary conference due to pending assessment results, the annual summative evaluation rating shall be calculated once all component ratings are available.
 5. The annual performance report shall be prepared by the teacher's designated supervisor and shall include, but not be limited to:
 - a. A summative rating based on the evaluation rubric, including, when applicable, a total score for each component as described in N.J.A.C. 6A:10-4;
 - b. Performance area(s) of strength and area(s) needing improvement based upon the job description and components of the teacher's evaluation rubric; and
 - c. The teacher's individual professional development plan or corrective action plan from the evaluation year being reviewed in the report.
 6. The teacher and the designated supervisor shall sign the report within five **teacher** working days of the review.
 7. The Board of Education shall include all performance reports and supporting data, including, but not limited to, written observation reports and additional components of the summative evaluation rating as part of the teacher's personnel file, or in an alternative, confidential location. If reports and data are stored in an alternative location, the personnel file shall clearly indicate the report's location and how it can be easily accessed. The records shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

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H. Corrective Action Plans for Teachers – N.J.A.C. 6A:10-2.5

1. For each teacher rated ineffective or partially effective on the annual summative evaluation, as measured by the evaluation rubrics, a corrective action plan shall be developed by the teacher and the teacher's designated supervisor. If the teacher does not agree with the corrective action plan's content, the designated supervisor shall make a final determination.
2. The corrective action plan shall be developed and the teacher and his or her designated supervisor shall meet to discuss the corrective action plan by October 31 of the school year following the year of evaluation except:
 - a. If the ineffective or partially effective summative evaluation rating is received after October 1 of the school year following the year of evaluation, a corrective action plan shall be developed, and the teacher and his or her designated supervisor shall meet to discuss the corrective action plan within twenty-five teacher working days following the school district's receipt of the teacher's summative rating.
3. The content of the corrective action plan shall replace the content of the individual professional development plan required pursuant to N.J.A.C. 6A:9C-4.3(a) and 4.4(a) and shall:
 - a. Address areas in need of improvement identified in the teacher evaluation rubric;
 - b. Include specific, demonstrable goals for improvement;
 - c. Include responsibilities of the evaluated employee and the school district for the plan's implementation; and
 - d. Include timelines for meeting the goal(s).
4. The teacher's designated supervisor and the teacher on a corrective action plan shall discuss the teacher's progress toward the goals outlined in the corrective action plan during each required post-observation conference, pursuant to N.J.S.A. 18A:27-3.1 or N.J.A.C. 6A:10-4.4. The teacher and his or her designated supervisor may update the goals outlined in the corrective action plan to reflect any change(s) in the teacher's progress, position, or role.
5. Progress toward the teacher's goals outlined in the corrective action plan:
 - a. Shall be documented in the teacher's personnel file and reviewed at the annual summary conference and the mid-year evaluation. Both the teacher on a corrective action plan and his or her designated supervisor may collect data and evidence to demonstrate the teacher's progress toward his or her corrective action plan goals; and

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- b. May be used as evidence in the teacher's next annual summative evaluation; however, such progress shall not guarantee an effective rating on the next summative evaluation.
 - 6. Responsibilities of the evaluated teacher on a corrective action plan shall not be exclusionary of other plans for improvement determined to be necessary by the teacher's designated supervisor.
 - 7. The School Improvement Panel shall ensure teachers with a corrective action plan receive a mid-year evaluation as required by N.J.S.A. 18A:6-120.c. The mid-year evaluation shall occur approximately midway between the development of the corrective action plan and the expected receipt of the next annual summative rating. The mid-year evaluation shall include, at a minimum, a conference to discuss progress toward the teacher's goals outlined in the corrective action plan. The mid-year evaluation conference may be combined with a post-observation conference.
 - 8. The School Improvement Panel shall ensure teachers with a corrective action plan receive one observation, including a post-observation conference, in addition to the observations required in N.J.A.C. 6A:10-4.4 for the purpose of evaluation as described in N.J.A.C. 6A:10-1.2 and 4.4(a).
 - 9. Except where a school district employs only one administrator whose position requires a supervisor, principal, or school administrator endorsement, tenured teachers with a corrective action plan shall be observed by multiple observers for the purpose of evaluation as described in N.J.A.C. 6A:10-4.4(c)4.
 - 10. The corrective action plan shall remain in effect until the teacher receives his or her next summative evaluation rating.
 - 11. There shall be no minimum number of teacher working days a teacher's corrective action plan can be in place.
- I. School Improvement Panel – N.J.A.C. 6A:10-3 et seq.
- 1. School Improvement Panel Membership – N.J.A.C. 6A:10-3.1
 - a. The School Improvement Panel shall include the Principal, a Vice Principal, and a teacher who is chosen in accordance with b. below by the Principal in consultation with the majority representative. If an Assistant Principal or Vice Principal is not available to serve on the panel, the Principal shall appoint an additional member who is employed in the district in a supervisory role and capacity, in accordance with N.J.S.A. 18A:6-120.a. The Principal may appoint additional members to the School Improvement Panel as long as all members meet the criteria outlined in this

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section and N.J.S.A. 18A:6-120.a. and the teacher(s) on the panel represents at least one-third of its total membership.

- b. The Principal annually shall choose the teacher(s) on the School Improvement Panel through the following process:
 - (1) The teacher member shall be a person with a demonstrated record of success in the classroom. A demonstrated record of success in the classroom means the teacher member shall have been rated effective or highly effective in the most recent available annual summative rating.
 - (2) The majority representative, in accordance with a. above, may submit to the Principal, teacher member nominees for consideration.
 - (3) The Principal shall have final decision-making authority and is not bound by the majority representative's list of nominees.
- c. The teacher member shall serve a full school year, except in case of illness or authorized leave, but may not be appointed more than three consecutive school years.
- d. All members of the School Improvement Panel shall be chosen by August 31 of each year.

2. School Improvement Panel Responsibilities – N.J.A.C. 6A:10-3.2

- a. The School Improvement Panel shall:
 - (1) Oversee the mentoring of teachers according to N.J.A.C. 6A:9C-5.3(a)2. and support the implementation of the school district mentoring plan;
 - (2) Conduct evaluations of teachers pursuant to N.J.A.C. 6A:10-2.4 and 4.4;
 - (3) Ensure corrective action plans for teachers are created in accordance to N.J.A.C. 6A:10-2.5; and ensure mid-year evaluations are conducted for teachers who are on a corrective action plan; and
 - (4) Identify professional development opportunities for all teachers based on the review of aggregate school-level data, including, but not limited to, teacher evaluation and student performance data to support school-level professional development plans described in N.J.A.C. 6A:9C-4.2.

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- b. To conduct observations for the purpose of evaluation, the teacher member shall have:
 - (1) Agreement of the majority representative;
 - (2) An appropriate supervisory certificate; and
 - (3) Approval of the Principal who supervises the teacher being observed.
- c. The teacher member who participates in the evaluation process shall not serve concurrently as a mentor under N.J.A.C. 6A:9C-5.2(a)3.

J. Components of Teacher Evaluation Rubric – N.J.A.C. 6A:10-4.1

- 1. The components of the teacher evaluation rubric described in N.J.A.C. 6A:10-4.1 et seq. shall apply to teachers holding the position of teacher and holding a valid and effective standard, provisional, or emergency instructional certificate.
- 2. Evaluation rubrics for all teachers shall include the requirements described in N.J.S.A. 18A:6-123, including, but not limited to:
 - a. Measures of student achievement pursuant to N.J.A.C. 6A:10-4.2; and
 - b. Measures of teacher practice pursuant to N.J.A.C. 6A:10-4.3 and 4.4.
- 3. To earn a summative rating, a teacher shall have a student achievement score, including median student growth percentile and/or student growth objectives(s) scores, and a teacher practice score pursuant to N.J.A.C. 6A:10-4.4.
- 4. Each score shall be converted to a percentage weight so all components make up 100 percent of the evaluation rubric. By August 31 prior to the school year in which the evaluation rubric applies, the Department shall provide on its website the required percentage weight of each component and the required summative rating scale. All components shall be worth the following percentage weights or fall within the following ranges:
 - a. If, according to N.J.A.C. 6A:10-4.2(b), a teacher receives a median student growth percentile, the student achievement component shall be at least thirty percent and no more than fifty percent of a teacher's evaluation rubric rating as determined by the Department.

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- b. If, according to N.J.A.C. 6A:10-4.2(b), a teacher does not receive a median student growth percentile, the student achievement component shall be at least fifteen percent and no more than fifty percent of a teacher's evaluation rubric rating as determined by the Department.
 - c. Measures of teacher practice described in N.J.A.C. 6A:10-4.3 and 4.4 shall be at least fifty percent and no more than eighty-five percent of a teacher's evaluation rubric rating as determined by the Department.
5. Standardized tests, used as a measure of student progress, shall not be the predominant factor in determining a teacher's annual summative rating.

K. Student Achievement Components – N.J.A.C. 6A:10-4.2

- 1. Measures of student achievement shall be used to determine impact on student learning. The student achievement measure shall include the following components:
 - a. If the teacher meets the requirements of 2. below, the median student growth percentile of all students assigned to a teacher, which shall be calculated as set forth in 4. below; and
 - b. Student growth objective(s), which shall be specific and measurable, based on available student learning data, aligned to the New Jersey Student Learning Standards (NJSLS), and based on growth and/or achievement.
 - (1) For teachers who teach subjects or grades not covered by the NJSLS, student growth objective(s) shall align to standards adopted or endorsed, as applicable, by the State Board.
- 2. The median student growth percentile shall be included in the annual summative rating of a teacher who:
 - a. Teaches at least one course or group within a course that falls within a standardized-tested grade or subject. The Department shall maintain on its website a course listing of all standardized-tested grades and subjects for which student growth percentile can be calculated pursuant to 4. below;
 - b. Teaches the course or group within the course for at least sixty percent of the time from the beginning of the course to the day of the standardized assessment; and
 - c. Has at least twenty individual student growth percentile scores attributed to his or her name during the school year of the evaluation. If a teacher does not have at least twenty individual student growth percentile scores in a given school year, the

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student growth percentile scores attributed to a teacher during the two school years prior to the evaluation year may be used in addition to the student growth percentile scores attributed to the teacher during the school year of the evaluation. Only student growth percentile scores from school year 2013-2014 or any school year after shall be used to determine median student growth percentiles.

3. The Department shall periodically collect data for all teachers that include, but are not limited to, student achievement and teacher practice scores.
4. The Department shall calculate the median student growth percentile for teachers using students assigned to the teacher by the school district. For teachers who have a student growth percentile score:
 - a. The Board of Education shall submit to the Department final ratings for all components, other than the student growth percentile, for the annual summative rating; and
 - b. The Department then shall report to the employing district Board of Education the annual summative rating, including the median student growth percentile for each teacher who receives a median student growth percentile.
5. Student growth objectives for teachers shall be developed and measured according to the following procedures:
 - a. The Superintendent shall determine the number of required student growth objectives for teachers, including teachers with a student growth percentile. A teacher with a student growth percentile shall have at least one and not more than four student growth objectives. A teacher without a student growth percentile shall have at least two and a maximum of four student growth objectives. By August 31 prior to the school year the evaluation rubric applies, the Department shall provide on its website the minimum and maximum number of required student growth objectives within this range.
 - b. A teacher with a student growth percentile shall not use the standardized assessment used in determining the student growth percentile to measure progress toward a student growth objective.
 - c. Each teacher shall develop, in consultation with his or her supervisor or a Principal's designee, each student growth objective. If the teacher does not agree with the student growth objectives, the Principal shall make the final determination.

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- d. Student growth objectives and the criteria for assessing teacher performance based on the objectives shall be determined, recorded, and retained by the teacher and his or her supervisor by October 31 of each school year, or within twenty-five **teacher** working days of the teacher's start date if the teacher begins work after October 1.
- e. Adjustments to student growth objectives may be made by the teacher in consultation with his or her supervisor only when approved by the Superintendent or designee. Adjustments shall be recorded in the teacher's personnel file on or before February 15.
 - (1) If the Student Growth Objective (SGO) covers only the second semester of the school year, or if the teacher begins work after October 1, adjustments shall be recorded before the mid-point of the second semester.
- f. The teacher's designated supervisor shall approve each teacher's student growth objective score. The teacher's student growth objective score, if available, shall be discussed at the teacher's annual summary conference and recorded in the teacher's personnel file.

L. Teacher Practice Components – N.J.A.C. 6A:10-4.3

- 1. The teacher practice component rating shall be based on the measurement of the teacher's performance according to the school district's Commissioner-approved teacher practice instrument. Observations pursuant to N.J.A.C. 6A:10-4.4 shall be used as one form of evidence for the measurement.

M. Teacher Observations – N.J.A.C. 6A:10-4.4

- 1. For the purpose of teacher evaluation, observers shall conduct the observations pursuant to N.J.S.A. 18A:6-123.b.(8) and N.J.A.C. 6A:10-2.5 and 3.2, and they shall be trained pursuant to N.J.A.C. 6A:10-2.2(b).
- 2. Observation conferences shall include the following procedures:
 - a. A supervisor who is present at the observation shall conduct a post-observation conference with the teacher being observed. A post-observation conference shall occur no more than fifteen teacher working days following each observation.
 - b. The post-observation conference shall be for the purpose of reviewing the data collected at the observation, connecting the data to the teacher practice instrument and the teacher's individual professional development plan, collecting additional information needed for the evaluation of the teacher, and offering areas to improve

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effectiveness. Within a school year, the post observation conference shall be held prior to the occurrence of further observations for the purpose of evaluation.

- c. If agreed to by the teacher, one required post-observation conference and any pre-**observation** conference(s) for observations of tenured teachers who are not on a corrective action plan may be conducted ~~by~~ ~~via~~ written communication, including electronic.
 - d. One post-observation conference may be combined with a teacher's annual summary conference, as long as it occurs within the required fifteen teacher working days following the observation for the purpose of evaluation.
 - e. A pre-**observation** conference, when required, shall occur at least one but not more than seven teacher working days prior to the observation.
3. Each teacher shall be observed as described in N.J.A.C. 6A:10-4.4. For all teachers, at least one of the required observations shall be announced and preceded by a pre-**observation** conference, and at least one of the required observations shall be unannounced. The Superintendent shall decide whether additional required observations are announced or unannounced, if applicable. The following additional requirements shall apply:
- a. Each observation required for the purpose of evaluation shall be conducted for at least twenty minutes.
 - b. Nontenured teachers shall be observed at least three times each school year, but not less than once each semester. The observations shall be conducted in accordance with the timeframe set forth in N.J.S.A. 18A:27-3.1.
 - (1) Except where a school district employs only one administrator whose position requires a supervisor, principal, or school administrator endorsement, nontenured teachers shall be observed during the course of the year by more than one appropriately certified supervisor.
 - c. Tenured teachers shall be observed at least two times during each school year. Observations for all tenured teachers shall occur prior to the annual summary conference, which shall occur prior to the end of the academic school year.
 - (1) If a tenured teacher was rated highly effective on his or her most recent summative evaluation and if both the teacher and the teacher's designated supervisor agree to use this option, one of the two required observations may be an observation of a Commissioner-approved activity other than a classroom lesson. The Department of Education shall post annually to its

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website a list of Commissioner-approved activities that may be observed in accordance with N.J.A.C. 6A:10-4.4.

- d. Teachers on a corrective action plan shall receive, in accordance with N.J.A.C. 6A:10-2.5(h), one additional observation, including a post-observation conference.
 - e. Upon receiving a final summative evaluation that necessitates a corrective action plan, in accordance with N.J.A.C. 6A:10-2.5(a), any remaining required observation(s) shall not be conducted until the corrective action plan has been finalized.
 - f. A written or electronic observation report shall be signed by the supervisor who conducted the observation and post-observation and the teacher who was observed.
 - g. The teacher shall submit his or her written objection(s) of the evaluation within ten teacher working days following the conference. The objection(s) shall be attached to each party's copy of the annual performance report.
4. To earn a teacher practice score, a nontenured teacher shall receive at least three observations.
- a. If a nontenured teacher is present for less than forty percent of the total student school days in a school year, he or she shall receive at least two observations to earn a teacher practice score.

N. Teacher Practice Instrument – N.J.A.C. 6A:10-7.2

- 1. The teacher practice instrument approved by the Department shall meet the following criteria:
 - a. Include domains of professional practice that align to the New Jersey Professional Standards for Teachers pursuant to N.J.A.C. 6A:9-3;
 - b. Include scoring guides for assessing teacher practice that differentiate among a minimum of four levels of performance, and the differentiation has been shown in practice and/or research studies. Each scoring guide shall:
 - (1) Clearly define the expectations for each rating category;
 - (2) Provide a conversion to four rating categories;
 - (3) Be applicable to all grades and subjects; or to specific grades and/or subjects if designed explicitly for the grades and/or subjects; and

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- (4) Use clear and precise language that facilitates common understanding among teachers and administrators.
- c. Rely on, to the extent possible, specific, discrete, observable, and/or measurable behaviors of students and teachers in the classroom with direct evidence of student engagement and learning; and
- d. Include descriptions of specific training and implementation details required for the instrument to be effective.

Adopted: 27 January 2014
Revised: 22 February 2016
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Revised:

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3222 EVALUATION OF TEACHING STAFF MEMBERS, EXCLUDING
TEACHERS AND ADMINISTRATORS

The Board of Education recognizes the importance of teaching staff member effectiveness to further the development of a professional corps of educators and to increase student achievement. The Board of Education adopts Policy and Regulation 3222 for the evaluation of teaching staff members consistent with the Teacher Effectiveness and Accountability for the Children of New Jersey Act (TEACHNJ) and the AchieveNJ administrative codes. This Policy and Regulation provides the provisions and requirements for teaching staff member evaluations consistent with TEACHNJ and AchieveNJ.

For the purposes of Policy and Regulation 3222, “teaching staff member” includes, but is not limited to, educational services staff members, guidance counselors, school nurses, library/media specialists, occupational therapists, and other teaching staff members working under an educational services certificate. For the purposes of Policy and Regulation 3222, “teaching staff member” does not include teachers, Principals, Vice Principals, Assistant Principals, and administrators, including, but not limited to, directors and/or supervisors.

~~The rules in N.J.A.C. 6A:10— Educator Effectiveness shall not override any conflicting provision(s) of collective bargaining agreements or other employment contracts in effect on July 1, 2013 and n~~No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives. All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees for the **purpose of conducting the educator** evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., **including, but not limited to, digital records**, shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

The Board shall annually adopt evaluation rubrics for **all** teaching staff members which shall be submitted to the Commissioner **of Education** by **August June 1** for approval by August **15 4** of each year. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective. The Board shall meet the requirements as outlined in N.J.A.C. 6A:10-2.2(a) for the annual evaluation of teaching staff members and shall ensure the training procedures as outlined in N.J.A.C. 6A:10-2.2(b) are followed when implementing the evaluation rubrics for all teaching staff members. A District Evaluation Advisory Committee ~~may shall~~ be established in accordance with the requirements of N.J.A.C. 6A:10-2.3.

The minimum requirements for the evaluation procedures for teaching staff members as outlined in N.J.A.C. 6A:10-2.4 shall be followed. For each teaching staff member rated ineffective or partially

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effective on the annual summative evaluation rating, as measured by the evaluation rubrics, a corrective action plan shall be developed in accordance with the provisions of N.J.A.C. 6A:10-2.5.

Observations and evaluations for nontenured teaching staff members shall be in accordance with the provisions of N.J.S.A. 18A:27-3.1 **and N.J.A.C. 6A:10-6.2**. Evaluations for nontenured teaching staff members shall take place before April 30 each year prior to the May 15 notice requirement date for continued employment. Evaluations for tenured teaching staff members shall be completed prior to June 30.

The Superintendent shall annually notify all teaching staff members of the adopted evaluation policies and procedures/regulations no later than October 1. If a teaching staff member is hired after October 1, the Superintendent shall notify the teaching staff member of the policies and procedures/regulations at the beginning of his or her employment. All teaching staff members shall be notified of amendments to the policy and procedures/regulations within ten teaching staff member working days of adoption.

N.J.S.A. 18A:6-117 et seq.; N.J.S.A. 18A:27-3.1

N.J.A.C. 6A:10-1.1 through 1.4; 6A:10-2.1 through 2.5; 6A:10-6.2

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R 3222 EVALUATION OF TEACHING STAFF MEMBERS, EXCLUDING
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A. Definitions – N.J.A.C. 6A:10-1.2

The following words and terms shall have the following meanings when used in Policy and Regulation 3222 unless the context clearly indicates otherwise:

“Annual performance report” means a written appraisal of the teaching staff member's performance prepared by the teaching staff member's designated supervisor based on the evaluation rubric for his or her position.

“Annual summative evaluation rating” means an annual evaluation rating that is based on appraisals of educator practice and student performance, if applicable, and includes all measures captured in a teaching staff member's evaluation rubric. The four summative performance categories are ineffective, partially effective, effective, and highly effective.

“Chief School Administrator” means the Superintendent of Schools or the Administrative Principal if there is no Superintendent.

“Commissioner” means Commissioner of the New Jersey Department of Education.

“Corrective Action Plan” means a written plan developed by the designated supervisor in collaboration with the teaching staff member to address deficiencies as outlined in an evaluation. The corrective action plan shall include timelines for corrective action, responsibilities of the individual teaching staff member and the school district for implementing the plan, and specific support that the district shall provide as defined in N.J.S.A. 18A:6-119.

“Department” means the New Jersey Department of Education.

“Designated supervisor” means the supervisor designated by the Superintendent of Schools or designee as the teaching staff member's supervisor.

“District Evaluation Advisory Committee” means a group created to oversee and guide the planning and implementation of the Board of Education's evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2.3.

“Educator practice instrument” means an assessment tool that provides: scales or dimensions that capture competencies of professional performance; and differentiation of a range of professional performance as described by the scales, which must be shown in practice and/or research studies. The scores from educator practice instruments for teaching staff members other than teachers,

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Principals, Vice Principals, and Assistant Principals may be applied to the teaching staff member's summative evaluation rating in a manner determined by the school district.

“Evaluation” means an appraisal of an individual’s professional performance in relation to his or her job description and professional standards and based on, when applicable, the individual’s evaluation rubric.

“Evaluation rubric” means a set of criteria, measures, and processes used to evaluate all teaching staff members in a specific school district or local education agency. Evaluation rubrics consist of measures of professional practice, based on educator practice instruments and student outcomes. Each Board of Education will have an evaluation rubric specifically for teachers, another specifically for Principals, Vice Principals, and Assistant Principals, and evaluation rubrics for other categories of teaching staff members.

“Indicators of student progress and growth” means the results of assessment(s) of students as defined in N.J.A.C. 6A:8, Standards and Assessment.

“Individual professional development plan” is as defined in N.J.S.A. 18A:6-119.

“Job description” means a written specification of the function of a position, duties and responsibilities, the extent and limits of authority, and work relationships within and outside the school and school district.

“Observation” means a method of collecting data on the performance of a teaching staff member's assigned duties and responsibilities. An observation for the purpose of evaluation will be included in the determination of the annual summative evaluation rating and shall be conducted by an individual employed in the school district in a supervisory role and capacity and possessing a school administrator, Principal, or supervisor endorsement as defined in N.J.A.C. 6A:9-2.1.

“Post-observation conference” means a meeting, either in-person or remotely, between the supervisor who conducted the observation and the teaching staff member for the purpose of evaluation to discuss the data collected in the observation.

“Scoring guide” means a set of rules or criteria used to evaluate a performance, product, or project. The purpose of a scoring guide is to provide a transparent and reliable evaluation process. Educator practice instruments include a scoring guide that an evaluator uses to structure his or her assessments and ratings of professional practice.

“Semester” means half of the school year.

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“Signed” means the name of one physically written by oneself or an electronic code, sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

“Student growth objective” means an academic goal that teaching staff members and designated supervisors set for groups of students.

“Superintendent” means Superintendent of Schools or Chief School Administrator.

“Supervisor” means an appropriately certified teaching staff member, as defined in N.J.S.A. 18A:1-1, or Superintendent employed in the school district in a supervisory role and capacity, and possessing a school administrator, Principal, or supervisor endorsement as defined in N.J.A.C. 6A:9B-12.

“Teaching staff member” for the purposes of Policy 3222 and this Regulation, includes, but is not limited to, educational services staff members, guidance counselors, school nurses, library/media specialists, occupational therapists, and other teaching staff members working under an educational services certificate and does not include teachers, Principals, Vice Principals, Assistant Principals, and administrators, including, but not limited to, Directors and/or Supervisors.

B. Applicability of Rules on Collective Bargaining Agreements – N.J.A.C. 6A:10-1.3

~~The rules in N.J.A.C. 6A:10-1.1 et seq. shall not override any conflicting provision(s) of collective bargaining agreements or other employment contracts entered into by a school district in effect on July 1, 2013.~~ No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives.

C. Educator Evaluation Data, Information, and Annual Performance Reports – N.J.A.C. 6A:10-1.4

All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees of the Board of Education for the purposes of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential. Such information shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. Nothing contained in N.J.A.C.

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6A:10-1.1 et seq. shall be construed to prohibit the Department or a school district from, at its discretion, collecting evaluation data pursuant to N.J.S.A. 18A:6-123.e. or distributing aggregate statistics regarding evaluation data.

D. Evaluation of Teaching Staff Members – N.J.A.C. 6A:10-2.1

1. The Board of Education **shall** annually ~~shall~~ adopt evaluation rubrics for all teaching staff members. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective.
2. Evaluation rubrics shall be submitted to the Commissioner by **August** ~~June~~-1 for approval by August **15** ~~+~~ of each year.

E. Duties of the Board of Education – N.J.A.C. 6A:10-2.2

1. The Board of Education shall meet the following requirements for the annual evaluation of teaching staff members, unless otherwise specified:
 - a. Establish a District Evaluation Advisory Committee to oversee and guide the planning and implementation of the Board of Education's evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2 et seq.;
 - b. Annually adopt policies and procedures developed by the Superintendent pursuant to N.J.A.C. 6A:10-2.4, including the evaluation rubrics approved by the Commissioner pursuant to N.J.A.C. 6A:10-2.1(c):
 - (1) The Superintendent shall develop policies and procedures that, at a minimum, ensure student performance data on the Statewide assessment is, upon receipt, promptly distributed or otherwise made available to staff members who were primarily responsible for instructing the applicable students in the school year in which the assessment was taken, as well as to staff members who are or will be primarily responsible for instructing the applicable students in the subsequent school year.
 - c. Ensure the Superintendent annually notifies all teaching staff members of the adopted evaluation policies and procedures no later than October 1. If a teaching staff member is hired after October 1, the Board/Superintendent shall notify the teaching staff member of the policies and procedures at the beginning of his or her employment. All teaching staff members shall be notified of amendments to the policy and procedures within ten **teaching staff member** working days of adoption;

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- d. Annually adopt by June 1, any Commissioner-approved educator practice instruments and, as part of the process described at N.J.A.C. 6A:10-2.1(c), notify the Department which instruments will be used as part of the school district's evaluation rubrics;
 - e. Ensure the Principal of each school within the school district has established a School Improvement Panel pursuant to N.J.A.C. 6A:10-3.1. The panel shall be established annually by August 31 and shall carry out the duties and functions described in N.J.A.C. 6A:10-3.2;
 - f. Ensure data elements are collected and stored in an accessible and usable format. Data elements shall include, but not be limited to, scores or evidence from observations for the purpose of evaluation and student growth objective data; and
 - g. Ensure the Superintendent or designee certifies to the Department that any observer who conducts an observation of a teaching staff member for the purpose of evaluation as described in N.J.A.C. 6A:10-4.4; N.J.A.C. 6A:10-5.4, and N.J.A.C. 6A:10-6.2, shall meet the statutory observation requirements of N.J.S.A. 18A:6-119; 18A:6-123.b.(8); and N.J.S.A. 18A:27-3.1 and the teacher member of the School Improvement Panel requirements of N.J.A.C. 6A:10-3.2.
2. The Board of Education shall ensure the following training procedures are followed when implementing the evaluation rubric for all teaching staff members and, when applicable, applying the Commissioner-approved educator practice instruments:
 - a. Annually provide training on and descriptions of each component of the evaluation rubric for all teaching staff members who are being evaluated in the school district and provide more thorough training for any teaching staff member who is being evaluated for the first time. Training shall include detailed descriptions of all evaluation rubric components including, when applicable, detailed descriptions of student achievement measures and all aspects of the educator practice instruments;
 - b. Annually provide updates and refresher training for supervisors who are conducting evaluations in the school district and more thorough training for any supervisor who will evaluate teaching staff members for the first time. Training shall be provided on each component of the evaluated teaching staff member's evaluation rubric before the evaluation of a teaching staff member; and
 - c. The Superintendent shall annually certify to the Department that all supervisors of teaching staff members in the school district who are utilizing evaluation rubrics have completed training on and demonstrated competency in applying the evaluation rubrics.

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F. District Evaluation Advisory Committee – N.J.A.C. 6A:10-2.3

1. Members of the District Evaluation Advisory Committee shall include representation from the following groups: teachers from each school level represented in the school district; central office administrators overseeing the teacher evaluation process; supervisors involved in teacher evaluation, when available or appropriate; and administrators conducting evaluations, including a minimum of one administrator conducting evaluations who participates on a School Improvement Panel. Members also shall include the Superintendent, a special education administrator, a parent, and a member of the Board of Education.
2. The Superintendent may extend membership on the District Evaluation Advisory Committee to representatives of other groups and to individuals.
3. ~~A Beginning in 2018-2019, the District Evaluation Advisory Committees~~ **is not shall no longer be required** and the Board of Education shall have the discretion to **establish a continue the** District Evaluation Advisory Committee.

G. Evaluation Procedures for Teaching Staff Members – N.J.A.C. 6A:10-2.4

1. The provisions outlined in Policy and Regulation 3222 and N.J.A.C. 6A:10-2.4 shall be the minimum requirements for the evaluation of teaching staff members.
2. Evaluation policies and procedures requiring the annual evaluation of all teaching staff members shall be developed under the direction of the Superintendent, who may consult with the District Evaluation Advisory Committee or representatives from School Improvement Panels, and shall include, but not be limited to, a description of:
 - a. Roles and responsibilities for implementation of evaluation policies and procedures;
 - b. Job descriptions, evaluation rubrics for all teaching staff members, the process for calculating the summative ratings and each component, and the evaluation regulations set forth in N.J.A.C. 6A:10 et seq.;
 - c. Methods of data collection and reporting appropriate to each job description, including, but not limited to, the process for student attribution to teachers, Principals, Assistant Principals, and Vice Principals for calculating the median and school-wide student growth percentile;

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- d. Processes for observations for the purpose of evaluation and post-observation conference(s) by a supervisor;
 - e. Process for developing and scoring student growth objectives;
 - f. The process for preparation of individual professional development plans; and
 - g. The process for preparation of an annual performance report by the teaching staff member's designated supervisor, and an annual summary conference between the teaching staff member and his or her designated supervisor.
3. The annual summary conference between the designated supervisor and the teaching staff member shall be held before the annual performance report is filed. The conference shall occur on or before June 30 of each school year and shall include, but not be limited to, a review of the following:
- a. The performance of the teaching staff member based upon the job description and the scores or evidence compiled using the teaching staff member's evaluation rubric, including, when applicable:
 - (1) The **educator's** ~~teaching staff member's~~ practice instrument; and
 - (2) Available indicators or student achievement measures such as student growth objective scores and student growth percentile scores.
 - b. The progress of the teaching staff member toward meeting the goals of the individual professional development plan or, when applicable, the corrective action plan; and
 - c. The preliminary annual performance report.
4. If any scores for the teaching staff member's evaluation rubric are not available at the time of the annual summary conference due to pending assessment results, the annual summative evaluation rating shall be calculated once all component ratings are available.
5. The annual performance report shall be prepared by the teaching staff member's designated supervisor and shall include, but not be limited to:
- a. A summative rating based on the evaluation rubric;

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- b. Performance area(s) of strength and area(s) needing improvement based upon the job description and components of the teaching staff member's evaluation rubric; and
 - c. The teaching staff member's individual professional development plan or corrective action plan from the evaluation year being reviewed in the report.
 - 6. The teaching staff member and the designated supervisor shall sign the report within five **teaching staff member** working days of the review.
 - 7. The Board of Education shall include all performance reports and supporting data, including, but not limited to, written observation reports and additional components of the summative evaluation rating as part of the teaching staff member's personnel file or in an alternative, confidential location. If reports and data are stored in an alternative location, the personnel file shall clearly indicate the report's location and how it can be easily accessed. The records shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.
- H. Corrective Action Plans for Teaching Staff Members – N.J.A.C. 6A:10-2.5
- 1. For each teaching staff member rated ineffective or partially effective on the annual summative evaluation, as measured by the evaluation rubrics, a corrective action plan shall be developed by the teaching staff member and the teaching staff member's designated supervisor. If the teaching staff member does not agree with the corrective action plan's content, the designated supervisor shall make a final determination.
 - 2. The corrective action plan shall be developed and the teaching staff member and his or her designated supervisor shall meet to discuss the corrective action plan by October 31 of the school year following the year of evaluation, except:
 - a. If the ineffective or partially effective summative evaluation rating is received after October 1 of the school year following the year of evaluation, a corrective action plan shall be developed, and the teaching staff member and his or her designated supervisor shall meet to discuss the corrective action plan within twenty-five teaching staff member working days following the school district's receipt of the teaching staff member's summative rating.
 - 3. The content of the corrective action plan shall replace the content of the individual professional development plan required pursuant to N.J.A.C. 6A:9C-4.3(a) and 4.4(a) and shall:

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- a. Address areas in need of improvement identified in the teaching staff member evaluation rubric;
 - b. Include specific, demonstrable goals for improvement;
 - c. Include responsibilities of the evaluated employee and the school district for the plan's implementation; and
 - d. Include timelines for meeting the goal(s).
4. The teaching staff member's designated supervisor and the teaching staff member on a corrective action plan shall discuss the teaching staff member's progress toward the goals outlined in the corrective action plan during each required post-observation conference. The teaching staff member and his or her designated supervisor may update the goals outlined in the corrective action plan to reflect any change(s) in the teaching staff member's progress, position, or role.
5. Progress toward the teaching staff member's goals outlined in the corrective action plan:
- a. Shall be documented in the teaching staff member's personnel file and reviewed at the annual summary conference and the mid-year evaluation. Both the teaching staff member on a corrective action plan and his or her designated supervisor may collect data and evidence to demonstrate the teaching staff member's progress toward his or her corrective action plan goals; and
 - b. May be used as evidence in the teaching staff member's next annual summative evaluation; however, such progress shall not guarantee an effective rating on the next summative evaluation.
6. Responsibilities of the evaluated teaching staff member on a corrective action plan shall not be exclusionary of other plans for improvement determined to be necessary by the teaching staff member's designated supervisor.
7. The corrective action plan shall remain in effect until the teaching staff member receives his or her next summative evaluation rating.
8. There shall be no minimum number of teaching staff member working days a teacher's corrective action plan can be in place.

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- I. **Required Observations for Teaching Staff Members** ~~Observations and Evaluations~~ – N.J.A.C. 6A:10-6.2
1. The Superintendent shall determine the duration of observations required pursuant to N.J.S.A. 18A:27-3.1 for nontenured teaching staff members, except teachers, Principals, Vice Principals, and Assistant Principals. Observations include, but are not limited to, observations of meetings, student instruction, parent conferences, and case-study analysis of a significant student issue. The observation shall:
 - a. Be at least twenty minutes in length;
 - b. Be followed within fifteen teaching staff member working days by a conference between the supervisor who made the observation and the nontenured teaching staff member;
 - c. Be followed by both parties to such a conference signing the written or electronic observation report and each retaining a copy of his or her records; and
 - d. Allow the nontenured teaching staff member to submit his or her written objection(s) of the evaluation within ten teaching staff member working days following the conference. The objection(s) shall be attached to each party's copy of the annual performance report.
 2. All tenured teaching staff members shall receive at least one observation per school year.
 3. All nontenured teaching staff members shall receive at least three observations, as required pursuant to N.J.S.A. 18A:27-3.1.
 - a. The required observations and evaluations for nontenured teaching staff members shall take place before April 30 each year. These observations and evaluations may cover that period between April 30 of one year and April 30 of the succeeding year except in the case of the first year of employment where the three observations and evaluations must have been completed prior to April 30.
 - b. The number of required observations and evaluations for nontenured teaching staff members may be reduced proportionately when an individual teaching staff member's term of service is less than one academic year.
 4. Evaluations for tenured teaching staff shall be completed prior to June 30.

Adopted: 27 January 2014
Revised: 22 February 2016
Revised: 11 September 2017

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Evaluation of Administrators, Excluding Principals,
Vice Principals, and Assistant Principals**M**3223 EVALUATION OF ADMINISTRATORS, EXCLUDING PRINCIPALS,
VICE PRINCIPALS, AND ASSISTANT PRINCIPALS

The Board of Education recognizes the importance of administrator effectiveness to further the development of a professional corps of educators and to increase student achievement. The Board of Education adopts Policy and Regulation 3223 for the evaluation of administrators consistent with the Teacher Effectiveness and Accountability for the Children of New Jersey Act (TEACHNJ) and the AchieveNJ administrative codes. This Policy and Regulation provides the provisions and requirements for administrator evaluations consistent with TEACHNJ and AchieveNJ.

For the purposes of Policy and Regulation 3223, “administrator” means an appropriately certified staff member, as defined in N.J.S.A. 18A-1.1, employed in the school district in an administrative and/or supervisory role and capacity, and holding a valid and effective standard, provisional, or emergency administrative certificate. An “administrator” may be a director, supervisor, or any other administrative or supervisory position in the district. For the purposes of Policy and Regulation 3223 and N.J.A.C. 6A:10-1.1 et seq., “administrator” is not a Principal, Vice Principal, or Assistant Principal.

~~The rules in N.J.A.C. 6A:10—Educator Effectiveness shall not override any conflicting provision(s) of collective bargaining agreements or other employment contracts in effect on July 1, 2013 and n~~ No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives. All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees for the **purpose of conducting the educator** evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., **including, but not limited to, digital records**, shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

The Board shall annually adopt evaluation rubrics for **all** administrators which shall be submitted to the Commissioner **of Education** by **August June 1** for approval by **August 15 +** of each year. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective. The Board shall meet the requirements as outlined in N.J.A.C. 6A:10-2.2(a) for the annual evaluation of administrators and shall ensure the training procedures as outlined in N.J.A.C. 6A:10-2.2(b) are followed when implementing the evaluation rubrics for all administrators. A District Evaluation Advisory Committee **may shall** be established in accordance with the requirements of N.J.A.C. 6A:10-2.3.

The minimum requirements for the evaluation procedures for administrators as outlined in N.J.A.C. 6A:10-2.4 shall be followed. For each administrator rated ineffective or partially effective on the annual

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summative evaluation rating, as measured by the evaluation rubrics, a corrective action plan shall be developed in accordance with the provisions of N.J.A.C. 6A:10-2.5.

Observations and evaluations for nontenured administrators shall be in accordance with the provisions of N.J.S.A. 18A:27-3.1. Evaluations for nontenured administrators shall take place before April 30 each year prior to the May 15 notice requirement date for continued employment. Evaluations for tenured administrators shall be completed prior to June 30.

The Superintendent annually shall notify all administrators of the adopted evaluation policies and procedures/regulations no later than October 1. If an administrator is hired after October 1, the Superintendent shall notify the administrator of the policies and procedures/regulations at the beginning of his or her employment. All administrators shall be notified of amendments to the policy and procedures/regulations within ten administrator working days of adoption.

N.J.S.A. 18A:6-117 et seq.; N.J.S.A. 18A:27-3.1

N.J.A.C. 6A:10-1.1 through 1.4; 6A:10-2.1 through 2.5

Adopted: 27 January 2014

Revised: 22 February 2016

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R 3223 EVALUATION OF ADMINISTRATORS, EXCLUDING
PRINCIPALS, VICE PRINCIPALS, AND
ASSISTANT PRINCIPALS

A. Definitions – N.J.A.C. 6A:10-1.2

The following words and terms shall have the following meanings when used in Policy and Regulation 3223 unless the context clearly indicates otherwise:

“Administrator” means an appropriately certified staff member, as defined in N.J.S.A. 18A-1.1, employed in the school district in an administrative and/or supervisory role and capacity, and holding a valid and effective standard, provisional, or emergency administrative certificate. An “administrator” may be a director, supervisor or any other administrative or supervisory position in the district. For the purposes of Policy and Regulation 3223 and N.J.A.C. 6A:10-1.1 et seq., “administrator” is not a Principal, Vice Principal, or Assistant Principal.

“Annual performance report” means a written appraisal of the administrator’s performance prepared by the administrator’s designated supervisor based on the evaluation rubric for his or her position.

“Annual summative evaluation rating” means an annual evaluation rating that is based on appraisals of educator practice and student performance, and includes all measures captured in an administrator’s evaluation rubric. The four summative performance categories are ineffective, partially effective, effective, and highly effective.

“Chief School Administrator” means the Superintendent of Schools or the Administrative Principal if there is no Superintendent.

“Commissioner” means Commissioner of the New Jersey Department of Education.

“Corrective Action Plan” means a written plan developed by the administrator’s designated supervisor in collaboration with the administrator to address deficiencies as outlined in an evaluation. The corrective action plan shall include timelines for corrective action, responsibilities of the individual administrator and the school district for implementing the plan, and specific support that the district shall provide as defined in N.J.S.A. 18A:6-119.

“Department” means the New Jersey Department of Education.

“Designated supervisor” means the supervisor designated by the Superintendent of Schools or designee as the administrator’s supervisor.

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“District Evaluation Advisory Committee” means a group created to oversee and guide the planning and implementation of the Board of Education's evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2.3.

“Educator practice instrument” means an assessment tool that provides: scales or dimensions that capture competencies of professional performance; and differentiation of a range of professional performance as described by the scales, which must be shown in practice and/or research studies. The scores from educator practice instruments for **administrators** ~~teaching staff members~~ other than ~~teachers~~, Principals, Vice Principals, and Assistant Principals may be applied to the administrator’s summative evaluation rating in a manner determined by the school district.

“Evaluation” means an appraisal of an individual’s professional performance in relation to his or her job description and professional standards and based on, when applicable, the individual’s evaluation rubric.

“Evaluation rubric” means a set of criteria, measures, and processes used to evaluate all administrators in a specific school district or local education agency. Evaluation rubrics consist of measures of professional practice, based on educator practice instruments and student outcomes. Each Board of Education will have an evaluation rubric specifically for teachers, another specifically for Principals, Vice Principals, and Assistant Principals, and evaluation rubrics for other categories of staff members.

“Indicators of student progress and growth” means the results of assessment(s) of students as defined in N.J.A.C. 6A:8, Standards and Assessment.

“Individual professional development plan” is as defined in N.J.S.A. 18A:6-119.

“Job description” means a written specification of the function of a position, duties and responsibilities, the extent and limits of authority, and work relationships within and outside the school and school district.

“Observation” means a method of collecting data on the performance of an administrator's assigned duties and responsibilities. An observation for the purpose of evaluation will be included in the determination of the annual summative evaluation rating and shall be conducted by an individual employed in the school district in a supervisory role and capacity and possessing a school administrator, principal, or supervisor endorsement as defined in N.J.A.C. 6A:9-2.1 and as designated by the Superintendent.

“Post-observation conference” means a meeting, either in-person or remotely, between the supervisor who conducted the observation and the administrator for the purpose of evaluation to discuss the data collected in the observation.

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“Scoring guide” means a set of rules or criteria used to evaluate a performance, product, or project. The purpose of a scoring guide is to provide a transparent and reliable evaluation process. Educator practice instruments include a scoring guide that an evaluator uses to structure his or her assessments and ratings of professional practice.

“Semester” means half of the school year.

“Signed” means the name of one physically written by oneself or an electronic code, sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

“Student growth objective” means an academic goal that teachers and designated supervisors set for groups of students.

“Superintendent” means Superintendent of Schools or Chief School Administrator.

“Supervisor” means an appropriately certified staff member, as defined in N.J.S.A. 18A:1-1, or Superintendent employed in the school district in a supervisory role and capacity, and possessing a school administrator, Principal, or supervisor endorsement, as defined in N.J.A.C. 6A:9B-12.

B. Applicability of Rules on Collective Bargaining Agreements – N.J.A.C. 6A:10-1.3

~~The rules in N.J.A.C. 6A:10-1.1 et seq. shall not override any conflicting provision(s) of collective bargaining agreements or other employment contracts entered into by a school district in effect on July 1, 2013.~~ No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives.

C. Educator Evaluation Data, Information, and Annual Performance Reports – N.J.A.C. 6A:10-1.4

All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees of the Board of Education for the purposes of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential. Such information shall not be

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subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. Nothing contained in N.J.A.C. 6A:10-1.1 et seq. shall be construed to prohibit the Department or a school district from, at its discretion, collecting evaluation data pursuant to N.J.S.A. 18A:6-123.e. or distributing aggregate statistics regarding evaluation data.

D. Evaluation of Administrators – N.J.A.C. 6A:10-2.1

1. The Board of Education shall annually adopt evaluation rubrics for all administrators. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective.
2. Evaluation rubrics shall be submitted to the Commissioner by ~~August June~~ 1 for approval by August ~~15~~ 4 of each year.

E. Duties of the Board of Education – N.J.A.C. 6A:10-2.2

1. The Board of Education shall meet the following requirements for the annual evaluation of administrators, unless otherwise specified:
 - a. Establish a District Evaluation Advisory Committee to oversee and guide the planning and implementation of the Board of Education's evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2 et seq.;
 - b. Annually adopt policies and procedures developed by the Superintendent pursuant to N.J.A.C. 6A:10-2.4, including the evaluation rubrics approved by the Commissioner pursuant to N.J.A.C. 6A:10-2.1(c):
 - (1) The Superintendent shall develop policies and procedures that, at a minimum, ensure student performance data on the Statewide assessment is, upon receipt, promptly distributed or otherwise made available to staff members who were primarily responsible for instructing the applicable students in the school year in which the assessment was taken, as well as to staff members who are or will be primarily responsible for instructing the applicable students in the subsequent school year.
 - c. Ensure the Superintendent annually notifies all administrators of the adopted evaluation policies and procedures no later than October 1. If an administrator is hired after October 1, the Board/Superintendent shall notify the administrator of the policies and procedures at the beginning of his or her employment. All

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administrators shall be notified of amendments to the policy and procedures within ten **administrator** working days of adoption;

- d. Annually adopt by June 1, any Commissioner-approved educator practice instruments and, as part of the process described at N.J.A.C. 6A:10-2.1(c), notify the Department which instruments will be used as part of the school district's evaluation rubrics;
 - e. Ensure the Principal of each school within the school district has established a School Improvement Panel pursuant to N.J.A.C. 6A:10-3.1. The panel shall be established annually by August 31 and shall carry out the duties and functions described in N.J.A.C. 6A:10-3.2;
 - f. Ensure data elements are collected and stored in an accessible and usable format. Data elements shall include, but not be limited to, scores or evidence from observations for the purpose of evaluation and student growth objective data; and
 - g. Ensure the Superintendent or designee certifies to the Department that any observer who conducts an observation of an administrator for the purpose of evaluation as described in N.J.A.C. 6A:10-4.4; N.J.A.C. 6A:10-5.4; and N.J.A.C. 6A:10-6.2 shall meet the statutory observation requirements of N.J.S.A. 18A:6-119; 18A:6-123.b.(8); and N.J.S.A. 18A:27-3.1 and the teacher member of the School Improvement Panel requirements of N.J.A.C. 6A:10-3.2.
2. The Board of Education shall ensure the following training procedures are followed when implementing the evaluation rubric for all administrators and, when applicable, applying the Commissioner-approved educator practice instruments:
- a. Annually provide training on and descriptions of each component of the evaluation rubric for all administrators who are being evaluated in the school district and provide more thorough training for any administrator who is being evaluated for the first time. Training shall include detailed descriptions of all evaluation rubric components including, when applicable, detailed descriptions of student achievement measures and all aspects of the educator practice instruments;
 - b. Annually provide updates and refresher training for supervisors who are conducting evaluations in the school district and more thorough training for any supervisor who will evaluate administrators for the first time. Training shall be provided on each component of the evaluated administrator's evaluation rubric before the evaluation of an administrator;

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- c. The Superintendent shall annually certify to the Department that all supervisors of administrators in the school district who are utilizing evaluation rubrics have completed training on and demonstrated competency in applying the evaluation rubrics.

F. District Evaluation Advisory Committee – N.J.A.C. 6A:10-2.3

1. Members of the District Evaluation Advisory Committee shall include representation from the following groups: teachers from each school level represented in the school district; central office administrators overseeing the teacher evaluation process; supervisors involved in teacher evaluation, when available or appropriate; and administrators conducting evaluations, including a minimum of one administrator conducting evaluations who participates on a School Improvement Panel. Members also shall include the Superintendent, a special education administrator, a parent, and a member of the Board of Education.
2. The Superintendent may extend membership on the District Evaluation Advisory Committee to representatives of other groups and to individuals.
3. ~~A Beginning in 2018-2019, the District Evaluation Advisory Committees is not shall no longer be required and the Board of Education shall have the discretion to establish a continue the District Evaluation Advisory Committee.~~

G. Evaluation Procedures for Administrators – N.J.A.C. 6A:10-2.4

1. The provisions outlined in Policy and Regulation 3223 and N.J.A.C. 6A:10-2.4 shall be the minimum requirements for the evaluation of administrators.
2. Evaluation policies and procedures requiring the annual evaluation of all administrators shall be developed under the direction of the Superintendent, who may consult with the District Evaluation Advisory Committee or representatives from School Improvement Panels, and shall include, but not be limited to, a description of:
 - a. Roles and responsibilities for implementation of evaluation policies and procedures;
 - c. Job descriptions, evaluation rubrics for administrators, the process for calculating the summative ratings and each component, and the evaluation regulations set forth in N.J.A.C. 6A:10 et seq.;

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- c. Methods of data collection and reporting appropriate to each job description, including, but not limited to, the process for student attribution to teachers, Principals, Vice Principals, and Assistant Principals for calculating the median and school-wide student growth percentile;
 - d. Processes for observations for the purpose of evaluation and post-observation conference(s) by a supervisor;
 - e. Process for developing and scoring student growth objectives;
 - f. The process for preparation of individual professional development plans; and
 - g. The process for preparation of an annual performance report by the Superintendent or designated supervisor and an annual summary conference between the administrator and his or her designated supervisor.
3. The annual summary conference between designated supervisors and the administrator shall be held before the annual performance report is filed. The conference shall occur on or before June 30 of each school year and shall include, but not be limited to, a review of the following:
- a. The performance of the administrator based upon the job description and the scores or evidence compiled using the administrator's evaluation rubric, including, when applicable:
 - (1) The ~~educator's administrator's~~ **educator's** administrator's practice instrument; and
 - (2) Available indicators or student achievement measures such as student growth objective scores and student growth percentile scores.
 - b. The progress of the administrator toward meeting the goals of the individual professional development plan or, when applicable, the corrective action plan; and
 - c. The preliminary annual performance report.
4. If any scores for the administrator's evaluation rubric are not available at the time of the annual summary conference due to pending assessment results, the annual summative evaluation rating shall be calculated once all component ratings are available.
5. The annual performance report for the administrator shall be prepared by the designated supervisor and shall include, but not be limited to:

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- a. A summative rating based on the evaluation rubric;
 - b. Performance area(s) of strength and area(s) needing improvement based upon the job description and components of the administrator's evaluation rubric; and
 - c. The administrator's individual professional development plan or corrective action plan from the evaluation year being reviewed in the report.
6. The administrator and the designated supervisor shall sign the report within five **administrator** working days of the review.
 7. The Board of Education shall include all performance reports and supporting data, including, but not limited to, written observation reports and additional components of the summative evaluation rating as part of his or her personnel file, or in an alternative, confidential location. If reports and data are stored in an alternative, confidential location, the personnel file shall clearly indicate the report's location and how it can easily be accessed. The records shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.
- H. Corrective Action Plans for Administrators – N.J.A.C. 6A:10-2.5
1. For each administrator rated ineffective or partially effective on the annual summative evaluation, as measured by the evaluation rubrics, a corrective action plan shall be developed by administrator and the Superintendent or the designated supervisor. If the administrator does not agree with the corrective action plan's content, the designated supervisor shall make a final determination.
 2. The corrective action plan shall be developed and the administrator and his or her designated supervisor shall meet to discuss the corrective action plan by October 31 of the school year following the year of evaluation except:
 - a. If the ineffective or partially effective summative evaluation rating is received after October 1 of the school year following the year of evaluation, a corrective action plan shall be developed, and the administrator and his or her designated supervisor shall meet to discuss the corrective action plan within twenty-five administrator working days following the school district's receipt of the administrator's summative rating.
 3. The content of the corrective action plan shall replace the content of the individual professional development plan required pursuant to N.J.A.C. 6A:9C-4.3(a) and 4.4(a) and shall:

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- a. Address areas in need of improvement identified in the administrator evaluation rubric;
 - b. Include specific, demonstrable goals for improvement;
 - c. Include responsibilities of the evaluated employee and the school district for the plan's implementation; and
 - d. Include timelines for meeting the goal(s).
4. The administrator's designated supervisor and the administrator on a corrective action plan shall discuss the administrator's progress toward the goals outlined in the corrective action plan during each required post-observation conference. The administrator and his or her designated supervisor may update the goals outlined in the corrective action plan to reflect any change(s) in the administrator's progress, position, or role.
5. Progress toward the administrator's goals outlined in the corrective action plan:
- a. Shall be documented in the administrator's personnel file and reviewed at the annual summary conference and the mid-year evaluation. Both the administrator on a corrective action plan and his or her designated supervisor may collect data and evidence to demonstrate the administrator's progress toward his or her corrective action plan goals; and
 - b. May be used as evidence in the administrator's next annual summative evaluation; however, such progress shall not guarantee an effective rating on the next summative evaluation.
6. Responsibilities of the evaluated administrator on a corrective action plan shall not be exclusionary of other plans for improvement determined to be necessary by the administrator's designated supervisor.
7. The corrective action plan shall remain in effect until the administrator receives his or her next summative evaluation rating.
8. There shall be no minimum number of administrator working days an administrator's corrective action plan can be in place.
- I. Administrator Observations and Evaluations – N.J.A.C. 6A:10-6.2

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1. The Superintendent shall determine the duration of observations required pursuant to N.J.S.A. 18A:27-3.1 for nontenured administrators. Observations include, but are not limited to, observations of meetings, student instruction, parent conferences, and case-study analysis of a significant student issue. The observation shall:
 - a. Be at least twenty minutes in length;
 - b. Be followed within fifteen administrator working days by a conference between the supervisor who made the observation and the nontenured administrator;
 - c. Be followed by both parties to such a conference signing the written or electronic observation report and each retaining a copy of his or her records; and
 - d. Allow the nontenured administrator to submit his or her written objection(s) of the evaluation within ten administrator working days following the conference. The objection(s) shall be attached to each party's copy of the annual performance report.
2. All tenured administrators shall receive at least one observation per school year.
3. All nontenured administrators shall receive at least three observations, as required pursuant to N.J.S.A. 18A:27-3.1.
 - a. The required observations and evaluations for nontenured administrators shall take place before April 30 each year. These observations and evaluations may cover that period between April 30 of one year and April 30 of the succeeding year except in the case of the first year of employment where the three evaluations and observations must have been completed prior to April 30.
 - b. The number of required observations and evaluations for nontenured administrators may be reduced proportionately when an individual administrator's term of service is less than one academic year.
4. Evaluations for tenured administrators shall be completed prior to June 30.

Adopted: 27 January 201
Revised: 22 February 2016
Revised: 11 September 2017
Revised:

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3224 EVALUATION OF PRINCIPALS, VICE PRINCIPALS, AND
ASSISTANT PRINCIPALS

The Board of Education recognizes the importance of Principal, Vice Principal, and Assistant Principal effectiveness to further the development of a professional corps of educators and to increase student achievement. The Board of Education adopts Policy and Regulation 3224 for the evaluation of Principals, Vice Principals, and Assistant Principals consistent with the Teacher Effectiveness and Accountability for the Children of New Jersey Act (TEACHNJ) and the AchieveNJ administrative codes. This Policy and Regulation provides the provisions and requirements for Principal, Vice Principal, and Assistant Principal evaluations consistent with TEACHNJ and AchieveNJ.

~~The rules in N.J.A.C. 6A:10—Educator Effectiveness shall not override any conflicting provision(s) of collective bargaining agreements or other employment contracts in effect on July 1, 2013 and n~~No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives. All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees for the **purpose of conducting the educator** evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., **including, but not limited to, digital records**, shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

The Board shall annually adopt evaluation rubrics for **all** Principals, Vice Principals, and Assistant Principals which shall be submitted to the Commissioner of Education by **August June 1** for approval by August **15** † of each year. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective. The Board shall meet the requirements as outlined in N.J.A.C. 6A:10-2.2(a) for the annual evaluation of Principals, Vice Principals, and Assistant Principals and shall ensure the training procedures as outlined in N.J.A.C. 6A:10-2.2(b) are followed when implementing the evaluation rubrics for all Principals, Vice Principals, or Assistant Principals. A District Evaluation Advisory Committee **may shall** be established in accordance with the requirements of N.J.A.C. 6A:10-2.3.

The minimum requirements for the evaluation procedures for Principals, Vice Principals, and Assistant Principals as outlined in N.J.A.C. 6A:10-2.4 shall be followed. For each Principal, Vice Principal, or Assistant Principal rated ineffective or partially effective on the annual summative evaluation rating, as measured by the evaluation rubrics, a corrective action plan shall be developed in accordance with the provisions of N.J.A.C. 6A:10-2.5.

The components of the principal evaluation rubrics as described in N.J.A.C. 6A:10-5.1 shall apply to Principals, Vice Principals, and Assistant Principals. Measures of student achievement, as outlined in

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N.J.A.C. 6A:10-5.2, shall be used to determine impact on student learning. Principal, Vice Principal, and Assistant Principal observations shall be conducted in accordance with the provisions of N.J.A.C. 6A:10-5.4. The Superintendent or designated supervisor shall conduct observations for the evaluation of Principals pursuant to N.J.S.A. 18A:6-121 and he or she shall be trained pursuant to N.J.A.C. 6A:10-2.2(b). A Principal, or the Superintendent or designated supervisor, shall conduct observations for the evaluation of Vice Principals and Assistant Principals pursuant to N.J.S.A. 18A:6-121.

The principal practice instrument approved by the Department of Education shall meet the criteria as outlined in N.J.A.C. 6A:10-7.3.

The Superintendent annually shall notify all Principals, Vice Principals, or Assistant Principals of the adopted evaluation policies and procedures/regulations no later than October 1. If a Principal, Vice Principal, or Assistant Principal is hired after October 1, the Superintendent shall notify the Principal, Vice Principal, or Assistant Principal of the policies and procedures/regulations at the beginning of his or her employment. All Principals, Vice Principals, and Assistant Principals shall be notified of amendments to the policy and procedures/regulations within ten Principal, Vice Principal, or Assistant Principal working days of adoption.

N.J.S.A. 18A:6-117 et seq.

N.J.A.C. 6A:10-1.1 through 1.4; 6A:10-2.1 through 2.5

N.J.A.C. 6A:10-5.1 through 5.4

N.J.A.C. 6A:10-7.1 and 7.3

Adopted: 27 January 2014

Revised: 22 February 2016

Revised: 11 September 2017

Revised:

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R 3224 EVALUATION OF PRINCIPALS, VICE PRINCIPALS, AND
ASSISTANT PRINCIPALS

A. Definitions – N.J.A.C. 6A:10-1.2

The following words and terms shall have the following meanings when used in Policy and Regulation 3224 unless the context clearly indicates otherwise:

“Annual performance report” means a written appraisal of the Principal’s, Vice Principal’s, or Assistant Principal’s performance prepared by the designated supervisor based on the evaluation rubric for his or her position.

“Annual summative evaluation rating” means an annual evaluation rating that is based on appraisals of educator practice and student performance, and includes all measures captured in a Principal, Vice Principal, or Assistant Principal evaluation rubric. The four summative performance categories are ineffective, partially effective, effective, and highly effective.

“Calibration” in the context of educator evaluation means a process to monitor the competency of a trained evaluator to ensure the evaluator continues to apply an educator practice instrument accurately and consistently according to the standards and definitions of the specific instrument.

“Chief School Administrator” means the Superintendent of Schools or the Administrative Principal if there is no Superintendent.

“Commissioner” means Commissioner of the New Jersey Department of Education.

“Corrective Action Plan” means a written plan developed by the Superintendent or a designated supervisor in collaboration with the Principal, Vice Principal, and Assistant Principal to address deficiencies as outlined in an evaluation. The corrective action plan shall include timelines for corrective action, responsibilities of the individual Principal, Vice Principal, and Assistant Principal and the school district for implementing the plan, and specific support that the district shall provide as defined in N.J.S.A. 18A:6-119.

“Department” means the New Jersey Department of Education.

“Designated supervisor” means the supervisor designated by the Superintendent of Schools or designee as the administrator’s supervisor.

“District Evaluation Advisory Committee” means a group created to oversee and guide the planning and implementation of the Board of Education's evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2.3.

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“Educator practice instrument” means an assessment tool that provides: scales or dimensions that capture competencies of professional performance; and differentiation of a range of professional performance as described by the scales, which must be shown in practice and/or research studies.

“Evaluation” means an appraisal of an individual’s professional performance in relation to his or her job description and professional standards and based on, when applicable, the individual’s evaluation rubric.

“Evaluation rubric” means a set of criteria, measures, and processes used to evaluate all Principals, Vice Principals, and Assistant Principals in a specific school district or local education agency. Evaluation rubrics consist of measures of professional practice, based on educator practice instruments and student outcomes. Each Board of Education will have an evaluation rubric specifically for teachers, another specifically for Principals, Vice Principals, and Assistant Principals, and evaluation rubrics for other categories of teaching staff members.

“Indicators of student progress and growth” means the results of assessment(s) of students as defined in N.J.A.C. 6A:8, Standards and Assessment.

“Individual professional development plan” is as defined in N.J.S.A. 18A:6-119.

“Job description” means a written specification of the function of a position, duties and responsibilities, the extent and limits of authority, and work relationships within and outside the school and school district.

“Observation” means a method of collecting data on the performance of a Principal’s, Vice Principal’s, and Assistant Principal’s assigned duties and responsibilities. An observation for the purpose of evaluation will be included in the determination of the annual summative evaluation rating and shall be conducted by the Superintendent or designee.

“Post-observation conference” means a meeting, either in-person or remotely, between the supervisor who conducted the observation and the Principal, Vice Principal, and Assistant Principal for the purpose of evaluation to discuss the data collected in the observation.

“Principal practice instrument” means an assessment tool that provides scales or dimensions that capture competencies of professional performance; and differentiation of a range of professional performance as described by the scales, which must be shown in practice and/or research studies. The scores from the principal practice instrument are components of the evaluation rubrics and the scores are included in the summative evaluation rating for the individual.

“Scoring guide” means a set of rules or criteria used to evaluate a performance, product, or project. The purpose of a scoring guide is to provide a transparent and reliable evaluation process.

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Educator practice instruments include a scoring guide that an evaluator uses to structure his or her assessments and ratings of professional practice.

“Semester” means half of the school year.

“Signed” means the name of one physically written by oneself or an electronic code, sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

“Student growth objective” means an academic goal that teachers and designated supervisors set for groups of students.

“Student growth percentile” means a specific metric for measuring individual student progress on Statewide assessments by tracking how much a student’s test scores have changed relative to other students Statewide with similar scores in previous years.

“Superintendent” means Superintendent of Schools or Chief School Administrator.

“Supervisor” means an appropriately certified teaching staff member as defined in N.J.S.A. 18A:1-1, or Superintendent employed in the district in a supervisory role and capacity, and possessing a school administrator, Principal, or supervisor endorsement as defined in N.J.A.C. 6A:9B-12 and certified to evaluate a Principal, Vice Principal, or Assistant Principal.

B. Applicability of Rules on Collective Bargaining Agreements – N.J.A.C. 6A:10-1.3

~~The rules in N.J.A.C. 6A:10-1.1 et seq. shall not override any conflicting provision(s) of collective bargaining agreements or other employment contracts entered into by a school district in effect on July 1, 2013.~~ No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives.

C. Educator Evaluation Data, Information, and Annual Performance Reports – N.J.A.C. 6A:10-1.4

All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees of the Board of Education for the purposes of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential. Such information shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. Nothing contained in N.J.A.C. 6A:10-1.1 et seq. shall be construed to prohibit the Department or a school district from, at its discretion, collecting evaluation data pursuant to N.J.S.A. 18A:6-123.e. or distributing aggregate statistics regarding evaluation data.

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D. Evaluation of Principals, Vice Principals, and Assistant Principals – N.J.A.C. 6A:10-2.1

1. The Board of Education shall annually adopt evaluation rubrics for all Principals, Vice Principals, and Assistant Principals. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective.
2. The evaluation rubrics for Principals, Vice Principals, and Assistant Principals shall include all other relevant minimum standards set forth in N.J.S.A. 18A:6-123 (P.L. 2012, c. 26, § 17c).
3. Evaluation rubrics shall be submitted to the Commissioner by **August June 1** for approval by August **15 †** of each year.

E. Duties of the Board of Education – N.J.A.C. 6A:10-2.2

1. The Board of Education shall meet the following requirements for the annual evaluation of Principals, Vice Principals, and Assistant Principals, unless otherwise specified:
 - a. Establish a District Evaluation Advisory Committee to oversee and guide the planning and implementation of the Board of Education's evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2 et seq.;
 - b. Annually adopt policies and procedures developed by the Superintendent pursuant to N.J.A.C. 6A:10-2.4, including the evaluation rubrics approved by the Commissioner pursuant to N.J.A.C. 6A:10-2.1(c):
 - (1) The Superintendent shall develop policies and procedures that, at a minimum, ensure student performance data on the Statewide assessment is, upon receipt, promptly distributed or otherwise made available to staff members who were primarily responsible for instructing the applicable students in the school year in which the assessment was taken, as well as to staff members who are or will be primarily responsible for instructing the applicable students in the subsequent school year.
 - c. Ensure the Superintendent annually notifies all Principals, Vice Principals, and Assistant Principals of the adopted evaluation policies and procedures no later than October 1. If a Principal, Vice Principal, or Assistant Principal is hired after October 1, the Board/Superintendent shall notify all Principals, Vice Principals, and Assistant Principals of the policies and procedures at the beginning of his or her employment. All Principals, Vice Principals, and Assistant Principals shall be notified of amendments to the policy and procedures within ten **Principal, Vice Principal, and Assistant Principal** working days of adoption;

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- d. Annually adopt by June 1, any Commissioner-approved educator practice instruments and, as part of the process described at N.J.A.C. 6A:10-2.1(c), notify the Department which instruments will be used as part of the school district's evaluation rubrics;
 - e. Ensure the Principal of each school within the school district has established a School Improvement Panel pursuant to N.J.A.C. 6A:10-3.1. The panel shall be established annually by August 31 and shall carry out the duties and functions described in N.J.A.C. 6A:10-3.2;
 - f. Ensure data elements are collected and stored in an accessible and usable format. Data elements shall include, but not be limited to, scores or evidence from observations for the purpose of evaluation and student growth objective data; and
 - g. Ensure the Superintendent or designee certifies to the Department that any observer who conducts an observation of a Principal, Vice Principal, or Assistant Principal for the purpose of evaluation as described in N.J.A.C. 6A:10-4.4; N.J.A.C. 6A:10-5.4; and 6A:10-6.2 shall meet the statutory observation requirements of N.J.S.A. 18A:6-119; 18A:6-123.b.(8); and N.J.S.A. 18A:27-3.1 and the teacher member of the School Improvement Panel requirements of N.J.A.C. 6A:10-3.2.
2. The Board of Education shall ensure the following training procedures are followed when implementing the evaluation rubric for all Principals, Vice Principals, and Assistant Principals and, when applicable, applying the Commissioner-approved principal practice instruments:
- a. Annually provide training on and descriptions of each component of the evaluation rubric for all Principals, Vice Principals, and Assistant Principals who are being evaluated in the school district and provide more thorough training for any Principals, Vice Principals, and Assistant Principals who are being evaluated for the first time. Training shall include detailed descriptions of all evaluation rubric components including, when applicable, detailed descriptions of student achievement measures and all aspects of the principal practice instrument;
 - b. Annually provide updates and refresher training for supervisors who are conducting evaluations in the school district and more thorough training for any supervisor who will evaluate Principals, Vice Principals, or Assistant Principals for the first time. Training shall be provided on each component of the evaluated Principal's, Vice Principal's, or Assistant Principal's evaluation rubric before the evaluation of the Principal, Vice Principal, or Assistant Principal;

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- c. The Superintendent shall annually certify to the Department that all supervisors of Principals, Vice Principals, and Assistant Principals in the school district who are utilizing evaluation rubrics have completed training on and demonstrated competency in applying the evaluation rubrics.

F. District Evaluation Advisory Committee – N.J.A.C. 6A:10-2.3

1. Members of the District Evaluation Advisory Committee shall include representation from the following groups: teachers from each school level represented in the school district; central office administrators overseeing the teacher evaluation process; supervisors involved in teacher evaluation, when available or appropriate; and administrators conducting evaluations, including a minimum of one administrator conducting evaluations who participates on a School Improvement Panel. Members also shall include the Superintendent, a special education administrator, a parent, and a member of the Board of Education.
2. The Superintendent may extend membership on the District Evaluation Advisory Committee to representatives of other groups and to individuals.
3. ~~A Beginning in 2018-2019, the District Evaluation Advisory Committees~~ **is not shall no longer be required** and the Board of Education shall have the discretion to **establish a continue the** District Evaluation Advisory Committee.

G. Evaluation Procedures for Principals, Vice Principals, and Assistant Principals - N.J.A.C. 6A:10-2.4

1. The provisions outlined in Policy and Regulation 3224 and N.J.A.C. 6A:10-2.4 shall be the minimum requirements for the evaluation of Principals, Vice Principals, and Assistant Principals.
2. Evaluation policies and procedures requiring the annual evaluation of Principals, Vice Principals, and Assistant Principals shall be developed under the direction of the Superintendent, who may consult with the District Evaluation Advisory Committee or representatives from School Improvement Panels, and shall include, but not be limited to, a description of:
 - a. Roles and responsibilities for implementation of evaluation policies and procedures;
 - b. Job descriptions, evaluation rubrics for Principals, Vice Principals, and Assistant Principals, the process for calculating the summative ratings and each component and the evaluation regulations set forth in N.J.A.C. 6A:10-1 et seq.;

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- c. Methods of data collection and reporting appropriate to each job description, including, but not limited to, the process for student attribution to teachers, Principals, Vice Principals, Assistant Principals for calculating the median and school-wide student growth percentile;
 - d. Processes for observations for the purpose of evaluation and post-observation conference(s) by a supervisor;
 - e. Process for developing and scoring student growth objectives;
 - f. The process for preparation of individual professional development plans; and
 - g. The process for preparation of an annual performance report by the Superintendent or designated supervisor, and an annual summary conference between the Principal, Vice Principal, or Assistant Principal and the Superintendent or designated supervisor.
3. The annual summary conference between the designated supervisor and the Principal, Vice Principal, or Assistant Principal shall be held before the annual performance report is filed. The conference shall occur on or before June 30 of each school year and shall include, but not be limited to, a review of the following:
- a. The performance of the Principal, Vice Principal, or Assistant Principal based upon the job description and the scores or evidence compiled using the evaluation rubric, including, when applicable:
 - (1) The **educator's** ~~principal's~~ practice instrument; and
 - (2) Available indicators or student achievement measures such as student growth objective scores and student growth percentile scores.
 - b. The progress of the Principal, Vice Principal, or Assistant Principal toward meeting the goals of the individual professional development plan or, when applicable, the corrective action plan; and
 - c. The preliminary annual performance report.
4. If any scores for the Principal's, Vice Principal's, or Assistant Principal's evaluation rubric are not available at the time of the annual summary conference due to pending assessment results, the annual summative evaluation rating shall be calculated once all component ratings are available.

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5. The annual performance report for the Principal, Vice Principal, or Assistant Principal shall be prepared by the designated supervisor and shall include, but not be limited to:
 - a. A summative rating based on the evaluation rubric, including, when applicable, a total score for each component as described in N.J.A.C. 6A:10-5;
 - b. Performance area(s) of strength and area(s) needing improvement based upon the job description and components of the Principal's, Vice Principal's, or Assistant Principal's evaluation rubric; and
 - c. The Principal's, Vice Principal's, or Assistant Principal's individual professional development plan or a corrective action plan from the evaluation year being reviewed in the report.

6. The Principal, Vice Principal, or Assistant Principal and the designated supervisor shall sign the report within five **Principal, Vice Principal, and Assistant Principal** working days of the review.

7. The Board of Education shall include all performance reports and supporting data, including, but not limited to, written observation reports and additional components of the summative evaluation rating as part of the Principal's, Vice Principal's, or Assistant Principal's personnel file, or in an alternative, confidential location. If reports and data are stored in an alternate location, the personnel file shall clearly indicate the report's location and how it can be easily accessed. The records shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

- H. Corrective Action Plans for Principals, Vice Principals, and Assistant Principals – N.J.A.C. 6A:10-2.5
 1. For each Principal, Vice Principal, and Assistant Principal rated ineffective or partially effective on the annual summative evaluation, as measured by the evaluation rubrics, a corrective action plan shall be developed by the Principal, Vice Principal, or Assistant Principal and the designated supervisor. If the Principal, Vice Principal, or Assistant Principal does not agree with the corrective action plan's content, the designated supervisor shall make the final determination.
 2. The corrective action plan shall be developed and the Principal, Vice Principal, or Assistant Principal and his or her designated supervisor shall meet to discuss the corrective action plan by October 31 of the school year following the year of evaluation except:

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- a. If the ineffective or partially effective summative evaluation rating is received after October 1 of the school year following the year of evaluation, a corrective action plan shall be developed, and the Principal, Vice Principal, or Assistant Principal and his or her designated supervisor shall meet to discuss the corrective action plan within twenty-five Principal, Vice Principal, or Assistant Principal working days following the school district's receipt of the Principal's, Vice Principal's, or Assistant Principal's summative rating.
3. The content of the corrective action plan shall replace the content of the individual professional development plan required pursuant to N.J.A.C. 6A:9C-4.3(a) and 4.4(a) and shall:
 - a. Address areas in need of improvement identified in the principal evaluation rubric;
 - b. Include specific, demonstrable goals for improvement;
 - c. Include responsibilities of the evaluated employee and the school district for the plan's implementation; and
 - d. Include timelines for meeting the goal(s).
 4. The designated supervisor and the Principal, Vice Principal, or Assistant Principal on a corrective action plan shall discuss the Principal's, Vice Principal's, or Assistant Principal's progress toward the goals outlined in the corrective action plan during each post-observation conference, when required by N.J.S.A. 18A:27-3.1 or N.J.A.C. 6A:10-5.4.
 5. Progress toward the Principal's, Vice Principal's, or Assistant Principal's goals outlined in the corrective action plan:
 - a. Shall be documented in the Principal's, Vice Principal's, or Assistant Principal's personnel file and reviewed at the annual summary conference and the mid-year evaluation. Both the Principal, Vice Principal, or Assistant Principal on a corrective action plan and his or her designated supervisor may collect data and evidence to demonstrate the Principal's, Vice Principal's, or Assistant Principal's progress toward his or her corrective action plan goals; and
 - b. May be used as evidence in the Principal's, Vice Principal's, or Assistant Principal's next annual summative evaluation; however, such progress shall not guarantee an effective rating on the next summative evaluation.

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6. Responsibilities of the evaluated Principal, Vice Principal, or Assistant Principal on a corrective action plan shall not be exclusionary of other plans for improvement determined to be necessary by the designated supervisor.
7. The Superintendent or his or her designee, and the Principal, as appropriate, shall conduct a mid-year evaluation of any Principal, Vice Principal, or Assistant Principal pursuant to N.J.S.A. 18A:6-121.c. The mid-year evaluation shall occur approximately midway between the development of the corrective action plan and the expected receipt of the next annual summative rating. The mid-year evaluation shall include, at a minimum a conference to discuss progress toward the Principal's, Vice Principal's, or Assistant Principal's goals outlined in the corrective action plan. The mid-year evaluation conference may be combined with a post-observation conference.
8. The Superintendent shall ensure Principals, Vice Principals, and Assistant Principals with a corrective action plan receive one observation and a post-observation conference in addition to the observations required in N.J.A.C. 6A:10-5.4 for the purpose of evaluation as described in N.J.A.C. 6A:10-1.2 and 5.4.
9. The corrective action plan shall remain in effect until the Principal, Vice Principal, or Assistant Principal receives his or her next summative evaluation rating.
10. There shall be no minimum number of Principal, Vice Principal, or Assistant Principal working days a Principal's, Vice Principal's, or Assistant Principal's corrective action plan can be in place.

I. Components of Principal Evaluation Rubrics – N.J.A.C. 6A:10-5.1

1. Unless otherwise noted, the components of the principal evaluation rubrics shall apply to teaching staff members holding the position of Principal, Vice Principal, or Assistant Principal and holding a valid and effective standard, provisional, or emergency administrative certificate.
2. The principal evaluation rubric shall meet the standards provided in N.J.S.A. 18A:6-123, including, but not limited to:
 - a. Measures of student achievement pursuant to N.J.A.C. 6A:10-5.2; and
 - b. Measures of principal practice pursuant to N.J.A.C. 6A:10-5.3 and 5.4.
3. To earn a summative rating, the Principal, Vice Principal, or Assistant Principal shall have a student achievement score, pursuant to N.J.A.C. 6A:10-5.2 and a principal practice score pursuant to N.J.A.C. 6A:10-5.3 and 5.4.

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4. Each score shall be converted to a percentage weight so all measures make up 100 percent of the evaluation rubric. By August 31 prior to the school year in which the evaluation rubric applies, the Department shall provide on its website the required percentage weight of each component and the required summative rating scale. All components shall be worth the following percentage weights or fall within the following ranges:
 - a. If, according to N.J.A.C. 6A:10-5.2(b), the Principal, Vice Principal, or Assistant Principal receives a school-wide student growth percentile score as described in N.J.A.C. 6A:10-5.2(c), the score shall be at least ten percent and no greater than forty percent of evaluation rubric rating as determined by the Department.
 - b. Measure of average student growth objective for all teachers, as described in N.J.A.C. 6A:10-5.2(d), shall be at least ten percent and no greater than twenty percent of evaluation rubric rating as determined by the Department.
 - c. Measure of administrator goal, as described in N.J.A.C. 6A:10-5.2(e), shall be no less than ten percent and no greater than forty percent of evaluation rubric rating as determined by the Department.
 - d. Measure of principal practice, as described in N.J.A.C. 6A:10-5.3(b), shall be no less than fifty percent of evaluation rubric rating.
 5. Standardized assessments, used as a measure of student progress, shall not be the predominant factor in determining a Principal's annual summative rating.
 6. The Department shall periodically collect principal evaluation rubric data that shall include, but are not limited to, component-level scores and annual summative ratings.
- J. Student Achievement Components of Principal Evaluation Rubrics – N.J.A.C. 6A:10-5.2
1. Measures of student achievement shall be used to determine impact on student learning and shall include the following components:
 - a. The school-wide student growth percentile of all students assigned to the Principal;
 - b. Average student growth objective scores of every teacher, as described in N.J.A.C. 6A:10-4.2(e), assigned to the Principal; and
 - c. Administrator goals set by Principals, Vice Principals, or Assistant Principals in consultation with their supervisor pursuant to N.J.A.C. 6A:10-5.2(e), which shall be specific and measurable, based on student growth and/or achievement data.

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2. The school-wide student growth percentile score shall be included in the annual summative rating of Principals, Vice Principals, and Assistant Principals who are assigned to a school as of October 15 and who are employed in schools where student growth percentiles are available for students in one or more grades. If the Principal, Vice Principal, or Assistant Principal is employed in more than one school, the Superintendent shall assign to the Principal, Vice Principal, or Assistant Principal, as appropriate, the school-wide student growth percentile from one school and shall notify the Principal, Vice Principal, or Assistant Principal at the beginning of the school year of the student growth percentile assignment.
3. The Department shall calculate the school-wide student growth percentile for Principals, Vice Principals, and Assistant Principals.
4. The average student growth objective scores of all teachers, as described in N.J.A.C. 6A:10-4.2(e), shall be a component of the Principal's annual summative rating. The average student growth objective scores for Vice Principals or Assistant Principals shall be determined according to the following procedures:
 - a. The Principal, in consultation with the Vice Principal or Assistant Principal, shall determine prior to the start of the school year, which teachers, if not all teachers in the school, shall be linked to the Vice Principal's and Assistant Principal's average student growth objective score.
 - b. If the Vice Principal or Assistant Principal does not agree with the list of teachers linked to his or her name for the purposes of this measurement, the Principal shall make the final determination.
5. Administrator goals for Principals, Vice Principals, or Assistant Principals shall be developed and measured according to the following procedures:
 - a. The designated supervisor shall determine for all Principals, Vice Principals, or Assistant Principals, the number of required administrator goals which shall reflect the achievement of a significant number of students within the school. By August 31 prior to the school year in which the evaluation rubric applies, the Department shall provide on the Department's website the minimum and maximum number of required goals, which will be at least one goal and no more than four goals.
 - b. Principals, Vice Principals, or Assistant Principals shall develop, in consultation with their designated supervisor, each administrator goal. Each Vice Principal and Assistant Principal shall set goals specific to his or her job description or adopt the same goals as his or her Principal. If the Principal, Vice Principal, or Assistant Principal and his or her designated supervisor do not agree upon the administrator

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goal the Principal's, Vice Principal's, or Assistant Principal's designated supervisor shall make the final determination.

- c. Administrator goals and the criteria for assessing performance based on those objectives shall be determined, recorded, and retained by the Principal, Vice Principal, or Assistant Principal and his or her designated supervisor by October 31 of each school year, or within twenty-five **Principal, Vice Principal, and Assistant Principal** working days of the Principal's, Vice Principal's, or Assistant Principal's start date if he or she begins work after October 1.
- d. The administrator goal score shall be approved by the designated supervisor of the Principal, Vice Principal, or Assistant Principal. The Principal's, Vice Principal's, or Assistant Principal's administrator goal score, if available, shall be discussed at his or her annual summary conference and recorded in his or her personnel file.

K. Principal Practice Component of Evaluation Rubric – N.J.A.C. 6A:10-5.3

- 1. Measures of principal practice shall include a measure determined through a Commissioner-approved principal practice instrument and may include a leadership measure determined through the Department-created leadership rubric.
- 2. Principal practice component rating shall be based on the measurement of the Principal's, Vice Principal's, or Assistant Principal's performance according to the school district's Commissioner-approved principal practice instrument. Observations pursuant to N.J.A.C. 6A:10-5.4 shall be used as one form of evidence for this measurement.
- 3. Leadership practice shall be determined by a score on a leadership rubric, which will assess the Principal's, Vice Principal's, or Assistant Principal's ability to improve student achievement and teaching staff member effectiveness through identified leader behaviors. The rubric will be posted on the Department's website and annually maintained.

L. Principal, Vice Principal, and Assistant Principal Observations – N.J.A.C. 6A:10-5.4

- 1. The Superintendent or his or her designee, shall conduct observations for the evaluation of Principals pursuant to N.J.S.A. 18A:6-121 and he or she shall be trained pursuant to N.J.A.C. 6A:10-2.2(b).
- 2. A Principal, or the Superintendent or his or her designee, shall conduct observations for the evaluation of Vice Principals and Assistant Principals pursuant to N.J.S.A. 18A:6-121.
- 3. For the purpose of collecting data for the evaluation of a Principal, Vice Principal, or Assistant Principal, an observation, as described in N.J.S.A. 18A:6-119 and N.J.A.C.

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- 6A:10-1.2, may include, but is not limited to: building walk-through, staff meeting observation, parent conference observation, or case study analysis of a significant student issue.
4. Post-observation conferences shall include the following procedures:
 - a. A supervisor who is present at the observation shall conduct a post-observation conference with the Principal, Vice Principal, or Assistant Principal being observed. A post-observation conference shall occur no more than fifteen Principal, Vice Principal, or Assistant Principal working days following each observation.
 - b. The post-observation conference shall be for the purpose of reviewing the data collected at the observation, connecting the data to the principal practice instrument and the Principal's, Vice Principal's, or Assistant Principal's individual professional development plan, collecting additional information needed for the evaluation, and offering areas to improve effectiveness.
 - c. With the consent of the observed Principal, Vice Principal, or Assistant Principal, post-observation conferences for individuals who are not on a corrective action plan may be conducted via written communication, including electronic communication.
 - d. One post-observation conference may be combined with the Principal's, Vice Principal's, or Assistant Principal's annual summary conference as long as it occurs within the required fifteen Principal, Vice Principal, or Assistant Principal working days following the observation.
 - e. A written or electronic observation report shall be signed by the supervisor who conducted the observation and post-observation and the Principal, Vice Principal, or Assistant Principal who was observed.
 - f. The Principal, Vice Principal, or Assistant Principal shall submit his or her written objection(s) of the evaluation within ten **Principal, Vice Principal, and Assistant Principal** working days following the conference. The objection(s) shall be attached to each party's copy of the annual performance report.
 5. Each tenured Principal, Vice Principal, and Assistant Principal shall be observed as described in N.J.A.C. 6A:10-5.4, at least two times during each school year. Each nontenured Principal, Vice Principal, and Assistant Principal shall be observed as described in N.J.A.C. 6A:10-5.4 at least three times during each school year, as

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required by N.J.S.A. 18A:27-3.1. An additional observation shall be conducted pursuant to N.J.A.C. 6A:10-2.5(h) for Principals, Vice Principals, and Assistant Principals who are on a corrective action plan.

M. Principal Practice Instrument – N.J.A.C. 6A:10-7.3

1. The principal practice instrument approved by the Department shall meet the following criteria:
 - a. Incorporate domains of practice and/or performance criteria that align to the **2015 2008 ISLLC** Professional Standards for **Educational School** Leaders developed by the **National Policy Board for Educational Administration (NPBEA)** ~~Interstate School Leadership Licensure Consortium~~ incorporated herein by reference, available at:

http://www.cesso.org/documents/2008/educational_leadership_policy_standards_2008.pdf;
 - b. Include scoring guides for assessing principal practice that differentiate among a minimum of four levels of performance, and the differentiation has been shown in practice and/or research studies. Each scoring guide shall clearly define the expectations for each category and provide a conversion to four rating categories;
 - c. Rely on, to the extent possible, multiple sources of evidence collected throughout the school year, including, but not limited to, evaluation of a Principal's leadership related to:
 - (1) Implementing high-quality and standards-aligned curriculum, assessments, and instruction; and
 - (2) Evaluating the effectiveness of teaching staff members and supporting their professional growth.
 - d. Include descriptions of specific training and implementation details required for the instrument to be effective.

Adopted: 22 January 2014
Revised: 22 February 2016
Revised: 11 September 2017
Revised:

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Nonrenewal of Nontenured Support Staff Member

4146 NONRENEWAL OF NONTENURED SUPPORT STAFF MEMBER

The Board will renew the employment contract of a nontenured support staff member only upon the recommendation of the Superintendent and by a recorded roll call majority vote of the full membership of the Board. The Board will not withhold its approval for arbitrary and capricious reasons. A nontenured support staff member who is not recommended for renewal by the Superintendent is deemed nonrenewed.

When the nontenured support staff member's performance does not meet the standards of the **school** district, the Superintendent shall recommend not to renew the **nontenured** support staff member's contract. Prior to notifying the nontenured support staff member of the nonrenewal, the Superintendent will notify the Board of the recommendation not to renew the **nontenured** support staff member's contract and the reasons for the recommendation. The Superintendent may notify the Board in a written notice or in executive session at a full Board meeting. In the event the Board is notified in executive session, the Superintendent will comply with the requirements of the Open Public Meetings Act and provide reasonable notice to the nontenured support staff member their employment will be discussed in executive session in order for the **nontenured** support staff member to exercise their statutory right to request a public discussion.

The Superintendent shall **provide written notification to** ~~notify~~ each nontenured support staff member to whom reemployment will not be offered ~~in writing~~ in accordance with the terms of any applicable collective bargaining agreement, individual contract, or any other agreement between the parties. Paraprofessionals continuously employed since the preceding September 30 as a school aide or classroom aide in a school district that receives funding under Title I of the Federal Elementary and Secondary Education Act of 1965 shall be notified of renewal or nonrenewal on or before May 15 in each year in accordance with the provisions of N.J.S.A. 18A:27-10.2.

Any nontenured support staff member receiving notice that a contract for the succeeding year will not be offered, may within fifteen calendar days, request in writing a statement of the reasons for such nonemployment which shall be ~~whose contract is not renewed shall have the right to a written statement of the reasons for nonrenewal, provided the request for the statement of reasons is made within fifteen days of the Superintendent's written notification of nonrenewal to the support staff member. The statement of reasons shall be provided~~ **given to the** a nontenured support staff member **in writing** within thirty **calendar** days after the receipt of **such** ~~the~~ request.

Whenever a nontenured support staff member has requested in writing and received a written statement of reasons for non-reemployment **pursuant to N.J.S.A. 18A:27-3.2**, the nontenured support staff member **may request in writing** ~~shall have the right to~~ an informal appearance before the Board. **The written request shall be submitted to the Board within ten calendar days of the nontenured support staff member's receipt of the Board's statement of reasons. The informal appearance shall be scheduled within thirty calendar days from the nontenured support staff member's receipt of the Board's statement of reasons** ~~to permit the support staff member an opportunity to convince the members of the Board to offer reemployment, provided that a request for such an appearance is received within ten days~~

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~~after the support staff member receives the statement of reasons provided by the Superintendent. The informal appearance before the Board shall be held in accordance with the provisions of N.J.A.C. 6A:10-8.1.~~

The Board is not required to offer reemployment or vote on reemployment after an informal appearance with a nontenured support staff member who was not recommended for reemployment by the Superintendent. The Board may, with a majority vote of its full membership in public session and without the recommendation of the Superintendent, offer the nontenured support staff member reemployment after the informal appearance before the Board. **Within three working days following the informal appearance, the Board shall notify the affected nontenured support staff member, in writing, of its final determination.** ~~The support staff member will be notified of the Board's final determination within three days following the informal appearance before the Board.~~

The provisions as outlined in Policy and Regulation 4146 may be revised or adjusted by the Superintendent of Schools to be in accordance with the terms and timelines of any applicable collective bargaining agreement, individual contract, or any other agreement between the parties provided the terms are not contrary to any statute, administrative code, or any management rights of the Board.

This Policy does not apply to the contract renewal of the Treasurer of School Moneys, Board Auditor, Board Attorney or Board Secretary, except a Board Secretary who performs business administration functions.

N.J.S.A. ~~18A:27-3.2~~; 18A:27-4.1.

N.J.A.C. 6A:10-9.1

Adopted: 7 December 2009

Revised: 27 January 2014

Revised:

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R 4146 NONRENEWAL OF NONTENURED SUPPORT STAFF MEMBER

A. Evaluations

1. Each nontenured support staff member shall be evaluated at least one time each school year.
2. Evaluations shall set forth both the strengths and weaknesses of the nontenured support staff member in order to provide an accurate assessment of his/her performance and to encourage the improvement of that performance.
3. Supervisors shall constructively point out performance deficiencies and offer assistance to nontenured support staff members in the improvement of professional skills.

B. Nonrenewal Recommendation

1. When a nontenured support staff member's performance does not meet the standards of the **school** district, **employment will not be offered to the nontenured** support staff member's ~~immediate supervisor for the next succeeding~~ **shall recommend to the Superintendent, no later than April 1, that the support staff member should not be reemployed in the following** school year.
2. The nontenured support staff member shall be informed by the Superintendent of Schools, in writing, that employment for the next succeeding school year will not be offered. This written notice shall be provided to the nontenured support staff member in accordance with the **timelines and** terms of any applicable collective bargaining agreement, individual contract, or any other agreement between the parties.
3. A recommendation by the Superintendent **to not renew the nontenured support staff member for nonrenewal** may be based upon the nontenured support staff member's evaluations, job performance, or any factor affecting his/her employment in **the school** ~~this~~ district.
4. A nontenured support staff member contract can ~~only~~ be renewed **only** upon the Superintendent's recommendation and a majority vote of the full **membership of the** Board. The Board **shall** ~~may~~ not withhold its approval for arbitrary and capricious reasons.

C. Nonrenewal Action

1. **Prior to notifying the nontenured support staff member of the nonrenewal, the Superintendent shall notify the Board of the recommendation not to renew the nontenured support staff member's contract and the reasons for the recommendation.** ~~The Superintendent will notify Board members of the recommendation not to renew a nontenured teaching staff member's contract before notifying the~~

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~~nontenured teaching staff member of the recommendation to not renew.~~ The Superintendent may notify the Board members of the recommendation not to renew the nontenured **support teaching** staff member's contract and the reasons for the recommendation in a written notice to the Board ~~prior to May 15.~~ **In or in** the alternative, ~~the Superintendent may notify the Board members of the recommendation not to renew a nontenured teaching staff member in an executive session.~~ **Using this option If notification is provided to the Board in executive session,** the Superintendent and the Board will meet in executive session **in accordance with the timelines and terms of any applicable collective bargaining agreement, individual contract, or any other agreement between parties** prior to May 15 to review the Superintendent's recommendation(s) for nonrenewal of nontenured teaching staff members.

- a. Notice of the executive session shall be given in accordance with N.J.S.A. 10:4-13 and individual notice shall be given, not less than forty-eight hours in advance of the meeting, to those nontenured support staff members whose possible nonrenewal will be discussed at the meeting. If any such **nontenured support staff member employee** requests the discussion take place in public, the recommendation for his/her nonrenewal will be severed from any other nonrenewal recommendation and will be scheduled for discussion at a public meeting.
2. **The Superintendent will ensure the timelines for nonrenewal action are in accordance with the timelines and terms of any applicable collective bargaining agreement, individual contract, or any other agreement between the parties.**
32. A nontenured support staff member not recommended for renewal by the Superintendent is deemed not renewed. A Board **of Education** vote is not required on the Superintendent's recommendation(s) to not renew a nontenured support staff member's contract.

D. Notice of Nonrenewal

1. ~~Notice of the Superintendent's decision not to renew shall be given to each nontenured support staff member not recommended for renewal in accordance with the terms of any applicable collective bargaining agreement, individual contract, or any other agreement between the parties. The Board may delegate the Superintendent or the Board Secretary to give the written notice of nonrenewal.~~
12. The nonrenewal notice shall be ~~in writing and~~ provided to the nontenured support staff member not recommended for renewal **by the Superintendent** in accordance with the terms of any applicable collective bargaining agreement, individual contract, or any other agreement between the parties. If hand delivered, a record shall be made of the date on which delivery was made. If sent by mail, the notice shall be sent registered mail, return receipt requested, to the nontenured support staff member's address of record.

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E. Request for Statement of Reasons

1. **Any nontenured support staff member receiving notice that a contract for the succeeding school year will not be offered may, within fifteen calendar days thereafter, request in writing a statement of the reasons for such nonemployment which shall be given to the nontenured support staff member in writing thirty calendar days after the receipt of such request. ~~A nonrenewed support staff member will be given a written statement of the reasons for which he/she was not renewed provided the support staff member's request for a statement of reasons has been received by the Superintendent within fifteen calendar days after the support staff member has received written notice of his/her nonrenewal.~~**
2. The statement of reasons for a nonrenewal will set forth, with as much particularity as possible, the precise reasons for the nonrenewal. Where the nonrenewal is based on performance deficiencies recorded in the **nontenured support staff member's** employee's evaluations and the **nontenured support staff member** employee has been given a copy of those evaluations, the statement of reasons may incorporate the evaluations by reference.
3. The statement of reasons may be prepared by the Superintendent or the Board Secretary and shall be delivered to the **nontenured support staff member** employee who requested **the statement of reasons** ~~it~~ within thirty calendar days after the receipt of the **nontenured support staff member's** employee's request **for the statement of reasons.**

F. Nonrenewal Appearance

1. **Whenever the nontenured support staff member has requested in writing and received a written statement of reasons for non-reemployment pursuant to N.J.S.A. 18A:27-3.2, the nontenured support staff member may request in writing an informal appearance before the Board. The written request shall be submitted to the Board within ten calendar days of the nontenured support staff member's receipt of the Board's statement of reasons ~~A support staff member who has requested a statement of reasons for his/her nonrenewal will be granted an informal appearance before the Board to discuss those reasons, provided that he/she had submitted to the Superintendent a written request for such an appearance no later than ten calendar days after the support staff member's receipt of the written statement of reasons.~~**
2. ~~A date for the~~ **The** informal appearance shall be scheduled within thirty calendar days from the **nontenured** support staff member's receipt of the Board's statement of reasons. ~~The appearance shall be conducted at an executive session for which notice has been given in accordance with N.J.S.A. 10:4-13.~~
3. The Board will **exercise discretion in determining** ~~determine~~ a reasonable length of time **for the proceeding** ~~to be devoted to the appearance,~~ depending upon each instance's specific circumstances.

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4. The proceeding of an informal appearance before the Board may be conducted **in executive session** pursuant to N.J.A.C. 10:4-12(b)(8). **If conducted in executive session notice must be given in accordance with N.J.S.A. 10:4-13.**
53. **The Board shall provide the nontenured support staff member adequate written notice regarding the date and time of the informal appearance.** ~~The support staff member requesting the appearance shall be given written notice, no later than forty eight hours in advance of the meeting at which it is scheduled, of the date, time, place, and duration of the appearance.~~
64. **The nontenured support staff member's appearance before the Board shall not be an adversary proceeding. The purpose of the appearance shall be to provide the nontenured support staff member the opportunity to convince Board of Education members to offer reemployment.** ~~The purpose of the appearance shall be to permit the nonrenewed support staff member to convince the members of the Board to offer reemployment. To those ends, the appearance shall be informally conducted. This appearance provides a mechanism by which the nontenured support staff member, whose renewal has not been recommended by the Superintendent, can appeal to the Board, on which the Superintendent sits as a non-voting member pursuant to N.J.S.A. 18A:17-20.~~
7. The proceeding of an informal appearance before the Board shall be conducted with the President of the Board presiding and ~~the appearance shall not be an adversary proceeding.~~
85. The **nontenured** support staff member may be represented by an attorney or by one individual of his/her choosing. **He/She The nontenured support staff member** may present, **on his or her behalf**, witnesses to testify on his/her behalf. ~~Witnesses who do not need to present testimony under oath, and their statements may be recorded. The shall not be cross-examined by the Board will hear witnesses and shall not cross-examine them.~~ Witnesses ~~shall~~ **will** be called **one at a time** into the meeting to address the Board ~~one at a time~~ and shall be excused from the meeting after making their statements.

G. Final Determination

1. ~~A nontenured support staff member not recommended for renewal by the Superintendent is deemed not renewed. A Board vote is not required on the Superintendent's recommendation(s) to not renew a nontenured support staff member. However, after an informal appearance before the Board, the Superintendent may make a recommendation for reemployment of the nontenured support staff member to the voting members of the Board. The voting members of the Board, by a majority vote of the full Board in public session, must approve the reemployment based on the Superintendent's recommendation.~~ **If the Superintendent recommends the nontenured teaching staff member for reemployment, the voting members of the Board must, by a majority vote of the full Board at a public session, approve or not approve the reemployment.**

SUPPORT STAFF MEMBERS

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Nonrenewal of Nontenured Support Staff Member

2. The Board may, with a majority vote of its full membership in public session and without the recommendation of the Superintendent, offer the nontenured support staff member reemployment after the informal appearance before the Board.

31. **Within three working days following the informal appearance, the Board shall notify the affected nontenured support staff member, in writing, of its final determination. The Board may delegate notification of its final determination to the Superintendent or Board Secretary.** ~~The final determination will be delivered to the nontenured support staff member, in writing, no later than three days following the informal appearance. The Board may delegate the Superintendent or the Board Secretary to deliver the final determination.~~

Issued: 7 December 2009

Revised: 27 January 2014

Revised:

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Comprehensive Health and Physical Education
M

2422 **COMPREHENSIVE HEALTH AND PHYSICAL EDUCATION**

The Board of Education requires all students to participate in a comprehensive, sequential, health and physical education program aligned with the New Jersey Student Learning Standards (NJSLS) that emphasizes the natural interdisciplinary connection between wellness and health and physical education. The primary focus of the NJSLS is the development of knowledge and skills that influence healthy behaviors within the context of self, family, school, and the local and global community.

The curriculum requirements listed below address the need for students to gain knowledge and skill in caring for themselves, interacting effectively with others, and analyzing the impact of choices and consequences. The primary focus of the curriculum listed below is to help students develop concepts and skills that promote and influence healthy behaviors.

The NJSLS incorporate New Jersey statutes related to health and well-being of students in New Jersey schools. The following statutes incorporated into the NJSLS include, but are not limited to, the following requirements:

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

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Comprehensive Health and Physical Education

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

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Comprehensive Health and Physical Education

14. Suicide Prevention (N.J.S.A. 18A:6-111 through 113) requires instruction in suicide prevention in public schools.
15. Cardiopulmonary Resuscitation (CPR)/Automated External Defibrillator (AED) (N.J.S.A. 18A:35-4.28 and 18A:35-4.29) requires public high schools and charter schools to provide instruction in cardiopulmonary resuscitation and the use of an automated external defibrillator to each student prior to graduation.
16. Sexually Explicit Images through Electronic Means (N.J.S.A. 18A:35-4.32 and 4.33) requires instruction, once during middle school, on the social, emotional, and legal consequences of distributing and soliciting sexually explicit images through electronic means.
17. History of Disabled and LGBT Persons (N.J.S.A. 18A:35-4.35 and 4.36) requires instruction on the political, economic, and social contributions of persons with disabilities and lesbian, gay, bisexual, and transgender people for middle and high school students.
18. Financial Literacy (N.J.S.A. 18A:35-4.34) requires instruction with basic financial literacy necessary for sound financial decision-making in each of the grades six through eight.
19. **Sexual Abuse and Assault Awareness and Prevention Education (N.J.S.A. 18A:35-4.5a) requires age-appropriate sexual abuse and assault awareness and prevention education in grades preschool through twelve.**
20. **Curriculum to Include Instruction on Diversity and Inclusion (N.J.S.A. 18A:35-4.36a) requires instruction on diversity and inclusion in an appropriate place in the curriculum for students in grades Kindergarten through twelve.**

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Comprehensive Health and Physical Education

21. **Incorporation of Age-Appropriate Instruction Relative to Consent for Physical Contact and Sexual Activity (N.J.S.A. 18A:35-4.38) requires age-appropriate instruction in grades six through twelve on the law and meaning of consent for physical contact and sexual activity.**
22. **Health Curriculum to Include Instruction on Mental Health (N.J.S.A. 18A:35-4.39) requires health education programs to include instruction on mental health and the relation of physical and mental health for students in grades Kindergarten through twelve.**
23. **Information About “New Jersey Safe Haven Infant Protection Act” Included in Public School Curriculum (N.J.S.A. 18A:35-4.40) information on the provisions of the “New Jersey Safe Haven Infant Protection Act” shall be included in curriculum for public school students in grades nine through twelve.**
24. **Infusion of African American Accomplishments into School Curricula (N.J.S.A. 18A:35-4.43) requires in the curriculum for all elementary and secondary students instruction that infuses into all courses on the United States the centuries of accomplishments by African Americans in the building and development of America.**
2549. Other Statutory or Administrative Codes. The Board will incorporate into its health and physical education curriculum any other requirements of the NJSLS in Comprehensive Health and Physical Education.

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

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Comprehensive Health and Physical Education

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

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

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

A copy of the NJSLS for Comprehensive Health and Physical Education and all related curriculum/course guides and instructional material shall be available for public inspection in each school.

~~N.J.S.A. 18A:35-4.31~~

Adopted: 18 July 2016
Revised: 01 April 2019
Revised: 05 October 2020
Revised:

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Surrogate Parents and **Resource**
Family Foster Parents
M

2467 SURROGATE PARENTS AND RESOURCE
FAMILY FOSTER PARENTS

Federal and State laws require the Board ensure the rights of a student are protected through the provision of an individual to act as surrogate for the parent and assume all parental rights under N.J.A.C. 6A:14-~~2.2~~ when:

1. The parent, ~~as defined according to N.J.A.C. 6A:14-1.3,~~ cannot be identified;
2. The parent cannot be located after reasonable efforts;
3. An agency of the State of New Jersey has guardianship of the student **or the student is determined a ward of the State and, if the student is placed with a resource family parent, the resource family parent declines to serve as the student's parent; and that agency has not taken steps to appoint a surrogate parent for the student; or**
- ~~4. The student is a ward of the State and no State agency has taken steps to appoint a surrogate parent for the student;~~
- ~~5. No parent can be identified for the student in accordance with N.J.A.C. 6A:14-1.3 except a foster parent, the foster parent does not agree to serve as the student's parent, and no State agency has taken steps to appoint a surrogate parent for the student; and~~
46. The student is an unaccompanied ~~homeless~~ youth **as that term is defined in section 725(6) of the McKinney-Vento Homeless Assistance Act (42 USC §11434.(a)6) and N.J.A.C. 6A:17-1.2** and ~~no State agency has taken steps to appoint a surrogate parent for the student.~~

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Surrogate Parents and **Resource**
Family Foster Parents

Qualifications and Selection

The district ~~will~~ **shall** make reasonable efforts to appoint a surrogate parent within thirty days of ~~the~~ ~~it's~~ determination that a surrogate parent is ~~needed~~ ~~required~~ **needed** for a student. If the district fails to appoint a surrogate parent for a ward of the State, a judge may appoint a surrogate parent if the judge determines a surrogate parent is necessary for such student.

The district shall establish a method for selecting and training surrogate parents.

The person serving as a surrogate parent shall:

1. Have no interest that conflicts with ~~the interest those~~ **the interest** of the student ~~they~~ ~~he/she~~ represents;
2. Possess knowledge and skills that ensure adequate representation of the student;
3. Not be replaced without cause;
4. Be at least eighteen years of age; **and**
5. ~~Have~~ **Complete** a criminal history review ~~pursuant to in~~ **pursuant to** accordance with N.J.S.A. 18A:6-7.1 ~~if the person completed prior to his or her serving as the surrogate parent, if the school district is compensated.~~ **if the person completed prior to his or her serving as the surrogate parent, if the school district is compensated.** ~~compensates the surrogate parent for such services; and~~
6. ~~Not be an employee of the New Jersey Department of Education, this district, or a public or nonpublic agency that is involved in the education or care of the child.~~

The person(s) serving as a surrogate parent may not ~~Not~~ be an employee of the New Jersey Department of Education, this district, or a public or nonpublic agency that is involved in the education or care of the child.

[Optional - A surrogate parent will ~~may~~ **will** be paid solely to act in this capacity.]

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Surrogate Parents and **Resource**
Family Foster Parents

The _____ shall serve as Surrogate Parent Coordinator and will: determine whether there is a need for a surrogate parent for a student; contact any State agency that is involved with the student to determine whether the State has a surrogate parent appointed for the student; and make reasonable efforts to appoint a surrogate parent for the student within thirty days of determining that there is a need for a surrogate parent for the student.

When a student (who is or may be a student with a disability) is in the care of a **resource family foster** parent, and the **resource family foster** parent is not the parent of the student as defined in N.J.A.C. 6A:14-1.3, the district where the **resource family foster** parent resides shall contact the student's case manager at the Division of Child Protection and Permanency (DCP&P) in the Department of Children and Families to determine whether the parent retains the right to make educational decisions and determine the whereabouts of the parent.

If the parent retains the right to make educational decisions and the parent's whereabouts are known to the school district, the **Superintendent or designee Surrogate Parent Coordinator** shall obtain all required consent from, and provide written notices to, the parent.

If the district cannot ascertain the whereabouts of the parent, the **resource family foster** parent, ~~unless that person is unwilling to do so,~~ shall serve as the parent **unless that person is unwilling to do so** pursuant to N.J.A.C. 6A:14-1.3. If there is no **resource family foster** parent, or if the **resource family foster** parent is unwilling to serve as the student's parent, the Surrogate Parent Coordinator shall consult with the student's case manager at DCP&P to assist in identifying an individual to serve as a surrogate parent, ~~and~~ **appointing** a surrogate parent, and **obtaining** all required consent from, and **providing** written notices to, the surrogate parent.

Training

N.J.A.C 6A:14-2.2(d) requires the district train surrogate parents so they have the knowledge and skills that ensure adequate representation of the student. The Surrogate Parent Coordinator shall coordinate the training for surrogate parents. The training **may** ~~will~~ include, but not be limited to:

1. Providing the surrogate parent a copy of:
 - a. Parental Rights in Special Education booklet;

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Surrogate Parents and **Resource**
Family Foster-Parents

- b. N.J.A.C. 6A:14;
 - c. The Special Education Process;
 - d. **Administrative** Code Training Materials from the Department of Education website; and
 - e. Other relevant materials.
2. Providing the surrogate parent an opportunity to meet with the Surrogate Parent Coordinator to discuss the rights of the surrogate parent and the applicable statutes, administrative codes, and Federal laws. The Surrogate Parent Coordinator shall provide the surrogate parent the opportunity to review and to become familiar with the State and Federal requirements for assessment, individualized educational program development, and parental rights with respect to the referral and placement process, including their rights with respect to seeking a due process hearing if they disagree with the local procedure or decisions;
 3. Providing the surrogate parent adequate time to become familiar with the student and the nature of the student's disability through a review of the student's record;
 4. Providing the surrogate parent an opportunity to confer with the student's case manager to discuss the student; and
 5. Other information and resources to provide the surrogate parent the knowledge and skills to ensure adequate representation of the student.

Rights of the Surrogate Parent

A surrogate parent appointed in accordance with N.J.A.C. 6A:14-2.2 shall assume all parental rights under N.J.A.C. 6A:14.

N.J.A.C. 6A:14-2.2

Adopted: 6 April 2009

Revised: 7 December 2009

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Revised:

STUDENTS
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Education of Homeless Children

5116 EDUCATION OF HOMELESS CHILDREN

The Board of Education will admit and enroll homeless children in accordance with Federal and State laws and New Jersey Administrative Code. The Board of Education adopts this Policy to be in compliance with law and administrative code to ensure the enrollment of homeless children in school and to respond to appeals made by parents or other parties related to the enrollment of homeless children.

The Board of Education shall determine that a child is homeless when he or she resides in a publicly or privately operated shelter designed to provide temporary living accommodations, including: hotels or motels; congregate shelters, including domestic violence and runaway shelters; transitional housing; and homes for adolescent mothers. A child is also determined homeless when he or she resides in a public or private place not designated for or ordinarily used as a regular sleeping accommodation, including: cars or other vehicles including mobile homes; tents or other temporary shelters; parks; abandoned buildings; bus or train stations; temporary shelters provided to migrant workers and their children on farm sites; and the residence of relatives or friends where the homeless child resides out of necessity because his or her family lacks a regular or permanent residence of its own. A child is also determined homeless when he or she resides in substandard housing.

The school district of residence for a homeless child is responsible for the education of the child and shall assume all responsibilities as required in N.J.A.C. 6A:17-2.3. The school district of residence for a homeless child means the school district in which the parent of a homeless child resided prior to becoming homeless.

The school district liaison designated by the Superintendent of Schools for the education of homeless children is _____. The liaison will facilitate communication and cooperation between the school district of residence and the school district where the homeless child resides and shall assume all responsibilities as outlined in N.J.A.C. 6A:17-2.4(a).

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Education of Homeless Children

When a homeless child resides in a school district, the school district liaison shall notify the liaison of the school district of residence within twenty-four hours of receiving notification from the parent, the Department of Human Services or the Department of Children and Families, a shelter director, an involved agency, or a case manager. Upon notification of the need for enrollment of a homeless child, the liaison in the school district of residence shall coordinate enrollment procedures immediately based upon the best interest of the child pursuant to N.J.A.C. 6A:17-2.5(b).

The Superintendent of the school district of residence or designee shall decide in which school district the homeless child shall be enrolled in accordance with the provisions of N.J.A.C. 6A:17-2.5.

Unless parental rights have been terminated by a court of competent jurisdiction, the parent retains all rights under N.J.A.C. 6A:17-2.1 et seq.

When a dispute occurs regarding the determination of homelessness or the determination of the school district of enrollment made by the school district of residence, the Superintendent(s) or the designee(s) of the involved district(s) or the child's parent(s) shall immediately notify the Executive County Superintendent of Schools, who, in consultation with the Department of Education's McKinney-Vento Homeless Education Coordinator or designee, shall immediately decide the child's status. If a dispute remains between the parent and the involved school district(s) following the Executive County Superintendent's determination, the parent or the involved district Board(s) of Education may appeal to the Commissioner of Education for determination pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

When a school district designated as the school district of residence disputes its designation as the school district of residence, or where no designation can be agreed upon by the involved school districts, the Superintendent(s) or designee(s) of the involved school districts shall immediately notify the Executive County Superintendent of Schools, who shall immediately make a determination, if possible, but no later than within forty-eight hours.

If the dispute regarding determination of district of residence does not involve the determination of homelessness and/or district enrollment, the school district disputing the Executive County Superintendent's determination may appeal to the Department of Education pursuant to N.J.A.C. 6A:23A-19.2(d), (e), and (f) and

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Education of Homeless Children

request a determination from the Division of Administration and Finance. If an appeal of a determination of district of residence also includes an appeal of the determination of homelessness and/or school district of enrollment, the appeal shall be submitted to the Commissioner of Education pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

Any dispute or appeal shall not delay the homeless child's immediate enrollment or continued enrollment in the school district. The homeless child shall be enrolled in the school district in which enrollment or continued enrollment is sought by the parent, pending resolution of the dispute or appeal. Disputes and appeals involving the services provided to a homeless child with a disability shall be made pursuant to N.J.A.C. 6A:14.

Financial responsibility, including the payment of tuition for the homeless child, will be in accordance with N.J.A.C. 6A:17-2.8. The school district of residence shall list the child on its annual Application for State School Aid (ASSA) pursuant to N.J.S.A. 18A:7F-33 until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. At that time, the school district of residence shall no longer list the student on its ASSA. The State shall assume fiscal responsibility for the tuition of the child pursuant to N.J.S.A. 18A:7B-12.1 and shall pay the tuition to the school district in which the child is currently enrolled until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. under the circumstances outlined in N.J.A.C. 6A:17-2.8(c).

On or before December 31 of each year, the district shall report to the Office of Homelessness Prevention in the Department of Community Affairs an accounting of each instance in which the district is made aware that a student enrolled in the district because the student's parent moved to the district as a result of being homeless.

N.J.S.A. 18A:7B-12; 18A:7B-12.1; **18A:38-1**
N.J.A.C. 6A:17-2.1 et seq.

Adopted: 7 December 2009
Revised: 27 February 2017
Revised: 22 May 2017

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Eye Protection
M

7432 EYE PROTECTION

The Board of Education **requires each student, staff member, and school visitor, including individuals present for evening adult-school programs, to wear appropriate eye protective devices while participating in educational activities and programs as defined in N.J.A.C. 6A:7-1.3. Appropriate eye protective devices must be worn by anyone engaged in a process or activity where exposure to which might have a tendency to cause damage to the eyes pursuant to N.J.A.C. 6A:26-12.5(a) and N.J.S.A. 18A:40-12.1** ~~directs the rigorous implementation and enforcement of eye safety practices for students, staff members, and visitors exposed to conditions potentially hazardous to the eyes in the instructional program of this district.~~

The term “appropriate eye protective device” shall include plain or prescription lenses provided the lenses and other portions of the device meet or exceed the prescribed specifications for the device. Specifications for appropriate eye protection for various activities shall meet or exceed standards described in the American National Standard Practice for Occupational and Educational Eye and Face Protection, ANSI Z87.1-1989; American National Standard Practice for the Safe Use of Lasers, ANSI Z136.1-1986, and eye protective procedures recommended by the manufacturer of the laser device.

Optional

~~[including the adult evening school program.]~~

The Superintendent **or designee** shall be responsible for the continual monitoring of the school program, including, but not limited to, all vocational education, industrial arts education, science education, technology education and arts education, for conditions under which students, staff members, or visitors are exposed to a process or activity that might have a tendency to cause damage to the eyes.

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Eye Protection

~~Each student, staff member, and visitor, exposed to a condition identified as hazardous to the eyes must wear an eye protective device appropriate to the activity and certified to meet the standards established by the State Board of Education, the American National Standard Practice for Occupational and Educational Eye and Face Protection, ANSI Z87.1-1979, and American National Standard Practice for the Safe Use of Lasers, ANSI Z136.1-1986 and the New Jersey Administrative Code. The appropriate eye protective device shall be supplied by the Board, except that the student, staff member, or visitor, **including individuals present for evening adult-school programs**, may wear personal eye wear that is appropriate to the activity and certified, in writing, by a licensed optician or other qualified licensed eye professional to meet or exceed those standards. District-owned **appropriate** eye protective devices shall be inspected regularly by the appropriate staff member, and defective or poorly fitting devices shall be returned to the Principal for repair or discard. Any shared **appropriate** eye protective devices shall be disinfected between uses by the method prescribed by the school medical inspector.~~

Each classroom, shop, laboratory, and other area of the school in which students or staff members are exposed to caustic materials that can cause damage to the eyes shall be equipped with an emergency eye wash fountain in accordance with standards established by the **New Jersey** Department of Education.

The Building Principal **or designee** shall ensure that each area in the school identified as housing an activity hazardous to the eyes shall be posted with conspicuous signs that warn participants that an appropriate eye protective device must be worn during the activity. Staff members of such activities are responsible for instructing students in appropriate eye safety practices and for serving as exemplary models in the implementation of such practices.

The Board authorizes each staff member responsible for an activity or process hazardous to the eyes to compile and maintain, for the duration of the course of study, a list of students in the course who wear contact lenses.

~~A student who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices shall be dismissed from the day's class by his/her teacher. Any such dismissal from class will be considered to be an absence, in accordance with Board policy on student attendance, and an accumulation of such absences may result in loss of course credit.~~

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Eye Protection

~~A staff member who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices may be disciplined for insubordination for failing to obey the rules established by this Board. The proper implementation of eye protection practices shall be a criterion in the evaluation of every staff member required to observe such practices.~~

~~A visitor to the schools who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices may be requested to leave the school premises.~~

The **school district** Superintendent shall promulgate regulations to implement this policy that conform to rules of the State Board of Education and shall provide **annual in-service training and appropriate supplies and equipment to all school personnel responsible for implementing the eye-safety policies and program. The training shall cover all aspects of eye protection in schools as described in N.J.A.C. 6A:26-12.5(a) through (f).** ~~staff members whose instructional duties include activities hazardous to the eyes. The Superintendent shall report annually to the Board on the implementation of the eye protection program and the eye injuries, if any, occurring in the course of the instructional program.~~

N.J.S.A. 18A:40-12.1; 18A:40-12.2
N.J.A.C. 6A:7-1.3
 N.J.A.C. 6A:26-12.5
 N.J.A.C. 6:53-5.1 [**vocational districts**]

Adopted: 7 December 2009
 Revised:

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Eye Protection Practices
M

R 7432 EYE PROTECTION PRACTICES

A. Eye Protection Devices - N.J.A.C. 6A:26-12.5(a)

The Board of Education requires each student, staff member, and school visitor, including individuals present for evening adult-school programs, to wear appropriate eye protective devices while participating in educational activities and programs as defined in N.J.A.C. 6A:7-1.3 in accordance with N.J.S.A. 18A:40-12.1 and N.J.A.C. 6A:26-12.5.

B. Eye Protection Devices - N.J.A.C. 6A:26-12.5(e)

~~†.The following types of eye protective devices shall be used to fit the designated activities or processes The following types of eye protective devices must be worn by all students, staff members, and visitors (including persons attending evening adult school programs) participating in the activity or process designated wherever it may occur on school premises:~~

Potential Eye Hazard	Protective Devices
Caustic or explosive	Goggle, flexible fitting materials, hooded ventilation; add plastic window face shield for severe exposure
Dust producing operations	Goggle, flexible fitting, hooded ventilation
Electric arc welding	Welding helmet in combination with spectacles with eye cup or semi- or flat-fold side shields
Oxy-acetylene welding	Welding goggle, eye cup type with tinted lenses; welding goggle, coverspec type with tinted lenses or tinted plate lens

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Eye Protection ~~Practices~~

Potential Eye Hazard	Protective Devices
Hot liquids and gases	Goggle, flexible fitting, hood ventilation; add plastic window face shield for severe exposure
Hot solids	Clear or tinted goggles or spectacles with side shields
Molten materials	Clear or tinted goggles and plastic or mesh window face shield
Heat treatment or tempering	Clear or tinted goggles or clear or tinted spectacles with side shields
Glare operations	Tinted goggles; tinted spectacles with side shields or welding goggles, eye cup or coverspec coverage type with tinted lenses or tinted plate lens
Shaping solid materials	Clear goggles, flexible or rigid body; clear spectacles with side shields; add plastic window face shield for severe exposure
Laser device operation or experimentation	Appropriate for specific hazard
Vehicle repair or servicing Repair or servicing of vehicles	Clear goggles, flexible or rigid body; clear spectacles with side shields
Other potentially hazardous processes or activities	Appropriate for specific hazard

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Eye Protection Practices

- C. Eye Protective Policy and Program – N.J.A.C. 6A:26-12.5(f)**
- 1. The Board of Education establishes and implements Policy and Regulation 7432 to assure:**
 - a. No staff member, student, or visitor shall be subjected to any hazardous environmental condition without appropriate eye protection;**
 - b. The detection of eye hazardous conditions shall be continuous;**
 - c. Eye protection devices shall be inspected regularly and adequately maintained;**
 - d. Shared eye protective devices shall be disinfected between uses by a method prescribed by the local school medical inspector;**
 - e. All eye protective devices shall meet or exceed the appropriate specifications for the various types of devices and suppliers of eye protective devices shall certify, in writing, that the devices meet or exceed said specifications;**
 - f. Specific policy and procedures shall be established to deal with individuals who refuse to abide by established eye-safety practices and procedures;**

[Optional

- _____ (1) A student who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices shall be dismissed from the day's class by his/her teacher. Any such dismissal from class will be considered to be an absence, in accordance with Board policy on student attendance, and an accumulation of such absences may result in loss of course credit;

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Eye Protection Practices

- (2) **A staff member who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices may be disciplined for insubordination for failing to obey the rules established by this Board. The proper implementation of eye protection practices shall be a criterion in the evaluation of every staff member required to observe such practices; and**
 - (3) **A visitor to the schools who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices may be requested to leave the school premises;]**
- g. The use of contact lenses shall be restricted in learning environments that entail exposure to chemical fumes, vapors, or splashes, intense heat, molten metals, or highly particulate atmospheres. When permitted, contact lenses shall be worn only in conjunction with appropriate eye protective devices, and the lens wearer shall be identified for appropriate emergency care in eye hazardous learning environments;**

[Optional

- _____ (1) **Staff members in these learning environments shall identify the students in his/her class who wear contact lenses. A list of such students shall be kept by the staff member in order that appropriate emergency eye care may be given; the list shall be destroyed at the end of the course of study;]**
- h. All spectacle-type eye protective devices shall have side shields of the eye-cup, semi- or flat-fold type; and**

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- i. Students, staff members, or visitors wearing personal corrective eyewear shall be required to wear cover goggles or similar devices unless a competent authority can certify the personal eyewear meets or exceeds standards identified in N.J.A.C. 6A:26-12.5(b).**
- ~~2. The supplier of any eye protective device to this district shall certify in writing that the device meets or exceeds ANSI standards. All spectacle type eye protective devices shall have side shields of the eye cup, semi-, or flat fold type.~~
- ~~3. Staff members shall regularly and frequently inspect the eye protective devices used in their classes and shall report to the Principal devices that are defective or poorly fitting. All eye protective devices shall be identified with the name(s) of the user(s) and shall be properly stored when not in use.~~
- ~~4. An eye protective device that is shared shall be disinfected between uses by a method prescribed by the local school medical inspector.~~
- ~~5. The use of contact lenses shall be restricted in learning environments which entail exposure to chemical fumes, vapors or splashes, intense heat, molten metals, or highly particulate atmospheres. Staff members in these learning environments shall identify the students in his/her class who wear contact lenses. A list of such students shall be kept by the staff member in order that appropriate emergency eye care may be given; the list shall be destroyed at the end of the course of study.~~

~~When permitted, contact lenses may be worn only in conjunction with appropriate eye protective devices. The contact lens wearer shall be identified for appropriate emergency eye care in hazardous learning environments.~~

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Eye Protection Practices

- ~~6. — A student who wears prescription glasses shall be provided with an appropriate eye protective device that fits over his/her glasses. A student or staff member may wear his/her personal corrective eye wear in the course of an activity hazardous to the eyes provided that the eye wear has been certified in writing by a licensed optician to meet or exceed ANSI standards as defined in N.J.A.C. 6:29-1.7(b)1 and 2 for the appropriate eye protective device required.~~
- ~~7. — The responsible staff member will provide each visitor to an area in which an activity hazardous to eyes is conducted with an appropriate eye protective device.~~

DB. Eye Wash Fountains - N.J.A.C. 6A:26-12.5(d)

1. **Emergency eye wash fountains, or similar devices capable of a minimum fifteen minutes continuous flow of eye-wash solution, shall be provided in classrooms, shops, laboratories, or other areas where students or instructors are exposed to caustic materials that can cause damage to the eyes in accordance with N.J.A.C. 6A:26-12.5(d).** ~~Eye wash fountains or similar devices, capable of a minimum of fifteen minutes of continuous flow of eye wash solution shall be provided in accordance with Policy No. 7432 and the standards of the State Department of Education and N.J.A.C. 6:29-1.7(d).~~
2. Eye wash fountains shall be routinely checked by the responsible staff member and any fountain that does not operate properly shall be promptly reported to the Principal.

EC. Inspection Enforcement

- ~~1. — Staff members shall not permit students to engage in an activity potentially hazardous to the eyes without appropriate eye protection and shall dismiss from the class period a student who refuses or persistently neglects to wear eye protection or to observe established eye protection practices. Any such dismissed student shall be reported absent for the class.~~

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Eye Protection ~~Practices~~

- ~~2. Staff members shall report to the Building Principal a visitor who refuses or persistently neglects to wear eye protection or observe established eye protection practices.~~
3. The Principal **or designee** shall annually inspect the school premises for the existence of conditions potentially hazardous to the eyes, for the placement of signs requiring appropriate eye protective devices, and for an adequate supply of appropriate eye protective devices in satisfactory condition. Conditions potentially hazardous to the eyes include, in addition to the activities listed in paragraph A.1. above, the likelihood of flying objects and spilled liquids and the presence of protruding and sharp objects.

FD. Training and Supplies - N.J.A.C. 6A:26-12.5(g)

The school district shall provide annual training and appropriate supplies and equipment to all school personnel responsible for implementing the eye safety policies and program. The training shall include all aspects of eye protection as defined in **this Policy and Regulation 7432 and in accordance with N.J.A.C. 6A:26-12.5(g) regulation.**

Adopted: 7 December 2009

Revised:

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8420 EMERGENCY AND CRISIS SITUATIONS

The Board of Education recognizes its responsibility to provide for the safety and security in each school building in the district. The district will develop and implement **comprehensive** written plans, ~~and~~ procedures, **and mechanisms** to provide for the protection of health, safety, security, and welfare of the school population; the prevention of, intervention in, response to and recovery from emergency and crisis situations; the establishment and maintenance of a climate of civility; and supportive services for staff, students, and their families.

“School security drill” means an exercise, other than a fire drill, to practice procedures that respond to an emergency situation including, but not limited to, a bomb threat, non-fire evacuation, lockdown, or active shooter situation and that is similar in duration to a fire drill.

The Superintendent of Schools or designee shall consult with law enforcement agencies, health and social services provider agencies, emergency management planners, and school and community resources, as appropriate, in the development of the school district’s plans, procedures, and mechanisms for school safety and security. The plans, procedures, and mechanisms shall be consistent with the provisions of N.J.A.C. 6A:16-5.1 and the format and content established by the Domestic Security Preparedness Task Force, pursuant to N.J.S.A. App. A:9-64 et seq., and the Commissioner of Education and shall be reviewed annually, and updated as appropriate.

A copy of the school district’s school safety and security plan shall be disseminated to all school district employees. New employees shall receive a copy of the school district’s safety and security plan, as appropriate, within sixty days of the effective date of their employment. All employees shall be **notified** ~~briefed~~ in writing, as appropriate, regarding updates and changes to the school safety and security plan.

The school district shall develop and provide an in-service training program for all school district employees to enable them to recognize and appropriately respond to safety and security concerns, including emergencies and crises, consistent with the school district’s plans, procedures, and mechanisms for school safety and security and the provisions of N.J.A.C. 6A:16-5.1. New employees shall receive this in-service training, as appropriate, within sixty days of the

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effective date of their employment. This in-service training program shall be reviewed annually and updated, as appropriate.

The Board shall ensure individuals employed in the district in a substitute capacity are provided with information and training on the district's practices and procedures on school safety and security including instruction on school security drills, evacuation procedures, and emergency response protocols in the district and the school building where the individuals are employed in accordance with the provisions of N.J.S.A. 18A:41-7.

~~In accordance with N.J.S.A. 18A:41-1, at least one fire drill and one school security drill will be conducted each month within school hours, including any summer months, which the school is open for instructional programs. A school security drill means an exercise, other than a fire drill, to practice procedures that respond to an emergency situation including, but not limited to, a non-fire evacuation, lockdown, bomb threat, or active shooter situation that is similar in duration to a fire drill. Schools are required to hold a minimum of two active shooter, non fire evacuation, bomb threat, and lockdown security drills annually. Fire alarm systems shall be initiated only during a fire drill evacuation. Responses made necessary by the unplanned activation of emergency procedures or by any other emergency shall not be substituted for a required school security drill.~~

Every Principal of a school of two or more rooms, or of a school of one room, when located above the first story of a building, shall have at least one fire drill and one school security drill each month within the school hours, including any summer months during which the school is open for instructional programs, and shall require all teachers of all schools, whether occupying buildings of one or more stories, to keep all doors and exits of their respective rooms and buildings unlocked during the school hours, except during an emergency lockdown or an emergency lockdown drill. Where school buildings have been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill. An actual fire or school security emergency that occurs at a school during the month and that includes activities which are the equivalent of a drill shall be considered a drill for the purposes of meeting the requirements of N.J.S.A. 18A:41-1.

Every school in the district shall conduct a school security drill within the first fifteen days of the beginning of the school year.

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The Principal or designee will provide local law enforcement or other emergency responders, as appropriate, with a friendly notification at least forty-eight hours prior to holding a school security drill. **A law enforcement officer shall be present at a minimum of one school security drill in each school year in order to make recommendations on any improvements or changes to school security drill procedures that the officer may deem advisable in accordance with N.J.S.A. 18A:41-1** ~~Although these outside agencies are not required to observe school security drills, the Principal is encouraged to invite representatives from local law enforcement and emergency responder agencies to attend and observe at least four different security drills annually.~~

Such drills and in-service training programs shall be conducted in accordance with a building security drill guide and training materials that educate school employees on proper evacuation and lockdown procedures in a variety of emergency situations on school grounds **in accordance with N.J.A.C. 6A:16-5.1** ~~as provided by the New Jersey Office of Homeland Security and Preparedness.~~

The school district will be required to annually submit a security drill statement of assurance to the New Jersey Department of Education by June 30 of each school year. Each school in the district will be required to complete a security drill record form as required by the New Jersey Department of Education.

N.J.S.A. 2C:33-3

N.J.S.A. 18A:41-1 ~~et seq.~~; **18A:41-2**; **18A:41-6**; 18A:41-7

N.J.A.C. 6A:16-5.1; 6A:27-11.2

Adopted: 7 December 2009

Revised: 19 July 2010

Revised 9 May 2011

Revised 8 March 2021

Revised: 24 March 2021

Revised:

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Fire and Fire Drills
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R 8420.1 FIRE AND FIRE DRILLS

A. Fire Drills

1. The Principal of each school building will conduct at least one fire drill each month within school hours, including any summer months during which the school is open for instructional programs. **The Principal shall require all teachers to keep all doors and exits of their respective rooms and buildings unlocked during school hours. Where school buildings have been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill** ~~Attempts should be made to conduct drills in various weather conditions and at various times of the school day. Fire drills should always be unannounced to school staff and students. The Principal shall inform local fire fighting officials whenever a fire alarm is for drill purposes.~~

Attempts should be made to conduct drills in various weather conditions and at various times of the school day. Fire drills should be unannounced to school staff and students. The Principal shall inform local firefighting officials whenever a fire alarm is for drill purposes.

An actual fire that occurs at a school building during the month and includes activities which are the equivalent of a drill shall be considered a drill for the purposes of meeting the requirements of this Regulation and N.J.S.A. 18A:41-1.

2. **The f**Fire alarm shall be by a building-wide audible ~~designated~~ signal. Alarm signals should be tested regularly, ~~before or after the school session.~~

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Fire and Fire Drills

3. When the fire alarm rings, each **staff member supervising students** ~~teacher~~ will:
 - a. Direct students to form into a single file line and proceed along the evacuation route to the nearest exit designated for evacuation;
 - b. Close the windows of the room and turn off all lights and audio-visual equipment;
 - c. Take the class register or roll book;
 - d. Ascertain that all students have left the room and that any student who may have left the classroom prior to the fire drill is located and escorted from the building;
 - e. Close all doors to the room when the room is empty and keep all doors and exits of their respective rooms and buildings unlocked ~~during the school hours, except during an emergency lockdown or an emergency lockdown drill~~;
 - f. Ensure their **assigned** students ~~assigned to him/her~~ have left the school along the route prescribed in the school evacuation plan. In the event a school building has been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill;
 - g. Direct ~~his/her~~ students to a location not less than a distance twice the height of the building walls and keep the students in a single file line facing the building;
 - h. Take attendance to determine all students who reported to ~~his/her~~ class have been evacuated from the building and report immediately to the Principal any student who is unaccounted for; and
 - i. When the recall signal is given, conduct ~~his/her~~ students back to the classroom.

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4. Evacuation of the school in a fire drill must be conducted quickly and quietly and in an orderly fashion. Students must be silent, refrain from talking and running, and remain in closed, single file lines. Any student or staff member whose behavior disrupts the conduct of the fire drill shall be reported to the Principal and will be subject to discipline.
5. All persons in the school must leave the building during a fire drill, including all aides, visitors, volunteer workers, and all office, cafeteria, custodial, and maintenance employees, except those employees who have been assigned specific duties to be performed in the school building during a fire drill.
6. Physical education classes in progress outside the building should stop the game activity and line up in place or in their regularly assigned drill position.
7. Students will be instructed not to gather belongings to take outside on the fire drill. In inclement or cold weather, students may pick up their coats and put them on as they exit the building, provided no time is lost in that activity.
8. The office employee responsible for keeping the central attendance register, or a designated substitute, must carry the register out of the building during the drill.
9. Each Principal shall report monthly to the Superintendent on the conduct of fire drills. ~~His/Her~~ **Their** report will include the date, weather conditions, and time to evacuate for each drill conducted, as well as any comments that could assist in improving the conduct of future drills.
10. Every fire drill will be conducted with seriousness and with the assumption that prompt evacuation is actually required for the safety and survival of persons in the school.

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Fire and Fire Drills

11. Principals are encouraged to change the circumstances of fire drills so that staff members and students are subjected to various conditions and learn to respond to them quickly, constructively, and safely. Any such variations should take into account the ages and abilities of children.
 - a. One or more exits may be designated as “blocked” so that students are required to use alternative evacuation routes.
 - b. A fire drill may be designated as a “smoke drill” so that students learn to avoid the hazards of smoke by walking in a low or crouching position (not a crawling position).

B. Fire

1. A school staff member or any building occupant who detects a fire in a school building or on school grounds shall immediately report the fire by calling 911 and/or by activating a fire alarm pull station in accordance with law.
2. The school staff member or building occupant shall also report the fire to the school Principal, if possible.
3. In the event of a fire in a school building, the school Principal shall immediately sound the fire alarm, in the event the fire alarm had not been previously activated, for the evacuation of all students, staff members, visitors, and volunteers.
4. Evacuation shall be conducted in accordance with the fire drill procedures established in ~~paragraph~~ **A. above**, except that no employee may remain in the building to perform specific duties.
5. As a precaution, the Principal or designee will maintain a record of disabled students who may require special attention in the event of fire or other evacuation. Fire fighters will be promptly informed of the location and special circumstances of each such student.
6. As soon as practicable after the incident, the Principal shall submit a report to the Superintendent on the appropriate form.

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Fire and Fire Drills

7. **The school district shall immediately notify the appropriate local fire department of any fire which occurs in a school building or on school property in accordance with N.J.S.A. 18A:41-5.**
- C. Fire and Smoke Doors**
- Every Principal and custodian/janitor in each school building in the district which has a furnace room, hallway, or stair-tower fire or smoke doors shall keep them closed during the time the school building is occupied by teachers and students pursuant to N.J.S.A. 18A:41-2.**

Adopted: 7 December 2009
Revised: 19 July 2010
Revised:

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School Nutrition Programs
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8540 SCHOOL NUTRITION PROGRAMS

The Board of Education recognizes the importance of a child receiving a nutritious, well-balanced meal to promote sound eating habits, to foster good health and academic achievement, and to reinforce the nutrition education taught in the classroom. Therefore, the Board of Education may participate in the school nutrition programs of the New Jersey Department of Agriculture in accordance with the eligibility criteria of the program. These programs may include the National School Lunch Program, the School Breakfast Program, the After-School Snack Program, and the Special Milk Program.

If seventy percent or more of the students enrolled in a school in the district on or before the last school day before October 16 of the preceding school year are eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall establish a “Breakfast After the Bell” program for that school in accordance with N.J.S.A. 18A:33-11.1 et seq. The district may request a waiver of the requirements of the “Breakfast After the Bell” program pursuant to N.J.S.A. 18A:33-12.

The Board of Education, if it chooses to participate, may sign an Agreement with the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture for every school nutrition program operated within the school district. Any child nutrition program operated within the school district shall be operated in accordance with the provisions of the Agreement and all the requirements of the program.

Students may be eligible for free or reduced pricing in accordance with the requirements of the program operating in the school district. Prices charged to paying children shall be established by the Board of Education, but must be within the maximum prices established by the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture. Prices charged to adults shall be in accordance with the requirements of the program.

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The Superintendent or designee shall annually notify parents of all children in the school district of the availability, eligibility requirements, and application procedures for free or reduced price meals or free milk in accordance with the notification requirements and procedures of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

The Superintendent will designate in the annual notification to parents, the person who will determine, in accordance with standards issued by the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture, a student's eligibility for free or reduced price meals or free milk depending on the programs operated in the school district.

A parent may request a household application and instructions from the Principal of their child's school. A household application must be completed before eligibility is determined. Where necessary, the Principal or designee shall assist the applicant in the preparation of the household application.

Applications shall be reviewed in a timely manner. An eligibility determination will be made, the family will be notified of its status, and the status will be implemented as soon as possible within ten operating days of the receipt of the completed application. Any student found eligible shall be offered free or reduced price meals or free milk immediately upon the establishment of his/her eligibility and shall continue to receive such meals during the pendency of any inquiry regarding his/her eligibility in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture. Carry-over of previous year's eligibility for students shall be in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

A denial of eligibility for free or reduced price meals or free milk shall be in writing and shall include the reasons for which eligibility was denied, notice of the parent's right to appeal the denial, the procedures for an appeal, and a statement reminding parents that they may reapply at any time during the school year. Appeal procedures shall include: a hearing, if requested by the parent, held with reasonable promptness and convenience of the parent before a hearing officer other than the school official who denied the application; the parent's opportunity to be represented by counsel; a decision rendered promptly and in writing; and an opportunity to appeal the decision of the hearing officer to the School Business Administrator/Board Secretary. The appeal hearing will be conducted in accordance with the provisions as outlined by the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

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There shall be no overt identification of any child(ren) who may be eligible to receive free or reduced price school meals or free milk. The identity of students who receive free or reduced price meals will be protected. Eligible students shall not be required to work in consideration for receiving such meals or milk. Eligible children shall not be required to use a separate dining area, go through a separate serving line, enter the dining area through a separate entrance, or consume their meals or milk at a different time. A student's eligibility status will not be disclosed at any point in the process of providing free or reduced price meals or free milk in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

The School Business Administrator/Board Secretary or designee will verify applications of those eligible for free or reduced price meals in accordance with the requirements of the, Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

The Board of Education will comply with all the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture Local Education Agency (LEA) Agreement and all requirements outlined in the School Nutrition Electronic Application Reimbursement System (SNEARS).

7 C.F.R. 210.1 et seq.
N.J.S.A. 18A:33-5; **18A:33-11.1 et seq.**; 18A:58-7.2
N.J.A.C. 2:36

Adopted: 7 December 2009
Revised: 2 November 2015
Revised:

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Contracts for Goods or Services Funded by
Federal Grants
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6311 CONTRACTS FOR GOODS OR SERVICES FUNDED BY
FEDERAL GRANTS

Any vendor providing goods or services to the school district to be funded by a Federal grant must be cleared for contract in accordance with the provisions of the **Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.213 – Suspension and Debarment** ~~Federal Acquisition Regulations (FAR) Subpart 9.4 – Debarment, Suspension, and Ineligibility.~~

The School Business Administrator/Board Secretary shall be responsible to check the web-based **System for Award Management (SAM) Excluded Parties Lists System (EPLS)** maintained by **the United States government** - the General Services Administration (GSA). The purpose of the **SAM EPLS** is to provide a single comprehensive list of individuals and firms excluded by Federal government agencies from receiving Federal contracts or Federally approved contracts or Federally approved subcontracts and from certain types of Federal financial and nonfinancial assistance and benefits.

The School Business Administrator/Board Secretary, upon opening of bids or upon receipt of proposals for goods or services to be funded by a Federal grant shall ~~access review~~ the **SAM EPLS** to determine if the vendor has been disbarred, suspended, or proposed for disbarment. The School Business Administrator/Board Secretary shall also ~~access review~~ the **SAM EPLS** list immediately prior to the award of a bid or contract to ensure that no award is made to a vendor on the list.

In the event a vendor under consideration to be awarded a bid or contract for goods or services to be funded by a Federal grant is on the **SAM EPLS** list or proposed for disbarment, the School Business Administrator/Board Secretary shall comply with the contracting restrictions as outlined in **2 CFR §200 FAR Subpart 9.405**.

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Continuation of current contracts and restrictions on subcontracting with vendors who are on the **SAM EPLS** list or proposed for disbarment shall be in accordance with the limitations as outlined in **2 CFR §200 FAR Subparts 9.405.1 and 9.405.2.**

Any rejection of a bid or disqualification of a vendor who has been disbarred, suspended, or proposed for disbarment shall be consistent with the requirements as outlined in N.J.S.A. 18A:18A – Public School Contracts Law and all applicable State laws.

~~Federal Acquisition Regulations (FAR) Subpart 9.4~~ **2 CFR §200**

Adopted: 27 June 2011
Revised:

~~1649 FEDERAL FAMILIES FIRST CORONAVIRUS (COVID-19)
RESPONSE ACT~~

~~The Federal Families First Coronavirus (COVID-19) Response Act (FFCRA) includes the Emergency Family and Medical Leave Expansion Act (EFMLEA) and the Emergency Paid Sick Leave Act (EPSLA). The EFMLEA expands the Federal Family and Medical Leave Act (FMLA) and the EPSLA provides employees with paid sick leave for specified reasons related to COVID-19.~~

~~The provisions of the FFCRA shall apply from April 1, 2020 through December 31, 2020.~~

~~A. Emergency Family and Medical Leave Expansion Act (EFMLEA)~~

~~1. Definitions For the purposes of the EFMLEA:~~

- ~~a. "Eligible employee" means an employee who has been employed for at least thirty calendar days by the employer with respect to whom leave is requested.~~
- ~~b. "Employer" means any employer with fewer than five hundred employees.~~
- ~~c. "Qualifying need related to a public health emergency" means with respect to leave, the employee is unable to work (or telework) due to a need for leave to care for the son or daughter under eighteen years of age of such employee if the school or place of care has been closed, or the child care provider of such son or daughter is unavailable, due to a public health emergency.~~
- ~~d. "Public Health Emergency" means an emergency with respect to COVID-19 declared by a Federal, State, or local authority.~~
- ~~e. "Child care provider" means a provider who receives compensation for providing child care services on a regular basis, including an 'eligible child care provider' (as defined in section 658P of the Child Care and Development Block Grant Act of 1990 (42 U.S.C. 9858n)).~~
- ~~f. "School" means an 'elementary school' or 'secondary school' as such terms are defined in section 8101 of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 7801).~~



2. Relationship to Paid EFMLEA Leave

~~The FFCRA includes the Emergency Family and Medical Leave Expansion Act (EFMLEA) that amended the Federal Family and Medical Leave Act of 1993 (29 U.S.C. 2611 et seq. to provide leave to an eligible employee because of a qualifying need related to a public health emergency with respect to COVID-19 (U.S.C. 2612(a)(1)(F)).~~

a. Leave for Initial Ten Days

~~(1) The first ten days of this FMLA leave for an eligible employee shall be paid.~~

~~(2) If the first ten days of this FMLA leave are unpaid, an employee may elect to substitute any accrued vacation leave, personal leave, or emergency paid sick leave provided by the EPSLA for the initial ten days under the EFMLEA in accordance with 29 U.S.C. 2612(d)(2)(B).~~

~~(3) An employee may not use sick leave under N.J.S.A. 18A:30-1 for a qualifying need related to a public health emergency. However, an employee receiving sick leave under the provisions of N.J.S.A. 18A:30-1 may only use sick leave because of personal disability due to illness or injury, or because the employee has been excluded from school by the school district's medical authorities on account of contagious disease or of being quarantined for such a disease in his or her immediate household.~~

b. Paid Leave for Subsequent Days

~~(1) An employer shall provide paid leave for each day of leave under the EFMLEA that an employee takes after taking such leave for ten days.~~

~~(2) The paid leave for an employee shall be calculated based on:~~



- (a) ~~An amount that is not less than two thirds of an employee's regular rate of pay (as determined under section 7(e) of the Fair Labor Standards Act of 1938 (29 U.S.C. 207(e)); and~~
- (b) ~~The number of hours the employee would otherwise be normally scheduled to work (or the number of hours calculated under A.2.(b)(4) below).~~
- (3) ~~In no event shall such paid leave exceed \$200.00 per day and \$10,000.00 in the aggregate.~~
- (4) ~~Varying Schedule Hours Calculation—In the case of an employee whose schedule varies from week to week to such an extent that an employer is unable to determine with certainty the number of hours the employee would have worked if such employee had not taken leave under the EFMLEA, the employer shall use the following in place of such number:~~
- (a) ~~Subject to A.2.b.(4)(b) below, a number equal to the average number of hours that the employee was scheduled per day over the six-month period ending on the date on which the employee takes such leave, including hours for which the employee took leave of any type.~~
- (b) ~~If the employee did not work over such period, the reasonable expectation of the employee at the time of hiring of the average number of hours per day that the employee would normally be scheduled to work.~~

e. ~~Employee Notice to Employer~~

- (1) ~~In any case where the necessity for leave under the EFMLEA for the purpose of a qualifying need related to a public health emergency is foreseeable, an employee shall provide the employer with such notice of leave as is practicable.~~
- (a) ~~A request for such leave that is foreseeable shall be submitted to the Human Resources Manager prior to commencing the leave.~~



~~(b) A need for such leave that is not foreseeable shall be submitted to the Human Resources Manager within one business day of the first day of the leave being taken by the employee.~~

~~(c) The employee shall provide to the Human Resources Manager the name of the employee's child, the name of the school, place of care, or child care provider that has closed or become unavailable, and a statement that no other suitable person is available to care for the child.~~

~~d. Restoration to Position~~

~~(1) The employee shall be restored to the same or equivalent position held by the employee when the leave commenced pursuant to 29 CFR 825.214. The requirement to restore the employee to the same or equivalent position held when the leave commenced does not apply to an employer who employs fewer than twenty five employees if all four of the following conditions are met:~~

~~(a) The employee takes leave under the EFMLEA.~~

~~(b) The position held by the employee when the leave commenced does not exist due to economic conditions or other changes in operating conditions of the employer~~

~~i. That affect employment; and~~

~~ii. Are caused by a public health emergency during the period of leave.~~

~~(c) The employer makes reasonable efforts to restore the employee to a position equivalent to the position the employee held when the leave commenced with equivalent employment benefits, pay, and other terms and conditions of employment~~

~~(d) If the reasonable efforts of the employer under A.2.d.(1)(c) above fail, the employer makes reasonable efforts during the period described in A.2.d.(2) below to contact the employee if an equivalent position described in A.2.d.(1)(c) above becomes available.~~



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~~(2) — Contact Period~~

~~(a) — The period described under A.2.d. above is the one year period beginning on the earlier of:~~

~~i. — The date on which the qualifying need related to a public health emergency concludes; or~~

~~ii. — The date that is twelve weeks after the date on which the employee's leave under the EFMLEA commences.~~

~~B. — Emergency Paid Sick Leave Act (EPSLA)~~

~~The FFCRA includes the EPSLA, which provides paid sick time to an employee to the extent the employee is unable to work or (telework) due to a need related to COVID-19. The paid sick time provided by the EPSLA and outlined in B.1. below cannot be taken with any other paid leave time provided by the employer.~~

~~1. — Definitions~~

~~a. — For purposes of the EPSLA and this Policy:~~

~~(1) — "Employee" means an individual who is employed by a private employer with fewer than five hundred employees and public employers with at least one employee.~~

~~(2) — "Employer" means a private person or entity that employs fewer than five hundred employees and public employers that employ at least one employee.~~

~~(a) — "Covered employer" includes any person engaged in commerce or in any industry or activity affecting commerce that:~~



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- ii. ~~In the case of a public agency or any other entity that is not a private entity or individual, employs one or more employees.~~
- (b) ~~“Covered employer” also includes:~~
- i. ~~Any person acting directly or indirectly in the interest of an employer in relation to an employee (within the meaning of such phrase in section 3(d) of the Fair Labor Standards Act of 1938 (29 U.S.C. 203(d)); and~~
 - ii. ~~Any successor in interest of an employer; and any “public agency”, as defined in section 3(x) of the Fair Labor Standards Act of 1938 (29 U.S.C. 203(x)).~~
- (c) ~~“Covered employer” also includes any “public agency” as defined in section 3(x) of the Fair Labor Standards Act of 1938 (29 U.S.C. 203(x)).~~
- (3) ~~“Employ” and “State” have the meanings given such terms in section 3 of the Fair Labor Standards Act of 1938 (29 U.S.C. 203).~~
- (4) ~~“Health care provider” and “son or daughter” have the meanings given such terms in section 101 of the Family and Medical Leave Act of 1993 (29 U.S.C. 2611).~~
- (5) ~~“Paid sick time” means an increment of compensated leave that:~~
- (a) ~~Is provided by an employer for use during an absence from employment for a reason described in any paragraph of B.2.a. below; and~~



- (b) ~~Is calculated based on the employee's required compensation under B.1.a.(6) below and the number of hours the employee would otherwise be normally scheduled to work (or the number of hours calculated under (B.1.a.(7) below), except that in no event shall such paid sick time exceed:~~
- i. ~~\$511.00 per day and \$5,110.00 in the aggregate for a use described in B.2.a.(1), (2), or (3) below; and~~
 - ii. ~~\$200.00 per day and \$2,000.00 in the aggregate for a use described in B.2.a.(4), (5), or (6) below.~~
- (6) ~~"Required Compensation" subject to B.1.a.(5)(b) above, the employee's "required compensation" shall be not less than the greater of the following:~~
- (a) ~~The employee's regular rate of pay (as determined under section 7(e) of the Fair Labor Standards Act of 1938 (29 U.S.C. 207(e)).~~
 - (b) ~~The minimum wage rate in effect under section 6(a)(1) of the Fair Labor Standards Act of 1938 (29 U.S.C. 206(a)(1)).~~
 - (c) ~~The minimum wage rate in effect for such employee in the applicable State or locality, whichever is greater, in which the employee is employed.~~
~~Subject to B.1.a.(5)(b) above, with respect to any paid sick time provided for any use described in B.2.a.(4), (5), or (6) below, the employee's required compensation shall be two-thirds of the amount described in B.1.a.(6) above.~~
- (7) ~~"Varying Schedule Hours Calculation" means in the case of a part-~~
~~to employee described in B.3.b.(2) below whose schedule varies from~~
~~week to week to such an extent that an employer is unable to determine~~
~~with certainty the number of hours the~~



employee would have worked if such employee had not taken paid sick time under B.2.a. below, the employer shall use the following in place of such number:

- (a) — Subject to clause B.1.a.(7)(b) below, a number equal to the average number of hours that the employee was scheduled per day over the six-month period ending on the date on which the employee takes the paid sick time, including hours for which the employee took leave of any type.
- (b) — If the employee did not work over such period, the reasonable expectation of the employee at the time of hiring of the average number of hours per day that the employee would normally be scheduled to work.

2. — Paid Sick Leave Requirement

- a. — An employer shall provide to each employee employed by the employer paid sick time to the extent that the employee is unable to work (or telework) due to a need for leave because:
 - (1) — The employee is subject to a Federal, State, or local quarantine or isolation order related to COVID-19.
 - (2) — The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19.
 - (3) — The employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis.
 - (4) — The employee is caring for an individual who is subject to an order as described in B.2.a.(1) above or has been advised as described in B.2.a.(2) above.



~~(5) The employee is caring for a son or daughter of such employee if the school or place of care of the son or daughter has been closed, or the child care provider of such son or daughter is unavailable, due to COVID-19 precautions.~~

~~(6) The employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services in consultation with the Secretary of the Treasury and the Secretary of Labor.~~

~~3. Duration of Paid Sick Time~~

~~a. An employee shall be entitled to paid sick time for an amount of hours determined under B.3.b. below.~~

~~b. The amount of hours of paid sick time to which an employee is entitled shall be as follows:~~

~~(1) For full-time employees, eighty hours.~~

~~(2) For part-time employees, a number of hours equal to the number of hours that such employee works, on average, over a two-week period.~~

~~c. Paid sick time under the EPSLA shall not carry over from one year to the next.~~

~~4. Employer's Termination of Paid Sick Time~~

~~a. Paid sick time provided to an employee under the EPSLA shall cease beginning with the employee's next scheduled work shift immediately following the termination of the need for paid sick time under B.2.a. above.~~

~~5. Prohibition~~

~~a. An employer may not require, as a condition of providing paid sick time under the EPSLA, that the employee involved search for or find a replacement employee to cover the hours during which the employee is using paid sick time.~~



6. ~~Use of Paid Sick Time~~

a. ~~The paid sick time under B.2.a. above shall be available for immediate use by the employee for the purposes described in the EPSLA, regardless of how long the employee has been employed by an employer.~~

b. ~~Sequencing Leave Time~~

(1) ~~An employee may first use the paid sick time under B.2.a. above for the purposes described in the EPSLA.~~

(2) ~~An employer may not require an employee to use other paid leave provided by the employer to the employee before the employee uses the paid sick time under B.2.a. above.~~

7. ~~Notice~~

a. ~~Each employer shall post and keep posted, in conspicuous places on the premises of the employer where notices to employees are customarily posted, a notice, to be prepared or approved by the Secretary of Labor, of the requirements described in the EPSLA.~~

b. ~~Not later than seven days after the date of enactment of this Act, the Secretary of Labor shall make publicly available a model of a notice that meets the requirements of B.7.a. above.~~

8. ~~Prohibited Acts~~

a. ~~It shall be unlawful for any employer to discharge, discipline, or in any other manner discriminate against any employee who:~~



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Federal Families First Coronavirus
(COVID-19) Response Act

- ~~(1) Takes leave in accordance with the EPSLA; and~~
- ~~(2) Has filed any complaint or instituted or caused to be instituted any proceeding under or related to the EPSLA (including a proceeding that seeks enforcement of the EPSLA), or has testified or is about to testify in any such proceeding.~~

9. ~~Enforcement~~

~~a. Unpaid Sick Leave An employer who violates B.2. through B.6. of this Policy shall:~~

- ~~(1) Be considered to have failed to pay minimum wages in violation of section 6 of the Fair Labor Standards Act of 1938 (29 U.S.C. 206); and~~
- ~~(2) Be subject to the penalties described in sections 16 and 17 of the Fair Labor Standards Act of 1938 (29 U.S.C. 216; 217) with respect to such violation.~~

~~b. Unlawful Termination An employer who willfully violates B.8. above shall:~~

- ~~(1) Be considered to be in violation of section 15(a)(3) of the Fair Labor Standards Act of 1938 (29 U.S.C. 215(a)(3)); and~~
- ~~(2) Be subject to the penalties described in sections 16 and 17 of the Fair Labor Standards Act of 1938 (29 U.S.C. 216; 217) with respect to such violation.~~



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Federal Families First Coronavirus
(COVID-19) Response Act~~10. Rules of Construction~~~~a. Nothing in the EPSLA shall be construed:~~~~(1) To in any way diminish the rights or benefits that an employee is entitled to under any:~~~~(a) Other Federal, State, or local law;~~~~(b) Collective bargaining agreement; or~~~~(c) Existing employer policy; or~~~~(2) To require financial or other reimbursement to an employee from an employer upon the employee's termination, resignation, retirement, or other separation from employment for paid sick time under the EPSLA that has not been used by such employee.~~~~11. Guidelines~~~~a. Not later than fifteen days after the date of the enactment of the EPSLA, the Secretary of Labor shall issue guidelines to assist employers in calculating the amount of paid sick time under the EPSLA.~~~~12. Reasonable Notice~~~~a. After the first workday (or portion thereof) an employee receives paid sick time under the EPSLA, an employer may require the employee to follow reasonable notice procedures in order to continue receiving such paid sick time.~~~~b. The request for such leave shall be submitted to the Human Resources Manager, who may request documentation from the employee in support of the emergency paid sick leave.~~

- e. ~~The documentation shall include a signed statement containing the following information: the employee's name; the date(s) for which leave is requested; the COVID-19 qualifying reason for leave; and a statement representing that the employee is unable to work or telework because of the COVID-19 qualifying reason.~~
- d. ~~An employee requesting to take emergency paid sick leave under the EPSLA or the EFMLEA to care for his or her child must provide the following information: the name of the child being care for; the name of the school; place of care; or child care provider that closed or became unavailable due to COVID-19 reasons; and a statement representing that no other suitable person is available to care for the child during the period of requested leave.~~

13. ~~Regulatory Authorities~~

- a. ~~The Secretary of Labor shall have the authority to issue regulations for good cause under sections 553(b)(B) and 553(d)(A) of Title 5, United States Code:~~
- (1) ~~To exempt small businesses with fewer than fifty employees from the requirements of B.2.a.5. when the imposition of such requirements would jeopardize the viability of the business as a going concern; and~~
- (2) ~~As necessary, to carry out the purposes of the EPSLA, including to ensure consistency between the EPSLA and Division C and Division G of the FFCRA.~~

H.R. 6201: Families First Coronavirus (COVID-19) Response Act
N.J.S.A. 18A:30-1

Adopted: 31 August 2020



POLICY

RIDGEWOOD BOARD OF EDUCATION

PUPILS

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~~Children Displaced by Domestic Violence~~

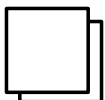
5114 CHILDREN DISPLACED BY DOMESTIC VIOLENCE

~~The Board of Education will cooperate with the County Office of Education, as appropriate and feasible, in the education of children temporarily displaced by domestic violence. Any pupil attending the schools of this district, whether regularly enrolled in this or another district, who has been admitted to a shelter for victims of domestic violence will be permitted and encouraged to continue an appropriate educational program with minimal disruption.~~

~~The Board will cooperate with other educational institutions in the sharing of pertinent pupil records and in the establishment of sending-receiving relationships on behalf of displaced children. The confidentiality of all matters concerning displaced children will be strictly observed, and no information regarding the present residence of the child will be released.~~

~~N.J.S.A. 18A:38-1 et seq.~~

Adopted: 7 December 2009



POLICY

RIDGEWOOD BOARD OF EDUCATION

OPERATIONS
8810/page 1 of 1
Religious Holidays

8810 RELIGIOUS HOLIDAYS

~~The Board of Education recognizes the acknowledgment of religious holidays in the public school may be a source of community concern. It is a goal of the district educational program to teach mutual understanding and brotherhood and respect for group differences. In pursuing this goal, the educational program may recognize that various religious groups celebrate different holidays with different practices.~~

~~In the acknowledgment or observance of any religious holiday, the Superintendent shall ensure the school and/or school officials do not mandate, organize, participate in an official capacity, endorse, persuade, compel, prevent or deny participation in constitutionally protected prayer or religion in violation of the governing principles of the First Amendment of the United States Constitution. Consistent with these principles, the Superintendent shall ensure:~~

- ~~1. — No worship or religious service of any kind is sponsored by the school district and conducted during the school day, whether or not conducted by a clergyman;~~
- ~~2. — Religious exhibits or displays include only materials that are a necessary or integral part of the curriculum;~~
- ~~3. — Any religious music played is selected primarily for its artistic content; and~~
- ~~4. — Any acknowledgment of a religious holiday neither advances nor inhibits any particular religious sect or religion consistent with the governing principles of the First Amendment of the United States Constitution.~~

~~U.S. Consti., First Amendment~~

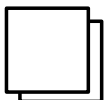
~~N.J. Consti., Art. 1, ¶4~~

~~United States Department of Education—Guidance on Constitutionally Protected Prayer in—
Public Elementary and Secondary Schools~~

~~N.J.S.A. 18A:36-16~~

~~N.J.A.C. 6:20-1.3(j)~~

~~Adopted: 7 December 2009~~





BOE Goal #1: The Board of Education will negotiate and adopt a new collective bargaining agreement with the Ridgewood Administrators Association.

Action Plan	Personnel	Resources	Timeline	Metrics



BOE Goal #2: The Board of Education, in collaboration with the Superintendent, will develop the 2022-2023 budget while preserving financial flexibility and reducing inefficiencies without undermining educational progress.

Action Plan	Personnel	Resources	Timeline	Metrics



BOE Goal #3: The Board of Education, wherever and whenever possible, will foster increased public participation, collaboration, and open communication with all stakeholders.

Action Plan	Personnel	Resources	Timeline	Metrics



BOE Goal #4: The Board of Education, in collaboration with the Superintendent and the District Calendar Committee, will determine the parameters for future district school year calendars that recognize all BOE approved holidays while finding the balance with school breaks.

Action Plan	Personnel	Resources	Timeline	Metrics



District Goal #1: The District will implement, enhance, and evaluate ways to address mental health issues as necessary.

Action Plan	Personnel	Resources	Timeline	Metrics
Implement mental health assistance and provide supportive interventions to students, parents, and staff as necessary.	SBMH Coordinator Administration K-12 Guidance Counselors Crisis Counselors	Time for meetings Access to relevant professional development resources	Sept - June	Meeting agendas Professional development agendas Referrals Records of provided services Gaggle reports
Create School-Based Mental Health District Coordinator	BOE Superintendent Director of HR	Funds for stipend	August - June	Change job description of District Coordinator Realign district personnel to fill District Coordinator position Evidence of district programming for staff and students Observations and evaluation of SBMH Coordinator
Add K-5 guidance counselors	Counselors	Budget for positions	August September	Hire three new guidance counselors; summer work to begin in August Observations and evaluations of

ATTACHMENT E

				guidance counselors
Increase communication regarding mental health services and best practices to support students, staff, and families	SBMH Coordinator Affiliated staff	Communication channels (website, email, etc)	Sept - June	Newsletter Website BOE presentation Community speakers (Wellness Series)
Investigate whether CarePlus needs to be expanded to elementary level	SBMH Coordinator Affiliated staff	Budget for positions	Sept - June	Referrals Records of provided services Gaggle reports Observations and evaluations of guidance counselors



District Goal #2: The District will provide students with a full day in-person instructional model, provide a remote learning model for students who are quarantined, and create a virtual day instructional model if needed.

Action Plan	Personnel	Resources	Timeline	Metrics
Implement a full day instructional schedule for all students in grades K-12 with lunch.	Admin Teachers Aides Pomptonian Substitutes Aramark	NJDOE Road Forward document Reallocate substitute money	Sept - June	Number of in-person days over the course of the school year Hire more lunch aides and/or teachers for lunch coverage
Provide remote instruction for students who are quarantined as a result of COVID-19 exposure	Admin Teachers Supervisors Permanent substitutes (K-5)	Permanent subs Teachers	Sept - June	Number of students serviced during quarantine periods Hire permanent subs to support operations
Preparation of virtual plan in the event of emergency school closure	Administrators	Website Virtual Plan document	Sept	Create virtual education plan and have BOE approved in case needed



District Goal #3: The District will examine and evaluate the learning progress of all students and seek to provide the necessary support for each student's progress.

Action Plan	Personnel	Resources	Timeline	Metrics
District administration of NJ Start Strong Assessments for students in grades 4-12	Administration Supervisors Teachers	Start Strong Assessments	October - June	Analysis of Start Strong results by grade level and subject area
District administration of LinkIt benchmarks in grades 2-5 for ELA and math	Administration Teachers Elementary Supervisors	LinkIt platform	October - June	Compare LinkIt results from beginning of year, middle of year, and end of year to evaluate student progress.
Use internal formative assessments to monitor student's progress; adapt curriculum pacing calendars as appropriate	Administration Supervisors Teachers	NJDOE Learning Acceleration Guide	October - June	Formative and summative assessment data Analysis of student grades (6-12) Revised pacing calendars (where necessary)
Implement the I&RS process to identify and service students who are not meeting grade level academic standards.	Administration I&RS Teams	District I&RS protocols	October - June	I&RS meeting agendas, student plans, and analysis of student outcomes

ATTACHMENT E

<p>Provide supplemental services for students in need of remediation</p>	<p>Administration I&RS Teams BSI teachers</p>	<p>NJDOE Learning Acceleration Guide IDEA and ESSER grant funds</p>	<p>October - June</p>	<p>Tracking of services for identified students including BSI, enrollment in Academic skills at the middle school, extended-day services</p>
<p>Create Elementary Supervisor of Math/Science and English/Social Studies positions</p>	<p>Administration</p>	<p>Reallocation of previous positions</p>	<p>July</p>	<p>Hire Elementary Supervisor of English/Social Studies Reassign previous supervisor to Elementary Supervisor Math/Science</p>



District Goal #4: The District will examine practices related to diversity, equity, and inclusion to ensure all who enter the Ridgewood Public Schools feel safe, respected, and valued as well as equitable access to all opportunities and advancement.

Action Plan	Personnel	Resources	Timeline	Metrics
Provide equal access to information	Administration	Website	Sept - June	Enhance subject area pages on the school websites Elementary curriculum newsletters Email communication Parent nights
Provide professional development for staff	All staff	Relevant PD workshops	Sept - June	# of PD sessions attended Agendas from faculty, department and PD Day meetings
Enhance communication on topics of DEI for all stakeholders	Administrators	Website	Sept - June	Create a website displaying DEI activities at RPS Community speaker to work with staff, students, and families
Make appropriate curriculum revisions to align with NJ diversity and inclusion law (NJA4454)	Asst Supt CIA Supervisors	Curriculum Website	Sept - June	Post revisions of curriculum on website

ATTACHMENT E

<p>Investigate RPS hiring practices and explore the possibility of hiring a DEI specialist</p>	<p>Dir of Human Resources</p>		<p>Sept - June</p>	<p>Make suggestions to enhance the hiring practices for the future</p> <p>Research comparable districts for DEI specialists, budget, and job descriptions</p>
<p>Implement programming for students that enhances their experiences with DEI issues and topics.</p>	<p>All staff</p>	<p>District and school programs</p>	<p>Sept - June</p>	<p>District and school offerings, curriculum, programs</p>



District Goal #5: The District will investigate, evaluate, and potentially implement an Alternative Schools Schedule addressing the start and end times as well as how time is utilized during the school day.

Action Plan	Personnel	Resources	Timeline	Metrics
Form a committee of various stakeholders (admin, teachers, parents) to investigate scheduling options	Superintendent Ast. Superintendent Administration	District survey	July	Committee interest surveys Committee meetings
Review and prioritize options based on feedback, viability, and pros and cons of each option.	Superintendent Ast. Superintendent Committee members	Research (medical and mental health organizations, education organizations, other districts)	August - Oct	Meeting agendas
Construct and administer a district survey for staff, parents, community, and 6-12 students to gather input and feedback on scheduling options	Supt Ast. Superintendent Consulting company Stakeholders	Hire consultant company	Sept - May	Survey Survey responses

ATTACHMENT E

Conduct presentations to inform the community about scheduling options	Administrators Supervisors	Website	Nov - May	Post presentation slides from community presentations on website
Provide PD for staff to prepare for new schedule possibilities	Administrators Supervisors		January - Sept	Professional development agendas
Manage operational details to support implementation of potential schedule changes	Administrators Supervisors		March - Sept	Revised bus routes New schedules for K-12



BOARD OF EDUCATION
Education Center
49 Cottage Place, Ridgewood, New Jersey
EXECUTIVE SESSION AGENDA

November 1, 2021

6:00 p.m.

I. Student Personnel

Dr. Gorman



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

November 1, 2021

Regular Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 11107450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 11107450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- I. CALL TO ORDER AND ROLL CALL Mr. Lembo
- II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE Mr. Lembo
- III. OPENING STATEMENT BY PRESIDING OFFICER Mr. Lembo
- IV. PRESENTATIONS Dr. Gorman
- A. RECOGNITION OF RETIREES
 ➤ Maria Cannon, **Ridgewood High School** George Washington Middle School
- B. Student Representative Report
 ➤ Norah Train, Ridgewood High School
- V. COMMENTS FROM THE PUBLIC Mr. Lembo
- VI. PRESENTATIONS Dr. Gorman
- A. State Testing Results for English Language Learners (ACCESS) and Special Education Students (Dynamic Learning Maps)
 ➤ Stacie Poelstra
- B. ESSER III Funds
 ➤ Stacie Poelstra
- VII. SUPERINTENDENT REPORT Dr. Gorman
- VIII. CONSENT ITEMS: REGULAR AND ROUTINE ISSUES Dr. Gorman
- A. ATTENDANCE AT CONFERENCES
 The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on **Attachment A**.
- B. ADMINISTRATION
- i. Approval: Receipt of Suspension and Harassments, Intimidation, and Bullying (HIB) Reports
 The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges it has received confidential information regarding suspensions and HIB that have occurred since the last Board meeting.
- ii. Approval: First Reading of New/Revised Policies
 The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the first reading of new/revised policies as listed below and in **Attachment B**.

New:

- Policy 5460.02 Bridge Year Pilot Program
- Policy 6115.01 Federal Awards/Funds Internal Controls - Allowability of Costs
- Policy 6115.02 Federal Awards/Funds Internal Controls - Mandatory Disclosures
- Policy 6115.03 Federal Awards/Funds Internal Controls - Conflict of Interest

Revised:

- Policy 0131 Bylaws, Policies and Regulations
- Policy 2560 Live Animals in School
- Policy 3142 Nonrenewal of Non Tenured Teaching Staff Member
- Policy and Regulation 3221 Evaluation of Teacher
- Policy and Regulation 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- Policy and Regulation 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principal
- Policy and Regulation 3224 Evaluation of Principals, Vice Principals, and Assistant Principals
- Policy 4146 Nonrenewal of Nontenured Support Staff Members
- Policy 2422 Comprehensive Health and Physical Education
- Policy 2467 Surrogate Parents and Resource Family Parents
- Policy 5116 Education of Homeless Children
- Policy 7432 Eye Protection
- Policy 8420 Emergency and Crisis Situations
- Policy 8540 School Nutrition Program
- Policy 6311 Contracts for Goods or Services Funded by Federal Grants
- Regulation 8420.1 Fire and Fire Drills

Abolished:

- Policy 1649 Federal Families First Coronavirus (COVID-19) Response Act
- Policy 5114 Children Displaced by Domestic Violence
- Policy 8810 Religious Holidays

iii. **Approval: School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Act and Opportunity**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act and Opportunity.

The Board has received background information.

C. CURRICULUM & INSTRUCTION

i. **Approval: Field Trips**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment C**.

ii. **Approval: Agreement with YMCA**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the membership agreement for students in the STEPSS program with the YMCA, in the amount of \$35 per student. per month.

The Board has received background information.

D. HUMAN RESOURCES

i. Appointments

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Teachers

Revision: DePINTO, Lauren - Crisis Intervention Counselor/District Coordinator School Based Mental Health Services, Benjamin Franklin Middle School and Ridgewood High School, effective August 31, 2021 through June 30, 2022, to be funded by ESSER II Mental Health Grant to an annual maximum of \$7,528.

Salary: \$120,747 (\$107,542 + \$300 CP + \$12,905 ratio)
Cl. MA+45, St. 17

Account #11-000-218-104-00-10-019-000 (\$56,609.50)

Account #11-000-218-104-00-08-019-000 (\$56,609.50)

Account #20-485-218-104-00-22-022-000 (\$7,528)

Revision: MATTHEWS, Julie-Anne - Supervisor of Elementary Education: English Language Arts and Social Studies, Education Center, effective July 1, 2021 through June 30, 2022, to be partially funded by ESEA Title IIA Grant, to an annual maximum amount of \$20,239 (16.45% of annual salary).

Salary: \$123,000 (\$120,000 + \$3,000 doctorate)

Account #11-000-221-102-00-22-019-000 (\$102,761)

Account #20-270-200-104-00-02-022-000 (\$3,373.17)

Account #20-270-200-104-00-03-022-000 (\$3,373.17)

Account #20-270-200-104-00-04-022-000 (\$3,373.17)

Account #20-270-200-104-00-05-022-000 (\$3,373.17)

Account #20-270-200-104-00-06-022-000 (\$3,373.17)

Account #20-270-200-104-00-07-022-000 (\$3,373.17)

Revision: NOLAN, Amy - English-as-a-Second Language Teacher, Ridgewood High School, effective August 31, 2021 through June 30, 2022, to be partially funded by ESEA Title III Grant, to an annual maximum amount of \$16,686.

Salary: \$94,537 (\$94,237 + \$300 CP)

Cl. MA+30, St. 14

Account #11-240-100-101-00-10-019-000 (\$77,851)

Account #20-241-100-101-00-10-022-000 (\$16,686)

Revision: O'NEILL, Jean-Anne, Supervisor of Elementary Education: Math and Science, Education Center, effective July 1, 2021 through June 30, 2022, to be partially funded by ESEA Title IIA Grant, to an annual maximum amount of \$26,140 (16.44% of annual salary).

Salary: \$158,980

Account #11-000-221-102-00-22-019-000 (\$132,840)

Account #20-270-200-104-00-02-022-000 (\$4,356.67)

Account #20-270-200-104-00-03-022-000 (\$4,356.67)

Account #20-270-200-104-00-04-022-000 (\$4,356.67)

Account #20-270-200-104-00-05-022-000 (\$4,356.67)

Account #20-270-200-104-00-06-022-000 (\$4,356.67)

Account #20-270-200-104-00-07-022-000 (\$4,356.67)

Long-term Substitutes

CARR, Deborah - Special Education Teacher, George Washington Middle School, effective November 8, 2021 through April 4, 2022, at a daily rate of \$150, until the assignment ends. Ms. Carr possesses a NJDOE Certificate of Eligibility with Advanced Standing as an Elementary School Teacher in Grades K-6 and Certificate of Eligibility with Advanced Standing as a Teacher of Students with Disabilities. Ms. Carr will be registered into the NJDOE Provisional Teacher Program.

Account #11-213-100-101-00-09-019-000

SIERRA, Krysta - Kindergarten Teacher, Orchard Elementary School, effective November 10, 2021 through April 6, 2022, at a daily rate of \$150, until the assignment ends. Ms. Sierra is pending issuance of a NJDOE Certificate of Eligibility as a Teacher of Preschool through Grade 3. Ms. Sierra will be registered into the NJDOE Provisional Teacher Program.

Account #11-110-100-101-11-03-019-000

Field Placements

GIUFFRE, Lisa - Misericordia University, intern to shadow Elianne Alexander, Speech Language Specialist, Hawes Elementary School, effective January 17, 2022 through April 29, 2022.

JOHNSON, Darlene - Grand Canyon University, to shadow Ellen Romito, First Grade Teacher, Orchard Elementary School, effective January 2022 through May 2022.

ZULLI, Kyra - Montclair State University, to observe for 20 hours, Benjamin Franklin Middle School.

Classroom Aides

PISANI, Jennifer - Lunchroom Aide, Hawes Elementary School, effective November 2, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account #11-000-262-107-00-02-002-001

RADONCIC, Azra - Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective November 2, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account #11-212-100-106-00-01-024-001

WANG, Jue - Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective November 2, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17..

Account #11-212-100-106-00-10-024-001

WILSON, Marguerite - Applied Behavior Analyst Aide (ABA), Ridge Elementary School, effective November 2, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account #11-212-100-106-00-04-024-001

Revision: Acting Principal, on an as-needed basis, for the 2021-2022 School Year, approved by the Board at its meeting on June 28,2021

- **Solomon, Dr. Gene** - **from** at a daily rate of \$500 **to** at a daily rate of \$600.

Winter 2021 Coaching Assignments

As listed on **Attachment D**.

Season Site Manager(s)

Winter Season

- **Beyer, James:** \$5,000 stipend
- **Appel, Charles:** \$5,000 stipend

Account # 11-402-100-104-00-10-034-001

ii. **Change of Assignments for the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 school year, as listed below.

DOYLE, Christine - **from** Long-term Substitute, REACH Preschool Teacher, Glen Elementary School, **to** Teaching Assistant REACH, Glen Elementary School, effective November 29, 2021 through June 22, 2022.

From: \$150 daily rate per day

To: \$17.50 per hour

Account # 11-216-100-101-00-01-024-001

POLLOCK, Yanet - **from** Applied Behavior Analyst Aide (ABA), Glen Elementary School, 5.75 hours per day, 5 days per week, **to** Teaching Assistant REACH, Glen Elementary School, 5.75 hours per day, 5 days per week, effective October 25, 2021 through June 22, 2022.

From: \$21.23 per hour

To: \$17.50 per hour

Account #11-216-100-101-00-01-024-001

iii. **Resignation for the Purpose of Retirement**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignation for the purpose of retirement, listed below.

Teacher

CANNON, Maria - Sixth Grade English Teacher, George Washington Middle School, effective July 1, 2022, with thirty years of Ridgewood service.

Maria Cannon's career in Ridgewood:

- 1992-2005 - Elementary School Teacher, Orchard Elementary School
- 2005-2022 - English Teacher, George Washington Middle School

iv. **Resignations**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations listed below.

Teacher

GIARDINA, Alyssa - Eighth Grade Science Teacher, Benjamin Franklin Middle School, effective January 3, 2022.

Classroom Aides

AMARAL, Kimberly - Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective November 2, 2021.

ARMSTRONG, Inga - One-to-One Special Education Classroom Aide, Somerville Elementary School, effective October 25, 2021.

DiBRITA, Christine - STEPSS Job Coach, Ridgewood High School, effective November 3, 2021.

LIEBKIND, Olga - Resource Room Special Education Classroom Aide, Benjamin Franklin Middle School, effective November 1, 2021.

STAMATOPOULOS, Melanie - Self-Contained (RED) Special Education Classroom Aide, Glen Elementary School, effective October 13, 2021.

v. Leave of Absences

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absences, as listed below.

GIDICH, Casey – Fourth Grade Teacher, Ridge Elementary School, effective December 6, 2021 through April 19, 2022, with a reinstatement date of April 20, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

Revision: HACKETT, Loren – Eighth Grade English Teacher, Benjamin Franklin Middle School, **from** effective August 31, 2021 through November 30, 2021, with a reinstatement date of December 1, 2021, approved by the Board on May 24, 2021, **to** effective August 31, 2021 through January 21, 2022 with a reinstatement date of January 24, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

vi. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Somerville Elementary School

Additional: Clubs and Activities for the 2021-2022 School Year

Art Club

- **Stankiewicz, Samantha**, total stipend of \$900.

Account #11-401-100-101-00-05-005-001

Somerville Story Squad

- **Finnegan, Kathleen;** and **Kaplan, Nancy**, each to receive a total stipend of \$200.

Account #11-401-100-101-00-05-005-001

Benjamin Franklin Middle School

Additional/Revision: 2021-2022 Student Club Activity Advisors, approved by the Board at its meeting on September 20, 2021

Dungeons and Dragons

Remove: Hackett, Loren

Replace: Skettini, Kelly, not to exceed 20 hours, at an hourly rate of \$40.17 (\$803.40).

Account #11-401-100-101-00-08-008-001

Pokeman Club Advisor

- **Morris, Lori**, not to exceed 10 hours, at an hourly rate of \$40.17 (\$401.70).

Account # 11-401-100-101-00-08-008-001

George Washington Middle School

Revision: Co-curricular Activity Advisors and Stipends for the 2021-2022 School Year, as listed on **Attachment E** (Remuneration in accordance with negotiated Agreement; ratio is applied to the 2021-22 BA Maximum of \$93,592), approved by the Board at its meeting on September 20, 2021.

2021-2022 Student Club Activity Advisors

- Student Club Activity Advisors for the 2021-2022 School Year, as listed on **Attachment F**.

Tech Vision - November 3, 2021

- **Lawrence, John**, not to exceed 4 hours, at an hourly rate of \$23.31 (\$93.24).

Account # 11-401-100-101-00-09-009-001

Ridgewood High School

Additional: PSAT PROCTORS

- **Musso, Caitlyn**, not to exceed 6 hours, at an hourly rate of \$40.17 (\$241.02).
- **Schmarak, Lorraine**, not to exceed 6 hours, at an hourly rate of \$40.17 (\$241.02).

Account #11-000-218-104-00-10-010-001

Special Programs

- **Klion, Emily**, Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, to provide support for special education students for Spirit Night at Benjamin Franklin Middle School, not to exceed 2.5 hours, at an hourly rate of \$20.17 (\$50.43).

Account # 11-000-217-106-00-08-024-001

- **Connolly, Molly**, Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, to provide support for special education students for Spirit Night at Benjamin Franklin Middle School, not to exceed 2.5 hours, at an hourly rate of \$20.17 (\$50.43).

Account # 11-000-217-106-00-080-024-001

- **Crawford, Ryan**, Adapted Physical SAIL Teacher, Glen Elementary School and Benjamin Franklin Middle School, to provide support for special education students for Spirit Night at Benjamin Franklin Middle School, not to exceed 2.5 hours, at an hourly rate of \$41.76 (\$104.40).

Account # 11-212-100-101-00-01-024-001

Compensatory Services

- **Madison, Marissa**, not to exceed 15 hours, at an hourly rate of \$48.33 (\$724.95).

Account #11-213-100-101-00-24-024-001

Rethink Training

- **Ostrovskia, Olga**, not to exceed 1.50 hours, at an hourly rate of \$21.23 (\$31.85).

Account #11-000-217-106-00-24-024-001

Handle with Care Training - November 3, 2021

- **Employee #7804**, not to exceed 5 hours, at an hourly rate of \$21.23 (\$106.15).
- **Makdesi, Rim**, not to exceed 5 hours, at an hourly rate of \$20.17 (\$100.85).
- **Palazzola, Joan**, not to exceed 5 hours, at an hourly rate of \$21.23 (\$106.15).
- **Radoncic, Azra**, not to exceed 5 hours, at an hourly rate of \$20.17 (\$100.85).

Account #11-000-217-106-00-24-024-001

Curriculum, Instruction & Assessment

Summer Professional Development 2021

- **DePinto, Lauren**, to be funded by ESSER II Mental Health Grant, not to

exceed 12 hours, at an hourly rate of \$53.55 (\$642.60).

Account #20-485-223-104-00-22-022-001

Information Technology Department

Technical Support for the 2022-2023 Budget Process

- **Hoffmann, Richard**, not to exceed 20 hours, at an hourly rate of \$56.56 (\$1,131.20).
- **Yohana, Julie**, not to exceed 20 hours, at an hourly rate of \$42.24 (\$844.80).

Account # 11-000-230-104-00-45-045-001

vii. Revision of Account Numbers Approved at the September 13, 2021 Agenda

BEYER, James

From: Account #11-212-100-101-00-01-024-001

To: Account #11-212-100-106-00-12-024-001

viii. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below.

Teacher: Sullivan, Matthew

E. FINANCE

i. Acceptance of Restricted Donations:

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following restricted gifts for the **2021-2022** school year, to be used as indicated.

Donations			
Donor	Amount	Use	Account Number
Don Dexter	\$20	To be used to enhance the Benjamin Franklin MS Music Department in memory of Charles Tesar.	20-063-100-610-00-08-008-005
George Washington Home and School Association	\$1,300	To be used to enhance the Birthday Book Program.	20-025-100-890-00-09-009-009
Ridge Student	\$1,360	To be used for the after school Play Club stipend.	20-030-100-101-00-04-004-005 (\$1,246.32 Stipend)

Activity Account			20-030-200-220-00-04-004-005 (\$113.68 FICA)
Ridgewood High School Home and School Association	\$350	To be used to pay for a virtual author visit with Malaka Gharib.	20-025-100-890-00-10-010-015
Ridgewood High School Student Congress	\$950.18 (gift in kind)	A gift in kind of a charcoal grill to be used by the Ridgewood High School student body.	N/A

ii. **Approval: Secretary's Line Item Certification**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the Report of the Secretary for the month of **September 2021**,

WHEREAS, in compliance with N.J.A.C. 6:20-2A.10(d), the secretary has certified that, as of the date of the report(s), no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education, now, therefore, be it,

RESOLVED, the Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and Be it Further Resolved, in compliance with N.J.A.C. 6:20-A10(e), the Board of Education certifies that, after review of the secretary's monthly financial reports (appropriate section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

The Board has received background information.

iii. **Approval: Acceptance of the Board Secretary and Treasurer Report**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the report of the Secretary and Treasurer for the month of **September 2021**; now, therefore,

BE IT RESOLVED, the Board of Education accepts the above referenced reports and orders that it be attached to and made part of the official record of this meeting

iv. **Approval: Budget Appropriation Transfers**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves transfers for **September 2021** as shown in the Journal Entry

listing pursuant to Policy 6422.

The Board has received background information.

v. Approval: Budgeted Out-of-District Placement for the 2021-2022 School Year

<u>2021-2022 Out-of-District Placement for Regular School Year Tuition</u>	
Windsor Prep High School, Paramus, NJ	1

IX. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Dr. Gorman

A. Approval: Agreement with Safe Air Zone for Airbox Air Purifiers

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with Safe Air Zone for the purchase of Airbox Air Purifiers, in the amount of \$19,940. to be funded by the ESSER III grant.

The Board has received background information.

B. Approval: Agreement with EnviroKlenz Air Purifiers

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with EnviroKlenz for the purchase of Air Purifiers, in the amount of \$21,573. to be funded by the ESSER III grant.

The Board has received background information.

C. Approval: Proposal for a Fully Managed Survey Study with K-12 Insight LLC

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the proposal with K-12 Insight to work with District leadership to identify study goals, topics and reporting requirements to develop and implement a study of alternative K-12 schedules from November 1, 2021 through October 31, 2022, not to exceed \$20,000.

The Board has received background information.

X. APPROVAL OF BILLS

Mr. Lembo

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS	REVIEWED BY
Oct 13	Columbia Bank On-Line	103580	2,054.83	Mr. Kaufman

Oct 21	Columbia Bank On-Line	103581-103741	1,053,402.07	Mr. Kaufman
Oct 25	Columbia Bank On-Line	103742-103783	264,603.38	Mr. Kaufman
Oct 15	Payroll Transfer	P37104	3,391,002.57	Mr. Kaufman
Sept 7	Electronic Transfer	C37101	138.08	Mr. Kaufman
Sept 9	Electronic Transfer	C37102	1,785.76	Mr. Kaufman
Sept 30	Electronic Transfer	F37100	11,548.16	Mr. Kaufman
Oct 6	Electronic Transfer	R37105	2,477.29	Mr. Kaufman
Oct 25	Food Service	620360	129,051.70	Mr. Kaufman
Oct 18	Columbia Bank Void Check	103526	(96,726.38)	Mr. Kaufman
TOTAL			4,759,337.46	

- XI. BOARD MEMBER ANNOUNCEMENTS** **Mr. Lembo**
- XII. BOARD COMMITTEE REPORTS** **Mr. Lembo**
- XIII. DISCUSSION ITEMS** **Mr. Lembo**
- Parameters for engaging the architect's services.
- XIV. ACCEPTANCE OF MINUTES** **Mr. Lembo**
- October 4, 2021 Executive Session
 - October 18, 2021 Regular Public Meeting
- XV. OTHER BUSINESS** **Mr. Lembo**
- XVI. COMMENTS FROM THE PUBLIC** **Mr. Lembo**
- XVII. MOTION TO GO INTO EXECUTIVE SESSION** **Mr. Lembo**
- XVIII. RECONVENED PUBLIC MEETING** **Mr. Lembo**
- XIX. ADJOURNMENT** **Mr. Lembo**

Upcoming Meetings

Monday, November 15, 2021
Regular Public Meeting
7:00 p.m. Education Center

Monday, December 6, 2021
Regular Public Meeting
7:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Scott Lupia	Intermediate Virtual IMSE Orton-Gillingham Training Institute for Multi-Sensory Education, MI Virtual 11/8/21 - 11/12/21	Professional Development	\$1,275.00	5
Laura Vargo	College Visits in Indiana (Indiana University, Butler University and Perdue University) N/A Indiana 11/11/21 - 11/12/21	Professional Development	\$465.00	0
Medha Kirtane	We're Still Here: Indigenous History and Persistence in New Jersey New Jersey Historical Commission, NJ Virtual 11/12/21 - 11/13/21	Professional Development	\$38.77	0
Jaclyn Pilkington	Intermediate Virtual IMSE Orton-Gillingham Training Institute for Multi-Sensory Education, MI Virtual 11/15/21 - 11/19/21	Professional Development	\$1,275.00	5
Mary Ferreri	TMI Education Leadership Co-Op: Advancing Individual Leadership Development TMI Education, NJ Virtual	Professional Development	\$0.00	0

	11/18/21, 1/12/22, 2/10/22, 3/9/22, 4/6/22, 5/4/22			
Michael McDermott	Basic Life Support Instructor Lifesavers, Inc., NJ Fairfield, NJ 11/19/21	Professional Development	\$339.00	0
Danielle Wood	Blue Ribbon Schools of Excellence Conference Blue Ribbon Schools of Excellence, DC Orlando, FL 11/30/21 - 12/3/21	Professional Development	\$2,029.69	0
David Bailey	Blue Ribbon Schools of Excellence Conference Blue Ribbon Schools of Excellence, DC Orlando, FL 11/30/21 - 12/3/21	Professional Development	\$2,029.69	0
Gabrielle Ferrari King	Intermediate Virtual IMSE Orton-Gillingham Training Institute for Multi-Sensory Education, MI Virtual 12/6/21 - 12/10/21	Professional Development	\$1,275.00	5
Meredith Kiernan	Intermediate Virtual IMSE Orton-Gillingham Training Institute for Multi-Sensory Education, MI Virtual 12/6/21 - 12/10/21	Professional Development	\$1,275.00	5
Carolyn Treible	The Empathic Educator: Cultivating Empathy in the Post-Pandemic Classroom TMI Education, NJ	Professional Development	\$0.00	1

	Mahwah, NJ 12/9/21			
Melissa Finucane	The Empathic Educator: Cultivating Empathy in the Post-Pandemic Classroom TMI Education, NJ Mahwah, NJ 12/9/21	Professional Development	\$0.00	0
Janet Elkins	The Empathic Educator: Cultivating Empathy in the Post-Pandemic Classroom TMI Education, NJ Mahwah, NJ 12/9/21	Professional Development	\$0.00	0
Keith Cook	52nd National Athletic Directors Conference National Interscholastic Athletic Administrators Association Denver, CO 12/10/21 - 12/14/21	Professional Development	\$1,408.00	0
Karen Mendez	Northern Region Marketing Association Advisor Meeting DECA, VA East Rutherford, NJ 12/15/21	Professional Development	\$0.00	0
Vanessa Veenstra	Comprehensive Virtual IMSE Orton-Gillingham Training Institute for Multi-Sensory Education, MI Virtual 1/5/22 - 2/2/22	Professional Development	\$1,275.00	5
Erica Hoff	Increase Your Success as a Special Education Resource Teacher Bureau of Education and Research, WA	Professional Development	\$279.00	1

	West Orange, NJ 1/6/22			
Marissa Madison	Increase Your Success as a Special Education Resource Teacher Bureau of Education and Research, WA West Orange, NJ 1/6/22	Professional Development	\$279.00	1
Xue Tan	Increase Your Success as a Special Education Resource Teacher Bureau of Education and Research, WA West Orange, NJ 1/6/22	Professional Development	\$290.20	1
Michelle Jones	Increase Your Success as a Special Education Resource Teacher Bureau of Education and Research, WA West Orange, NJ 1/6/22	Professional Development	\$279.00	1

POLICY

RIDGEWOOD BOARD OF EDUCATION

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Bridge Year Pilot Program
M

5460.02 BRIDGE YEAR PILOT PROGRAM

The New Jersey Commissioner of Education has established a three-year "Bridge Year Pilot Program," under which each school district with a high school shall offer students in the graduating classes of 2021 and 2022 the opportunity to pursue a Bridge Year during the year immediately following their senior year of high school, in accordance with the provisions of P.L. 2020 c.41. The purpose of the Bridge Year Pilot Program shall be to provide participating students an additional year to address learning loss and missed opportunities in extracurricular activities, including spring sports programs, as a result of the public health state of emergency caused by the COVID-19 pandemic.

For the purpose of this Policy, "host high school" means the high school that a student, who pursues a Bridge Year pursuant to the provisions of P.L. 2020 c.41, attended as a junior in high school.

Under the Bridge Year Pilot Program, each high school in a school district shall designate a school staff member as a Bridge Year Liaison to serve as the school's central point of contact for students interested in pursuing a Bridge Year and for students participating in a Bridge Year. Nothing in P.L. 2020 c.41 shall be construed to require a school district to hire an individual to serve as a Bridge Year Liaison.

To be eligible to participate in the Bridge Year Pilot Program, a student shall be nineteen years of age or younger and shall not turn twenty years of age at any time during the Bridge Year, except that a classified student shall be eligible to participate if the student will turn twenty years of age during the Bridge Year due to services provided pursuant to the student's individualized education program. To participate in the Bridge Year Pilot Program, eligible students must notify their host high school's Bridge Year Liaison by February 15 of their senior year.

The Bridge Year Liaison shall develop, in consultation with Bridge Year students, an Individual Learning Plan (ILP) for each student. To ensure ample time to plan for the implementation of services outlined in the ILP, each Bridge Year student's ILP shall be completed by May 15, but no later than June 1 of the student's senior year.

During the fall semester of the student's Bridge Year, the student shall take between nine and twelve credits at the host high school, the county college that serves the county of the host high school, or a combination thereof. During the spring semester of the student's Bridge Year, the student shall take between nine and twelve credits at the county college that serves the county of the host high school. During either semester of the Bridge Year, a student may also take up to



POLICY

RIDGEWOOD BOARD OF EDUCATION

STUDENTS
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Bridge Year Pilot Program

three credits offered by a four-year institution of higher education at any high school in the State or at any other location to fulfill the student's credit requirement. At the conclusion of each semester of the Bridge Year, the host high school shall update the student's high school transcript to reflect any high school credits earned during the Bridge Year.

In the event that a student initially decides to pursue a Bridge Year in the fall semester, but does not continue the Bridge Year in the spring semester, the student's host high school shall release all final transcripts and other records as necessary and as may be requested. A student who decides not to continue the Bridge Year in the spring semester shall not be eligible to participate in a spring sports program or extracurricular activities pursuant to P.L. 2020 c.41.

The State Board of Education shall promulgate regulations pursuant to the "Administrative Procedure Act," P.L.1968, c.410 (C.52:14B -1 et seq.), necessary to effectuate the provisions of P.L. 2020 c.41.

The Higher Education Student Assistance Authority shall promulgate regulations, pursuant to the "Administrative Procedure Act," P.L.1968, c.410 (C.52:14B -1 et seq.), necessary to effectuate the provisions of subsection d. of section 2 of this Act.

P.L. 2020 c.41

Adopted:



POLICY

RIDGEWOOD BOARD OF EDUCATION

FINANCES

6115.01/page 1 of 2

Federal Awards/Funds Internal Controls –

Allowability of Costs

M

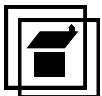
6115.01 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – ALLOWABILITY OF COSTS

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.302(b)(7) requires written procedures for determining the allowability of costs in accordance with 2 CFR §200 – Cost Principles. Determining the allowability of costs shall be in accordance with the requirements outlined in 2 CFR §200.403 – Factors Affecting Allowability of Costs. The School Business Administrator/Board Secretary or designee shall be responsible for determining the allowability of costs are in accordance with the provisions of 2 CFR §200.403.

The following procedures shall be used to determine the allowability of costs in accordance with 2 CFR §200.403:

Except where otherwise authorized by statute, the School Business Administrator/Board Secretary or designee will ensure costs meet the following general criteria in order to be allowable under Federal awards:

1. Be necessary and reasonable for the performance of the Federal award and be allocable thereto under these principles.
2. Conform to any limitations or exclusions set forth in these principles or in the Federal award as to types or amount of cost items.
3. Be consistent with policies and procedures that apply uniformly to both Federally-financed and other activities of the non-Federal entity.
4. Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.
5. Be determined in accordance with Generally Accepted Accounting Principles (GAAP), except for State and local governments, which includes school districts, as otherwise provided for in 2 CFR §200.403.
6. Not be included as a cost or used to meet cost sharing or matching requirements of any other Federally-financed program in either the current or a prior period. (See also 2 CFR §200.306 – Cost Sharing or matching 2. above).



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FINANCES

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Federal Awards/Funds Internal Controls –
Allowability of Costs

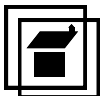
7. Be adequately documented. (See also 2 CFR §200.300 – Statutory and National Policy Requirements through 2 CFR §200.309 – Period of Performance).

In the event the School Business Administrator/Board Secretary or designee is not sure if a cost is allowable under 2 CFR Subpart E - §200.403, the School Business Administrator/Board Secretary or designee will contact the New Jersey Department of Education or the United States Department of Education for assistance.

2 CFR §200.302(b)(7)

2 CFR §200.403

Adopted:



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Federal Awards/Funds Internal Controls –

Mandatory Disclosures

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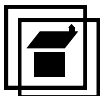
6115.02 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – MANDATORY DISCLOSURES

The Uniform Administrative Requirements, Cost Principals, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.113 – Mandatory disclosures requires a non-Federal entity or applicant (a New Jersey Board of Education) for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or to the New Jersey Department of Education all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award.

If the Board of Education receives a Federal award including the terms and conditions outlined below as per 2 CFR §200 – Appendix XII – Award Term and Condition for Recipient Integrity and Performance Matters shall report certain civil, criminal, or administrative proceedings to the System for Award Management (SAM). Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338 - Remedies for noncompliance, including suspension or debarment. (See also 2 CFR §180, 31 USC 3321, and 41 USC 2313)

A. General Reporting Requirement

1. If the total value of all Board of Education currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then the Superintendent or designee, on behalf of the Board of Education as the recipient during that period of time, must maintain the currency of information reported to the SAM that is made available in the designated integrity and performance system about civil, criminal, or administrative proceedings described in B. below.
2. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 USC 2313).
3. As required by section 3010 of Public Law 111-212, all information posted in designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.



POLICY

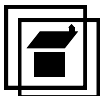
RIDGEWOOD BOARD OF EDUCATION

FINANCES

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Federal Awards/Funds Internal Controls –
Mandatory Disclosures

- B. Proceedings About Which the Board of Education Must Report
1. The Superintendent or designee must disclose to the Federal awarding agency or to the New Jersey Department of Education information required about each proceeding that:
 - a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
 - b. Reached its final disposition during the most recent five-year period; and
 - c. Is one of the following:
 - (1) A criminal proceeding that resulted in a conviction, as defined in E. below;
 - (2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
 - (3) An administrative proceeding, as defined in E. below, that resulted in a finding of fault and liability and the payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
 - (4) Any other criminal, civil, or administrative proceeding if:
 - (a) It could have led to an outcome described in B.1.c.(1), (2), or (3) above of this award term and condition;
 - (b) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on the school district's part; and
 - (c) The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.



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FINANCES

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Federal Awards/Funds Internal Controls –
Mandatory Disclosures

C. Reporting Procedures

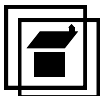
1. The Superintendent or designee shall enter in the SAM Entity Management area the information that the SAM requires about each proceeding described in B. above.
2. The Superintendent or designee does not need to submit the information a second time under assistance awards the Board of Education received if the Superintendent or designee already provided the information through the SAM because the Board of Education was required to do so under Federal procurement contracts the Board of Education was awarded.

D. Reporting Frequency

1. During any period of time when the Board of Education is subject to the requirement in A. above, the Superintendent or designee must report proceedings information through the SAM for the most recent five year period, either to report new information about any proceeding(s) the Board of Education has not reported previously or affirm that there is no new information to report.
2. If the Board of Education has Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10,000,000, the Board of Education must disclose semiannually any information about the criminal, civil, and administrative proceedings.

E. Definitions

1. For purposes of this Policy:
 - a. “Administrative proceeding” for the purposes of 2 CFR §200 - Appendix XII and this Policy means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability. This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.



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FINANCES

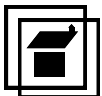
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Federal Awards/Funds Internal Controls – Mandatory Disclosures

- b. “Conviction” for the purposes of 2 CFR §200 - Appendix XII and this Policy, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.
- c. Total value of currently active grants, cooperative agreements, and procurement contracts includes:
 - (1) Only the Federal share of the funding under any Federal award with a Board of Education cost share or match; and
 - (2) The value of all expected funding increments under a Federal award and options, even if not yet exercised.

2 CFR §200.113

Adopted:



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RIDGEWOOD BOARD OF EDUCATION

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Federal Awards/Funds Internal Controls –

Conflict of Interest

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6115.03 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – CONFLICT OF INTEREST

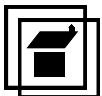
The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.318 – General Procurement Standards addresses standards of conduct covering conflict of interest and governs the actions of school district employees, officers, and agents in the selection, award, and administration of contracts supported by a Federal award.

The Board of Education must use its own documented procurement procedures which reflect applicable State and local laws and regulations, provided that the procurements conform to the applicable Federal law and the standards identified in 2 CFR §200.

The Board of Education must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

The Board of Education must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts supported by a Federal award.

1. No employee, officer, or agent of the Board of Education may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest.
 - a. Such a conflict of interest would arise when a Board of Education employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
2. The Board of Education officers, employees, and agents must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.
3. However, a Board of Education may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value.



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RIDGEWOOD BOARD OF EDUCATION

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Federal Awards/Funds Internal Controls –
Conflict of Interest

4. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.

The Board of Education's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal government, the Board of Education is encouraged to enter into State and local intergovernmental agreements or inter-entity agreements where appropriate for procurement of use of common or shared goods and services.

The Board of Education is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

The Board of Education is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

The Board of Education must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. (See also 2 CFR §200.213 – Suspension and Debarment).

The Board of Education must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

The Board of Education may use a time and materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost to a Board of Education is the sum of:

1. The actual cost of materials; and



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RIDGEWOOD BOARD OF EDUCATION

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Federal Awards/Funds Internal Controls –
Conflict of Interest

2. Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

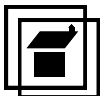
Since the time and material formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the Board of Education awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

The Board of Education alone must be responsible, in accordance with good administrative practice and sound business judgement, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the Board of Education of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgement for that of the Board of Education unless the matter is primarily a Federal concern. Violations of law will be referred to the local, State, or Federal authority having proper jurisdiction.

The Board of Education and its employees shall be required to comply with all New Jersey statutes and administrative codes regarding school ethics and internal controls.

2 CFR §200.318

Adopted:



POLICY

RIDGEWOOD BOARD OF EDUCATION

BYLAWS

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Bylaws, Policies, and Regulations

0131 BYLAWS, POLICIES, AND REGULATIONS

The Board of Education shall exercise its rule-making power by adopting, revising, and abolishing bylaws, policies, and regulations for the organization and operation of the school district.

“Regulations” for the purpose of this Bylaw are only those regulations that are required to be adopted by the Board.

Adoption, Amendment, and Abolishment

Bylaws, policies, and regulations may be adopted and revised at any meeting of the Board, provided the proposed adoption or revision has been approved by the Board at a previous meeting of the Board.

Bylaws, policies, or regulations may be abolished at any meeting of the Board provided the proposed abolishing of the proposed bylaw, policy, or regulation has been approved by the Board at a previous meeting of the Board.

The Board shall at its organization meeting or annually at a meeting of the Board and by a majority vote of those present and voting, readopt existing bylaws, ~~policies~~, and regulations without prior notice.

The Board may, under emergency circumstances, suspend the operation of a bylaw, policy, or regulation and adopt, revise, or abolish a bylaw, policy, or regulation without prior notice. The emergency adoption, revision, or abolishment of a bylaw, policy, or regulation shall terminate at the next meeting of the Board or at such earlier date as may be specified by the Board unless further acted upon by the Board in accordance with this Bylaw.

The adoption, revision, abolishment, or suspension of a bylaw, policy, or regulation shall be recorded in the minutes of the Board. Any bylaw, policy, or regulation or part of a bylaw, policy, or regulation that is superseded by a term in a negotiated agreement or by a subsequently adopted bylaw, policy, or regulation shall no longer be in force and effect as a bylaw, policy, or regulation and shall be abolished by the Board in accordance with this Bylaw.



POLICY

RIDGEWOOD BOARD OF EDUCATION

BYLAWS

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Bylaws, Policies, and Regulations

Promulgation and Distribution

The manual of bylaws, policies, and regulations shall be maintained. A copy of the manual of bylaws, policies, and regulations shall be available and accessible to each Board member, the Superintendent, the School Business Administrator/Board Secretary, the Board Attorney, each Building Principal, and other individuals designated by the Superintendent.

The Superintendent shall institute a plan for the orderly promulgation of policies to staff members who are affected by them and shall provide staff members with access to an up-to-date manual of Board bylaws, policies, and regulations.

The manual of bylaws, policies, and regulations shall be considered a public record open to inspection in the office of the _____. The manual retained by the _____ shall be considered the master copy of the manual.

Consideration of Bylaws, Policies, and Regulations

Bylaws, policies, and regulations will be considered for adoption by the Board in accordance with the following procedure:

1. A recommendation for a new or revised bylaw, policy, or regulation shall be recommended to the Board and/or Superintendent;
2. A recommendation for a new or revised bylaw, policy, or regulation may be referred, at the discretion of the Board President and as appropriate to the subject, to the Superintendent, a Board committee, or a public advisory committee for study and formulation of a recommendation to the Board. Any study of a new or revised recommended bylaw, policy, or regulation will consider whether the matter is adequately addressed in existing Board bylaw, policy, or regulation;
3. If a recommendation for a new or revised bylaw, policy, or regulation results from referral for study, a proposed draft will be referred to the Superintendent and at the discretion of the Board President and as appropriate to the subject, to a Board committee;
4. All proposed new and revised bylaws, policies, and regulations shall be submitted to the Superintendent. The Superintendent or designee will review all new and revised draft bylaws, policies, and regulations prior to the Board receiving a draft of new or revised bylaws, policies, or regulations for Board consideration;



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BYLAWS

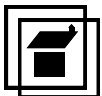
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Bylaws, Policies, and Regulations

5. The proposed draft bylaw, policy, or regulation approved by the Board on first reading will be submitted for adoption at a succeeding meeting of the Board. Revisions in the draft may be made at any meeting prior to adoption by a simple majority vote of the Board. A revision at any succeeding meeting that alters the substantive meaning of the draft will constitute a new first reading, and the draft must be presented for adoption at a succeeding Board meeting. A change that is merely editorial may be followed by a vote to adopt the new or revised bylaw, policy, or regulation on second reading.

N.J.S.A. 18A:11-1

Adopted:



POLICY

RIDGEWOOD BOARD OF EDUCATION

PROGRAM

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Live Animals in School

2560 LIVE ANIMALS IN SCHOOL

The Board of Education recognizes the appropriate use of live animals as instructional resources can enrich the educational program. The observation and nurture of live animals can help children learn specific biological and behavioral principles and gain respect for all living things.

A staff member who uses live animals shall observe proper precautions for the safety of students and the animals. The Principal or designee must approve a live animal being brought into the school building and the use of any animal in a course of instruction or the establishment of an animal habitat in a classroom.

Any animal used in school must have been lawfully acquired in accordance with applicable State law and local ordinance. An animal susceptible to rabies must have been vaccinated against rabies and proof of such vaccination must be included with the request to bring a live animal into the school submitted to the Principal or designee before a live animal is brought onto school grounds or into a school building. No animal shall be permitted in any area of the school where a student who is allergic to the animal might be exposed to the animal.

A teacher or other qualified adult must assume primary responsibility for the animal, its nourishment, and its sanitary living conditions. The staff member in charge must make proper arrangements for the animal's care and feeding over weekends, holidays, and school vacation periods.

No experiment that deprives a living animal of nourishment or exposes the animal to harm shall be conducted.

A student in Kindergarten through grade twelve may refuse to dissect, vivisection, incubate, capture, or otherwise harm or destroy animals or any parts thereof as part of a course of instruction. In the event the school program will require any such activities, the school will notify the student and parent(s) or legal guardian(s) at the beginning of each school year of the right to decline participation in such activities. Within two weeks of the receipt of the notice from the school, the parent(s) or legal guardian(s) shall notify the school if the right to decline participation in such activities will be exercised. Any student who chooses to refrain from participation in or observation of such activities shall be offered an alternative education project for the purpose of providing the student with the factual knowledge, information, or experience required by the course of study. A student may refuse to participate in an alternative education project which

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RIDGEWOOD BOARD OF EDUCATION

PROGRAM

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Live Animals in School

involves or necessitates any harmful use of an animal or animal part(s). A student shall not be discriminated against, in grading or in any other manner, based upon a decision to exercise the rights afforded pursuant to this act.

Any staff member who requests to have a certified therapy dog present on school grounds during the school day and actively involved in instructional time with students shall make their request in writing to the Principal. The written request shall include: a description of the dog, including its breed, age, size, health issues/medications and any history of aggression; all required local and/or State registration licenses; proof of all required immunizations/vaccinations; the proposed dates/class periods the dog will be present; and a detailed explanation of the educational benefit the dog will provide students. The staff member shall submit the written request to the Principal who shall conduct an initial review with the staff member. The Principal shall submit the request and review the findings of the initial review with the Superintendent. The Superintendent shall make a final determination regarding the request after consulting with the Board Attorney.

If approved: the Superintendent shall provide the Principal with any and all terms of the dog's involvement in the educational program; the dog's owner shall submit a certificate of insurance naming the Board of Education as additional insured for any liability related to the dog being on school grounds; and the Principal shall send written notification to the parents of all students in the school building regarding the presence of a dog on school grounds. The staff member must submit the written request on an annual basis prior to the beginning of each school year.

N.J.S.A. 18A:35-4.2

Adopted: 7 December 2009

Revised: 22 February 2010

Revised

POLICY

RIDGEWOOD BOARD OF EDUCATION

TEACHING STAFF MEMBERS

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Nonrenewal of Nontenured Teaching Staff Member

3142 NONRENEWAL OF NONTENURED TEACHING STAFF MEMBER

The Board of Education recognizes its obligation to employ only those staff members best trained and equipped to meet the educational needs of the students of this district. The Board shall discharge that obligation by retaining in service only those nontenured teaching staff members who meet those standards. The Board will renew the employment contract of a nontenured teaching staff member only upon the recommendation of the Superintendent and by a recorded roll call majority vote of the full membership of the Board. The Board shall not withhold its approval for arbitrary and capricious reasons. A nontenured teaching staff member who is not recommended for renewal by the Superintendent is deemed nonrenewed.

When the nontenured teaching staff member's performance does not meet the standards of the school district, the Superintendent shall recommend not to renew the teaching staff member's contract. Prior to notifying the nontenured teaching staff member of the nonrenewal, the Superintendent will notify the Board of the recommendation not to renew the nontenured teaching staff member's contract and the reasons for the recommendation. The Superintendent may notify the Board in a written notice or in executive session at a full Board Meeting. In the event the Board is notified in executive session, the Superintendent will comply with the requirements of the Open Public Meetings Act and provide reasonable notice to the nontenured teaching staff member their employment will be discussed in executive session in order for the nontenured teaching staff member to exercise their statutory right to request a public discussion.

On or before May 15 of each year, each nontenured teaching staff member continuously employed by a Board of Education since the preceding September 30 shall receive a written notice from the Superintendent that such employment will not be offered if the Superintendent recommends the nontenured teaching staff member not be renewed. Any nontenured teaching staff member receiving notice that a teaching contract for the succeeding school year will not be offered may, within fifteen calendar days thereafter, request in writing a statement of the reasons for such non-employment which shall be given to the nontenured staff member in writing within thirty calendar days after the receipt of such request.

Whenever the nontenured teaching staff member has requested in writing and received a written statement of reasons for non-reemployment pursuant to N.J.S.A. 18A:27-3.2, the nontenured teaching staff member may request in writing an informal appearance before the Board. The written request shall be submitted to the Board within ten calendar days of the nontenured teaching staff member's receipt of the Board's statement of reasons. The informal appearance shall be scheduled within thirty calendar days from the nontenured teaching staff member's receipt of the Board's statement of reasons.



POLICY

RIDGEWOOD BOARD OF EDUCATION

TEACHING STAFF MEMBERS

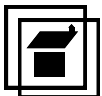
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Nonrenewal of Nontenured Teaching Staff Member

The Board is not required to offer reemployment or vote on reemployment after an informal appearance with a nontenured teaching staff member who was not recommended for reemployment by the Superintendent. The Board may, with a majority vote of its full membership in public session and without the recommendation of the Superintendent, offer the nontenured teaching staff member reemployment after the informal appearance before the Board. Within three working days following the informal appearance, the Board shall notify the affected nontenured teaching staff member, in writing, of its final determination.

N.J.S.A. 18A:27-3.1; 18A:27-3.2; 18A:27-4.1; 18A:27-10 et seq.
N.J.A.C. 6A:10-9.1

Adopted:



POLICY

RIDGEWOOD BOARD OF EDUCATION

TEACHING STAFF MEMBERS

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Evaluation of Teachers

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3221 EVALUATION OF TEACHERS

The Board of Education recognizes the importance of teacher effectiveness to further the development of a professional corps of educators and to increase student achievement. The Board of Education adopts Policy and Regulation 3221 for the evaluation of teachers consistent with the Teacher Effectiveness and Accountability for the Children of New Jersey Act (TEACHNJ) and the AchieveNJ administrative codes. This Policy and Regulation provides the provisions and requirements for teacher evaluations consistent with TEACHNJ and AchieveNJ.

For the purposes of Policy and Regulation 3221, “teacher” means a teaching staff member who holds the appropriate standard, provisional, or emergency instructional certificate issued by the Board of Examiners and is assigned a class roster of students for at least one particular course.

No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives. All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees for the purpose of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

The Board shall annually adopt evaluation rubrics for all teachers which shall be submitted to the Commissioner of Education by August 1 for approval by August 15 of each year. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective. The Board shall meet the requirements as outlined in N.J.A.C. 6A:10-2.2(a) for the annual evaluation of teachers and shall ensure the training procedures as outlined in N.J.A.C. 6A:10-2.2(b) are followed when implementing the evaluation rubrics for all teachers. A District Evaluation Advisory Committee may be established in accordance with the requirements of N.J.A.C. 6A:10-2.3.

The minimum requirements for the evaluation procedures for teachers as outlined in N.J.A.C. 6A:10-2.4 shall be followed. For each teacher rated ineffective or partially effective on the annual summative evaluation rating, as measured by the evaluation rubrics, a corrective action plan shall be developed in accordance with the provisions of N.J.A.C. 6A:10-2.5. A School Improvement Panel shall be established in accordance with N.J.A.C. 6A:10-3.1 and with the responsibilities outlined in N.J.A.C. 6A:10-3.2.



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RIDGEWOOD BOARD OF EDUCATION

TEACHING STAFF MEMBERS

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Evaluation of Teachers

The components of the teacher evaluation rubric as described in N.J.A.C. 6A:10-4.1 shall apply to teachers. Measures of student achievement, as outlined in N.J.A.C. 6A:10-4.2, shall be used to determine impact on student learning. Teacher observations shall be conducted in accordance with the provisions of N.J.A.C. 6A:10-4.4 and N.J.S.A. 18A:27-3.1. Observers shall conduct the observations pursuant to N.J.S.A. 18A:6-123.b.(8) and N.J.A.C. 6A:10-2.5 and 3.2, and they shall be trained pursuant to N.J.A.C. 6A:10-2.2(b).

The teacher practice instrument approved by the Department of Education shall meet the criteria as outlined in N.J.A.C. 6A:10-7.2.

The Superintendent shall annually notify all teachers of the adopted evaluation policies and procedures/regulations no later than October 1. If a teacher is hired after October 1, the Superintendent shall notify the teacher of the policies and procedures/regulations at the beginning of his or her employment. All teachers shall be notified of amendments to the policy and procedures/regulations within ten teacher working days of adoption.

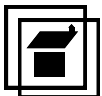
N.J.S.A. 18A:6-117 et seq.; N.J.S.A. 18A:27-3.1.

N.J.A.C. 6A:10-1.1 through 1.4; 6A:10-2.1 through 2.5

N.J.A.C. 6A:10-3.1 and 3.2; N.J.A.C. 6A:10-4.1 through 4.4

N.J.A.C. 6A:10-7.1 and 7.2

Adopted:



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R 3221 EVALUATION OF TEACHERS

A. Definitions – N.J.A.C. 6A:10-1.2

The following words and terms shall have the following meanings when used in Policy and Regulation 3221 unless the context clearly indicates otherwise:

“Announced observation” means an observation in which the person conducting an observation for the purpose of evaluation will notify the teacher of the date and the class period the observation will be conducted.

“Annual performance report” means a written appraisal of the teacher’s performance prepared by the teacher’s designated supervisor based on the evaluation rubric for his or her position.

“Annual summative evaluation rating” means an annual evaluation rating that is based on appraisals of educator practice and student performance, and includes all measures captured in a teacher’s evaluation rubric. The four summative performance categories are ineffective, partially effective, effective, and highly effective.

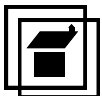
“Calibration” in the context of educator evaluation means a process to monitor the competency of a trained evaluator to ensure the evaluator continues to apply an educator practice instrument accurately and consistently according to the standards and definitions of the specific instrument.

“Chief School Administrator” means the Superintendent of Schools or the Administrative Principal if there is no Superintendent.

“Commissioner” means Commissioner of the New Jersey Department of Education.

“Co-observation” means two or more supervisors who are trained on the practice instrument who observe simultaneously, or at alternate times, the same lesson or portion of a lesson for the purpose of training.

“Corrective Action Plan” means a written plan developed by the designated supervisor in collaboration with the teacher to address deficiencies as outlined in an evaluation. The corrective action plan shall include timelines for corrective action, responsibilities of the individual teacher and the school district for implementing the plan, and specific support that the district shall provide as defined in N.J.S.A. 18A:6-119.



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“Department” means the New Jersey Department of Education.

“Designated supervisor” means the supervisor designated by the Superintendent of Schools or designee as the teacher’s supervisor.

“District Evaluation Advisory Committee” means a group created to oversee and guide the planning and implementation of the Board of Education’s evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2.3.

“Educator practice instrument” means an assessment tool that provides: scales or dimensions that capture competencies of professional performance; and differentiation of a range of professional performance as described by the scales, which must be shown in practice and/or research studies. The scores from the teacher practice instrument are components of the teacher’s evaluation rubric and the scores are included in the summative evaluation rating for the individual. The scores from educator practice instruments may be applied to the teacher’s summative evaluation rating in a manner determined by the school district.

“Evaluation” means an appraisal of an individual’s professional performance in relation to his or her job description and professional standards and based on, when applicable, the individual’s evaluation rubric.

“Evaluation rubric” means a set of criteria, measures, and processes used to evaluate all teachers in a specific school district or local education agency. Evaluation rubrics consist of measures of professional practice, based on educator practice instrument, and student outcomes. Each Board of Education will have an evaluation rubric specifically for teachers, another specifically for Principals, Vice Principals, and Assistant Principals, and evaluation rubrics for other categories of teaching staff members.

“Indicators of student progress and growth” means the results of assessment(s) of students as defined in N.J.A.C. 6A:8, Standards and Assessment.

“Individual professional development plan” is as defined in N.J.S.A. 18A:6-119.

“Job description” means a written specification of the function of a position, duties and responsibilities, the extent and limits of authority, and work relationships within and outside the school and school district.



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“Observation” means a method of collecting data on the performance of a teacher's assigned duties and responsibilities. An observation for the purpose of evaluation will be included in the determination of the annual summative evaluation rating and shall be conducted by an individual employed in the school district in a supervisory role and capacity and possessing a school administrator, Principal, or supervisor endorsement as defined in N.J.A.C. 6A:9-2.1.

“Post-observation conference” means a meeting, either in-person or remotely, between the supervisor who conducted the observation and the teacher for the purpose of evaluation to discuss the data collected in the observation.

“Scoring guide” means a set of rules or criteria used to evaluate a performance, product, or project. The purpose of a scoring guide is to provide a transparent and reliable evaluation process. Educator practice instruments include a scoring guide that an evaluator uses to structure his or her assessments and ratings of professional practice.

“Semester” means half of the school year.

“Signed” means the name of one physically written by oneself or an electronic code, sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

“Student growth objective” means an academic goal that teachers and designated supervisors set for groups of students.

“Student growth percentile” means a specific metric for measuring individual student progress on Statewide assessments by tracking how much a student's test scores have changed relative to other students Statewide with similar scores in previous years.

“Superintendent” means Superintendent of Schools or Chief School Administrator.

“Supervisor” means an appropriately certified teaching staff member, as defined in N.J.S.A. 18A:1-1, or Superintendent employed in the school district in a supervisory role and capacity, and possessing a school administrator, Principal, or supervisor endorsement as defined in N.J.A.C. 6A:9B-12.

“Teacher” means a teaching staff member who holds the appropriate standard, provisional, or emergency instructional certificate issued by the Board of Examiners and is assigned a class roster of students for at least one particular course.



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“Unannounced observation” means an observation in which the person conducting an observation for the purpose of evaluation will not notify the teacher of the date or time the observation will be conducted.

B. Applicability of Rules on Collective Bargaining Agreements – N.J.A.C. 6A:10-1.3

No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives.

C. Educator Evaluation Data, Information, and Annual Performance Reports – N.J.A.C. 6A:10-1.4

All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees of the Board of Education for the purposes of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential. Such information shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. Nothing contained in N.J.A.C. 6A:10-1.1 et seq. shall be construed to prohibit the Department or a school district from, at its discretion, collecting evaluation data pursuant to N.J.S.A. 18A:6-123.e. or distributing aggregate statistics regarding evaluation data.

D. Evaluation of Teachers – N.J.A.C. 6A:10-2.1

1. The Board of Education shall annually adopt evaluation rubrics for teachers. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective.
2. The evaluation rubrics for teachers shall include all other relevant minimum standards set forth in N.J.S.A. 18A:6-123 (P.L. 2012, c. 26, § 17c).
3. Evaluation rubrics shall be submitted to the Commissioner by August 1 for approval by August 15 of each year.

E. Duties of the Board of Education – N.J.A.C. 6A:10-2.2

1. The Board of Education shall meet the following requirements for the annual evaluation of teachers, unless otherwise specified:



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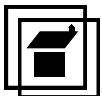
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- a. Establish a District Evaluation Advisory Committee to oversee and guide the planning and implementation of the Board of Education's evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2 et seq.;
- b. Annually adopt policies and procedures developed by the Superintendent pursuant to N.J.A.C. 6A:10-2.4, including the evaluation rubrics approved by the Commissioner pursuant to N.J.A.C. 6A:10-2.1(c):
 - (1) The Superintendent shall develop policies and procedures that, at a minimum, ensure student performance data on the Statewide assessment is, upon receipt, promptly distributed or otherwise made available to teachers who were primarily responsible for instructing the applicable students in the school year in which the assessment was taken, as well as to teachers who are or will be primarily responsible for instructing the applicable students in the subsequent school year.
- c. Ensure the Superintendent annually notifies all teachers of the adopted evaluation policies and procedures no later than October 1. If a teacher is hired after October 1, the Board/Superintendent shall notify the teacher of the policies and procedures at the beginning of his or her employment. All teachers shall be notified of amendments to the policy and procedures within ten teacher working days of adoption;
- d. Annually adopt by June 1, any Commissioner-approved educator practice instruments and, as part of the process described at N.J.A.C. 6A:10-2.1(c), notify the Department which instruments will be used as part of the school district's evaluation rubrics;
- e. Ensure the Principal of each school within the school district has established a School Improvement Panel pursuant to N.J.A.C. 6A:10-3.1. The panel shall be established annually by August 31 and shall carry out the duties and functions described in N.J.A.C. 6A:10-3.2;
- f. Ensure data elements are collected and stored in an accessible and usable format. Data elements shall include, but not be limited to, scores or evidence from observations for the purpose of evaluation and student growth objective data; and



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- g. Ensure the Superintendent or designee certifies to the Department that any observer who conducts an observation of a teacher for the purpose of evaluation as described in N.J.A.C. 6A:10-4.4; N.J.A.C. 6A:10-5.4; and N.J.A.C. 6A:10-6.2, shall meet the statutory observation requirements of N.J.S.A. 18A:6-119; 18A:6-123.b(8); and N.J.S.A. 18A:27-3.1 and the teacher member of the School Improvement Panel requirements of N.J.A.C. 6A:10-3.2.
2. The Board of Education shall ensure the following training procedures are followed when implementing the evaluation rubric for all teachers and, when applicable, applying the Commissioner-approved educator practice instrument:
 - a. Annually provide training on and descriptions of each component of the evaluation rubric for all teachers who are being evaluated in the school district and provide more thorough training for any teacher who is being evaluated for the first time. Training shall include detailed descriptions of all evaluation rubric components including, when applicable, detailed descriptions of student achievement measures and all aspects of the educator practice instrument;
 - b. Annually provide updates and refresher training for supervisors who are conducting evaluations in the school district and more thorough training for any supervisor who will evaluate teachers for the first time. Training shall be provided on each component of the evaluated teacher's evaluation rubric before the evaluation of a teacher;
 - c. Annually require each supervisor who will conduct observations for the purpose of evaluation of a teacher to complete at least two co-observations during the school year.
 - (1) Co-observers shall use the co-observation to promote accuracy and consistency in scoring.
 - (2) A co-observation may count as one required observation for the purpose of evaluation pursuant to N.J.A.C. 6A:10-4.4, as long as the observer meets the requirements set forth in N.J.A.C. 6A:10-4.3 and 4.4, but the co-observation shall not count as two or more required observations. If a co-observation counts as one required observation, the score shall be determined by the teacher's designated supervisor.



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- d. The Superintendent shall annually certify to the Department that all supervisors of teachers in the school district who are utilizing evaluation rubrics have completed training on and demonstrated competency in applying the evaluation rubrics.
- F. District Evaluation Advisory Committee – N.J.A.C. 6A:10-2.3
1. Members of the District Evaluation Advisory Committee shall include representation from the following groups: teachers from each school level represented in the school district; central office administrators overseeing the teacher evaluation process; supervisors involved in teacher evaluation, when available or appropriate; and administrators conducting evaluations, including a minimum of one administrator conducting evaluations who participates on a School Improvement Panel. Members also shall include the Superintendent, a special education administrator, a parent, and a member of the Board of Education.
 2. The Superintendent may extend membership on the District Evaluation Advisory Committee to representatives of other groups and to individuals.
 3. A District Evaluation Advisory Committee is not required and the Board of Education shall have the discretion to establish a District Evaluation Advisory Committee.
- G. Evaluation Procedures for Teachers – N.J.A.C. 6A:10-2.4
1. The provisions outlined in Policy and Regulation 3221 and N.J.A.C. 6A:10-2.4 shall be the minimum requirements for the evaluation of teachers.
 2. Evaluation policies and procedures requiring the annual evaluation of all teachers shall be developed under the direction of the Superintendent, who may consult with the District Evaluation Advisory Committee or representatives from School Improvement Panels, and shall include, but not be limited to, a description of:
 - a. Roles and responsibilities for implementation of evaluation policies and procedures;
 - b. Job descriptions, evaluation rubrics for teachers, the process for calculating the summative ratings and each component, and the evaluation regulations set forth in N.J.A.C. 6A:10 et seq.;



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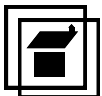
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- c. Methods of data collection and reporting appropriate to each job description, including, but not limited to, the process for student attribution to teachers, Principals, Assistant Principals, and Vice Principals for calculating the median and school-wide student growth percentile;
 - d. Processes for observations for the purpose of evaluation and post-observation conference(s) by a supervisor;
 - e. Process for developing and scoring student growth objectives;
 - f. The process for preparation of individual professional development plans; and
 - g. The process for preparation of an annual performance report by the teacher's designated supervisor and an annual summary conference between the teacher and his or her designated supervisor.
3. The annual summary conference between designated supervisors and teachers shall be held before the annual performance report is filed. The conference shall occur on or before June 30 of each school year and shall include, but not be limited to, a review of the following:
- a. The performance of the teacher based upon the job description and the scores or evidence compiled using the teacher's evaluation rubric, including, when applicable:
 - (1) The educator's practice instrument; and
 - (2) Available indicators or student achievement measures such as student growth objective scores and student growth percentile scores.
 - b. The progress of the teacher toward meeting the goals of the individual professional development plan or, when applicable, the corrective action plan; and
 - c. The preliminary annual performance report.



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4. If any scores for the teacher's evaluation rubric are not available at the time of the annual summary conference due to pending assessment results, the annual summative evaluation rating shall be calculated once all component ratings are available.
 5. The annual performance report shall be prepared by the teacher's designated supervisor and shall include, but not be limited to:
 - a. A summative rating based on the evaluation rubric, including, when applicable, a total score for each component as described in N.J.A.C. 6A:10-4;
 - b. Performance area(s) of strength and area(s) needing improvement based upon the job description and components of the teacher's evaluation rubric; and
 - c. The teacher's individual professional development plan or corrective action plan from the evaluation year being reviewed in the report.
 6. The teacher and the designated supervisor shall sign the report within five teacher working days of the review.
 7. The Board of Education shall include all performance reports and supporting data, including, but not limited to, written observation reports and additional components of the summative evaluation rating as part of the teacher's personnel file, or in an alternative, confidential location. If reports and data are stored in an alternative location, the personnel file shall clearly indicate the report's location and how it can be easily accessed. The records shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.
- H. Corrective Action Plans for Teachers – N.J.A.C. 6A:10-2.5
1. For each teacher rated ineffective or partially effective on the annual summative evaluation, as measured by the evaluation rubrics, a corrective action plan shall be developed by the teacher and the teacher's designated supervisor. If the teacher does not agree with the corrective action plan's content, the designated supervisor shall make a final determination.



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2. The corrective action plan shall be developed and the teacher and his or her designated supervisor shall meet to discuss the corrective action plan by October 31 of the school year following the year of evaluation except:
 - a. If the ineffective or partially effective summative evaluation rating is received after October 1 of the school year following the year of evaluation, a corrective action plan shall be developed, and the teacher and his or her designated supervisor shall meet to discuss the corrective action plan within twenty-five teacher working days following the school district's receipt of the teacher's summative rating.
3. The content of the corrective action plan shall replace the content of the individual professional development plan required pursuant to N.J.A.C. 6A:9C-4.3(a) and 4.4(a) and shall:
 - a. Address areas in need of improvement identified in the teacher evaluation rubric;
 - b. Include specific, demonstrable goals for improvement;
 - c. Include responsibilities of the evaluated employee and the school district for the plan's implementation; and
 - d. Include timelines for meeting the goal(s).
4. The teacher's designated supervisor and the teacher on a corrective action plan shall discuss the teacher's progress toward the goals outlined in the corrective action plan during each required post-observation conference, pursuant to N.J.S.A. 18A:27-3.1 or N.J.A.C. 6A:10-4.4. The teacher and his or her designated supervisor may update the goals outlined in the corrective action plan to reflect any change(s) in the teacher's progress, position, or role.
5. Progress toward the teacher's goals outlined in the corrective action plan:
 - a. Shall be documented in the teacher's personnel file and reviewed at the annual summary conference and the mid-year evaluation. Both the teacher on a corrective action plan and his or her designated supervisor may collect data and evidence to demonstrate the teacher's progress toward his or her corrective action plan goals; and



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- b. May be used as evidence in the teacher's next annual summative evaluation; however, such progress shall not guarantee an effective rating on the next summative evaluation.
6. Responsibilities of the evaluated teacher on a corrective action plan shall not be exclusionary of other plans for improvement determined to be necessary by the teacher's designated supervisor.
7. The School Improvement Panel shall ensure teachers with a corrective action plan receive a mid-year evaluation as required by N.J.S.A. 18A:6-120.c. The mid-year evaluation shall occur approximately midway between the development of the corrective action plan and the expected receipt of the next annual summative rating. The mid-year evaluation shall include, at a minimum, a conference to discuss progress toward the teacher's goals outlined in the corrective action plan. The mid-year evaluation conference may be combined with a post-observation conference.
8. The School Improvement Panel shall ensure teachers with a corrective action plan receive one observation, including a post-observation conference, in addition to the observations required in N.J.A.C. 6A:10-4.4 for the purpose of evaluation as described in N.J.A.C. 6A:10-1.2 and 4.4(a).
9. Except where a school district employs only one administrator whose position requires a supervisor, principal, or school administrator endorsement, tenured teachers with a corrective action plan shall be observed by multiple observers for the purpose of evaluation as described in N.J.A.C. 6A:10-4.4(c)4.
10. The corrective action plan shall remain in effect until the teacher receives his or her next summative evaluation rating.
11. There shall be no minimum number of teacher working days a teacher's corrective action plan can be in place.
- I. School Improvement Panel – N.J.A.C. 6A:10-3 et seq.
 1. School Improvement Panel Membership – N.J.A.C. 6A:10-3.1



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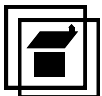
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- a. The School Improvement Panel shall include the Principal, a Vice Principal, and a teacher who is chosen in accordance with b. below by the Principal in consultation with the majority representative. If an Assistant Principal or Vice Principal is not available to serve on the panel, the Principal shall appoint an additional member who is employed in the district in a supervisory role and capacity, in accordance with N.J.S.A. 18A:6-120.a. The Principal may appoint additional members to the School Improvement Panel as long as all members meet the criteria outlined in this section and N.J.S.A. 18A:6-120.a. and the teacher(s) on the panel represents at least one-third of its total membership.
 - b. The Principal annually shall choose the teacher(s) on the School Improvement Panel through the following process:
 - (1) The teacher member shall be a person with a demonstrated record of success in the classroom. A demonstrated record of success in the classroom means the teacher member shall have been rated effective or highly effective in the most recent available annual summative rating.
 - (2) The majority representative, in accordance with a. above, may submit to the Principal, teacher member nominees for consideration.
 - (3) The Principal shall have final decision-making authority and is not bound by the majority representative's list of nominees.
 - c. The teacher member shall serve a full school year, except in case of illness or authorized leave, but may not be appointed more than three consecutive school years.
 - d. All members of the School Improvement Panel shall be chosen by August 31 of each year.
2. School Improvement Panel Responsibilities – N.J.A.C. 6A:10-3.2
- a. The School Improvement Panel shall:
 - (1) Oversee the mentoring of teachers according to N.J.A.C. 6A:9C-5.3(a)2. and support the implementation of the school district mentoring plan;



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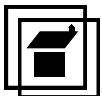
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- (2) Conduct evaluations of teachers pursuant to N.J.A.C. 6A:10-2.4 and 4.4;
 - (3) Ensure corrective action plans for teachers are created in accordance to N.J.A.C. 6A:10-2.5; and ensure mid-year evaluations are conducted for teachers who are on a corrective action plan; and
 - (4) Identify professional development opportunities for all teachers based on the review of aggregate school-level data, including, but not limited to, teacher evaluation and student performance data to support school-level professional development plans described in N.J.A.C. 6A:9C-4.2.
- b. To conduct observations for the purpose of evaluation, the teacher member shall have:
- (1) Agreement of the majority representative;
 - (2) An appropriate supervisory certificate; and
 - (3) Approval of the Principal who supervises the teacher being observed.
- c. The teacher member who participates in the evaluation process shall not serve concurrently as a mentor under N.J.A.C. 6A:9C-5.2(a)3.
- J. Components of Teacher Evaluation Rubric – N.J.A.C. 6A:10-4.1
1. The components of the teacher evaluation rubric described in N.J.A.C. 6A:10-4.1 et seq. shall apply to teachers holding the position of teacher and holding a valid and effective standard, provisional, or emergency instructional certificate.
 2. Evaluation rubrics for all teachers shall include the requirements described in N.J.S.A. 18A:6-123, including, but not limited to:
 - a. Measures of student achievement pursuant to N.J.A.C. 6A:10-4.2; and
 - b. Measures of teacher practice pursuant to N.J.A.C. 6A:10-4.3 and 4.4.



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3. To earn a summative rating, a teacher shall have a student achievement score, including median student growth percentile and/or student growth objectives(s) scores, and a teacher practice score pursuant to N.J.A.C. 6A:10-4.4.
 4. Each score shall be converted to a percentage weight so all components make up 100 percent of the evaluation rubric. By August 31 prior to the school year in which the evaluation rubric applies, the Department shall provide on its website the required percentage weight of each component and the required summative rating scale. All components shall be worth the following percentage weights or fall within the following ranges:
 - a. If, according to N.J.A.C. 6A:10-4.2(b), a teacher receives a median student growth percentile, the student achievement component shall be at least thirty percent and no more than fifty percent of a teacher's evaluation rubric rating as determined by the Department.
 - b. If, according to N.J.A.C. 6A:10-4.2(b), a teacher does not receive a median student growth percentile, the student achievement component shall be at least fifteen percent and no more than fifty percent of a teacher's evaluation rubric rating as determined by the Department.
 - c. Measures of teacher practice described in N.J.A.C. 6A:10-4.3 and 4.4 shall be at least fifty percent and no more than eighty-five percent of a teacher's evaluation rubric rating as determined by the Department.
 5. Standardized tests, used as a measure of student progress, shall not be the predominant factor in determining a teacher's annual summative rating.
- K. Student Achievement Components – N.J.A.C. 6A:10-4.2
1. Measures of student achievement shall be used to determine impact on student learning. The student achievement measure shall include the following components:
 - a. If the teacher meets the requirements of 2. below, the median student growth percentile of all students assigned to a teacher, which shall be calculated as set forth in 4. below; and



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- b. Student growth objective(s), which shall be specific and measurable, based on available student learning data, aligned to the New Jersey Student Learning Standards (NJSLS), and based on growth and/or achievement.
 - (1) For teachers who teach subjects or grades not covered by the NJSLS, student growth objective(s) shall align to standards adopted or endorsed, as applicable, by the State Board.
2. The median student growth percentile shall be included in the annual summative rating of a teacher who:
 - a. Teaches at least one course or group within a course that falls within a standardized-tested grade or subject. The Department shall maintain on its website a course listing of all standardized-tested grades and subjects for which student growth percentile can be calculated pursuant to 4. below;
 - b. Teaches the course or group within the course for at least sixty percent of the time from the beginning of the course to the day of the standardized assessment; and
 - c. Has at least twenty individual student growth percentile scores attributed to his or her name during the school year of the evaluation. If a teacher does not have at least twenty individual student growth percentile scores in a given school year, the student growth percentile scores attributed to a teacher during the two school years prior to the evaluation year may be used in addition to the student growth percentile scores attributed to the teacher during the school year of the evaluation. Only student growth percentile scores from school year 2013-2014 or any school year after shall be used to determine median student growth percentiles.
3. The Department shall periodically collect data for all teachers that include, but are not limited to, student achievement and teacher practice scores.
4. The Department shall calculate the median student growth percentile for teachers using students assigned to the teacher by the school district. For teachers who have a student growth percentile score:



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- a. The Board of Education shall submit to the Department final ratings for all components, other than the student growth percentile, for the annual summative rating; and
 - b. The Department then shall report to the employing district Board of Education the annual summative rating, including the median student growth percentile for each teacher who receives a median student growth percentile.
5. Student growth objectives for teachers shall be developed and measured according to the following procedures:
- a. The Superintendent shall determine the number of required student growth objectives for teachers, including teachers with a student growth percentile. A teacher with a student growth percentile shall have at least one and not more than four student growth objectives. A teacher without a student growth percentile shall have at least two and a maximum of four student growth objectives. By August 31 prior to the school year the evaluation rubric applies, the Department shall provide on its website the minimum and maximum number of required student growth objectives within this range.
 - b. A teacher with a student growth percentile shall not use the standardized assessment used in determining the student growth percentile to measure progress toward a student growth objective.
 - c. Each teacher shall develop, in consultation with his or her supervisor or a Principal's designee, each student growth objective. If the teacher does not agree with the student growth objectives, the Principal shall make the final determination.
 - d. Student growth objectives and the criteria for assessing teacher performance based on the objectives shall be determined, recorded, and retained by the teacher and his or her supervisor by October 31 of each school year, or within twenty-five teacher working days of the teacher's start date if the teacher begins work after October 1.



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- e. Adjustments to student growth objectives may be made by the teacher in consultation with his or her supervisor only when approved by the Superintendent or designee. Adjustments shall be recorded in the teacher's personnel file on or before February 15.
 - (1) If the Student Growth Objective (SGO) covers only the second semester of the school year, or if the teacher begins work after October 1, adjustments shall be recorded before the mid-point of the second semester.
 - f. The teacher's designated supervisor shall approve each teacher's student growth objective score. The teacher's student growth objective score, if available, shall be discussed at the teacher's annual summary conference and recorded in the teacher's personnel file.
- L. Teacher Practice Components – N.J.A.C. 6A:10-4.3
- 1. The teacher practice component rating shall be based on the measurement of the teacher's performance according to the school district's Commissioner-approved teacher practice instrument. Observations pursuant to N.J.A.C. 6A:10-4.4 shall be used as one form of evidence for the measurement.
- M. Teacher Observations – N.J.A.C. 6A:10-4.4
- 1. For the purpose of teacher evaluation, observers shall conduct the observations pursuant to N.J.S.A. 18A:6-123.b.(8) and N.J.A.C. 6A:10-2.5 and 3.2, and they shall be trained pursuant to N.J.A.C. 6A:10-2.2(b).
 - 2. Observation conferences shall include the following procedures:
 - a. A supervisor who is present at the observation shall conduct a post-observation conference with the teacher being observed. A post-observation conference shall occur no more than fifteen teacher working days following each observation.
 - b. The post-observation conference shall be for the purpose of reviewing the data collected at the observation, connecting the data to the teacher practice instrument and the teacher's individual professional development plan, collecting additional information needed for the evaluation of the teacher, and offering areas to improve effectiveness. Within a school year, the post observation conference shall be held prior to the occurrence of further observations for the purpose of evaluation.



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- c. If agreed to by the teacher, one required post-observation conference and any pre-observation conference(s) for observations of tenured teachers who are not on a corrective action plan may be conducted by written communication, including electronic.
 - d. One post-observation conference may be combined with a teacher's annual summary conference, as long as it occurs within the required fifteen teacher working days following the observation for the purpose of evaluation.
 - e. A pre-observation conference, when required, shall occur at least one but not more than seven teacher working days prior to the observation.
3. Each teacher shall be observed as described in N.J.A.C. 6A:10-4.4. For all teachers, at least one of the required observations shall be announced and preceded by a pre-observation conference, and at least one of the required observations shall be unannounced. The Superintendent shall decide whether additional required observations are announced or unannounced, if applicable. The following additional requirements shall apply:
- a. Each observation required for the purpose of evaluation shall be conducted for at least twenty minutes.
 - b. Nontenured teachers shall be observed at least three times each school year, but not less than once each semester. The observations shall be conducted in accordance with the timeframe set forth in N.J.S.A. 18A:27-3.1.
 - (1) Except where a school district employs only one administrator whose position requires a supervisor, principal, or school administrator endorsement, nontenured teachers shall be observed during the course of the year by more than one appropriately certified supervisor.
 - c. Tenured teachers shall be observed at least two times during each school year. Observations for all tenured teachers shall occur prior to the annual summary conference, which shall occur prior to the end of the academic school year.



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- (2) If a tenured teacher was rated highly effective on his or her most recent summative evaluation and if both the teacher and the teacher's designated supervisor agree to use this option, one of the two required observations may be an observation of a Commissioner-approved activity other than a classroom lesson. The Department of Education shall post annually to its website a list of Commissioner-approved activities that may be observed in accordance with N.J.A.C. 6A:10-4.4.
- d. Teachers on a corrective action plan shall receive, in accordance with N.J.A.C. 6A:10-2.5(h), one additional observation, including a post-observation conference.
- e. Upon receiving a final summative evaluation that necessitates a corrective action plan, in accordance with N.J.A.C. 6A:10-2.5(a), any remaining required observation(s) shall not be conducted until the corrective action plan has been finalized.
- f. A written or electronic observation report shall be signed by the supervisor who conducted the observation and post-observation and the teacher who was observed.
- g. The teacher shall submit his or her written objection(s) of the evaluation within ten teacher working days following the conference. The objection(s) shall be attached to each party's copy of the annual performance report.
4. To earn a teacher practice score, a nontenured teacher shall receive at least three observations.
- a. If a nontenured teacher is present for less than forty percent of the total student school days in a school year, he or she shall receive at least two observations to earn a teacher practice score.
- N. Teacher Practice Instrument – N.J.A.C. 6A:10-7.2
1. The teacher practice instrument approved by the Department shall meet the following criteria:



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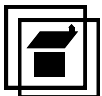
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- a. Include domains of professional practice that align to the New Jersey Professional Standards for Teachers pursuant to N.J.A.C. 6A:9-3;
- b. Include scoring guides for assessing teacher practice that differentiate among a minimum of four levels of performance, and the differentiation has been shown in practice and/or research studies. Each scoring guide shall:
 - (1) Clearly define the expectations for each rating category;
 - (2) Provide a conversion to four rating categories;
 - (3) Be applicable to all grades and subjects; or to specific grades and/or subjects if designed explicitly for the grades and/or subjects; and
 - (4) Use clear and precise language that facilitates common understanding among teachers and administrators.
- c. Rely on, to the extent possible, specific, discrete, observable, and/or measurable behaviors of students and teachers in the classroom with direct evidence of student engagement and learning; and
- d. Include descriptions of specific training and implementation details required for the instrument to be effective.

Adopted:



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Evaluation of Teaching Staff Members, Excluding
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3222 EVALUATION OF TEACHING STAFF MEMBERS, EXCLUDING TEACHERS AND ADMINISTRATORS

The Board of Education recognizes the importance of teaching staff member effectiveness to further the development of a professional corps of educators and to increase student achievement. The Board of Education adopts Policy and Regulation 3222 for the evaluation of teaching staff members consistent with the Teacher Effectiveness and Accountability for the Children of New Jersey Act (TEACHNJ) and the AchieveNJ administrative codes. This Policy and Regulation provides the provisions and requirements for teaching staff member evaluations consistent with TEACHNJ and AchieveNJ.

For the purposes of Policy and Regulation 3222, “teaching staff member” includes, but is not limited to, educational services staff members, guidance counselors, school nurses, library/media specialists, occupational therapists, and other teaching staff members working under an educational services certificate. For the purposes of Policy and Regulation 3222, “teaching staff member” does not include teachers, Principals, Vice Principals, Assistant Principals, and administrators, including, but not limited to, directors and/or supervisors.

No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives. All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees for the purpose of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

The Board shall annually adopt evaluation rubrics for all teaching staff members which shall be submitted to the Commissioner of Education by August 1 for approval by August 15 of each year. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective. The Board shall meet the requirements as outlined in N.J.A.C. 6A:10-2.2(a) for the annual evaluation of teaching staff members and shall ensure the training procedures as outlined in N.J.A.C. 6A:10-2.2(b) are followed when implementing the evaluation rubrics for all teaching staff members. A District Evaluation Advisory Committee may be established in accordance with the requirements of N.J.A.C. 6A:10-2.3.



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The minimum requirements for the evaluation procedures for teaching staff members as outlined in N.J.A.C. 6A:10-2.4 shall be followed. For each teaching staff member rated ineffective or partially effective on the annual summative evaluation rating, as measured by the evaluation rubrics, a corrective action plan shall be developed in accordance with the provisions of N.J.A.C. 6A:10-2.5.

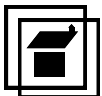
Observations and evaluations for nontenured teaching staff members shall be in accordance with the provisions of N.J.S.A. 18A:27-3.1 and N.J.A.C. 6A:10-6.2. Evaluations for nontenured teaching staff members shall take place before April 30 each year prior to the May 15 notice requirement date for continued employment. Evaluations for tenured teaching staff members shall be completed prior to June 30.

The Superintendent shall annually notify all teaching staff members of the adopted evaluation policies and procedures/regulations no later than October 1. If a teaching staff member is hired after October 1, the Superintendent shall notify the teaching staff member of the policies and procedures/regulations at the beginning of his or her employment. All teaching staff members shall be notified of amendments to the policy and procedures/regulations within ten teaching staff member working days of adoption.

N.J.S.A. 18A:6-117 et seq.; N.J.S.A. 18A:27-3.1

N.J.A.C. 6A:10-1.1 through 1.4; 6A:10-2.1 through 2.5; 6A:10-6.2

Adopted:



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Evaluation of Teaching Staff Members, Excluding
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R 3222 EVALUATION OF TEACHING STAFF MEMBERS, EXCLUDING TEACHERS AND ADMINISTRATORS

A. Definitions – N.J.A.C. 6A:10-1.2

The following words and terms shall have the following meanings when used in Policy and Regulation 3222 unless the context clearly indicates otherwise:

“Annual performance report” means a written appraisal of the teaching staff member's performance prepared by the teaching staff member's designated supervisor based on the evaluation rubric for his or her position.

“Annual summative evaluation rating” means an annual evaluation rating that is based on appraisals of educator practice and student performance, if applicable, and includes all measures captured in a teaching staff member's evaluation rubric. The four summative performance categories are ineffective, partially effective, effective, and highly effective.

“Chief School Administrator” means the Superintendent of Schools or the Administrative Principal if there is no Superintendent.

“Commissioner” means Commissioner of the New Jersey Department of Education.

“Corrective Action Plan” means a written plan developed by the designated supervisor in collaboration with the teaching staff member to address deficiencies as outlined in an evaluation. The corrective action plan shall include timelines for corrective action, responsibilities of the individual teaching staff member and the school district for implementing the plan, and specific support that the district shall provide as defined in N.J.S.A. 18A:6-119.

“Department” means the New Jersey Department of Education.

“Designated supervisor” means the supervisor designated by the Superintendent of Schools or designee as the teaching staff member's supervisor.

“District Evaluation Advisory Committee” means a group created to oversee and guide the planning and implementation of the Board of Education's evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2.3.



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“Educator practice instrument” means an assessment tool that provides: scales or dimensions that capture competencies of professional performance; and differentiation of a range of professional performance as described by the scales, which must be shown in practice and/or research studies. The scores from educator practice instruments for teaching staff members other than teachers, Principals, Vice Principals, and Assistant Principals may be applied to the teaching staff member’s summative evaluation rating in a manner determined by the school district.

“Evaluation” means an appraisal of an individual’s professional performance in relation to his or her job description and professional standards and based on, when applicable, the individual’s evaluation rubric.

“Evaluation rubric” means a set of criteria, measures, and processes used to evaluate all teaching staff members in a specific school district or local education agency. Evaluation rubrics consist of measures of professional practice, based on educator practice instruments and student outcomes. Each Board of Education will have an evaluation rubric specifically for teachers, another specifically for Principals, Vice Principals, and Assistant Principals, and evaluation rubrics for other categories of teaching staff members.

“Indicators of student progress and growth” means the results of assessment(s) of students as defined in N.J.A.C. 6A:8, Standards and Assessment.

“Individual professional development plan” is as defined in N.J.S.A. 18A:6-119.

“Job description” means a written specification of the function of a position, duties and responsibilities, the extent and limits of authority, and work relationships within and outside the school and school district.

“Observation” means a method of collecting data on the performance of a teaching staff member's assigned duties and responsibilities. An observation for the purpose of evaluation will be included in the determination of the annual summative evaluation rating and shall be conducted by an individual employed in the school district in a supervisory role and capacity and possessing a school administrator, Principal, or supervisor endorsement as defined in N.J.A.C. 6A:9-2.1.

“Post-observation conference” means a meeting, either in-person or remotely, between the supervisor who conducted the observation and the teaching staff member for the purpose of evaluation to discuss the data collected in the observation.



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“Scoring guide” means a set of rules or criteria used to evaluate a performance, product, or project. The purpose of a scoring guide is to provide a transparent and reliable evaluation process. Educator practice instruments include a scoring guide that an evaluator uses to structure his or her assessments and ratings of professional practice.

“Semester” means half of the school year.

“Signed” means the name of one physically written by oneself or an electronic code, sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

“Student growth objective” means an academic goal that teaching staff members and designated supervisors set for groups of students.

“Superintendent” means Superintendent of Schools or Chief School Administrator.

“Supervisor” means an appropriately certified teaching staff member, as defined in N.J.S.A. 18A:1-1, or Superintendent employed in the school district in a supervisory role and capacity, and possessing a school administrator, Principal, or supervisor endorsement as defined in N.J.A.C. 6A:9B-12.

“Teaching staff member” for the purposes of Policy 3222 and this Regulation, includes, but is not limited to, educational services staff members, guidance counselors, school nurses, library/media specialists, occupational therapists, and other teaching staff members working under an educational services certificate and does not include teachers, Principals, Vice Principals, Assistant Principals, and administrators, including, but not limited to, Directors and/or Supervisors.

B. Applicability of Rules on Collective Bargaining Agreements – N.J.A.C. 6A:10-1.3

No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives.

C. Educator Evaluation Data, Information, and Annual Performance Reports – N.J.A.C. 6A:10-1.4



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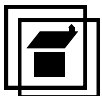
All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees of the Board of Education for the purposes of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential. Such information shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. Nothing contained in N.J.A.C. 6A:10-1.1 et seq. shall be construed to prohibit the Department or a school district from, at its discretion, collecting evaluation data pursuant to N.J.S.A. 18A:6-123.e. or distributing aggregate statistics regarding evaluation data.

D. Evaluation of Teaching Staff Members – N.J.A.C. 6A:10-2.1

1. The Board of Education shall annually adopt evaluation rubrics for all teaching staff members. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective.
2. Evaluation rubrics shall be submitted to the Commissioner by August 1 for approval by August 15 of each year.

E. Duties of the Board of Education – N.J.A.C. 6A:10-2.2

1. The Board of Education shall meet the following requirements for the annual evaluation of teaching staff members, unless otherwise specified:
 - a. Establish a District Evaluation Advisory Committee to oversee and guide the planning and implementation of the Board of Education's evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2 et seq.;
 - b. Annually adopt policies and procedures developed by the Superintendent pursuant to N.J.A.C. 6A:10-2.4, including the evaluation rubrics approved by the Commissioner pursuant to N.J.A.C. 6A:10-2.1(c):
 - (1) The Superintendent shall develop policies and procedures that, at a minimum, ensure student performance data on the Statewide assessment is, upon receipt, promptly distributed or otherwise made available to staff members who were primarily responsible for instructing the applicable students in the school year in which the assessment was taken, as well as to staff members who are or will be primarily responsible for instructing the applicable students in the subsequent school year.



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- c. Ensure the Superintendent annually notifies all teaching staff members of the adopted evaluation policies and procedures no later than October 1. If a teaching staff member is hired after October 1, the Board/Superintendent shall notify the teaching staff member of the policies and procedures at the beginning of his or her employment. All teaching staff members shall be notified of amendments to the policy and procedures within ten teaching staff member working days of adoption;
 - d. Annually adopt by June 1, any Commissioner-approved educator practice instruments and, as part of the process described at N.J.A.C. 6A:10-2.1(c), notify the Department which instruments will be used as part of the school district's evaluation rubrics;
 - e. Ensure the Principal of each school within the school district has established a School Improvement Panel pursuant to N.J.A.C. 6A:10-3.1. The panel shall be established annually by August 31 and shall carry out the duties and functions described in N.J.A.C. 6A:10-3.2;
 - f. Ensure data elements are collected and stored in an accessible and usable format. Data elements shall include, but not be limited to, scores or evidence from observations for the purpose of evaluation and student growth objective data; and
 - g. Ensure the Superintendent or designee certifies to the Department that any observer who conducts an observation of a teaching staff member for the purpose of evaluation as described in N.J.A.C. 6A:10-4.4; N.J.A.C. 6A:10-5.4, and N.J.A.C. 6A:10-6.2, shall meet the statutory observation requirements of N.J.S.A. 18A:6-119; 18A:6-123.b.(8); and N.J.S.A. 18A:27-3.1 and the teacher member of the School Improvement Panel requirements of N.J.A.C. 6A:10-3.2.
2. The Board of Education shall ensure the following training procedures are followed when implementing the evaluation rubric for all teaching staff members and, when applicable, applying the Commissioner-approved educator practice instruments:
 - c. Ensure the Superintendent annually notifies all teaching staff members of the adopted evaluation policies and procedures no later than October 1. If a teaching staff member is hired after October 1, the Board/Superintendent shall notify the teaching staff member of the policies and procedures at the beginning of his or her employment. All teaching staff members shall be notified of amendments to the policy and procedures within ten teaching staff member working days of adoption;
 - d. Annually adopt by June 1, any Commissioner-approved educator practice instruments and, as part of the process described at N.J.A.C. 6A:10-2.1(c), notify the Department which instruments will be used as part of the school district's evaluation rubrics;
 - e. Ensure the Principal of each school within the school district has established a School Improvement Panel pursuant to N.J.A.C. 6A:10-3.1. The panel shall be established annually by August 31 and shall carry out the duties and functions described in N.J.A.C. 6A:10-3.2;
 - f. Ensure data elements are collected and stored in an accessible and usable format. Data elements shall include, but not be limited to, scores or evidence from observations for the purpose of evaluation and student growth objective data; and
 - g. Ensure the Superintendent or designee certifies to the Department that any observer who conducts an observation of a teaching staff member for the purpose of evaluation as described in N.J.A.C. 6A:10-4.4; N.J.A.C. 6A:10-5.4, and N.J.A.C. 6A:10-6.2, shall meet the statutory observation requirements of N.J.S.A. 18A:6-119; 18A:6-123.b.(8); and N.J.S.A. 18A:27-3.1 and the teacher member of the School Improvement Panel requirements of N.J.A.C. 6A:10-3.2.



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- a. Annually provide training on and descriptions of each component of the evaluation rubric for all teaching staff members who are being evaluated in the school district and provide more thorough training for any teaching staff member who is being evaluated for the first time. Training shall include detailed descriptions of all evaluation rubric components including, when applicable, detailed descriptions of student achievement measures and all aspects of the educator practice instruments;
 - b. Annually provide updates and refresher training for supervisors who are conducting evaluations in the school district and more thorough training for any supervisor who will evaluate teaching staff members for the first time. Training shall be provided on each component of the evaluated teaching staff member's evaluation rubric before the evaluation of a teaching staff member; and
 - c. The Superintendent shall annually certify to the Department that all supervisors of teaching staff members in the school district who are utilizing evaluation rubrics have completed training on and demonstrated competency in applying the evaluation rubrics.
- F. District Evaluation Advisory Committee – N.J.A.C. 6A:10-2.3
1. Members of the District Evaluation Advisory Committee shall include representation from the following groups: teachers from each school level represented in the school district; central office administrators overseeing the teacher evaluation process; supervisors involved in teacher evaluation, when available or appropriate; and administrators conducting evaluations, including a minimum of one administrator conducting evaluations who participates on a School Improvement Panel. Members also shall include the Superintendent, a special education administrator, a parent, and a member of the Board of Education.
 2. The Superintendent may extend membership on the District Evaluation Advisory Committee to representatives of other groups and to individuals.
 3. A District Evaluation Advisory Committee is not required and the Board of Education shall have the discretion to establish a District Evaluation Advisory Committee.



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- G. Evaluation Procedures for Teaching Staff Members – N.J.A.C. 6A:10-2.4
1. The provisions outlined in Policy and Regulation 3222 and N.J.A.C. 6A:10-2.4 shall be the minimum requirements for the evaluation of teaching staff members.
 2. Evaluation policies and procedures requiring the annual evaluation of all teaching staff members shall be developed under the direction of the Superintendent, who may consult with the District Evaluation Advisory Committee or representatives from School Improvement Panels, and shall include, but not be limited to, a description of:
 - a. Roles and responsibilities for implementation of evaluation policies and procedures;
 - b. Job descriptions, evaluation rubrics for all teaching staff members, the process for calculating the summative ratings and each component, and the evaluation regulations set forth in N.J.A.C. 6A:10 et seq.;
 - c. Methods of data collection and reporting appropriate to each job description, including, but not limited to, the process for student attribution to teachers, Principals, Assistant Principals, and Vice Principals for calculating the median and school-wide student growth percentile;
 - d. Processes for observations for the purpose of evaluation and post-observation conference(s) by a supervisor;
 - e. Process for developing and scoring student growth objectives;
 - f. The process for preparation of individual professional development plans; and
 - g. The process for preparation of an annual performance report by the teaching staff member's designated supervisor, and an annual summary conference between the teaching staff member and his or her designated supervisor.
 3. The annual summary conference between the designated supervisor and the teaching staff member shall be held before the annual performance report is filed.

The conference shall occur on or before June 30 of each school year and shall include, but not be limited to, a review of the following:



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- a. The performance of the teaching staff member based upon the job description and the scores or evidence compiled using the teaching staff member's evaluation rubric, including, when applicable:
 - (1) The educator's practice instrument; and
 - (2) Available indicators or student achievement measures such as student growth objective scores and student growth percentile scores.
 - b. The progress of the teaching staff member toward meeting the goals of the individual professional development plan or, when applicable, the corrective action plan; and
 - c. The preliminary annual performance report.
4. If any scores for the teaching staff member's evaluation rubric are not available at the time of the annual summary conference due to pending assessment results, the annual summative evaluation rating shall be calculated once all component ratings are available.
 5. The annual performance report shall be prepared by the teaching staff member's designated supervisor and shall include, but not be limited to:
 - a. A summative rating based on the evaluation rubric;
 - b. Performance area(s) of strength and area(s) needing improvement based upon the job description and components of the teaching staff member's evaluation rubric; and
 - c. The teaching staff member's individual professional development plan or corrective action plan from the evaluation year being reviewed in the report.
 6. The teaching staff member and the designated supervisor shall sign the report within five teaching staff member working days of the review.
 7. The Board of Education shall include all performance reports and supporting data, including, but not limited to, written observation reports and additional components of the summative evaluation rating as part of the teaching staff member's personnel file or in an alternative, confidential location. If reports and



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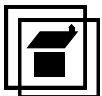
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data are stored in an alternative location, the personnel file shall clearly indicate the report's location and how it can be easily accessed. The records shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

- H. Corrective Action Plans for Teaching Staff Members – N.J.A.C. 6A:10-2.5
1. For each teaching staff member rated ineffective or partially effective on the annual summative evaluation, as measured by the evaluation rubrics, a corrective action plan shall be developed by the teaching staff member and the teaching staff member's designated supervisor. If the teaching staff member does not agree with the corrective action plan's content, the designated supervisor shall make a final determination.
 2. The corrective action plan shall be developed and the teaching staff member and his or her designated supervisor shall meet to discuss the corrective action plan by October 31 of the school year following the year of evaluation, except:
 - a. If the ineffective or partially effective summative evaluation rating is received after October 1 of the school year following the year of evaluation, a corrective action plan shall be developed, and the teaching staff member and his or her designated supervisor shall meet to discuss the corrective action plan within twenty-five teaching staff member working days following the school district's receipt of the teaching staff member's summative rating.
 3. The content of the corrective action plan shall replace the content of the individual professional development plan required pursuant to N.J.A.C. 6A:9C-4.3(a) and 4.4(a) and shall:
 - a. Address areas in need of improvement identified in the teaching staff member evaluation rubric;
 - b. Include specific, demonstrable goals for improvement;
 - c. Include responsibilities of the evaluated employee and the school district for the plan's implementation; and
 - d. Include timelines for meeting the goal(s).



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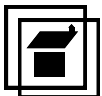
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4. The teaching staff member's designated supervisor and the teaching staff member on a corrective action plan shall discuss the teaching staff member's progress toward the goals outlined in the corrective action plan during each required post-observation conference. The teaching staff member and his or her designated supervisor may update the goals outlined in the corrective action plan to reflect any change(s) in the teaching staff member's progress, position, or role.
 5. Progress toward the teaching staff member's goals outlined in the corrective action plan:
 - a. Shall be documented in the teaching staff member's personnel file and reviewed at the annual summary conference and the mid-year evaluation. Both the teaching staff member on a corrective action plan and his or her designated supervisor may collect data and evidence to demonstrate the teaching staff member's progress toward his or her corrective action plan goals; and
 - b. May be used as evidence in the teaching staff member's next annual summative evaluation; however, such progress shall not guarantee an effective rating on the next summative evaluation.
 6. Responsibilities of the evaluated teaching staff member on a corrective action plan shall not be exclusionary of other plans for improvement determined to be necessary by the teaching staff member's designated supervisor.
 7. The corrective action plan shall remain in effect until the teaching staff member receives his or her next summative evaluation rating.
 8. There shall be no minimum number of teaching staff member working days a teacher's corrective action plan can be in place.
- I. Required Observations for Teaching Staff Members – N.J.A.C. 6A:10-6.2
1. The Superintendent shall determine the duration of observations required pursuant to N.J.S.A. 18A:27-3.1 for nontenured teaching staff members, except teachers, Principals, Vice Principals, and Assistant Principals. Observations include, but are not limited to, observations of meetings, student instruction, parent conferences, and case-study analysis of a significant student issue. The observation shall:



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- a. Be at least twenty minutes in length;
 - b. Be followed within fifteen teaching staff member working days by a conference between the supervisor who made the observation and the nontenured teaching staff member;
 - c. Be followed by both parties to such a conference signing the written or electronic observation report and each retaining a copy of his or her records; and
 - d. Allow the nontenured teaching staff member to submit his or her written objection(s) of the evaluation within ten teaching staff member working days following the conference. The objection(s) shall be attached to each party's copy of the annual performance report.
2. All tenured teaching staff members shall receive at least one observation per school year.
 3. All nontenured teaching staff members shall receive at least three observations, as required pursuant to N.J.S.A. 18A:27-3.1.
 - a. The required observations and evaluations for nontenured teaching staff members shall take place before April 30 each year. These observations and evaluations may cover that period between April 30 of one year and April 30 of the succeeding year except in the case of the first year of employment where the three observations and evaluations must have been completed prior to April 30.
 - b. The number of required observations and evaluations for nontenured teaching staff members may be reduced proportionately when an individual teaching staff member's term of service is less than one academic year.
 4. Evaluations for tenured teaching staff shall be completed prior to June 30.

Adopted:



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3223 EVALUATION OF ADMINISTRATORS, EXCLUDING PRINCIPALS, VICE PRINCIPALS, AND ASSISTANT PRINCIPALS

The Board of Education recognizes the importance of administrator effectiveness to further the development of a professional corps of educators and to increase student achievement. The Board of Education adopts Policy and Regulation 3223 for the evaluation of administrators consistent with the Teacher Effectiveness and Accountability for the Children of New Jersey Act (TEACHNJ) and the AchieveNJ administrative codes. This Policy and Regulation provides the provisions and requirements for administrator evaluations consistent with TEACHNJ and AchieveNJ.

For the purposes of Policy and Regulation 3223, “administrator” means an appropriately certified staff member, as defined in N.J.S.A. 18A-1.1, employed in the school district in an administrative and/or supervisory role and capacity, and holding a valid and effective standard, provisional, or emergency administrative certificate. An “administrator” may be a director, supervisor, or any other administrative or supervisory position in the district. For the purposes of Policy and Regulation 3223 and N.J.A.C. 6A:10-1.1 et seq., “administrator” is not a Principal, Vice Principal, or Assistant Principal.

No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives. All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees for the purpose of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

The Board shall annually adopt evaluation rubrics for all administrators which shall be submitted to the Commissioner of Education by August 1 for approval by August 15 of each year. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective. The Board shall meet the requirements as outlined in N.J.A.C. 6A:10-2.2(a) for the annual evaluation of administrators and shall ensure the training procedures as outlined in N.J.A.C. 6A:10-2.2(b) are followed when implementing the evaluation rubrics for all administrators. A District Evaluation Advisory Committee may be established in accordance with the requirements of N.J.A.C. 6A:10-2.3.



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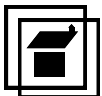
The minimum requirements for the evaluation procedures for administrators as outlined in N.J.A.C. 6A:10-2.4 shall be followed. For each administrator rated ineffective or partially effective on the annual summative evaluation rating, as measured by the evaluation rubrics, a corrective action plan shall be developed in accordance with the provisions of N.J.A.C. 6A:10-2.5.

Observations and evaluations for nontenured administrators shall be in accordance with the provisions of N.J.S.A. 18A:27-3.1. Evaluations for nontenured administrators shall take place before April 30 each year prior to the May 15 notice requirement date for continued employment. Evaluations for tenured administrators shall be completed prior to June 30.

The Superintendent annually shall notify all administrators of the adopted evaluation policies and procedures/regulations no later than October 1. If an administrator is hired after October 1, the Superintendent shall notify the administrator of the policies and procedures/regulations at the beginning of his or her employment. All administrators shall be notified of amendments to the policy and procedures/regulations within ten administrator working days of adoption.

N.J.S.A. 18A:6-117 et seq.; N.J.S.A. 18A:27-3.1
N.J.A.C. 6A:10-1.1 through 1.4; 6A:10-2.1 through 2.5

Adopted:



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R 3223 EVALUATION OF ADMINISTRATORS, EXCLUDING PRINCIPALS, VICE PRINCIPALS, AND ASSISTANT PRINCIPALS

A. Definitions – N.J.A.C. 6A:10-1.2

The following words and terms shall have the following meanings when used in Policy and Regulation 3223 unless the context clearly indicates otherwise:

“Administrator” means an appropriately certified staff member, as defined in N.J.S.A. 18A-1.1, employed in the school district in an administrative and/or supervisory role and capacity, and holding a valid and effective standard, provisional, or emergency administrative certificate. An “administrator” may be a director, supervisor or any other administrative or supervisory position in the district. For the purposes of Policy and Regulation 3223 and N.J.A.C. 6A:10-1.1 et seq., “administrator” is not a Principal, Vice Principal, or Assistant Principal.

“Annual performance report” means a written appraisal of the administrator’s performance prepared by the administrator’s designated supervisor based on the evaluation rubric for his or her position.

“Annual summative evaluation rating” means an annual evaluation rating that is based on appraisals of educator practice and student performance, and includes all measures captured in an administrator’s evaluation rubric. The four summative performance categories are ineffective, partially effective, effective, and highly effective.

“Chief School Administrator” means the Superintendent of Schools or the Administrative Principal if there is no Superintendent.

“Commissioner” means Commissioner of the New Jersey Department of Education.

“Corrective Action Plan” means a written plan developed by the administrator’s designated supervisor in collaboration with the administrator to address deficiencies as outlined in an evaluation. The corrective action plan shall include timelines for corrective action, responsibilities of the individual administrator and the school district for implementing the plan, and specific support that the district shall provide as defined in N.J.S.A. 18A:6-119.



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“Department” means the New Jersey Department of Education.

“Designated supervisor” means the supervisor designated by the Superintendent of Schools or designee as the administrator’s supervisor.

“District Evaluation Advisory Committee” means a group created to oversee and guide the planning and implementation of the Board of Education’s evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2.3.

“Educator practice instrument” means an assessment tool that provides: scales or dimensions that capture competencies of professional performance; and differentiation of a range of professional performance as described by the scales, which must be shown in practice and/or research studies. The scores from educator practice instruments for administrators other than Principals, Vice Principals, and Assistant Principals may be applied to the administrator’s summative evaluation rating in a manner determined by the school district.

“Evaluation” means an appraisal of an individual’s professional performance in relation to his or her job description and professional standards and based on, when applicable, the individual’s evaluation rubric.

“Evaluation rubric” means a set of criteria, measures, and processes used to evaluate all administrators in a specific school district or local education agency. Evaluation rubrics consist of measures of professional practice, based on educator practice instruments and student outcomes. Each Board of Education will have an evaluation rubric specifically for teachers, another specifically for Principals, Vice Principals, and Assistant Principals, and evaluation rubrics for other categories of staff members.

“Indicators of student progress and growth” means the results of assessment(s) of students as defined in N.J.A.C. 6A:8, Standards and Assessment.

“Individual professional development plan” is as defined in N.J.S.A. 18A:6-119.

“Job description” means a written specification of the function of a position, duties and responsibilities, the extent and limits of authority, and work relationships within and outside the school and school district.



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“Observation” means a method of collecting data on the performance of an administrator's assigned duties and responsibilities. An observation for the purpose of evaluation will be included in the determination of the annual summative evaluation rating and shall be conducted by an individual employed in the school district in a supervisory role and capacity and possessing a school administrator, principal, or supervisor endorsement as defined in N.J.A.C. 6A:9-2.1 and as designated by the Superintendent.

“Post-observation conference” means a meeting, either in-person or remotely, between the supervisor who conducted the observation and the administrator for the purpose of evaluation to discuss the data collected in the observation.

“Scoring guide” means a set of rules or criteria used to evaluate a performance, product, or project. The purpose of a scoring guide is to provide a transparent and reliable evaluation process. Educator practice instruments include a scoring guide that an evaluator uses to structure his or her assessments and ratings of professional practice.

“Semester” means half of the school year.

“Signed” means the name of one physically written by oneself or an electronic code, sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

“Student growth objective” means an academic goal that teachers and designated supervisors set for groups of students.

“Superintendent” means Superintendent of Schools or Chief School Administrator.

“Supervisor” means an appropriately certified staff member, as defined in N.J.S.A. 18A:1-1, or Superintendent employed in the school district in a supervisory role and capacity, and possessing a school administrator, Principal, or supervisor endorsement, as defined in N.J.A.C. 6A:9B-12.

B. Applicability of Rules on Collective Bargaining Agreements – N.J.A.C. 6A:10-1.3

No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives.



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- C. Educator Evaluation Data, Information, and Annual Performance Reports – N.J.A.C. 6A:10-1.4

All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees of the Board of Education for the purposes of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential. Such information shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. Nothing contained in N.J.A.C. 6A:10-1.1 et seq. shall be construed to prohibit the Department or a school district from, at its discretion, collecting evaluation data pursuant to N.J.S.A. 18A:6-123.e. or distributing aggregate statistics regarding evaluation data.

- D. Evaluation of Administrators – N.J.A.C. 6A:10-2.1

1. The Board of Education shall annually adopt evaluation rubrics for all administrators. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective.
2. Evaluation rubrics shall be submitted to the Commissioner by August 1 for approval by August 15 of each year.

- E. Duties of the Board of Education – N.J.A.C. 6A:10-2.2

1. The Board of Education shall meet the following requirements for the annual evaluation of administrators, unless otherwise specified:
 - a. Establish a District Evaluation Advisory Committee to oversee and guide the planning and implementation of the Board of Education's evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2 et seq.;
 - b. Annually adopt policies and procedures developed by the Superintendent pursuant to N.J.A.C. 6A:10-2.4, including the evaluation rubrics approved by the Commissioner pursuant to N.J.A.C. 6A:10-2.1(c):
 - (1) The Superintendent shall develop policies and procedures that, at a minimum, ensure student performance data on the Statewide assessment is, upon receipt, promptly distributed or otherwise



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made available to staff members who were primarily responsible for instructing the applicable students in the school year in which the assessment was taken, as well as to staff members who are or will be primarily responsible for instructing the applicable students in the subsequent school year.

- c. Ensure the Superintendent annually notifies all administrators of the adopted evaluation policies and procedures no later than October 1. If an administrator is hired after October 1, the Board/Superintendent shall notify the administrator of the policies and procedures at the beginning of his or her employment. All administrators shall be notified of amendments to the policy and procedures within ten administrator working days of adoption;
 - d. Annually adopt by June 1, any Commissioner-approved educator practice instruments and, as part of the process described at N.J.A.C. 6A:10-2.1(c), notify the Department which instruments will be used as part of the school district's evaluation rubrics;
 - e. Ensure the Principal of each school within the school district has established a School Improvement Panel pursuant to N.J.A.C. 6A:10-3.1. The panel shall be established annually by August 31 and shall carry out the duties and functions described in N.J.A.C. 6A:10-3.2;
 - f. Ensure data elements are collected and stored in an accessible and usable format. Data elements shall include, but not be limited to, scores or evidence from observations for the purpose of evaluation and student growth objective data; and
 - g. Ensure the Superintendent or designee certifies to the Department that any observer who conducts an observation of an administrator for the purpose of evaluation as described in N.J.A.C. 6A:10-4.4; N.J.A.C. 6A:10-5.4; and N.J.A.C. 6A:10-6.2 shall meet the statutory observation requirements of N.J.S.A. 18A:6-119; 18A:6-123.b.(8); and N.J.S.A. 18A:27-3.1 and the teacher member of the School Improvement Panel requirements of N.J.A.C. 6A:10-3.2.
2. The Board of Education shall ensure the following training procedures are followed when implementing the evaluation rubric for all administrators and, when applicable, applying the Commissioner-approved educator practice instruments:
 - c. Ensure the Superintendent annually notifies all administrators of the adopted evaluation policies and procedures no later than October 1. If an administrator is hired after October 1, the Board/Superintendent shall notify the administrator of the policies and procedures at the beginning of his or her employment. All administrators shall be notified of amendments to the policy and procedures within ten administrator working days of adoption;
 - d. Annually adopt by June 1, any Commissioner-approved educator practice instruments and, as part of the process described at N.J.A.C. 6A:10-2.1(c), notify the Department which instruments will be used as part of the school district's evaluation rubrics;
 - e. Ensure the Principal of each school within the school district has established a School Improvement Panel pursuant to N.J.A.C. 6A:10-3.1. The panel shall be established annually by August 31 and shall carry out the duties and functions described in N.J.A.C. 6A:10-3.2;
 - f. Ensure data elements are collected and stored in an accessible and usable format. Data elements shall include, but not be limited to, scores or evidence from observations for the purpose of evaluation and student growth objective data; and
 - g. Ensure the Superintendent or designee certifies to the Department that any observer who conducts an observation of an administrator for the purpose of evaluation as described in N.J.A.C. 6A:10-4.4; N.J.A.C. 6A:10-5.4; and N.J.A.C. 6A:10-6.2 shall meet the statutory observation requirements of N.J.S.A. 18A:6-119; 18A:6-123.b.(8); and N.J.S.A. 18A:27-3.1 and the teacher member of the School Improvement Panel requirements of N.J.A.C. 6A:10-3.2.



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- a. Annually provide training on and descriptions of each component of the evaluation rubric for all administrators who are being evaluated in the school district and provide more thorough training for any administrator who is being evaluated for the first time. Training shall include detailed descriptions of all evaluation rubric components including, when applicable, detailed descriptions of student achievement measures and all aspects of the educator practice instruments;
 - b. Annually provide updates and refresher training for supervisors who are conducting evaluations in the school district and more thorough training for any supervisor who will evaluate administrators for the first time. Training shall be provided on each component of the evaluated administrator's evaluation rubric before the evaluation of an administrator;
 - c. The Superintendent shall annually certify to the Department that all supervisors of administrators in the school district who are utilizing evaluation rubrics have completed training on and demonstrated competency in applying the evaluation rubrics.
- F. District Evaluation Advisory Committee – N.J.A.C. 6A:10-2.3
1. Members of the District Evaluation Advisory Committee shall include representation from the following groups: teachers from each school level represented in the school district; central office administrators overseeing the teacher evaluation process; supervisors involved in teacher evaluation, when available or appropriate; and administrators conducting evaluations, including a minimum of one administrator conducting evaluations who participates on a School Improvement Panel. Members also shall include the Superintendent, a special education administrator, a parent, and a member of the Board of Education.
 2. The Superintendent may extend membership on the District Evaluation Advisory Committee to representatives of other groups and to individuals.
 3. A District Evaluation Advisory Committee is not required and the Board of Education shall have the discretion to establish a District Evaluation Advisory Committee.



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- G. Evaluation Procedures for Administrators – N.J.A.C. 6A:10-2.4
1. The provisions outlined in Policy and Regulation 3223 and N.J.A.C. 6A:10-2.4 shall be the minimum requirements for the evaluation of administrators.
 2. Evaluation policies and procedures requiring the annual evaluation of all administrators shall be developed under the direction of the Superintendent, who may consult with the District Evaluation Advisory Committee or representatives from School Improvement Panels, and shall include, but not be limited to, a description of:
 - a. Roles and responsibilities for implementation of evaluation policies and procedures;
 - b. Job descriptions, evaluation rubrics for administrators, the process for calculating the summative ratings and each component, and the evaluation regulations set forth in N.J.A.C. 6A:10 et seq.;
 - c. Methods of data collection and reporting appropriate to each job description, including, but not limited to, the process for student attribution to teachers, Principals, Vice Principals, and Assistant Principals for calculating the median and school-wide student growth percentile;
 - d. Processes for observations for the purpose of evaluation and post-observation conference(s) by a supervisor;
 - e. Process for developing and scoring student growth objectives;
 - f. The process for preparation of individual professional development plans; and
 - g. The process for preparation of an annual performance report by the Superintendent or designated supervisor and an annual summary conference between the administrator and his or her designated supervisor.
 3. The annual summary conference between designated supervisors and the administrator shall be held before the annual performance report is filed. The conference shall occur on or before June 30 of each school year and shall include, but not be limited to, a review of the following:



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- a. The performance of the administrator based upon the job description and the scores or evidence compiled using the administrator's evaluation rubric, including, when applicable:
 - (1) The educator's practice instrument; and
 - (2) Available indicators or student achievement measures such as student growth objective scores and student growth percentile scores.
 - b. The progress of the administrator toward meeting the goals of the individual professional development plan or, when applicable, the corrective action plan; and
 - c. The preliminary annual performance report.
4. If any scores for the administrator's evaluation rubric are not available at the time of the annual summary conference due to pending assessment results, the annual summative evaluation rating shall be calculated once all component ratings are available.
 5. The annual performance report for the administrator shall be prepared by the designated supervisor and shall include, but not be limited to:
 - a. A summative rating based on the evaluation rubric;
 - b. Performance area(s) of strength and area(s) needing improvement based upon the job description and components of the administrator's evaluation rubric; and
 - c. The administrator's individual professional development plan or corrective action plan from the evaluation year being reviewed in the report.
 6. The administrator and the designated supervisor shall sign the report within five administrator working days of the review.



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7. The Board of Education shall include all performance reports and supporting data, including, but not limited to, written observation reports and additional components of the summative evaluation rating as part of his or her personnel file, or in an alternative, confidential location. If reports and data are stored in an alternative, confidential location, the personnel file shall clearly indicate the report's location and how it can easily be accessed. The records shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.
- H. Corrective Action Plans for Administrators – N.J.A.C. 6A:10-2.5
1. For each administrator rated ineffective or partially effective on the annual summative evaluation, as measured by the evaluation rubrics, a corrective action plan shall be developed by administrator and the Superintendent or the designated supervisor. If the administrator does not agree with the corrective action plan's content, the designated supervisor shall make a final determination.
 2. The corrective action plan shall be developed and the administrator and his or her designated supervisor shall meet to discuss the corrective action plan by October 31 of the school year following the year of evaluation except:
 - a. If the ineffective or partially effective summative evaluation rating is received after October 1 of the school year following the year of evaluation, a corrective action plan shall be developed, and the administrator and his or her designated supervisor shall meet to discuss the corrective action plan within twenty-five administrator working days following the school district's receipt of the administrator's summative rating.
 3. The content of the corrective action plan shall replace the content of the individual professional development plan required pursuant to N.J.A.C. 6A:9C-4.3(a) and 4.4(a) and shall:
 - a. Address areas in need of improvement identified in the administrator evaluation rubric;
 - b. Include specific, demonstrable goals for improvement;
 - c. Include responsibilities of the evaluated employee and the school district for the plan's implementation; and



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- d. Include timelines for meeting the goal(s).
4. The administrator's designated supervisor and the administrator on a corrective action plan shall discuss the administrator's progress toward the goals outlined in the corrective action plan during each required post-observation conference. The administrator and his or her designated supervisor may update the goals outlined in the corrective action plan to reflect any change(s) in the administrator's progress, position, or role.
 5. Progress toward the administrator's goals outlined in the corrective action plan:
 - a. Shall be documented in the administrator's personnel file and reviewed at the annual summary conference and the mid-year evaluation. Both the administrator on a corrective action plan and his or her designated supervisor may collect data and evidence to demonstrate the administrator's progress toward his or her corrective action plan goals; and
 - b. May be used as evidence in the administrator's next annual summative evaluation; however, such progress shall not guarantee an effective rating on the next summative evaluation.
 6. Responsibilities of the evaluated administrator on a corrective action plan shall not be exclusionary of other plans for improvement determined to be necessary by the administrator's designated supervisor.
 7. The corrective action plan shall remain in effect until the administrator receives his or her next summative evaluation rating.
 8. There shall be no minimum number of administrator working days an administrator's corrective action plan can be in place.
- I. Administrator Observations and Evaluations – N.J.A.C. 6A:10-6.2
1. The Superintendent shall determine the duration of observations required pursuant to N.J.S.A. 18A:27-3.1 for nontenured administrators. Observations include, but are not limited to, observations of meetings, student instruction, parent conferences, and case-study analysis of a significant student issue. The observation shall:



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- a. Be at least twenty minutes in length;
 - b. Be followed within fifteen administrator working days by a conference between the supervisor who made the observation and the nontenured administrator;
 - c. Be followed by both parties to such a conference signing the written or electronic observation report and each retaining a copy of his or her records; and
 - d. Allow the nontenured administrator to submit his or her written objection(s) of the evaluation within ten administrator working days following the conference. The objection(s) shall be attached to each party's copy of the annual performance report.
2. All tenured administrators shall receive at least one observation per school year.
 3. All nontenured administrators shall receive at least three observations, as required pursuant to N.J.S.A. 18A:27-3.1.
 - a. The required observations and evaluations for nontenured administrators shall take place before April 30 each year. These observations and evaluations may cover that period between April 30 of one year and April 30 of the succeeding year except in the case of the first year of employment where the three evaluations and observations must have been completed prior to April 30.
 - b. The number of required observations and evaluations for nontenured administrators may be reduced proportionately when an individual administrator's term of service is less than one academic year.
 4. Evaluations for tenured administrators shall be completed prior to June 30.

Adopted:



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3224 EVALUATION OF PRINCIPALS, VICE PRINCIPALS, AND ASSISTANT PRINCIPALS

The Board of Education recognizes the importance of Principal, Vice Principal, and Assistant Principal effectiveness to further the development of a professional corps of educators and to increase student achievement. The Board of Education adopts Policy and Regulation 3224 for the evaluation of Principals, Vice Principals, and Assistant Principals consistent with the Teacher Effectiveness and Accountability for the Children of New Jersey Act (TEACHNJ) and the AchieveNJ administrative codes. This Policy and Regulation provides the provisions and requirements for Principal, Vice Principal, and Assistant Principal evaluations consistent with TEACHNJ and AchieveNJ.

No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives. All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees for the purpose of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

The Board shall annually adopt evaluation rubrics for all Principals, Vice Principals, and Assistant Principals which shall be submitted to the Commissioner of Education by August 1 for approval by August 15 of each year. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective. The Board shall meet the requirements as outlined in N.J.A.C. 6A:10-2.2(a) for the annual evaluation of Principals, Vice Principals, and Assistant Principals and shall ensure the training procedures as outlined in N.J.A.C. 6A:10-2.2(b) are followed when implementing the evaluation rubrics for all Principals, Vice Principals, or Assistant Principals. A District Evaluation Advisory Committee may be established in accordance with the requirements of N.J.A.C. 6A:10-2.3.

The minimum requirements for the evaluation procedures for Principals, Vice Principals, and Assistant Principals as outlined in N.J.A.C. 6A:10-2.4 shall be followed. For each Principal, Vice Principal, or Assistant Principal rated ineffective or partially effective on the annual summative evaluation rating, as measured by the evaluation rubrics, a corrective action plan shall be developed in accordance with the provisions of N.J.A.C. 6A:10-2.5.



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The components of the principal evaluation rubrics as described in N.J.A.C. 6A:10-5.1 shall apply to Principals, Vice Principals, and Assistant Principals. Measures of student achievement, as outlined in N.J.A.C. 6A:10-5.2, shall be used to determine impact on student learning. Principal, Vice Principal, and Assistant Principal observations shall be conducted in accordance with the provisions of N.J.A.C. 6A:10-5.4. The Superintendent or designated supervisor shall conduct observations for the evaluation of Principals pursuant to N.J.S.A. 18A:6-121 and he or she shall be trained pursuant to N.J.A.C. 6A:10-2.2(b). A Principal, or the Superintendent or designated supervisor, shall conduct observations for the evaluation of Vice Principals and Assistant Principals pursuant to N.J.S.A. 18A:6-121.

The principal practice instrument approved by the Department of Education shall meet the criteria as outlined in N.J.A.C. 6A:10-7.3.

The Superintendent annually shall notify all Principals, Vice Principals, or Assistant Principals of the adopted evaluation policies and procedures/regulations no later than October 1. If a Principal, Vice Principal, or Assistant Principal is hired after October 1, the Superintendent shall notify the Principal, Vice Principal, or Assistant Principal of the policies and procedures/regulations at the beginning of his or her employment. All Principals, Vice Principals, and Assistant Principals shall be notified of amendments to the policy and procedures/regulations within ten Principal, Vice Principal, or Assistant Principal working days of adoption.

N.J.S.A. 18A:6-117 et seq.

N.J.A.C. 6A:10-1.1 through 1.4; 6A:10-2.1 through 2.5

N.J.A.C. 6A:10-5.1 through 5.4

N.J.A.C. 6A:10-7.1 and 7.3

Adopted:



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R 3224 EVALUATION OF PRINCIPALS, VICE PRINCIPALS, AND ASSISTANT PRINCIPALS

A. Definitions – N.J.A.C. 6A:10-1.2

The following words and terms shall have the following meanings when used in Policy and Regulation 3224 unless the context clearly indicates otherwise:

“Annual performance report” means a written appraisal of the Principal’s, Vice Principal’s, or Assistant Principal’s performance prepared by the designated supervisor based on the evaluation rubric for his or her position.

“Annual summative evaluation rating” means an annual evaluation rating that is based on appraisals of educator practice and student performance, and includes all measures captured in a Principal, Vice Principal, or Assistant Principal evaluation rubric. The four summative performance categories are ineffective, partially effective, effective, and highly effective.

“Calibration” in the context of educator evaluation means a process to monitor the competency of a trained evaluator to ensure the evaluator continues to apply an educator practice instrument accurately and consistently according to the standards and definitions of the specific instrument.

“Chief School Administrator” means the Superintendent of Schools or the Administrative Principal if there is no Superintendent.

“Commissioner” means Commissioner of the New Jersey Department of Education.

“Corrective Action Plan” means a written plan developed by the Superintendent or a designated supervisor in collaboration with the Principal, Vice Principal, and Assistant Principal to address deficiencies as outlined in an evaluation. The corrective action plan shall include timelines for corrective action, responsibilities of the individual Principal, Vice Principal, and Assistant Principal and the school district for implementing the plan, and specific support that the district shall provide as defined in N.J.S.A. 18A:6-119.

“Department” means the New Jersey Department of Education.



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“Designated supervisor” means the supervisor designated by the Superintendent of Schools or designee as the administrator’s supervisor.

“District Evaluation Advisory Committee” means a group created to oversee and guide the planning and implementation of the Board of Education’s evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2.3.

“Educator practice instrument” means an assessment tool that provides: scales or dimensions that capture competencies of professional performance; and differentiation of a range of professional performance as described by the scales, which must be shown in practice and/or research studies.

“Evaluation” means an appraisal of an individual’s professional performance in relation to his or her job description and professional standards and based on, when applicable, the individual’s evaluation rubric.

“Evaluation rubric” means a set of criteria, measures, and processes used to evaluate all Principals, Vice Principals, and Assistant Principals in a specific school district or local education agency. Evaluation rubrics consist of measures of professional practice, based on educator practice instruments and student outcomes. Each Board of Education will have an evaluation rubric specifically for teachers, another specifically for Principals, Vice Principals, and Assistant Principals, and evaluation rubrics for other categories of teaching staff members.

“Indicators of student progress and growth” means the results of assessment(s) of students as defined in N.J.A.C. 6A:8, Standards and Assessment.

“Individual professional development plan” is as defined in N.J.S.A. 18A:6-119.

“Job description” means a written specification of the function of a position, duties and responsibilities, the extent and limits of authority, and work relationships within and outside the school and school district.

“Observation” means a method of collecting data on the performance of a Principal’s, Vice Principal’s, and Assistant Principal’s assigned duties and responsibilities. An observation for the purpose of evaluation will be included in the determination of the annual summative evaluation rating and shall be conducted by the Superintendent or designee.



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“Post-observation conference” means a meeting, either in-person or remotely, between the supervisor who conducted the observation and the Principal, Vice Principal, and Assistant Principal for the purpose of evaluation to discuss the data collected in the observation.

“Principal practice instrument” means an assessment tool that provides scales or dimensions that capture competencies of professional performance; and differentiation of a range of professional performance as described by the scales, which must be shown in practice and/or research studies. The scores from the principal practice instrument are components of the evaluation rubrics and the scores are included in the summative evaluation rating for the individual.

“Scoring guide” means a set of rules or criteria used to evaluate a performance, product, or project. The purpose of a scoring guide is to provide a transparent and reliable evaluation process. Educator practice instruments include a scoring guide that an evaluator uses to structure his or her assessments and ratings of professional practice.

“Semester” means half of the school year.

“Signed” means the name of one physically written by oneself or an electronic code, sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

“Student growth objective” means an academic goal that teachers and designated supervisors set for groups of students.

“Student growth percentile” means a specific metric for measuring individual student progress on Statewide assessments by tracking how much a student’s test scores have changed relative to other students Statewide with similar scores in previous years.

“Superintendent” means Superintendent of Schools or Chief School Administrator.

“Supervisor” means an appropriately certified teaching staff member as defined in N.J.S.A. 18A:1-1, or Superintendent employed in the district in a supervisory role and capacity, and possessing a school administrator, Principal, or supervisor endorsement as defined in N.J.A.C. 6A:9B-12 and certified to evaluate a Principal, Vice Principal, or Assistant Principal.



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and Assistant Principals**B. Applicability of Rules on Collective Bargaining Agreements – N.J.A.C. 6A:10-1.3**

No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives.

C. Educator Evaluation Data, Information, and Annual Performance Reports – N.J.A.C. 6A:10-1.4

All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees of the Board of Education for the purposes of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential. Such information shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. Nothing contained in N.J.A.C. 6A:10-1.1 et seq. shall be construed to prohibit the Department or a school district from, at its discretion, collecting evaluation data pursuant to N.J.S.A. 18A:6-123.e. or distributing aggregate statistics regarding evaluation data.

D. Evaluation of Principals, Vice Principals, and Assistant Principals – N.J.A.C. 6A:10-2.1

1. The Board of Education shall annually adopt evaluation rubrics for all Principals, Vice Principals, and Assistant Principals. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective.
2. The evaluation rubrics for Principals, Vice Principals, and Assistant Principals shall include all other relevant minimum standards set forth in N.J.S.A. 18A:6-123 (P.L. 2012, c. 26, § 17c).
3. Evaluation rubrics shall be submitted to the Commissioner by August 1 for approval by August 15 of each year.

E. Duties of the Board of Education – N.J.A.C. 6A:10-2.2

1. The Board of Education shall meet the following requirements for the annual evaluation of Principals, Vice Principals, and Assistant Principals, unless otherwise specified:



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- a. Establish a District Evaluation Advisory Committee to oversee and guide the planning and implementation of the Board of Education's evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2 et seq.;
- b. Annually adopt policies and procedures developed by the Superintendent pursuant to N.J.A.C. 6A:10-2.4, including the evaluation rubrics approved by the Commissioner pursuant to N.J.A.C. 6A:10-2.1(c):
 - (1) The Superintendent shall develop policies and procedures that, at a minimum, ensure student performance data on the Statewide assessment is, upon receipt, promptly distributed or otherwise made available to staff members who were primarily responsible for instructing the applicable students in the school year in which the assessment was taken, as well as to staff members who are or will be primarily responsible for instructing the applicable students in the subsequent school year.
- c. Ensure the Superintendent annually notifies all Principals, Vice Principals, and Assistant Principals of the adopted evaluation policies and procedures no later than October 1. If a Principal, Vice Principal, or Assistant Principal is hired after October 1, the Board/Superintendent shall notify all Principals, Vice Principals, and Assistant Principals of the policies and procedures at the beginning of his or her employment. All Principals, Vice Principals, and Assistant Principals shall be notified of amendments to the policy and procedures within ten Principal, Vice Principal, and Assistant Principal working days of adoption;
- d. Annually adopt by June 1, any Commissioner-approved educator practice instruments and, as part of the process described at N.J.A.C. 6A:10-2.1(c), notify the Department which instruments will be used as part of the school district's evaluation rubrics;
- e. Ensure the Principal of each school within the school district has established a School Improvement Panel pursuant to N.J.A.C. 6A:10-3.1. The panel shall be established annually by August 31 and shall carry out the duties and functions described in N.J.A.C. 6A:10-3.2;
- f. Ensure data elements are collected and stored in an accessible and usable format. Data elements shall include, but not be limited to, scores or evidence from observations for the purpose of evaluation and student growth objective data; and



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- g. Ensure the Superintendent or designee certifies to the Department that any observer who conducts an observation of a Principal, Vice Principal, or Assistant Principal for the purpose of evaluation as described in N.J.A.C. 6A:10-4.4; N.J.A.C. 6A:10-5.4; and 6A:10-6.2 shall meet the statutory observation requirements of N.J.S.A. 18A:6-119; 18A:6-123.b.(8); and N.J.S.A. 18A:27-3.1 and the teacher member of the School Improvement Panel requirements of N.J.A.C. 6A:10-3.2.
2. The Board of Education shall ensure the following training procedures are followed when implementing the evaluation rubric for all Principals, Vice Principals, and Assistant Principals and, when applicable, applying the Commissioner-approved principal practice instruments:
 - a. Annually provide training on and descriptions of each component of the evaluation rubric for all Principals, Vice Principals, and Assistant Principals who are being evaluated in the school district and provide more thorough training for any Principals, Vice Principals, and Assistant Principals who are being evaluated for the first time. Training shall include detailed descriptions of all evaluation rubric components including, when applicable, detailed descriptions of student achievement measures and all aspects of the principal practice instrument;
 - b. Annually provide updates and refresher training for supervisors who are conducting evaluations in the school district and more thorough training for any supervisor who will evaluate Principals, Vice Principals, or Assistant Principals for the first time. Training shall be provided on each component of the evaluated Principal's, Vice Principal's, or Assistant Principal's evaluation rubric before the evaluation of the Principal, Vice Principal, or Assistant Principal;
 - c. The Superintendent shall annually certify to the Department that all supervisors of Principals, Vice Principals, and Assistant Principals in the school district who are utilizing evaluation rubrics have completed training on and demonstrated competency in applying the evaluation rubrics.



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- F. District Evaluation Advisory Committee – N.J.A.C. 6A:10-2.3
1. Members of the District Evaluation Advisory Committee shall include representation from the following groups: teachers from each school level represented in the school district; central office administrators overseeing the teacher evaluation process; supervisors involved in teacher evaluation, when available or appropriate; and administrators conducting evaluations, including a minimum of one administrator conducting evaluations who participates on a School Improvement Panel. Members also shall include the Superintendent, a special education administrator, a parent, and a member of the Board of Education.
 2. The Superintendent may extend membership on the District Evaluation Advisory Committee to representatives of other groups and to individuals.
 3. A District Evaluation Advisory Committee is not required and the Board of Education shall have the discretion to establish a District Evaluation Advisory Committee.
- G. Evaluation Procedures for Principals, Vice Principals, and Assistant Principals - N.J.A.C. 6A:10-2.4
1. The provisions outlined in Policy and Regulation 3224 and N.J.A.C. 6A:10-2.4 shall be the minimum requirements for the evaluation of Principals, Vice Principals, and Assistant Principals.
 2. Evaluation policies and procedures requiring the annual evaluation of Principals, Vice Principals, and Assistant Principals shall be developed under the direction of the Superintendent, who may consult with the District Evaluation Advisory Committee or representatives from School Improvement Panels, and shall include, but not be limited to, a description of:
 - a. Roles and responsibilities for implementation of evaluation policies and procedures;
 - b. Job descriptions, evaluation rubrics for Principals, Vice Principals, and Assistant Principals, the process for calculating the summative ratings and each component and the evaluation regulations set forth in N.J.A.C. 6A:10-1 et seq.;



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- c. Methods of data collection and reporting appropriate to each job description, including, but not limited to, the process for student attribution to teachers, Principals, Vice Principals, Assistant Principals for calculating the median and school-wide student growth percentile;
 - d. Processes for observations for the purpose of evaluation and post-observation conference(s) by a supervisor;
 - e. Process for developing and scoring student growth objectives;
 - f. The process for preparation of individual professional development plans; and
 - g. The process for preparation of an annual performance report by the Superintendent or designated supervisor, and an annual summary conference between the Principal, Vice Principal, or Assistant Principal and the Superintendent or designated supervisor.
3. The annual summary conference between the designated supervisor and the Principal, Vice Principal, or Assistant Principal shall be held before the annual performance report is filed. The conference shall occur on or before June 30 of each school year and shall include, but not be limited to, a review of the following:
- a. The performance of the Principal, Vice Principal, or Assistant Principal based upon the job description and the scores or evidence compiled using the evaluation rubric, including, when applicable:
 - (1) The educator's practice instrument; and
 - (2) Available indicators or student achievement measures such as student growth objective scores and student growth percentile scores.
 - b. The progress of the Principal, Vice Principal, or Assistant Principal toward meeting the goals of the individual professional development plan or, when applicable, the corrective action plan; and
 - c. The preliminary annual performance report.



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4. If any scores for the Principal's, Vice Principal's, or Assistant Principal's evaluation rubric are not available at the time of the annual summary conference due to pending assessment results, the annual summative evaluation rating shall be calculated once all component ratings are available.
5. The annual performance report for the Principal, Vice Principal, or Assistant Principal shall be prepared by the designated supervisor and shall include, but not be limited to:
 - a. A summative rating based on the evaluation rubric, including, when applicable, a total score for each component as described in N.J.A.C. 6A:10-5;
 - b. Performance area(s) of strength and area(s) needing improvement based upon the job description and components of the Principal's, Vice Principal's, or Assistant Principal's evaluation rubric; and
 - c. The Principal's, Vice Principal's, or Assistant Principal's individual professional development plan or a corrective action plan from the evaluation year being reviewed in the report.
6. The Principal, Vice Principal, or Assistant Principal and the designated supervisor shall sign the report within five Principal, Vice Principal, and Assistant Principal working days of the review.
7. The Board of Education shall include all performance reports and supporting data, including, but not limited to, written observation reports and additional components of the summative evaluation rating as part of the Principal's, Vice Principal's, or Assistant Principal's personnel file, or in an alternative, confidential location. If reports and data are stored in an alternate location, the personnel file shall clearly indicate the report's location and how it can be easily accessed. The records shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.



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- H. Corrective Action Plans for Principals, Vice Principals, and Assistant Principals – N.J.A.C. 6A:10-2.5
1. For each Principal, Vice Principal, and Assistant Principal rated ineffective or partially effective on the annual summative evaluation, as measured by the evaluation rubrics, a corrective action plan shall be developed by the Principal, Vice Principal, or Assistant Principal and the designated supervisor. If the Principal, Vice Principal, or Assistant Principal does not agree with the corrective action plan's content, the designated supervisor shall make the final determination.
 2. The corrective action plan shall be developed and the Principal, Vice Principal, or Assistant Principal and his or her designated supervisor shall meet to discuss the corrective action plan by October 31 of the school year following the year of evaluation except:
 - a. If the ineffective or partially effective summative evaluation rating is received after October 1 of the school year following the year of evaluation, a corrective action plan shall be developed, and the Principal, Vice Principal, or Assistant Principal and his or her designated supervisor shall meet to discuss the corrective action plan within twenty-five Principal, Vice Principal, or Assistant Principal working days following the school district's receipt of the Principal's, Vice Principal's, or Assistant Principal's summative rating.
 3. The content of the corrective action plan shall replace the content of the individual professional development plan required pursuant to N.J.A.C. 6A:9C-4.3(a) and 4.4(a) and shall:
 - a. Address areas in need of improvement identified in the principal evaluation rubric;
 - b. Include specific, demonstrable goals for improvement;
 - c. Include responsibilities of the evaluated employee and the school district for the plan's implementation; and
 - d. Include timelines for meeting the goal(s).



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4. The designated supervisor and the Principal, Vice Principal, or Assistant Principal on a corrective action plan shall discuss the Principal's, Vice Principal's, or Assistant Principal's progress toward the goals outlined in the corrective action plan during each post-observation conference, when required by N.J.S.A. 18A:27-3.1 or N.J.A.C. 6A:10-5.4.
5. Progress toward the Principal's, Vice Principal's, or Assistant Principal's goals outlined in the corrective action plan:
 - a. Shall be documented in the Principal's, Vice Principal's, or Assistant Principal's personnel file and reviewed at the annual summary conference and the mid-year evaluation. Both the Principal, Vice Principal, or Assistant Principal on a corrective action plan and his or her designated supervisor may collect data and evidence to demonstrate the Principal's, Vice Principal's, or Assistant Principal's progress toward his or her corrective action plan goals; and
 - b. May be used as evidence in the Principal's, Vice Principal's, or Assistant Principal's next annual summative evaluation; however, such progress shall not guarantee an effective rating on the next summative evaluation.
6. Responsibilities of the evaluated Principal, Vice Principal, or Assistant Principal on a corrective action plan shall not be exclusionary of other plans for improvement determined to be necessary by the designated supervisor.
7. The Superintendent or his or her designee, and the Principal, as appropriate, shall conduct a mid-year evaluation of any Principal, Vice Principal, or Assistant Principal pursuant to N.J.S.A. 18A:6-121.c. The mid-year evaluation shall occur approximately midway between the development of the corrective action plan and the expected receipt of the next annual summative rating. The mid-year evaluation shall include, at a minimum a conference to discuss progress toward the Principal's, Vice Principal's, or Assistant Principal's goals outlined in the corrective action plan. The mid-year evaluation conference may be combined with a post-observation conference.
8. The Superintendent shall ensure Principals, Vice Principals, and Assistant Principals with a corrective action plan receive one observation and a post-observation conference in addition to the observations required in N.J.A.C. 6A:10-5.4 for the purpose of evaluation as described in N.J.A.C. 6A:10-1.2 and 5.4.



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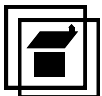
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9. The corrective action plan shall remain in effect until the Principal, Vice Principal, or Assistant Principal receives his or her next summative evaluation rating.
 10. There shall be no minimum number of Principal, Vice Principal, or Assistant Principal working days a Principal's, Vice Principal's, or Assistant Principal's corrective action plan can be in place.
- I. Components of Principal Evaluation Rubrics – N.J.A.C. 6A:10-5.1
1. Unless otherwise noted, the components of the principal evaluation rubrics shall apply to teaching staff members holding the position of Principal, Vice Principal, or Assistant Principal and holding a valid and effective standard, provisional, or emergency administrative certificate.
 2. The principal evaluation rubric shall meet the standards provided in N.J.S.A. 18A:6-123, including, but not limited to:
 - a. Measures of student achievement pursuant to N.J.A.C. 6A:10-5.2; and
 - b. Measures of principal practice pursuant to N.J.A.C. 6A:10-5.3 and 5.4.
 3. To earn a summative rating, the Principal, Vice Principal, or Assistant Principal shall have a student achievement score, pursuant to N.J.A.C. 6A:10-5.2 and a principal practice score pursuant to N.J.A.C. 6A:10-5.3 and 5.4.
 4. Each score shall be converted to a percentage weight so all measures make up 100 percent of the evaluation rubric. By August 31 prior to the school year in which the evaluation rubric applies, the Department shall provide on its website the required percentage weight of each component and the required summative rating scale. All components shall be worth the following percentage weights or fall within the following ranges:
 - a. If, according to N.J.A.C. 6A:10-5.2(b), the Principal, Vice Principal, or Assistant Principal receives a school-wide student growth percentile score as described in N.J.A.C. 6A:10-5.2(c), the score shall be at least ten percent and no greater than forty percent of evaluation rubric rating as determined by the Department.



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- b. Measure of average student growth objective for all teachers, as described in N.J.A.C. 6A:10-5.2(d), shall be at least ten percent and no greater than twenty percent of evaluation rubric rating as determined by the Department.
 - c. Measure of administrator goal, as described in N.J.A.C. 6A:10-5.2(e), shall be no less than ten percent and no greater than forty percent of evaluation rubric rating as determined by the Department.
 - d. Measure of principal practice, as described in N.J.A.C. 6A:10-5.3(b), shall be no less than fifty percent of evaluation rubric rating.
5. Standardized assessments, used as a measure of student progress, shall not be the predominant factor in determining a Principal's annual summative rating.
6. The Department shall periodically collect principal evaluation rubric data that shall include, but are not limited to, component-level scores and annual summative ratings.
- J. Student Achievement Components of Principal Evaluation Rubrics – N.J.A.C. 6A:10-5.2
- 1. Measures of student achievement shall be used to determine impact on student learning and shall include the following components:
 - a. The school-wide student growth percentile of all students assigned to the Principal;
 - b. Average student growth objective scores of every teacher, as described in N.J.A.C. 6A:10-4.2(e), assigned to the Principal; and
 - c. Administrator goals set by Principals, Vice Principals, or Assistant Principals in consultation with their supervisor pursuant to N.J.A.C. 6A:10-5.2(e), which shall be specific and measurable, based on student growth and/or achievement data.
 - 2. The school-wide student growth percentile score shall be included in the annual summative rating of Principals, Vice Principals, and Assistant Principals who are assigned to a school as of October 15 and who are employed in schools where student growth percentiles are available for students in one or more grades. If the Principal, Vice Principal, or Assistant Principal is employed in more than one



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Evaluation of Principals, Vice Principals,
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school, the Superintendent shall assign to the Principal, Vice Principal, or Assistant Principal, as appropriate, the school-wide student growth percentile from one school and shall notify the Principal, Vice Principal, or Assistant Principal at the beginning of the school year of the student growth percentile assignment.

3. The Department shall calculate the school-wide student growth percentile for Principals, Vice Principals, and Assistant Principals.
4. The average student growth objective scores of all teachers, as described in N.J.A.C. 6A:10-4.2(e), shall be a component of the Principal's annual summative rating. The average student growth objective scores for Vice Principals or Assistant Principals shall be determined according to the following procedures:
 - a. The Principal, in consultation with the Vice Principal or Assistant Principal, shall determine prior to the start of the school year, which teachers, if not all teachers in the school, shall be linked to the Vice Principal's and Assistant Principal's average student growth objective score.
 - b. If the Vice Principal or Assistant Principal does not agree with the list of teachers linked to his or her name for the purposes of this measurement, the Principal shall make the final determination.
5. Administrator goals for Principals, Vice Principals, or Assistant Principals shall be developed and measured according to the following procedures:
 - a. The designated supervisor shall determine for all Principals, Vice Principals, or Assistant Principals, the number of required administrator goals which shall reflect the achievement of a significant number of students within the school. By August 31 prior to the school year in which the evaluation rubric applies, the Department shall provide on the Department's website the minimum and maximum number of required goals, which will be at least one goal and no more than four goals.
 - b. Principals, Vice Principals, or Assistant Principals shall develop, in consultation with their designated supervisor, each administrator goal. Each Vice Principal and Assistant Principal shall set goals specific to his



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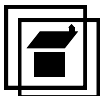
Evaluation of Principals, Vice Principals,
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or her job description or adopt the same goals as his or her Principal. If the Principal, Vice Principal, or Assistant Principal and his or her designated supervisor do not agree upon the administrator goal the Principal's, Vice Principal's, or Assistant Principal's designated supervisor shall make the final determination.

- c. Administrator goals and the criteria for assessing performance based on those objectives shall be determined, recorded, and retained by the Principal, Vice Principal, or Assistant Principal and his or her designated supervisor by October 31 of each school year, or within twenty-five Principal, Vice Principal, and Assistant Principal working days of the Principal's, Vice Principal's, or Assistant Principal's start date if he or she begins work after October 1.
- d. The administrator goal score shall be approved by the designated supervisor of the Principal, Vice Principal, or Assistant Principal. The Principal's, Vice Principal's, or Assistant Principal's administrator goal score, if available, shall be discussed at his or her annual summary conference and recorded in his or her personnel file.

K. Principal Practice Component of Evaluation Rubric – N.J.A.C. 6A:10-5.3

- 1. Measures of principal practice shall include a measure determined through a Commissioner-approved principal practice instrument and may include a leadership measure determined through the Department-created leadership rubric.
- 2. Principal practice component rating shall be based on the measurement of the Principal's, Vice Principal's, or Assistant Principal's performance according to the school district's Commissioner-approved principal practice instrument. Observations pursuant to N.J.A.C. 6A:10-5.4 shall be used as one form of evidence for this measurement.
- 3. Leadership practice shall be determined by a score on a leadership rubric, which will assess the Principal's, Vice Principal's, or Assistant Principal's ability to improve student achievement and teaching staff member effectiveness through identified leader behaviors. The rubric will be posted on the Department's website and annually maintained.



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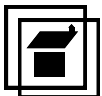
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Evaluation of Principals, Vice Principals,
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- L. Principal, Vice Principal, and Assistant Principal Observations – N.J.A.C. 6A:10-5.4
1. The Superintendent or his or her designee, shall conduct observations for the evaluation of Principals pursuant to N.J.S.A. 18A:6-121 and he or she shall be trained pursuant to N.J.A.C. 6A:10-2.2(b).
 2. A Principal, or the Superintendent or his or her designee, shall conduct observations for the evaluation of Vice Principals and Assistant Principals pursuant to N.J.S.A. 18A:6-121.
 3. For the purpose of collecting data for the evaluation of a Principal, Vice Principal, or Assistant Principal, an observation, as described in N.J.S.A. 18A:6-119 and N.J.A.C. 6A:10-1.2, may include, but is not limited to: building walk-through, staff meeting observation, parent conference observation, or case study analysis of a significant student issue.
 4. Post-observation conferences shall include the following procedures:
 - a. A supervisor who is present at the observation shall conduct a post-observation conference with the Principal, Vice Principal, or Assistant Principal being observed. A post-observation conference shall occur no more than fifteen Principal, Vice Principal, or Assistant Principal working days following each observation.
 - b. The post-observation conference shall be for the purpose of reviewing the data collected at the observation, connecting the data to the principal practice instrument and the Principal's, Vice Principal's, or Assistant Principal's individual professional development plan, collecting additional information needed for the evaluation, and offering areas to improve effectiveness.
 - c. With the consent of the observed Principal, Vice Principal, or Assistant Principal, post-observation conferences for individuals who are not on a corrective action plan may be conducted via written communication, including electronic communication.
 - d. One post-observation conference may be combined with the Principal's, Vice Principal's, or Assistant Principal's annual summary conference as long as it occurs within the required fifteen Principal, Vice Principal, or Assistant Principal working days following the observation.



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- e. A written or electronic observation report shall be signed by the supervisor who conducted the observation and post-observation and the Principal, Vice Principal, or Assistant Principal who was observed.
 - f. The Principal, Vice Principal, or Assistant Principal shall submit his or her written objection(s) of the evaluation within ten Principal, Vice Principal, and Assistant Principal working days following the conference. The objection(s) shall be attached to each party's copy of the annual performance report.
5. Each tenured Principal, Vice Principal, and Assistant Principal shall be observed as described in N.J.A.C. 6A:10-5.4, at least two times during each school year. Each nontenured Principal, Vice Principal, and Assistant Principal shall be observed as described in N.J.A.C. 6A:10-5.4 at least three times during each school year, as required by N.J.S.A. 18A:27-3.1. An additional observation shall be conducted pursuant to N.J.A.C. 6A:10-2.5(h) for Principals, Vice Principals, and Assistant Principals who are on a corrective action plan.
- M. Principal Practice Instrument – N.J.A.C. 6A:10-7.3
- 1. The principal practice instrument approved by the Department shall meet the following criteria:
 - a. Incorporate domains of practice and/or performance criteria that align to the 2015 Professional Standards for Educational Leaders developed by the National Policy Board for Educational Administration (NPBEA) incorporated herein by reference;
 - b. Include scoring guides for assessing principal practice that differentiate among a minimum of four levels of performance, and the differentiation has been shown in practice and/or research studies. Each scoring guide shall clearly define the expectations for each category and provide a conversion to four rating categories;
 - c. Rely on, to the extent possible, multiple sources of evidence collected throughout the school year, including, but not limited to, evaluation of a Principal's leadership related to:
 - (1) Implementing high-quality and standards-aligned curriculum, assessments, and instruction; and



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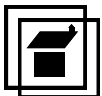
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Evaluation of Principals, Vice Principals,
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- (2) Evaluating the effectiveness of teaching staff members and supporting their professional growth.
- d. Include descriptions of specific training and implementation details required for the instrument to be effective.

Adopted:



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SUPPORT STAFF MEMBERS

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Nonrenewal of Nontenured Support Staff Member

4146 NONRENEWAL OF NONTENURED SUPPORT STAFF MEMBER

The Board will renew the employment contract of a nontenured support staff member only upon the recommendation of the Superintendent and by a recorded roll call majority vote of the full membership of the Board. The Board will not withhold its approval for arbitrary and capricious reasons. A nontenured support staff member who is not recommended for renewal by the Superintendent is deemed nonrenewed.

When the nontenured support staff member's performance does not meet the standards of the school district, the Superintendent shall recommend not to renew the nontenured support staff member's contract. Prior to notifying the nontenured support staff member of the nonrenewal, the Superintendent will notify the Board of the recommendation not to renew the nontenured support staff member's contract and the reasons for the recommendation. The Superintendent may notify the Board in a written notice or in executive session at a full Board meeting. In the event the Board is notified in executive session, the Superintendent will comply with the requirements of the Open Public Meetings Act and provide reasonable notice to the nontenured support staff member their employment will be discussed in executive session in order for the nontenured support staff member to exercise their statutory right to request a public discussion.

The Superintendent shall provide written notification to each nontenured support staff member to whom reemployment will not be offered in accordance with the terms of any applicable collective bargaining agreement, individual contract, or any other agreement between the parties. Paraprofessionals continuously employed since the preceding September 30 as a school aide or classroom aide in a school district that receives funding under Title I of the Federal Elementary and Secondary Education Act of 1965 shall be notified of renewal or nonrenewal on or before May 15 in each year in accordance with the provisions of N.J.S.A. 18A:27-10.2.

Any nontenured support staff member receiving notice that a contract for the succeeding year will not be offered, may within fifteen calendar days, request in writing a statement of the reasons for such nonemployment which shall be given to the nontenured support staff member in writing within thirty calendar days after the receipt of such request.

Whenever a nontenured support staff member has requested in writing and received a written statement of reasons for non-reemployment pursuant to N.J.S.A. 18A:27-3.2, the nontenured support staff member may request in writing an informal appearance before the Board. The written request shall be submitted to the Board within ten calendar days of the nontenured support staff member's receipt of the Board's statement of reasons. The informal appearance shall be scheduled within thirty calendar days from the nontenured support staff member's receipt of the Board's statement of reasons.



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SUPPORT STAFF MEMBERS

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Nonrenewal of Nontenured Support Staff Member

The Board is not required to offer reemployment or vote on reemployment after an informal appearance with a nontenured support staff member who was not recommended for reemployment by the Superintendent. The Board may, with a majority vote of its full membership in public session and without the recommendation of the Superintendent, offer the nontenured support staff member reemployment after the informal appearance before the Board. Within three working days following the informal appearance, the Board shall notify the affected nontenured support staff member, in writing, of its final determination.

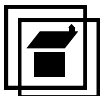
The provisions as outlined in Policy and Regulation 4146 may be revised or adjusted by the Superintendent of Schools to be in accordance with the terms and timelines of any applicable collective bargaining agreement, individual contract, or any other agreement between the parties provided the terms are not contrary to any statute, administrative code, or any management rights of the Board.

This Policy does not apply to the contract renewal of the Treasurer of School Moneys, Board Auditor, Board Attorney or Board Secretary, except a Board Secretary who performs business administration functions.

N.J.S.A. 18A:27-3.2; 18A:27-4.1

N.J.A.C. 6A:10-9.1

Adopted:



POLICY

RIDGEWOOD BOARD OF EDUCATION

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Comprehensive Health and Physical Education

M

2422 COMPREHENSIVE HEALTH AND PHYSICAL EDUCATION

The Board of Education requires all students to participate in a comprehensive, sequential, health and physical education program aligned with the New Jersey Student Learning Standards (NJSLS) that emphasizes the natural interdisciplinary connection between wellness and health and physical education. The primary focus of the NJSLS is the development of knowledge and skills that influence healthy behaviors within the context of self, family, school, and the local and global community.

The curriculum requirements listed below address the need for students to gain knowledge and skill in caring for themselves, interacting effectively with others, and analyzing the impact of choices and consequences. The primary focus of the curriculum listed below is to help students develop concepts and skills that promote and influence healthy behaviors.

The NJSLS incorporate New Jersey statutes related to health and well-being of students in New Jersey schools. The following statutes incorporated into the NJSLS include, but are not limited to, the following requirements:

1. Accident and Fire Prevention (N.J.S.A. 18A:6-2) requires regular courses of instruction in accident and fire prevention.
2. Breast Self-Examination (N.J.S.A. 18A:35-5.4) requires offering instruction on breast self-examination for students in grades seven through twelve.
3. Bullying Prevention Programs (N.J.S.A. 18A:37-17) requires the establishment of bullying prevention programs.
4. Cancer Awareness (N.J.S.A. 18A:40-33) requires the development of a school program on cancer awareness by the Commissioner of Education.
5. Dating Violence Education (N.J.S.A. 18A:35-4.23a) requires instruction regarding dating violence in grades seven through twelve.
6. Domestic Violence Education (N.J.S.A. 18A:35-4.23) allows instruction on problems related to domestic violence and child abuse.
7. Gang Violence Prevention (N.J.S.A. 18A:35-4.26) requires instruction in gang violence prevention for elementary school students.



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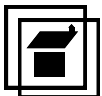
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Comprehensive Health and Physical Education

8. Health, Safety, and Physical Education (N.J.S.A. 18A:35-5) requires that all students in grades one through twelve participate in at least two and one-half hours of health, safety, and physical education each school week.
9. Drugs, Alcohol, Tobacco, Controlled Dangerous Substances, and Anabolic Steroids (N.J.S.A. 18A:40A-1) requires instructional programs on drugs, alcohol, anabolic steroids, tobacco, and controlled dangerous substances and the development of curriculum guidelines for each grade Kindergarten through twelve.
10. Lyme Disease Prevention (N.J.S.A. 18A:35-5.1 through 5.3) requires the development of Lyme Disease curriculum guidelines and training to all teaching staff members who instruct students with Lyme Disease.
11. Organ Donation (N.J.S.A. 18A:7F-4.3) requires information relative to organ donation to be given to students in grades nine through twelve.
12. Sexual Assault Prevention (N.J.S.A. 18A:35-4.3) requires the development of a sexual assault prevention education program by the Commissioner of Education for utilization by school districts.
13. Stress Abstinence (N.J.S.A. 18A:35-4.19 through N.J.S.A. 18A:35-4.22), also known as the “AIDS Prevention Act of 1999,” requires sex education programs to stress abstinence.
14. Suicide Prevention (N.J.S.A. 18A:6-111 through 113) requires instruction in suicide prevention in public schools.
15. Cardiopulmonary Resuscitation (CPR)/Automated External Defibrillator (AED) (N.J.S.A. 18A:35-4.28 and 18A:35-4.29) requires public high schools and charter schools to provide instruction in cardiopulmonary resuscitation and the use of an automated external defibrillator to each student prior to graduation.
16. Sexually Explicit Images through Electronic Means (N.J.S.A. 18A:35-4.32 and 4.33) requires instruction, once during middle school, on the social, emotional, and legal consequences of distributing and soliciting sexually explicit images through electronic means.



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Comprehensive Health and Physical Education

17. History of Disabled and LGBT Persons (N.J.S.A. 18A:35-4.35 and 4.36) requires instruction on the political, economic, and social contributions of persons with disabilities and lesbian, gay, bisexual, and transgender people for middle and high school students.
18. Financial Literacy (N.J.S.A. 18A:35-4.34) requires instruction with basic financial literacy necessary for sound financial decision-making in each of the grades six through eight.
19. Sexual Abuse and Assault Awareness and Prevention Education (N.J.S.A. 18A:35-4.5a) requires age-appropriate sexual abuse and assault awareness and prevention education in grades preschool through twelve.
20. Curriculum to Include Instruction on Diversity and Inclusion (N.J.S.A. 18A:35-4.36a) requires instruction on diversity and inclusion in an appropriate place in the curriculum for students in grades Kindergarten through twelve.
21. Incorporation of Age-Appropriate Instruction Relative to Consent for Physical Contact and Sexual Activity (N.J.S.A. 18A:35-4.38) requires age-appropriate instruction in grades six through twelve on the law and meaning of consent for physical contact and sexual activity.
22. Health Curriculum to Include Instruction on Mental Health (N.J.S.A. 18A:35-4.39) requires health education programs to include instruction on mental health and the relation of physical and mental health for students in grades Kindergarten through twelve.
23. Information About “New Jersey Safe Haven Infant Protection Act” Included in Public School Curriculum (N.J.S.A. 18A:35-4.40) information on the provisions of the “New Jersey Safe Haven Infant Protection Act” shall be included in curriculum for public school students in grades nine through twelve.
24. Infusion of African American Accomplishments into School Curricula (N.J.S.A. 18A:35-4.43) requires in the curriculum for all elementary and secondary students instruction that infuses into all courses on the United States the centuries of accomplishments by African Americans in the building and development of America.



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Comprehensive Health and Physical Education

25. Other Statutory or Administrative Codes. The Board will incorporate into its health and physical education curriculum any other requirements of the NJSLS in Comprehensive Health and Physical Education.

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

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

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

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

A copy of the NJSLS for Comprehensive Health and Physical Education and all related curriculum/course guides and instructional material shall be available for public inspection in each school.

Adopted:



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RIDGEWOOD BOARD OF EDUCATION

PROGRAM

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Surrogate Parents and Resource Family Parents

M

2467 SURROGATE PARENTS AND RESOURCE FAMILY PARENTS

Federal and State laws require the Board ensure the rights of a student are protected through the provision of an individual to act as surrogate for the parent and assume all parental rights under N.J.A.C. 6A:14 when:

1. The parent cannot be identified;
2. The parent cannot be located after reasonable efforts;
3. An agency of the State of New Jersey has guardianship of the student or the student is determined a ward of the State and, if the student is placed with a resource family parent, the resource family parent declines to serve as the student's parent; or
4. The student is an unaccompanied youth as that term is defined in section 725(6) of the McKinney-Vento Homeless Assistance Act (42 USC §11434.(a)6) and N.J.A.C. 6A:17-1.2.

Qualifications and Selection

The district shall make reasonable efforts to appoint a surrogate parent within thirty days of the determination that a surrogate parent is needed for a student. If the district fails to appoint a surrogate parent for a ward of the State, a judge may appoint a surrogate parent if the judge determines a surrogate parent is necessary for such student.

The district shall establish a method for selecting and training surrogate parents.

The person serving as a surrogate parent shall:

1. Have no interest that conflicts with the interest of the student they represent;
2. Possess knowledge and skills that ensure adequate representation of the student;
3. Not be replaced without cause;
4. Be at least eighteen years of age; and
5. Complete a criminal history review pursuant to N.J.S.A. 18A:6-7.1 if the person serving as the surrogate parent is compensated.



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Surrogate Parents and Resource Family Parents

The person(s) serving as a surrogate parent may not be an employee of the New Jersey Department of Education, this district, or a public or nonpublic agency that is involved in the education or care of the child.

[Optional - A surrogate parent will be paid solely to act in this capacity.]

The _____ shall serve as Surrogate Parent Coordinator and will: determine whether there is a need for a surrogate parent for a student; contact any State agency that is involved with the student to determine whether the State has a surrogate parent appointed for the student; and make reasonable efforts to appoint a surrogate parent for the student within thirty days of determining that there is a need for a surrogate parent for the student.

When a student who is or may be a student with a disability is in the care of a resource family parent, and the resource family parent is not the parent of the student, the district where the resource family parent resides shall contact the student's case manager at the Division of Child Protection and Permanency (DCP&P) in the Department of Children and Families to determine whether the parent retains the right to make educational decisions and determine the whereabouts of the parent.

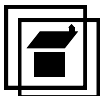
If the parent retains the right to make educational decisions and the parent's whereabouts are known to the school district, the Superintendent or designee shall obtain all required consent from, and provide written notices to, the parent.

If the district cannot ascertain the whereabouts of the parent, the resource family parent shall serve as the parent unless that person is unwilling to do so. If there is no resource family parent, or if the resource family parent is unwilling to serve as the student's parent, the Surrogate Parent Coordinator shall consult with the student's case manager at DCP&P to assist in identifying an individual to serve as a surrogate parent, appointing a surrogate parent, and obtaining all required consent from, and providing written notices to, the surrogate parent.

Training

N.J.A.C 6A:14-2.2(d) requires the district train surrogate parents so they have the knowledge and skills that ensure adequate representation of the student. The Surrogate Parent Coordinator shall coordinate the training for surrogate parents. The training may include, but not be limited to:

1. Providing the surrogate parent a copy of:
 - a. Parental Rights in Special Education booklet;



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Surrogate Parents and Resource Family Parents

- b. N.J.A.C. 6A:14;
 - c. The Special Education Process;
 - d. Administrative Code Training Materials from the Department of Education website; and
 - e. Other relevant materials.
2. Providing the surrogate parent an opportunity to meet with the Surrogate Parent Coordinator to discuss the rights of the surrogate parent and the applicable statutes, administrative codes, and Federal laws. The Surrogate Parent Coordinator shall provide the surrogate parent the opportunity to review and to become familiar with the State and Federal requirements for assessment, individualized educational program development, and parental rights with respect to the referral and placement process, including their rights with respect to seeking a due process hearing if they disagree with the local procedure or decisions;
 3. Providing the surrogate parent adequate time to become familiar with the student and the nature of the student's disability through a review of the student's record;
 4. Providing the surrogate parent an opportunity to confer with the student's case manager to discuss the student; and
 5. Other information and resources to provide the surrogate parent the knowledge and skills to ensure adequate representation of the student.

Rights of the Surrogate Parent

A surrogate parent appointed in accordance with N.J.A.C. 6A:14-2.2 shall assume all parental rights under N.J.A.C. 6A:14.

N.J.A.C. 6A:14-2.2

Adopted:



POLICY

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STUDENTS
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Education of Homeless Children

5116 EDUCATION OF HOMELESS CHILDREN

The Board of Education will admit and enroll homeless children in accordance with Federal and State laws and New Jersey Administrative Code. The Board of Education adopts this Policy to be in compliance with law and administrative code to ensure the enrollment of homeless children in school and to respond to appeals made by parents or other parties related to the enrollment of homeless children.

The Board of Education shall determine that a child is homeless when he or she resides in a publicly or privately operated shelter designed to provide temporary living accommodations, including: hotels or motels; congregate shelters, including domestic violence and runaway shelters; transitional housing; and homes for adolescent mothers. A child is also determined homeless when he or she resides in a public or private place not designated for or ordinarily used as a regular sleeping accommodation, including: cars or other vehicles including mobile homes; tents or other temporary shelters; parks; abandoned buildings; bus or train stations; temporary shelters provided to migrant workers and their children on farm sites; and the residence of relatives or friends where the homeless child resides out of necessity because his or her family lacks a regular or permanent residence of its own. A child is also determined homeless when he or she resides in substandard housing.

The school district of residence for a homeless child is responsible for the education of the child and shall assume all responsibilities as required in N.J.A.C. 6A:17-2.3. The school district of residence for a homeless child means the school district in which the parent of a homeless child resided prior to becoming homeless.

The school district liaison designated by the Superintendent of Schools for the education of homeless children is _____. The liaison will facilitate communication and cooperation between the school district of residence and the school district where the homeless child resides and shall assume all responsibilities as outlined in N.J.A.C. 6A:17-2.4(a).

When a homeless child resides in a school district, the school district liaison shall notify the liaison of the school district of residence within twenty-four hours of receiving notification from the parent, the Department of Human Services or the Department of Children and Families, a shelter director, an involved agency, or a case manager. Upon notification of the need for enrollment of a homeless child, the liaison in the school district of residence shall coordinate enrollment procedures immediately based upon the best interest of the child pursuant to N.J.A.C. 6A:17-2.5(b).



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Education of Homeless Children

The Superintendent of the school district of residence or designee shall decide in which school district the homeless child shall be enrolled in accordance with the provisions of N.J.A.C. 6A:17-2.5.

Unless parental rights have been terminated by a court of competent jurisdiction, the parent retains all rights under N.J.A.C. 6A:17-2.1 et seq.

When a dispute occurs regarding the determination of homelessness or the determination of the school district of enrollment made by the school district of residence, the Superintendent(s) or the designee(s) of the involved district(s) or the child's parent(s) shall immediately notify the Executive County Superintendent of Schools, who, in consultation with the Department of Education's McKinney-Vento Homeless Education Coordinator or designee, shall immediately decide the child's status. If a dispute remains between the parent and the involved school district(s) following the Executive County Superintendent's determination, the parent or the involved district Board(s) of Education may appeal to the Commissioner of Education for determination pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

When a school district designated as the school district of residence disputes its designation as the school district of residence, or where no designation can be agreed upon by the involved school districts, the Superintendent(s) or designee(s) of the involved school districts shall immediately notify the Executive County Superintendent of Schools, who shall immediately make a determination, if possible, but no later than within forty-eight hours.

If the dispute regarding determination of district of residence does not involve the determination of homelessness and/or district enrollment, the school district disputing the Executive County Superintendent's determination may appeal to the Department of Education pursuant to N.J.A.C. 6A:23A-19.2(d), (e), and (f) and request a determination from the Division of Administration and Finance. If an appeal of a determination of district of residence also includes an appeal of the determination of homelessness and/or school district of enrollment, the appeal shall be submitted to the Commissioner of Education pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

Any dispute or appeal shall not delay the homeless child's immediate enrollment or continued enrollment in the school district. The homeless child shall be enrolled in the school district in which enrollment or continued enrollment is sought by the parent, pending resolution of the dispute or appeal. Disputes and appeals involving the services provided to a homeless child with a disability shall be made pursuant to N.J.A.C. 6A:14.



POLICY

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STUDENTS

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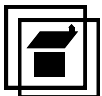
Education of Homeless Children

Financial responsibility, including the payment of tuition for the homeless child, will be in accordance with N.J.A.C. 6A:17-2.8. The school district of residence shall list the child on its annual Application for State School Aid (ASSA) pursuant to N.J.S.A. 18A:7F-33 until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. At that time, the school district of residence shall no longer list the student on its ASSA. The State shall assume fiscal responsibility for the tuition of the child pursuant to N.J.S.A. 18A:7B-12.1 and shall pay the tuition to the school district in which the child is currently enrolled until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. under the circumstances outlined in N.J.A.C. 6A:17-2.8(c).

On or before December 31 of each year, the district shall report to the Office of Homelessness Prevention in the Department of Community Affairs an accounting of each instance in which the district is made aware that a student enrolled in the district because the student's parent moved to the district as a result of being homeless.

N.J.S.A. 18A:7B-12; 18A:7B-12.1; 18A:38-1
N.J.A.C. 6A:17-2.1 et seq.

Adopted:



POLICY

RIDGEWOOD BOARD OF EDUCATION

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Eye Protection
M

7432 EYE PROTECTION

The Board of Education requires each student, staff member, and school visitor, including individuals present for evening adult-school programs, to wear appropriate eye protective devices while participating in educational activities and programs as defined in N.J.A.C. 6A:7-1.3. Appropriate eye protective devices must be worn by anyone engaged in a process or activity where exposure to which might have a tendency to cause damage to the eyes pursuant to N.J.A.C. 6A:26-12.5(a) and N.J.S.A. 18A:40-12.1.

The term “appropriate eye protective device” shall include plain or prescription lenses provided the lenses and other portions of the device meet or exceed the prescribed specifications for the device. Specifications for appropriate eye protection for various activities shall meet or exceed standards described in the American National Standard Practice for Occupational and Educational Eye and Face Protection, ANSI Z87.1-1989; American National Standard Practice for the Safe Use of Lasers, ANSI Z136.1-1986; and eye protective procedures recommended by the manufacturer of the laser device.

The Superintendent or designee shall be responsible for the continual monitoring of the school program, including, but not limited to, all vocational education, industrial arts education, science education, technology education and arts education, for conditions under which students, staff members, or visitors are exposed to a process or activity that might have a tendency to cause damage to the eyes.

The appropriate eye protective device shall be supplied by the Board, except that the student, staff member, or visitor, including individuals present for evening adult-school programs, may wear personal eye wear that is appropriate to the activity and certified, in writing, by a licensed optician or other qualified licensed eye professional to meet or exceed those standards. District-owned appropriate eye protective devices shall be inspected regularly by the appropriate staff member, and defective or poorly fitting devices shall be returned to the Principal for repair or discard. Any shared appropriate eye protective devices shall be disinfected between uses by the method prescribed by the school medical inspector.

Each classroom, shop, laboratory, and other area of the school in which students or staff members are exposed to caustic materials that can cause damage to the eyes shall be equipped with an emergency eye wash fountain in accordance with standards established by the New Jersey Department of Education.



POLICY

RIDGEWOOD BOARD OF EDUCATION

PROPERTY
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Eye Protection

The Building Principal or designee shall ensure that each area in the school identified as housing an activity hazardous to the eyes shall be posted with conspicuous signs that warn participants that an appropriate eye protective device must be worn during the activity. Staff members of such activities are responsible for instructing students in appropriate eye safety practices and for serving as exemplary models in the implementation of such practices.

The Board authorizes each staff member responsible for an activity or process hazardous to the eyes to compile and maintain, for the duration of the course of study, a list of students in the course who wear contact lenses.

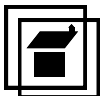
The school district shall provide annual training and appropriate supplies and equipment to all school personnel responsible for implementing the eye-safety policies and program. The training shall cover all aspects of eye protection in schools as described in N.J.A.C. 6A:26-12.5(a) through (f).

N.J.S.A. 18A:40-12.1; 18A:40-12.2

N.J.A.C. 6A:7-1.3

N.J.A.C. 6A:26-12.5

Adopted:



POLICY

RIDGEWOOD BOARD OF EDUCATION

OPERATIONS

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Emergency and Crisis Situations

M

8420 EMERGENCY AND CRISIS SITUATIONS

The Board of Education recognizes its responsibility to provide for the safety and security in each school building in the district. The district will develop and implement comprehensive written plans, procedures, and mechanisms to provide for the protection of health, safety, security, and welfare of the school population; the prevention of, intervention in, response to and recovery from emergency and crisis situations; the establishment and maintenance of a climate of civility; and support services for staff, students, and their families.

“School security drill” means an exercise, other than a fire drill, to practice procedures that respond to an emergency situation including, but not limited to, a bomb threat, non-fire evacuation, lockdown, or active shooter situation and that is similar in duration to a fire drill.

The Superintendent of Schools or designee shall consult with law enforcement agencies, health and social services provider agencies, emergency management planners, and school and community resources, as appropriate, in the development of the school district’s plans, procedures, and mechanisms for school safety and security. The plans, procedures, and mechanisms shall be consistent with the provisions of N.J.A.C. 6A:16-5.1 and the format and content established by the Domestic Security Preparedness Task Force, pursuant to N.J.S.A. App. A:9-64 et seq., and the Commissioner of Education and shall be reviewed annually, and updated as appropriate.

A copy of the school district’s school safety and security plan shall be disseminated to all school district employees. New employees shall receive a copy of the school district’s safety and security plan, as appropriate, within sixty days of the effective date of their employment. All employees shall be notified in writing, as appropriate, regarding updates and changes to the school safety and security plan.

The school district shall develop and provide an in-service training program for all school district employees to enable them to recognize and appropriately respond to safety and security concerns, including emergencies and crises, consistent with the school district’s plans, procedures, and mechanisms for school safety and security and the provisions of N.J.A.C. 6A:16-5.1. New employees shall receive this in-service training, as appropriate, within sixty days of the effective date of their employment. This in-service training program shall be reviewed annually and updated, as appropriate.

The Board shall ensure individuals employed in the district in a substitute capacity are provided with information and training on the district’s practices and procedures on school safety and security including instruction on school security drills, evacuation procedures, and emergency response protocols in the district and the school building where the individuals are employed in accordance with the provisions of N.J.S.A. 18A:41-7.



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RIDGEWOOD BOARD OF EDUCATION

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Emergency and Crisis Situations

Every Principal of a school of two or more rooms, or of a school of one room, when located above the first story of a building, shall have at least one fire drill and one school security drill each month within the school hours, including any summer months during which the school is open for instructional programs, and shall require all teachers of all schools, whether occupying buildings of one or more stories, to keep all doors and exits of their respective rooms and buildings unlocked during the school hours, except during an emergency lockdown or an emergency lockdown drill. Where school buildings have been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill. An actual fire or school security emergency that occurs at a school during the month and that includes activities which are the equivalent of a drill shall be considered a drill for the purposes of meeting the requirements of N.J.S.A. 18A:41-1.

Every school in the district shall conduct a school security drill within the first fifteen days of the beginning of the school year.

The Principal or designee will provide local law enforcement or other emergency responders, as appropriate, with a friendly notification at least forty-eight hours prior to holding a school security drill. A law enforcement officer shall be present at a minimum of one school security drill in each school year in order to make recommendations on any improvements or changes to school security drill procedures that the officer may deem advisable in accordance with N.J.S.A. 18A:41-1.

Such drills and in-service training programs shall be conducted in accordance with a building security drill guide and training materials that educate school employees on proper evacuation and lockdown procedures in a variety of emergency situations on school grounds in accordance with N.J.A.C. 6A:16-5.1.

The school district will be required to annually submit a security drill statement of assurance to the New Jersey Department of Education by June 30 of each school year. Each school in the district will be required to complete a security drill record form as required by the New Jersey Department of Education.

N.J.S.A. 2C:33-3

N.J.S.A. 18A:41-1; 18A:41-2; 18A:41-6; 18A:41-7

N.J.A.C. 6A:16-5.1; 6A:27-11.2

Adopted:



POLICY

RIDGEWOOD BOARD OF EDUCATION

OPERATIONS
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School Nutrition Programs
M

8540 SCHOOL NUTRITION PROGRAMS

The Board of Education recognizes the importance of a child receiving a nutritious, well-balanced meal to promote sound eating habits, to foster good health and academic achievement, and to reinforce the nutrition education taught in the classroom. Therefore, the Board of Education may participate in the school nutrition programs of the New Jersey Department of Agriculture in accordance with the eligibility criteria of the program. These programs may include the National School Lunch Program, the School Breakfast Program, the After-School Snack Program, and the Special Milk Program.

If seventy percent or more of the students enrolled in a school in the district on or before the last school day before October 16 of the preceding school year are eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall establish a “Breakfast After the Bell” program for that school in accordance with N.J.S.A. 18A:33-11.1 et seq. The district may request a waiver of the requirements of the “Breakfast After the Bell” program pursuant to N.J.S.A. 18A:33-12.

The Board of Education shall sign an Agreement with the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture for every school nutrition program operated within the school district. Any child nutrition program operated within the school district shall be operated in accordance with the provisions of the Agreement and all the requirements of the program.

Students may be eligible for free or reduced pricing in accordance with the requirements of the program operating in the school district. Prices charged to paying children shall be established by the Board of Education, but must be within the maximum prices established by the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture. Prices charged to adults shall be in accordance with the requirements of the program.

The Superintendent or designee shall annually notify parents of all children in the school district of the availability, eligibility requirements, and application procedures for free or reduced price meals or free milk in accordance with the notification requirements and procedures of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

The Superintendent will designate in the annual notification to parents, the person who will determine, in accordance with standards issued by the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture, a student’s eligibility for free or reduced price meals or free milk depending on the programs operated in the school district.



POLICY

RIDGEWOOD BOARD OF EDUCATION

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School Nutrition Programs

A parent may request a household application and instructions from the Principal of their child's school. A household application must be completed before eligibility is determined. Where necessary, the Principal or designee shall assist the applicant in the preparation of the household application.

Applications shall be reviewed in a timely manner. An eligibility determination will be made, the family will be notified of its status, and the status will be implemented as soon as possible within ten operating days of the receipt of the completed application. Any student found eligible shall be offered free or reduced price meals or free milk immediately upon the establishment of his/her eligibility and shall continue to receive such meals during the pendency of any inquiry regarding his/her eligibility in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture. Carry-over of previous year's eligibility for students shall be in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

A denial of eligibility for free or reduced price meals or free milk shall be in writing and shall include the reasons for which eligibility was denied, notice of the parent's right to appeal the denial, the procedures for an appeal, and a statement reminding parents that they may reapply at any time during the school year. Appeal procedures shall include: a hearing, if requested by the parent, held with reasonable promptness and convenience of the parent before a hearing officer other than the school official who denied the application; the parent's opportunity to be represented by counsel; a decision rendered promptly and in writing; and an opportunity to appeal the decision of the hearing officer to the School Business Administrator/Board Secretary. The appeal hearing will be conducted in accordance with the provisions as outlined by the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

There shall be no overt identification of any child(ren) who may be eligible to receive free or reduced price school meals or free milk. The identity of students who receive free or reduced price meals will be protected. Eligible students shall not be required to work in consideration for receiving such meals or milk. Eligible children shall not be required to use a separate dining area, go through a separate serving line, enter the dining area through a separate entrance, or consume their meals or milk at a different time. A student's eligibility status will not be disclosed at any point in the process of providing free or reduced price meals or free milk in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.



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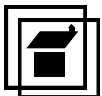
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School Nutrition Programs

The School Business Administrator/Board Secretary or designee will verify applications of those eligible for free or reduced price meals in accordance with the requirements of the, Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

The Board of Education will comply with all the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture Local Education Agency (LEA) Agreement and all requirements outlined in the School Nutrition Electronic Application Reimbursement System (SNEARS).

7 C.F.R. 210.1 et seq.
N.J.S.A. 18A:33-5; 18A:33-11.1 et seq.; 18A:58-7.2
N.J.A.C. 2:36

Adopted:



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RIDGEWOOD BOARD OF EDUCATION

FINANCES

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Contracts for Goods or Services Funded by
Federal Grants**M**

6311 CONTRACTS FOR GOODS OR SERVICES FUNDED BY FEDERAL GRANTS

Any vendor providing goods or services to the school district to be funded by a Federal grant must be cleared for contract in accordance with the provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.213 – Suspension and Debarment.

The School Business Administrator/Board Secretary shall be responsible to check the web-based System for Award Management (SAM) maintained by the United States government – the General Services Administration (GSA). The purpose of the SAM is to provide a single comprehensive list of individuals and firms excluded by Federal government agencies from receiving Federal contracts or Federally approved contracts or Federally approved subcontracts and from certain types of Federal financial and nonfinancial assistance and benefits.

The School Business Administrator/Board Secretary, upon opening of bids or upon receipt of proposals for goods or services to be funded by a Federal grant shall access the SAM to determine if the vendor has been disbarred, suspended, or proposed for disbarment. The School Business Administrator/Board Secretary shall also access the SAM list immediately prior to the award of a bid or contract to ensure that no award is made to a vendor on the list.

In the event a vendor under consideration to be awarded a bid or contract for goods or services to be funded by a Federal grant is on the SAM list or proposed for disbarment, the School Business Administrator/Board Secretary shall comply with the contracting restrictions as outlined in 2 CFR §200.

Continuation of current contracts and restrictions on subcontracting with vendors who are on the SAM list or proposed for disbarment shall be in accordance with the limitations as outlined in 2 CFR §200.

Any rejection of a bid or disqualification of a vendor who has been disbarred, suspended, or proposed for disbarment shall be consistent with the requirements as outlined in N.J.S.A. 18A:18A – Public School Contracts Law and all applicable State laws.

2 CFR §200

Adopted:



REGULATION

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Fire and Fire Drills
M

R 8420.1 FIRE AND FIRE DRILLS

A. Fire Drills

1. The Principal of each school building will conduct at least one fire drill each month within school hours, including any summer months during which the school is open for instructional programs. The Principal shall require all teachers to keep all doors and exits of their respective rooms and buildings unlocked during school hours. Where school buildings have been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill.

Attempts should be made to conduct drills in various weather conditions and at various times of the school day. Fire drills should be unannounced to school staff and students. The Principal shall inform local firefighting officials whenever a fire alarm is for drill purposes.

An actual fire that occurs at a school building during the month and includes activities which are the equivalent of a drill shall be considered a drill for the purposes of meeting the requirements of this Regulation and N.J.S.A. 18A:41-1.

2. The fire alarm shall be by a building-wide audible signal. Alarm signals should be tested regularly.
3. When the fire alarm rings, each staff member supervising students will:
 - a. Direct students to form into a single file line and proceed along the evacuation route to the nearest exit designated for evacuation;
 - b. Close the windows of the room and turn off all lights and audio-visual equipment;
 - c. Take the class register or roll book;
 - d. Ascertain that all students have left the room and that any student who may have left the classroom prior to the fire drill is located and escorted from the building;



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RIDGEWOOD BOARD OF EDUCATION

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Fire and Fire Drills

- e. Close all doors to the room when the room is empty and keep all doors and exits of their respective rooms and buildings unlocked;
 - f. Ensure their assigned students have left the school along the route prescribed in the school evacuation plan. In the event a school building has been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill;
 - g. Direct students to a location not less than a distance twice the height of the building walls and keep the students in a single file line facing the building;
 - h. Take attendance to determine all students who reported to class have been evacuated from the building and report immediately to the Principal any student who is unaccounted for; and
 - i. When the recall signal is given, conduct students back to the classroom.
4. Evacuation of the school in a fire drill must be conducted quickly and quietly and in an orderly fashion. Students must be silent, refrain from talking and running, and remain in closed, single file lines. Any student or staff member whose behavior disrupts the conduct of the fire drill shall be reported to the Principal and will be subject to discipline.
 5. All persons in the school must leave the building during a fire drill, including all aides, visitors, volunteer workers, and all office, cafeteria, custodial, and maintenance employees, except those employees who have been assigned specific duties to be performed in the school building during a fire drill.
 6. Physical education classes in progress outside the building should stop the game activity and line up in place or in their regularly assigned drill position.
 7. Students will be instructed not to gather belongings to take outside on the fire drill. In inclement or cold weather, students may pick up their coats and put them on as they exit the building, provided no time is lost in that activity.
 8. The office employee responsible for keeping the central attendance register, or a designated substitute, must carry the register out of the building during the drill.



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Fire and Fire Drills

9. Each Principal shall report monthly to the Superintendent on the conduct of fire drills. Their report will include the date, weather conditions, and time to evacuate for each drill conducted, as well as any comments that could assist in improving the conduct of future drills.
 10. Every fire drill will be conducted with seriousness and with the assumption that prompt evacuation is actually required for the safety and survival of persons in the school.
 11. Principals are encouraged to change the circumstances of fire drills so that staff members and students are subjected to various conditions and learn to respond to them quickly, constructively, and safely. Any such variations should take into account the ages and abilities of children.
 - a. One or more exits may be designated as “blocked” so that students are required to use alternative evacuation routes.
 - b. A fire drill may be designated as a “smoke drill” so that students learn to avoid the hazards of smoke by walking in a low or crouching position (not a crawling position).
- B. Fire
1. A school staff member or any building occupant who detects a fire in a school building or on school grounds shall immediately report the fire by calling 911 and/or by activating a fire alarm pull station in accordance with law.
 2. The school staff member or building occupant shall also report the fire to the school Principal, if possible.
 3. In the event of a fire in a school building, the school Principal shall immediately sound the fire alarm, in the event the fire alarm had not been previously activated, for the evacuation of all students, staff members, visitors, and volunteers.
 4. Evacuation shall be conducted in accordance with the fire drill procedures established in A. above, except that no employee may remain in the building to perform specific duties.



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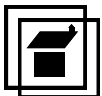
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Fire and Fire Drills

5. As a precaution, the Principal or designee will maintain a record of disabled students who may require special attention in the event of fire or other evacuation. Fire fighters will be promptly informed of the location and special circumstances of each such student.
6. As soon as practicable after the incident, the Principal shall submit a report to the Superintendent on the appropriate form.
7. The school district shall immediately notify the appropriate local fire department of any fire which occurs in a school building or on school property in accordance with N.J.S.A. 18A:41-5.

C. Fire and Smoke Doors

Every Principal and custodian/janitor in each school building in the district which has a furnace room, hallway, or stair-tower fire or smoke doors shall keep them closed during the time the school building is occupied by teachers and students pursuant to N.J.S.A. 18A:41-2.

Adopted:



~~1649 FEDERAL FAMILIES FIRST CORONAVIRUS (COVID-19)
RESPONSE ACT~~

~~The Federal Families First Coronavirus (COVID-19) Response Act (FFCRA) includes the Emergency Family and Medical Leave Expansion Act (EFMLEA) and the Emergency Paid Sick Leave Act (EPSLA). The EFMLEA expands the Federal Family and Medical Leave Act (FMLA) and the EPSLA provides employees with paid sick leave for specified reasons related to COVID-19.~~

~~The provisions of the FFCRA shall apply from April 1, 2020 through December 31, 2020.~~

~~A. Emergency Family and Medical Leave Expansion Act (EFMLEA)~~

~~1. Definitions For the purposes of the EFMLEA:~~

- ~~a. "Eligible employee" means an employee who has been employed for at least thirty calendar days by the employer with respect to whom leave is requested.~~
- ~~b. "Employer" means any employer with fewer than five hundred employees.~~
- ~~c. "Qualifying need related to a public health emergency" means with respect to leave, the employee is unable to work (or telework) due to a need for leave to care for the son or daughter under eighteen years of age of such employee if the school or place of care has been closed, or the child care provider of such son or daughter is unavailable, due to a public health emergency.~~
- ~~d. "Public Health Emergency" means an emergency with respect to COVID-19 declared by a Federal, State, or local authority.~~
- ~~e. "Child care provider" means a provider who receives compensation for providing child care services on a regular basis, including an 'eligible child care provider' (as defined in section 658P of the Child Care and Development Block Grant Act of 1990 (42 U.S.C. 9858n)).~~
- ~~f. "School" means an 'elementary school' or 'secondary school' as such terms are defined in section 8101 of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 7801).~~



2. Relationship to Paid EFMLEA Leave

~~The FFCRA includes the Emergency Family and Medical Leave Expansion Act (EFMLEA) that amended the Federal Family and Medical Leave Act of 1993 (29 U.S.C. 2611 et seq. to provide leave to an eligible employee because of a qualifying need related to a public health emergency with respect to COVID-19 (U.S.C. 2612(a)(1)(F)).~~

a. Leave for Initial Ten Days

~~(1) The first ten days of this FMLA leave for an eligible employee shall be paid.~~

~~(2) If the first ten days of this FMLA leave are unpaid, an employee may elect to substitute any accrued vacation leave, personal leave, or emergency paid sick leave provided by the EPSLA for the initial ten days under the EFMLEA in accordance with 29 U.S.C. 2612(d)(2)(B).~~

~~(3) An employee may not use sick leave under N.J.S.A. 18A:30-1 for a qualifying need related to a public health emergency. However, an employee receiving sick leave under the provisions of N.J.S.A. 18A:30-1 may only use sick leave because of personal disability due to illness or injury, or because the employee has been excluded from school by the school district's medical authorities on account of contagious disease or of being quarantined for such a disease in his or her immediate household.~~

b. Paid Leave for Subsequent Days

~~(1) An employer shall provide paid leave for each day of leave under the EFMLEA that an employee takes after taking such leave for ten days.~~

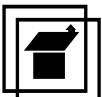
~~(2) The paid leave for an employee shall be calculated based on:~~



- (a) ~~An amount that is not less than two thirds of an employee's regular rate of pay (as determined under section 7(e) of the Fair Labor Standards Act of 1938 (29 U.S.C. 207(e)); and~~
- (b) ~~The number of hours the employee would otherwise be normally scheduled to work (or the number of hours calculated under A.2.(b)(4) below).~~
- (3) ~~In no event shall such paid leave exceed \$200.00 per day and \$10,000.00 in the aggregate.~~
- (4) ~~Varying Schedule Hours Calculation—In the case of an employee whose schedule varies from week to week to such an extent that an employer is unable to determine with certainty the number of hours the employee would have worked if such employee had not taken leave under the EFMLEA, the employer shall use the following in place of such number:~~
- (a) ~~Subject to A.2.b.(4)(b) below, a number equal to the average number of hours that the employee was scheduled per day over the six month period ending on the date on which the employee takes such leave, including hours for which the employee took leave of any type.~~
- (b) ~~If the employee did not work over such period, the reasonable expectation of the employee at the time of hiring of the average number of hours per day that the employee would normally be scheduled to work.~~

e. ~~Employee Notice to Employer~~

- (1) ~~In any case where the necessity for leave under the EFMLEA for the purpose of a qualifying need related to a public health emergency is foreseeable, an employee shall provide the employer with such notice of leave as is practicable.~~
- (a) ~~A request for such leave that is foreseeable shall be submitted to the Human Resources Manager prior to commencing the leave.~~



~~(b) A need for such leave that is not foreseeable shall be submitted to the Human Resources Manager within one business day of the first day of the leave being taken by the employee.~~

~~(c) The employee shall provide to the Human Resources Manager the name of the employee's child, the name of the school, place of care, or child care provider that has closed or become unavailable, and a statement that no other suitable person is available to care for the child.~~

~~d. Restoration to Position~~

~~(1) The employee shall be restored to the same or equivalent position held by the employee when the leave commenced pursuant to 29 CFR 825.214. The requirement to restore the employee to the same or equivalent position held when the leave commenced does not apply to an employer who employs fewer than twenty five employees if all four of the following conditions are met:~~

~~(a) The employee takes leave under the EFMLEA.~~

~~(b) The position held by the employee when the leave commenced does not exist due to economic conditions or other changes in operating conditions of the employer~~

~~i. That affect employment; and~~

~~ii. Are caused by a public health emergency during the period of leave.~~

~~(c) The employer makes reasonable efforts to restore the employee to a position equivalent to the position the employee held when the leave commenced with equivalent employment benefits, pay, and other terms and conditions of employment~~

~~(d) If the reasonable efforts of the employer under A.2.d.(1)(c) above fail, the employer makes reasonable efforts during the period described in A.2.d.(2) below to contact the employee if an equivalent position described in A.2.d.(1)(c) above becomes available.~~



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~~(2) — Contact Period~~

~~(a) — The period described under A.2.d. above is the one year period beginning on the earlier of:~~

~~i. — The date on which the qualifying need related to a public health emergency concludes; or~~

~~ii. — The date that is twelve weeks after the date on which the employee's leave under the EFMLEA commences.~~

~~B. — Emergency Paid Sick Leave Act (EPSLA)~~

~~The FFCRA includes the EPSLA, which provides paid sick time to an employee to the extent the employee is unable to work or (telework) due to a need related to COVID-19. The paid sick time provided by the EPSLA and outlined in B.1. below cannot be taken with any other paid leave time provided by the employer.~~

~~1. — Definitions~~

~~a. — For purposes of the EPSLA and this Policy:~~

~~(1) — "Employee" means an individual who is employed by a private employer with fewer than five hundred employees and public employers with at least one employee.~~

~~(2) — "Employer" means a private person or entity that employs fewer than five hundred employees and public employers that employ at least one employee.~~

~~(a) — "Covered employer" includes any person engaged in commerce or in any industry or activity affecting commerce that:~~



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- ii. ~~In the case of a public agency or any other entity that is not a private entity or individual, employs one or more employees.~~
- (b) ~~“Covered employer” also includes:~~
- i. ~~Any person acting directly or indirectly in the interest of an employer in relation to an employee (within the meaning of such phrase in section 3(d) of the Fair Labor Standards Act of 1938 (29 U.S.C. 203(d)); and~~
 - ii. ~~Any successor in interest of an employer; and any “public agency”, as defined in section 3(x) of the Fair Labor Standards Act of 1938 (29 U.S.C. 203(x)).~~
- (c) ~~“Covered employer” also includes any “public agency” as defined in section 3(x) of the Fair Labor Standards Act of 1938 (29 U.S.C. 203(x)).~~
- (3) ~~“Employ” and “State” have the meanings given such terms in section 3 of the Fair Labor Standards Act of 1938 (29 U.S.C. 203).~~
- (4) ~~“Health care provider” and “son or daughter” have the meanings given such terms in section 101 of the Family and Medical Leave Act of 1993 (29 U.S.C. 2611).~~
- (5) ~~“Paid sick time” means an increment of compensated leave that:~~
- (a) ~~Is provided by an employer for use during an absence from employment for a reason described in any paragraph of B.2.a. below; and~~



- (b) ~~Is calculated based on the employee's required compensation under B.1.a.(6) below and the number of hours the employee would otherwise be normally scheduled to work (or the number of hours calculated under (B.1.a.(7) below), except that in no event shall such paid sick time exceed:~~
- i. ~~\$511.00 per day and \$5,110.00 in the aggregate for a use described in B.2.a.(1), (2), or (3) below; and~~
 - ii. ~~\$200.00 per day and \$2,000.00 in the aggregate for a use described in B.2.a.(4), (5), or (6) below.~~
- (6) ~~"Required Compensation" subject to B.1.a.(5)(b) above, the employee's "required compensation" shall be not less than the greater of the following:~~
- (a) ~~The employee's regular rate of pay (as determined under section 7(e) of the Fair Labor Standards Act of 1938 (29 U.S.C. 207(e)).~~
 - (b) ~~The minimum wage rate in effect under section 6(a)(1) of the Fair Labor Standards Act of 1938 (29 U.S.C. 206(a)(1)).~~
 - (c) ~~The minimum wage rate in effect for such employee in the applicable State or locality, whichever is greater, in which the employee is employed.~~
~~Subject to B.1.a.(5)(b) above, with respect to any paid sick time provided for any use described in B.2.a.(4), (5), or (6) below, the employee's required compensation shall be two-thirds of the amount described in B.1.a.(6) above.~~
- (7) ~~"Varying Schedule Hours Calculation" means in the case of a part-~~
~~to employee described in B.3.b.(2) below whose schedule varies from~~
~~week to week to such an extent that an employer is unable to determine~~
~~with certainty the number of hours the~~



employee would have worked if such employee had not taken paid sick time under B.2.a. below, the employer shall use the following in place of such number:

- (a) — ~~Subject to clause B.1.a.(7)(b) below, a number equal to the average number of hours that the employee was scheduled per day over the six-month period ending on the date on which the employee takes the paid sick time, including hours for which the employee took leave of any type.~~
- (b) — ~~If the employee did not work over such period, the reasonable expectation of the employee at the time of hiring of the average number of hours per day that the employee would normally be scheduled to work.~~

2. — Paid Sick Leave Requirement

- a. — ~~An employer shall provide to each employee employed by the employer paid sick time to the extent that the employee is unable to work (or telework) due to a need for leave because:~~
 - (1) — ~~The employee is subject to a Federal, State, or local quarantine or isolation order related to COVID-19.~~
 - (2) — ~~The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19.~~
 - (3) — ~~The employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis.~~
 - (4) — ~~The employee is caring for an individual who is subject to an order as described in B.2.a.(1) above or has been advised as described in B.2.a.(2) above.~~



~~(5) The employee is caring for a son or daughter of such employee if the school or place of care of the son or daughter has been closed, or the child care provider of such son or daughter is unavailable, due to COVID-19 precautions.~~

~~(6) The employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services in consultation with the Secretary of the Treasury and the Secretary of Labor.~~

~~3. Duration of Paid Sick Time~~

~~a. An employee shall be entitled to paid sick time for an amount of hours determined under B.3.b. below.~~

~~b. The amount of hours of paid sick time to which an employee is entitled shall be as follows:~~

~~(1) For full-time employees, eighty hours.~~

~~(2) For part-time employees, a number of hours equal to the number of hours that such employee works, on average, over a two-week period.~~

~~c. Paid sick time under the EPSLA shall not carry over from one year to the next.~~

~~4. Employer's Termination of Paid Sick Time~~

~~a. Paid sick time provided to an employee under the EPSLA shall cease beginning with the employee's next scheduled work shift immediately following the termination of the need for paid sick time under B.2.a. above.~~

~~5. Prohibition~~

~~a. An employer may not require, as a condition of providing paid sick time under the EPSLA, that the employee involved search for or find a replacement employee to cover the hours during which the employee is using paid sick time.~~



6. ~~Use of Paid Sick Time~~

a. ~~The paid sick time under B.2.a. above shall be available for immediate use by the employee for the purposes described in the EPSLA, regardless of how long the employee has been employed by an employer.~~

b. ~~Sequencing Leave Time~~

(1) ~~An employee may first use the paid sick time under B.2.a. above for the purposes described in the EPSLA.~~

(2) ~~An employer may not require an employee to use other paid leave provided by the employer to the employee before the employee uses the paid sick time under B.2.a. above.~~

7. ~~Notice~~

a. ~~Each employer shall post and keep posted, in conspicuous places on the premises of the employer where notices to employees are customarily posted, a notice, to be prepared or approved by the Secretary of Labor, of the requirements described in the EPSLA.~~

b. ~~Not later than seven days after the date of enactment of this Act, the Secretary of Labor shall make publicly available a model of a notice that meets the requirements of B.7.a. above.~~

8. ~~Prohibited Acts~~

a. ~~It shall be unlawful for any employer to discharge, discipline, or in any other manner discriminate against any employee who:~~



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~~(1) Takes leave in accordance with the EPSLA; and~~

~~(2) Has filed any complaint or instituted or caused to be instituted any proceeding under or related to the EPSLA (including a proceeding that seeks enforcement of the EPSLA), or has testified or is about to testify in any such proceeding.~~

~~9. Enforcement~~

~~a. Unpaid Sick Leave An employer who violates B.2. through B.6. of this Policy shall:~~

~~(1) Be considered to have failed to pay minimum wages in violation of section 6 of the Fair Labor Standards Act of 1938 (29 U.S.C. 206); and~~

~~(2) Be subject to the penalties described in sections 16 and 17 of the Fair Labor Standards Act of 1938 (29 U.S.C. 216; 217) with respect to such violation.~~

~~b. Unlawful Termination An employer who willfully violates B.8. above shall:~~

~~(1) Be considered to be in violation of section 15(a)(3) of the Fair Labor Standards Act of 1938 (29 U.S.C. 215(a)(3)); and~~

~~(2) Be subject to the penalties described in sections 16 and 17 of the Fair Labor Standards Act of 1938 (29 U.S.C. 216; 217) with respect to such violation.~~



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10. ~~Rules of Construction~~

a. ~~Nothing in the EPSLA shall be construed:~~

(1) ~~To in any way diminish the rights or benefits that an employee is entitled to under any:~~

(a) ~~Other Federal, State, or local law;~~

(b) ~~Collective bargaining agreement; or~~

(c) ~~Existing employer policy; or~~

(2) ~~To require financial or other reimbursement to an employee from an employer upon the employee's termination, resignation, retirement, or other separation from employment for paid sick time under the EPSLA that has not been used by such employee.~~

11. ~~Guidelines~~

a. ~~Not later than fifteen days after the date of the enactment of the EPSLA, the Secretary of Labor shall issue guidelines to assist employers in calculating the amount of paid sick time under the EPSLA.~~

12. ~~Reasonable Notice~~

a. ~~After the first workday (or portion thereof) an employee receives paid sick time under the EPSLA, an employer may require the employee to follow reasonable notice procedures in order to continue receiving such paid sick time.~~

b. ~~The request for such leave shall be submitted to the Human Resources Manager, who may request documentation from the employee in support of the emergency paid sick leave.~~



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- e. ~~The documentation shall include a signed statement containing the following information: the employee's name; the date(s) for which leave is requested; the COVID-19 qualifying reason for leave; and a statement representing that the employee is unable to work or telework because of the COVID-19 qualifying reason.~~
- d. ~~An employee requesting to take emergency paid sick leave under the EPSLA or the EFMLEA to care for his or her child must provide the following information: the name of the child being care for; the name of the school; place of care; or child care provider that closed or became unavailable due to COVID-19 reasons; and a statement representing that no other suitable person is available to care for the child during the period of requested leave.~~

13. ~~Regulatory Authorities~~

- a. ~~The Secretary of Labor shall have the authority to issue regulations for good cause under sections 553(b)(B) and 553(d)(A) of Title 5, United States Code:~~
- (1) ~~To exempt small businesses with fewer than fifty employees from the requirements of B.2.a.5. when the imposition of such requirements would jeopardize the viability of the business as a going concern; and~~
- (2) ~~As necessary, to carry out the purposes of the EPSLA, including to ensure consistency between the EPSLA and Division C and Division G of the FFCRA.~~

H.R. 6201: Families First Coronavirus (COVID-19) Response Act
N.J.S.A. 18A:30-1

Adopted: 31 August 2020



POLICY

RIDGEWOOD BOARD OF EDUCATION

PUPILS

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~~Children Displaced by Domestic Violence~~

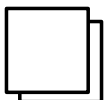
5114 CHILDREN DISPLACED BY DOMESTIC VIOLENCE

~~The Board of Education will cooperate with the County Office of Education, as appropriate and feasible, in the education of children temporarily displaced by domestic violence. Any pupil attending the schools of this district, whether regularly enrolled in this or another district, who has been admitted to a shelter for victims of domestic violence will be permitted and encouraged to continue an appropriate educational program with minimal disruption.~~

~~The Board will cooperate with other educational institutions in the sharing of pertinent pupil records and in the establishment of sending-receiving relationships on behalf of displaced children. The confidentiality of all matters concerning displaced children will be strictly observed, and no information regarding the present residence of the child will be released.~~

~~N.J.S.A. 18A:38-1 et seq.~~

Adopted: 7 December 2009



POLICY

RIDGEWOOD BOARD OF EDUCATION

OPERATIONS
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Religious Holidays

8810 RELIGIOUS HOLIDAYS

~~The Board of Education recognizes the acknowledgment of religious holidays in the public school may be a source of community concern. It is a goal of the district educational program to teach mutual understanding and brotherhood and respect for group differences. In pursuing this goal, the educational program may recognize that various religious groups celebrate different holidays with different practices.~~

~~In the acknowledgment or observance of any religious holiday, the Superintendent shall ensure the school and/or school officials do not mandate, organize, participate in an official capacity, endorse, persuade, compel, prevent or deny participation in constitutionally protected prayer or religion in violation of the governing principles of the First Amendment of the United States Constitution. Consistent with these principles, the Superintendent shall ensure:~~

- ~~1. No worship or religious service of any kind is sponsored by the school district and conducted during the school day, whether or not conducted by a clergyman;~~
- ~~2. Religious exhibits or displays include only materials that are a necessary or integral part of the curriculum;~~
- ~~3. Any religious music played is selected primarily for its artistic content; and~~
- ~~4. Any acknowledgment of a religious holiday neither advances nor inhibits any particular religious sect or religion consistent with the governing principles of the First Amendment of the United States Constitution.~~

~~U.S. Consti., First Amendment~~

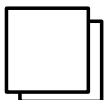
~~N.J. Consti., Art. 1, ¶4~~

~~United States Department of Education—Guidance on Constitutionally Protected Prayer in—
Public Elementary and Secondary Schools~~

~~N.J.S.A. 18A:36-16~~

~~N.J.A.C. 6:20-1.3(j)~~

~~Adopted: 7 December 2009~~



FIELD TRIPS FOR APPROVAL

November 1, 2021

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
11/4/21 or 11/5/21 (weather dependent)	RHS	Atlantic Highlands, NJ	30 Students from Fishing Club	3	0	\$0.00	\$0.00	No	Yes
11/13/21	RHS	Don Bosco Prep, Ramsey, NJ	15 Students from FTC Robotics Club	2	0	\$0.00	\$545.41 (bus)	No	Yes
11/16/21	RHS	Ridgewood Historical Society, Ridgewood, NJ	17 US History I AHLISA Students	17	1	\$0.00	\$0.00	No	Yes
11/17/21	RHS	American Airlines Theater, New York, NY	45 New Players Students	4	0	\$0.00	\$0.00	No	Yes
11/17/21	RHS	Paramus Park Mall, Paramus, NJ	4 RHS Students	4	0	\$0.00	\$60.26 (driver)	No	Yes
11/19/21	RHS	Ridgewood Historical Society, Ridgewood, NJ	19 Social Studies Students	1	0	\$0.00	\$0.00	Yes	Yes
11/23/21	Willard	Sterling Hill Mining Museum, Ogdensburg, NJ	84 5th Grade Students	12	0	\$0.00	\$0.00	No	Yes
1/7/22	RHS	Gore Mountain and Dippikill, North Creek, NY	30 Members of ALPS	6	0	\$0.00	\$250 (train)	Yes	Yes
1/28/22	RHS	Garnet Hill Ski Center and Dippikill, North Creek, NY	40 Members of ALPS	6	0	\$0.00	\$250 (train)	Yes	Yes
2/26/22	RHS	Montville HS, Montville, NJ	26 Speech and Debate Students	1	0	\$0.00	\$800 (bus)	Yes	Yes
3/12/22	RHS	Princeton HS, Princeton, NJ	26 Speech and Debate Students	1	0	\$0.00	\$800 (bus)	Yes	Yes
3/18/22	RHS	New Jersey Speech and Debate League Championship, Flemington, NJ	26 Speech and Debate Students	1	1	\$115.00	\$800 (bus)	Yes	Yes
3/19/22	RHS	New Jersey Speech and Debate League Championship, Flemington, NJ	26 Speech and Debate Students	1	0	\$0.00	\$800 (bus)	Yes	Yes
3/25/22	RHS	Delbarton High School	26 Speech and Debate Students	1	1 - 3/25/21	\$115.00	\$800 (bus)	Yes	Yes
3/26/22	RHS	Delbarton High School	26 Speech and Debate Students	1	0	\$0.00	\$800 (bus)	Yes	Yes
4/20/22	Ridge	Ft. Lee Historic Park, Fort Lee, NJ	35 5th Grade Students	6	0	\$0.00	\$0.00	Yes	Yes
4/21/22	Ridge	Ft. Lee Historic Park, Fort Lee, NJ	35 5th Grade Students	6	0	\$0.00	\$0.00	Yes	Yes
5/6/22	RHS	Stony Creek Farmstead, Walton, NY	25 Members of ALPS	25	5	\$0.00	\$250 (train)	Yes	Yes

**RIDGEWOOD HIGH SCHOOL
WINTER 2021-2022 COACHING ASSIGNMENTS**

Name	Position	Step	Ratio*	Total Salary	1/2 Salary 1/15/2022	1/2 Salary 2/15/2022
Troy, Michael	Head Boys Basketball	IV	0.110	10,295.00	5,147.50	5,147.50
Hommen, Kurt	Assistant Boys Basketball	IV	0.070	6,551.00	3,275.50	3,275.50
Neville, Ben	Assistant Boys Basketball	IV	0.070	6,551.00	3,275.50	3,275.50
Mitchell, Michael	Head Girls Basketball	IV	0.110	10,295.00	5,147.50	5,147.50
Kadus, Christopher	Assistant Girls Basketball	IV	0.070	6,551.00	3,275.50	3,275.50
Mende, Allison	Assistant Girls Basketball	II	0.060	5,616.00	2,808.00	2,808.00
Watson, Torrance	Head Wrestling	IV	0.110	10,295.00	5,147.50	5,147.50
DeLucca, Shane	Assistant Wrestling	IV	0.070	6,551.00	3,275.50	3,275.50
Schick, Casey	Assistant Wrestling	IV	0.070	6,551.00	3,275.50	3,275.50
TBD	Head Indoor Track	IV	0.110	10,295.00	5,147.50	5,147.50
Schoepfer, Warren	Assistant Indoor Track	IV	0.070	6,551.00	3,275.50	3,275.50
Wilson, Timothy	Assistant Indoor Track	IV	0.070	6,551.00	3,275.50	3,275.50
Bennett, Richard	Head Bowling	IV	0.077	7,207.00	3,603.50	3,603.50
Schulke, Kyle	Head Boys/Girls Swimming	IV	0.110	10,295.00	5,147.50	5,147.50
Tobin, Deirdre	Assistant Swimming	IV	0.070	6,551.00	3,275.50	3,275.50
Roecker, Karl**	Ski Club	IV	0.085	7,955.00	3,977.50	3,977.50
TBD	Assistant Ski Club	III	0.065	6,083.00	3,041.50	3,041.50
Lucchesi, Michael	Head Ice Hockey	IV	0.110	10,295.00	5,147.50	5,147.50
Cronk, Paul	Assistant Ice Hockey	IV	0.070	6,551.00	3,275.50	3,275.50
Torre, AJ	Assistant Ice Hockey	II	0.060	5,616.00	2,808.00	2,808.00
Centrelli, Erica	Head Cheerleader Advisor	III	0.072	6,739.00	3,369.50	3,369.50
TBD	Assist. Cheerleader Advisor	I	0.030	2,808.00	1,404.00	1,404.00
Totals				162,753.00	54,251.00	54,251.00
*Ratio is applied to the B.A. Maximum:				\$93,592		
** Parent paying for Club						

**GWMS 2021-2022
CO-CURRICULAR ACTIVITY ADVISORS STIPENDS**

Activity	Advisor	CAT	Ratio	Div by #	Stipend	Funding**	Pay
Brain Busters	Scrudato, Lisa	3	0.028	1	2,621	Budget	June
Cambodia Club	Handy, Mary Lou	2	0.014	1	1,310	Budget	June
Chamber Orchestra Director	King, Janelle	3	0.028	1	2,621	Budget	June
Chess Club	Couch, Andrew	1	0.008	1	749	Budget	June
Film Festival Club	Luts, Daniel	2	0.014	1	1,310	Budget	June
French Club	TBD	1	0.008	1	749	Budget	June
George Rockington	Betrus, Robert	3	0.028	4	655	Budget	June
George Rockington	Couch, Andrew	3	0.028	4	655	Budget	June
George Rockington	Feeley, Kevin	3	0.028	4	655	Budget	June
George Rockington	Watkins, Christopher	3	0.028	4	655	Budget	June
Jazz (Show) Choir Director	DeGroat, Laurie	3	0.028	1	2,621	Budget	June
Jazz Band Director	Dabby, Max	3	0.028	1	2,621	Budget	June
Latin Club	TBD	1	0.008	1	749	Budget	June
Literary Magazine Advisor (Prisms)	Cannon, Maria	2	0.014	1	1,310	Budget	June
Musical Assistant/Orchestra	Kadus, Christopher	3	0.028	1	2,621	Budget	June
Musical Director	DeGroat, Laurie	3	0.028	1	2,621	Budget	June
Musical Set Design Advisor	McKinnon, Evelyn	MS	0.021	1	1,965	Budget	June
Ski and Snowboard	Weiss-Chromeck, Courtney	3	0.028	1	2,621	Budget	June
Social Club Place	TBD	1	0.008	1	749	Budget	June
Spanish Club - Co-Advisor	TBD	2	0.014	2	655	Budget	June
Spanish Club - Co-Advisor	TBD	2	0.014	2	655	Budget	June
Spirit & Service Club	McKinnon, Evelyn	2	0.014	1	1,310	Budget	June
Stem Club	Abbatiello, Diane	3	0.028	1	2,621	Budget	June
Student Council Advisor	Kadus, Christopher	3	0.028	1	2,621	Budget	June
Student Council Advisor	Simone, Suzanne	3	0.028	1	2,621	Budget	June
Weigh Lifting	Tucker, Erika	3	0.028	1	2,621	Budget	June
Yearbook	Dodd, Stephanie	3	0.028	1	2,621	Budget	June
Total Advisor Stipends					42,963.00		

Rates for 2021-2022		Ratios	Amounts
(Subject to Change Upon Settlement of Contract)			
Category 1 - 50 hours		0.008	749.00
Category 2 - 100 hours		0.014	1,310.00
Category MS		0.021	1,965.00
Category 3 - 101-200 hours		0.028	2,621.00
Category 4 - 201-250 hours		0.042	3,931.00
Category 5 - 251-300 hours		0.056	5,241.00
Category 6 - 301-400 hours		0.070	6,551.00
Category 7 - 400+ hours		0.084	7,862.00
Section 2; Article XVI - Co-curricular Renumeration - 2021-2022 - BA MAX =			\$93,592

** This column will say "Budget" if a stipend is completely funded by the tax levy/district budget. If any donated or other outside funding is used to pay for a stipend, the amount of that outside funding should be entered in this column.

2021-2022 Student Club Activity Advisors				
CLUB	ADVISOR	HRS NOT TO EXCEED	HOURLY RATE	TOTAL
After School Learning	TBD	TBD	\$40.17	TBD
Fishing Club	Robert Ransom	20	\$40.17	\$803.40
Great Creators Workshop	Jennifer Manke	20	\$40.17	\$803.40
Math Counts	Michael Pepe	20	\$40.17	\$803.40
Track & Field	TBD	20	\$40.17	\$803.40
Volleyball	TBD	20	\$40.17	\$803.40
Clubs - unpaid				
CLUB	ADVISOR	Rate		
Announcement Crew	TBD	unpaid		
BEE Club (Business, Economics, Entraprenuership)	Timothy Monahan	unpaid		
GREEN Team	Deborah Feit	unpaid		
GW Esports Team	Timothy Monahan	unpaid		
SAGA	Vanessa Kabash	unpaid		



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

November 15, 2021

Regular Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)**
 - **Password: 111507450 (use “raise hand” button to make a comment)**
- **Phone at: 646-558-8656**
 - **Password: 111507450 (*press *9 to make a comment*)**
- **Streaming on the District website**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent's Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent's Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- I. **CALL TO ORDER AND ROLL CALL** **Mr. Lembo**
- II. **FLAG SALUTE AND PLEDGE OF ALLEGIANCE** **Mr. Lembo**
- III. **OPENING STATEMENT BY PRESIDING OFFICER** **Mr. Lembo**
- IV. **PRESENTATIONS** **Dr. Gorman**
- A. Student Representative Report**
 ➤ Norah Bierly, Sophia Choi, Christian Galarza, Avery Goldsmith, John Kirby
 Orchard Elementary School
- B. Student Representative Report**
 ➤ Norah Train, Ridgewood High School
- V. **COMMENTS FROM THE PUBLIC** **Mr. Lembo**
- VI. **PRESENTATIONS** **Dr. Gorman**
- A. ESSER III Funds**
 ➤ Stacie Poelstra
- VII. **SUPERINTENDENT REPORT** **Dr. Gorman**
- VIII. **CONSENT ITEMS: REGULAR AND ROUTINE ISSUES** **Dr. Gorman**
- A. ATTENDANCE AT CONFERENCES**
 The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on **Attachment A**.
- B. ADMINISTRATION**
- i. **Approval: Receipt of Suspension and Harassments, Intimidation, and Bullying (HIB) Reports**
 The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges it has received confidential information regarding suspensions and HIB that have occurred since the last Board meeting.
- ii **Approval: Second Reading and Adoption of New/Revised to Policies**
 The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the first reading of new/revised policies as listed below and in **Attachment B**.
- New:
- Policy 5460.02 Bridge Year Pilot Program
 - Policy 6115.01 Federal Awards/Funds Internal Controls - Allowability of Costs
 - Policy 6115.02 Federal Awards/Funds Internal Controls - Mandatory Disclosures

- Policy 6115.03 Federal Awards/Funds Internal Controls - Conflict of Interest

Revised:

- Policy 0131 Bylaws, Policies and Regulations
- Policy 2560 Live Animals in School
- Policy 3142 Nonrenewal of Non Tenured Teaching Staff Member
- Policy and Regulation 3221 Evaluation of Teacher
- Policy and Regulation 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- Policy and Regulation 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principal
- Policy and Regulation 3224 Evaluation of Principals, Vice Principals, and Assistant Principals
- Policy 4146 Nonrenewal of Nontenured Support Staff Members
- Policy 2422 Comprehensive Health and Physical Education
- Policy 2467 Surrogate Parents and Resource Family Parents
- Policy 5116 Education of Homeless Children
- Policy 7432 Eye Protection
- Policy 8420 Emergency and Crisis Situations
- Policy 8540 School Nutrition Program
- Policy 6311 Contracts for Goods or Services Funded by Federal Grants
- Regulation 8420.1 Fire and Fire Drills

Abolished:

- Policy 1649 Federal Families First Coronavirus (COVID-19) Response Act
- Policy 5114 Children Displaced by Domestic Violence
- Policy 8810 Religious Holidays

iii. **Approval: Health and Safety Evaluation of School Buildings Checklist for the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the submission of the Statement of Assurance for the 2021-2022 Health and Safety Evaluation for School Buildings Checklist.

The Board has received background information.

iv. **Approval: School Safety and Security Plan Annual Review Statement of Assurance**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the School Safety and Security Plan Annual Review Statement of Assurance.

The Board has received background information.

C. CURRICULUM & INSTRUCTION

i. **Approval: Field Trips**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment C**.

ii. **Approval: 2021-2022 School Year Budgeted Out-of-District Tuition Placement**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2021-2022 school year out-of-district budgeted tuition placement as listed below.

<u>2021-2022 Out-of-District Placements for REGULAR SCHOOL YEAR TUITION</u>	
School	# of students
Wediko School, The Home For Little Wanderers, Boston, MA	1

D. HUMAN RESOURCES

i. **Appointments**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Teacher

AYES, Charlotte - Eighth Grade Science Teacher, Benjamin Franklin Middle School, effective January 18, 2022, or as soon, through June 30, 2022, pending verification of employment as outlined by Chapter 5. Ms. Ayes possesses a NJDOE Standard Certificate as an Elementary School Teacher in Grades K-6 and Elementary School with Subject Matter Specialization: Science in Grades 5-8.

Salary: \$72,342 prorated
Cl. MA, St. 5

Account # 11-130-100-101-02-08-019-000

Field Placement

TAVAREZ, Emely - Dominican College of Blauvelt, Clinical Observation with Laura Murphy, Level II Occupational Therapist, Hawes Elementary School and Somerville Elementary School, effective January 3, 2022 through March 31, 2022.

Classroom Aides

HONG, Yong-ah - Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective November 16, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account # 11-000-217-106-00-01-024-001

KING, Chloe - Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective January 3, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account # 11-000-217-106-00-01-024-001

SCHULTZ, Hannah - One-to-One Special Education Classroom Aide, Somerville Elementary School, effective November 16, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-217-106-00-05-024-001

VICARI, Jessica - Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective November 16, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account # 11-000-217-106-00-01-024-001

WANG, Jue - **from** Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective November 2, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, approved by the Board at its meeting on November 1, 2021, **to** Applied Behavior Analyst Aide (ABA), Ridgewood High School, effective November 2, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account #11-000-217-106-00-10-024-001

Infant/Toddler Development Center

DABAL, Olivia - High School/College Aide, effective November 16, 2021, or as soon after as possible, through June 30, 2022, 3 hours per day, 5 days per week, at an hourly rate of \$12.00.

Account # 62-990-100-106-00-62-060-001

GUNDERSON, Sierra - High School/College Aide, effective November 16, 2021, or as soon after as possible, through June 30, 2022, 3 hours per day, 5 days per week, at an hourly rate of \$12.00.

Account # 62-990-100-106-00-62-060-001

KONTOS, Emily* - Teacher Assistant, Step I, effective November 16, 2021, or as soon after as possible, through June 30, 2022, 7 hours per day, 3 days per week, at an hourly rate of \$15.00.

Account # 62-990-100-106-00-62-060-001

Permanent Substitute for the 2021-2022 School Year

George Washington Middle School

- **Tozaj, Sasha**, effective November 2, 2021 through November 19, 2021, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35, to an annual maximum amount of \$1,680.15.

Account # 20-487-100-101-00-09-009-001

Permanent Special Education Substitute, funded by ARP IDEA Grant

District

- **Tozaj, Sasha**, effective November 22, 2021, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35, to an annual maximum amount of \$24,500.

Account #20-223-100-101-00-09-024-001

Additional: Ridgewood Community School Employees - Fall Semester 2021

Junior Edition

- **Neville, Ben**
- **Sullivan, Matthew**
- **Troy, Michael**

Account # 13-423-100-101-00-60-060-001

Revision: Technology Support for Board Meetings, effective July 1, 2021 through June 30, 2022

- **Valere, Neil**, **from** an hourly rate of \$32.33, as needed, approved by the Board at its meeting on June 28, 2021, **to** an hourly rate of \$44.64, as needed.

Account # 11-000-230-104-00-45-045-001

Additional: Home Instructors, on an as-needed basis, for the 2021-2022 School Year

Willard Elementary School

- **Chanod, Margaret**, Elementary School Teacher, at an hourly rate of \$60.32.

Account # 11-150-100-101-00-024-024-001

***Related to staff member**

ii. **Change of Assignments for the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 school year, as listed below.

FEDER, Karen - **from** Resource Room Special Education Classroom Aide, Ridge Elementary School, 5.75 hours per day, 5 days per week, **to** Long-term Substitute, Fourth Grade Teacher, Ridge Elementary School, effective December 6, 2021 through April 19, 2022. Ms. Feder possesses a NJDOE Certificate of Eligibility with Advanced Standing as an Elementary School Teacher in Grades K-6. Ms. Feder will be registered into the NJDOE Provisional Teacher Program.

From: \$17.50 per hour

To: \$150 daily rate

Account # 11-120-100-101-09-04-019-000

SARGENTI, Ava - **from** Long-term Substitute, Third Grade Teacher, Ridge Elementary School, **to** Resource Room Special Education Classroom Aide, Ridge Elementary School, effective January 2, 2022 through April 19, 2022, 5.75 hours per day, 5 days per week.

From: \$150 daily rate

To: \$17.50 per hour

Account # 11-000-217-106-00-04-024-001

iii. **Resignations**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations for the purpose of retirement listed below.

Teacher

GRABINSKI, Lisa - School Nurse, Travell Elementary School, effective December 31, 2021.

Support Staff

ALESSI, Alexander - Instructional Technology Specialist Technician, Hawes Elementary School, Somerville Elementary School, and Travell Elementary School, effective November 9, 2021.

Classroom Aides

BUDESA, Margaret - Lunch Aide, Somerville Elementary School, effective November 22, 2021.

Infant/Toddler Development Center

DeROY, Lotte - Teacher Assistant, effective October 15, 2021.

MALTESE, Michelle - Yoga Instructor, effective October 15, 2021.

NAVARRO, Josephine - Teacher Assistant, effective November 8, 2021.

iv. **Supplemental Pay Beyond Contract**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Benjamin Franklin Middle School

Additional: Intramural Activities for the 2021-2022 School Year

- Girls Volleyball, Boys Volleyball, Track, Weight Lifting, Open Gym, not to exceed a total of 300 hours, each to receive an hourly rate of \$40.17 (\$12,000)
Advisors: **Danielle Klion**

Account # 11-401-100-101-00-08-008-001

Ridgewood High School

Additional: PSAT PROCTORS

- **Contreras, Collen**, not to exceed 6.5 hours, at an hourly rate of \$40.17 (\$264.11).

Account # 11-000-218-104-00-10-010-001

Special Programs

- **Alessi, Taylor**, Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, to provide support for special education students for extracurricular activities after school through June 22, 2022, at Benjamin Franklin Middle School, not to exceed 40 hours, at an hourly rate of \$21.23 (\$849.20).

Account # 11-000-217-106-00-08-024-001

- **Bartoli, Karen**, Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, to provide support for special education students for extracurricular activities after school through June 22, 2022, at Benjamin Franklin Middle School, not to exceed 40 hours, at an hourly rate of \$21.23 (\$849.20).

Account # 11-000-217-106-00-08-024-001

- **Cardew, Charles**, Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, to provide support for special education students for extracurricular activities after school through June 22, 2022, at Benjamin

Franklin Middle School, not to exceed 40 hours, at an hourly rate of \$20.17 (\$806.80).

Account # 11-000-217-106-00-08-024-001

- **Crawford, Ryan**, Adapted Physical SAIL Teacher, Glen Elementary School and Benjamin Franklin Middle School, to provide support for special education students for extracurricular activities after school through June 22, 2022, at Benjamin Franklin Middle School, not to exceed 40 hours, at an hourly rate of \$41.76 (\$1,670.40).

Account # 11-212-100-106-00-08-024-001

- **Connelly, Molly**, Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, to provide support for special education students for extracurricular activities after school through June 22, 2022, at Benjamin Franklin Middle School, not to exceed 40 hours, at an hourly rate of \$20.17 (\$806.80).

Account # 11-000-217-106-00-08-024-001

- **Klion, Emily**, Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, to provide support for special education students for extracurricular activities after school through June 22, 2022, at Benjamin Franklin Middle School, not to exceed 40 hours, at an hourly rate of \$20.17 (\$806.80).

Account #11-000-217-106-00-08-024-001

- **Miller, Danielle**, Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, to provide support for special education students for extracurricular activities after school through June 22, 2022, at Benjamin Franklin Middle School, not to exceed 40 hours, at an hourly rate of \$21.23 (\$849.20).

Account # 11-000-217-106-00-08-024-001

- **Newell, Elizabeth**, Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, to provide support for special education students for extracurricular activities after school through June 22, 2022, at Benjamin Franklin Middle School, not to exceed 40 hours, at an hourly rate of \$20.17 (\$806.80).

Account # 11-000-217-106-00-08-024-001

Handle with Care Training - November 3, 2021

- **Collins, Carla**, not to exceed 5 hours, at an hourly rate of \$20.17 (\$100.85).
- **Wang, Jue**, not to exceed 5 hours, at an hourly rate of \$20.17 (\$100.85).

Account #11-212-100-106-00-24-024-001

Rethink Training - October 4, 2021

- **Britcher, Ashley**, not to exceed 1.50 hours, at an hourly rate of \$20.17 (\$30.26).

Account # 11-000-217-106-00-24-024-001

2021-2022 Bus Supervision on as-needed basis

- **Tolve, Laura**, at an hourly rate of \$58.98.

Account # 11-000-217-106-00-24-024-001

ABA Training Completed and Certified – hourly rates from \$20.17 to \$21.23, effective November 6, 2021

- **Bartoli, Karen**

Curriculum, Instruction & Assessment

Extended-day Program to work with Identified Students during Lunch

Ridgewood High School

- **Contreras, Colleen**, not to exceed 12 hours, at an hourly rate of \$62.39 (\$748.68).
- **Driscoll, Samantha**, not to exceed 12 hours, at an hourly rate of \$52.48 (\$629.76).

Account # 11-000-221-104-00-22-022-001

Business Office

Supplemental Hours for OPRA Request Responses

- **Yohana, Julie**, not to exceed 20 hours, at an hourly rate of \$42.24 (\$844.80).

Account # 11-000-230-104-00-45-045-001

v. Revision of Account Numbers Approved at the November 1, 2021 Agenda

Radoncic, Azra

From: Account #11-212-100-106-00-01-024-001

To: Account #11-000-217-106-00-01-024-001

Wang, Jue

From: Account #11-212-100-106-00-01-024-001

To: Account #11-000-217-106-00-01-024-001

Wilson, Marguerite

From: Account #11-212-100-106-00-04-024-001

To: Account #11-000-217-106-00-04-024-001

vi. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below.

Nurse: Eickmeyer-Tze, Denise

\$170 Daily Rate

E. FINANCE

i. Approval: Disposal of Equipment

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the disposal of furniture. These items are no longer needed.

George Washington Middle School

- One StarTrac walking treadmill machine
- One StarTrac 4500 series walking treadmill machine
- One PRECOR USA fitness/weightlifting machine

IX. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Dr. Gorman

A. None at this time.

X. APPROVAL OF BILLS Mr. Lembo

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS	REVIEWED BY
Nov 8	Columbia Bank On-Line	103784-103937	1,444,498.69	Ms. Kwak
Oct 7	Electronic Transfer	C37334	3,550.66	Ms. Kwak
Oct 7	Electronic Transfers	R37332-R37333	5,218.57	Ms. Kwak
Oct 12	Electronic Transfer	R37336	303.87	Ms. Kwak
Oct 31	Electronic Transfer	F37340	7,633.02	Ms. Kwak

Nov 1	Electronic Transfer	H37335	1,090,362.39	Ms. Kwak
Nov 15	Electronic Transfer	B37337	376,550.00	Ms. Kwak
Nov 8	Food Service	620361-620362	42,078.51	Ms. Kwak
Oct 7	Columbia Bank Void Check	R37332	(3,550.66)	Ms. Kwak
TOTAL			2,966,645.05	

- XI. BOARD MEMBER ANNOUNCEMENTS** **Mr. Lembo**
- XII. BOARD COMMITTEE REPORTS** **Mr. Lembo**
- XIII. DISCUSSION ITEMS** **Mr. Lembo**
- XIV. ACCEPTANCE OF MINUTES** **Mr. Lembo**
- October 4, 2021 Executive Session
 - October 18, 2021 Regular Public Meeting
 - November 1, 2021 Executive Session
 - November 1, 2021 Regular Public Meeting
- XV. OTHER BUSINESS** **Mr. Lembo**
- XVI. COMMENTS FROM THE PUBLIC** **Mr. Lembo**
- XVII. MOTION TO GO INTO EXECUTIVE SESSION** **Mr. Lembo**
- XVIII. RECONVENED PUBLIC MEETING** **Mr. Lembo**
- XIX. ADJOURNMENT** **Mr. Lembo**

Upcoming Meetings

Monday, December 6, 2021
Regular Public Meeting
7:00 p.m. Education Center

Monday, December 20, 2021
Regular Public Meeting
7:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Michelle Melucci	Intervention & Referral Services: The Next Generation New Jersey Principals and Supervisors Association, NJ Virtual 11/17/21	Professional Development	\$0.00	0
Janel Nese	Special Education Directors Toolkit New Jersey Principals and Supervisors Association, NJ Virtual 11/19/21	Professional Development	\$150.00	0
Scott Bisig	Academy - Purchasing Basics New Jersey Association of Business Administrators, NJ Robbinsville, NJ 11/30/21	Professional Development	\$50.00	0
Jaime Rosado	Academy - Purchasing Basics New Jersey Association of Business Administrators, NJ Robbinsville, NJ 11/30/21	Professional Development	\$50.00	0
Kenneth Bovasso	Academy - Purchasing Basics New Jersey Association of Business Administrators, NJ Robbinsville, NJ 11/30/21	Professional Development	\$105.05	0

Anjali Shah	The Mathematics of Perspective in Art The Academy for Teachers Virtual 11/30/21, 12/2/21 and 12/7/21	Professional Development	\$175.00	0
Gila Elbaum	Hot Issues in Special Education TMI Education, NJ Virtual 12/2/21	Professional Development	\$0.00	0
Megan Galanti	Hot Issues in Special Education TMI Education, NJ Virtual 12/2/21	Professional Development	\$0.00	0
Amy Nolan	The 40th Annual WP Bilingual / ESL Conference William Paterson University, NJ Virtual 12/3/21	Professional Development	\$49.00	0
Zsuzsanna Nagy	The 40th Annual WP Bilingual / ESL Conference William Paterson University, NJ Virtual 12/3/21	Professional Development	\$49.00	0
Melissa Miller	The Empathetic Educator: Cultivating Empathy in the Post-Pandemic Classroom TMI Education, NJ Mahwah, NJ 12/9/21	Professional Development	\$0.00	0
Paul Cronk	Northern Region Marketing Association Advisor Meeting DECA, VA	Professional Development	\$0.00	0

	East Rutherford, NJ 12/15/21			
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POLICY

RIDGEWOOD BOARD OF EDUCATION

STUDENTS
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Bridge Year Pilot Program
M

5460.02 BRIDGE YEAR PILOT PROGRAM

The New Jersey Commissioner of Education has established a three-year "Bridge Year Pilot Program," under which each school district with a high school shall offer students in the graduating classes of 2021 and 2022 the opportunity to pursue a Bridge Year during the year immediately following their senior year of high school, in accordance with the provisions of P.L. 2020 c.41. The purpose of the Bridge Year Pilot Program shall be to provide participating students an additional year to address learning loss and missed opportunities in extracurricular activities, including spring sports programs, as a result of the public health state of emergency caused by the COVID-19 pandemic.

For the purpose of this Policy, "host high school" means the high school that a student, who pursues a Bridge Year pursuant to the provisions of P.L. 2020 c.41, attended as a junior in high school.

Under the Bridge Year Pilot Program, each high school in a school district shall designate a school staff member as a Bridge Year Liaison to serve as the school's central point of contact for students interested in pursuing a Bridge Year and for students participating in a Bridge Year. Nothing in P.L. 2020 c.41 shall be construed to require a school district to hire an individual to serve as a Bridge Year Liaison.

To be eligible to participate in the Bridge Year Pilot Program, a student shall be nineteen years of age or younger and shall not turn twenty years of age at any time during the Bridge Year, except that a classified student shall be eligible to participate if the student will turn twenty years of age during the Bridge Year due to services provided pursuant to the student's individualized education program. To participate in the Bridge Year Pilot Program, eligible students must notify their host high school's Bridge Year Liaison by February 15 of their senior year.

The Bridge Year Liaison shall develop, in consultation with Bridge Year students, an Individual Learning Plan (ILP) for each student. To ensure ample time to plan for the implementation of services outlined in the ILP, each Bridge Year student's ILP shall be completed by May 15, but no later than June 1 of the student's senior year.

During the fall semester of the student's Bridge Year, the student shall take between nine and twelve credits at the host high school, the county college that serves the county of the host high school, or a combination thereof. During the spring semester of the student's Bridge Year, the student shall take between nine and twelve credits at the county college that serves the county of the host high school. During either semester of the Bridge Year, a student may also take up to



POLICY

RIDGEWOOD BOARD OF EDUCATION

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Bridge Year Pilot Program

three credits offered by a four-year institution of higher education at any high school in the State or at any other location to fulfill the student's credit requirement. At the conclusion of each semester of the Bridge Year, the host high school shall update the student's high school transcript to reflect any high school credits earned during the Bridge Year.

In the event that a student initially decides to pursue a Bridge Year in the fall semester, but does not continue the Bridge Year in the spring semester, the student's host high school shall release all final transcripts and other records as necessary and as may be requested. A student who decides not to continue the Bridge Year in the spring semester shall not be eligible to participate in a spring sports program or extracurricular activities pursuant to P.L. 2020 c.41.

The State Board of Education shall promulgate regulations pursuant to the "Administrative Procedure Act," P.L.1968, c.410 (C.52:14B -1 et seq.), necessary to effectuate the provisions of P.L. 2020 c.41.

The Higher Education Student Assistance Authority shall promulgate regulations, pursuant to the "Administrative Procedure Act," P.L.1968, c.410 (C.52:14B -1 et seq.), necessary to effectuate the provisions of subsection d. of section 2 of this Act.

P.L. 2020 c.41

Adopted:



POLICY

RIDGEWOOD BOARD OF EDUCATION

FINANCES

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Federal Awards/Funds Internal Controls –
Allowability of Costs**M**

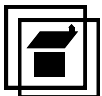
6115.01 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – ALLOWABILITY OF COSTS

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.302(b)(7) requires written procedures for determining the allowability of costs in accordance with 2 CFR §200 – Cost Principles. Determining the allowability of costs shall be in accordance with the requirements outlined in 2 CFR §200.403 – Factors Affecting Allowability of Costs. The School Business Administrator/Board Secretary or designee shall be responsible for determining the allowability of costs are in accordance with the provisions of 2 CFR §200.403.

The following procedures shall be used to determine the allowability of costs in accordance with 2 CFR §200.403:

Except where otherwise authorized by statute, the School Business Administrator/Board Secretary or designee will ensure costs meet the following general criteria in order to be allowable under Federal awards:

1. Be necessary and reasonable for the performance of the Federal award and be allocable thereto under these principles.
2. Conform to any limitations or exclusions set forth in these principles or in the Federal award as to types or amount of cost items.
3. Be consistent with policies and procedures that apply uniformly to both Federally-financed and other activities of the non-Federal entity.
4. Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.
5. Be determined in accordance with Generally Accepted Accounting Principles (GAAP), except for State and local governments, which includes school districts, as otherwise provided for in 2 CFR §200.403.
6. Not be included as a cost or used to meet cost sharing or matching requirements of any other Federally-financed program in either the current or a prior period. (See also 2 CFR §200.306 – Cost Sharing or matching 2. above).



POLICY

RIDGEWOOD BOARD OF EDUCATION

FINANCES

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Federal Awards/Funds Internal Controls –
Allowability of Costs

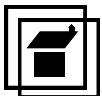
7. Be adequately documented. (See also 2 CFR §200.300 – Statutory and National Policy Requirements through 2 CFR §200.309 – Period of Performance).

In the event the School Business Administrator/Board Secretary or designee is not sure if a cost is allowable under 2 CFR Subpart E - §200.403, the School Business Administrator/Board Secretary or designee will contact the New Jersey Department of Education or the United States Department of Education for assistance.

2 CFR §200.302(b)(7)

2 CFR §200.403

Adopted:



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RIDGEWOOD BOARD OF EDUCATION

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Federal Awards/Funds Internal Controls –

Mandatory Disclosures

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6115.02 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – MANDATORY DISCLOSURES

The Uniform Administrative Requirements, Cost Principals, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.113 – Mandatory disclosures requires a non-Federal entity or applicant (a New Jersey Board of Education) for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or to the New Jersey Department of Education all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award.

If the Board of Education receives a Federal award including the terms and conditions outlined below as per 2 CFR §200 – Appendix XII – Award Term and Condition for Recipient Integrity and Performance Matters shall report certain civil, criminal, or administrative proceedings to the System for Award Management (SAM). Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338 - Remedies for noncompliance, including suspension or debarment. (See also 2 CFR §180, 31 USC 3321, and 41 USC 2313)

A. General Reporting Requirement

1. If the total value of all Board of Education currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then the Superintendent or designee, on behalf of the Board of Education as the recipient during that period of time, must maintain the currency of information reported to the SAM that is made available in the designated integrity and performance system about civil, criminal, or administrative proceedings described in B. below.
2. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 USC 2313).
3. As required by section 3010 of Public Law 111-212, all information posted in designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.



POLICY

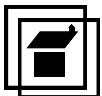
RIDGEWOOD BOARD OF EDUCATION

FINANCES

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Federal Awards/Funds Internal Controls –
Mandatory Disclosures

- B. Proceedings About Which the Board of Education Must Report
1. The Superintendent or designee must disclose to the Federal awarding agency or to the New Jersey Department of Education information required about each proceeding that:
 - a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
 - b. Reached its final disposition during the most recent five-year period; and
 - c. Is one of the following:
 - (1) A criminal proceeding that resulted in a conviction, as defined in E. below;
 - (2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
 - (3) An administrative proceeding, as defined in E. below, that resulted in a finding of fault and liability and the payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
 - (4) Any other criminal, civil, or administrative proceeding if:
 - (a) It could have led to an outcome described in B.1.c.(1), (2), or (3) above of this award term and condition;
 - (b) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on the school district's part; and
 - (c) The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.



POLICY

RIDGEWOOD BOARD OF EDUCATION

FINANCES

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Federal Awards/Funds Internal Controls –
Mandatory Disclosures

C. Reporting Procedures

1. The Superintendent or designee shall enter in the SAM Entity Management area the information that the SAM requires about each proceeding described in B. above.
2. The Superintendent or designee does not need to submit the information a second time under assistance awards the Board of Education received if the Superintendent or designee already provided the information through the SAM because the Board of Education was required to do so under Federal procurement contracts the Board of Education was awarded.

D. Reporting Frequency

1. During any period of time when the Board of Education is subject to the requirement in A. above, the Superintendent or designee must report proceedings information through the SAM for the most recent five year period, either to report new information about any proceeding(s) the Board of Education has not reported previously or affirm that there is no new information to report.
2. If the Board of Education has Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10,000,000, the Board of Education must disclose semiannually any information about the criminal, civil, and administrative proceedings.

E. Definitions

1. For purposes of this Policy:
 - a. “Administrative proceeding” for the purposes of 2 CFR §200 - Appendix XII and this Policy means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability. This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.



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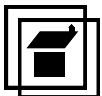
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Federal Awards/Funds Internal Controls – Mandatory Disclosures

- b. “Conviction” for the purposes of 2 CFR §200 - Appendix XII and this Policy, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.
- c. Total value of currently active grants, cooperative agreements, and procurement contracts includes:
 - (1) Only the Federal share of the funding under any Federal award with a Board of Education cost share or match; and
 - (2) The value of all expected funding increments under a Federal award and options, even if not yet exercised.

2 CFR §200.113

Adopted:



POLICY

RIDGEWOOD BOARD OF EDUCATION

FINANCES

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Federal Awards/Funds Internal Controls –

Conflict of Interest

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6115.03 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – CONFLICT OF INTEREST

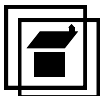
The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.318 – General Procurement Standards addresses standards of conduct covering conflict of interest and governs the actions of school district employees, officers, and agents in the selection, award, and administration of contracts supported by a Federal award.

The Board of Education must use its own documented procurement procedures which reflect applicable State and local laws and regulations, provided that the procurements conform to the applicable Federal law and the standards identified in 2 CFR §200.

The Board of Education must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

The Board of Education must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts supported by a Federal award.

1. No employee, officer, or agent of the Board of Education may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest.
 - a. Such a conflict of interest would arise when a Board of Education employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
2. The Board of Education officers, employees, and agents must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.
3. However, a Board of Education may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value.



POLICY

RIDGEWOOD BOARD OF EDUCATION

FINANCES

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Federal Awards/Funds Internal Controls –
Conflict of Interest

4. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.

The Board of Education's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal government, the Board of Education is encouraged to enter into State and local intergovernmental agreements or inter-entity agreements where appropriate for procurement of use of common or shared goods and services.

The Board of Education is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

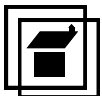
The Board of Education is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

The Board of Education must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. (See also 2 CFR §200.213 – Suspension and Debarment).

The Board of Education must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

The Board of Education may use a time and materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost to a Board of Education is the sum of:

1. The actual cost of materials; and



POLICY

RIDGEWOOD BOARD OF EDUCATION

FINANCES

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Federal Awards/Funds Internal Controls –
Conflict of Interest

2. Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

Since the time and material formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the Board of Education awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

The Board of Education alone must be responsible, in accordance with good administrative practice and sound business judgement, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the Board of Education of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgement for that of the Board of Education unless the matter is primarily a Federal concern. Violations of law will be referred to the local, State, or Federal authority having proper jurisdiction.

The Board of Education and its employees shall be required to comply with all New Jersey statutes and administrative codes regarding school ethics and internal controls.

2 CFR §200.318

Adopted:



POLICY

RIDGEWOOD BOARD OF EDUCATION

BYLAWS

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Bylaws, Policies, and Regulations

0131 BYLAWS, POLICIES, AND REGULATIONS

The Board of Education shall exercise its rule-making power by adopting, revising, and abolishing bylaws, policies, and regulations for the organization and operation of the school district.

“Regulations” for the purpose of this Bylaw are only those regulations that are required to be adopted by the Board.

Adoption, Amendment, and Abolishment

Bylaws, policies, and regulations may be adopted and revised at any meeting of the Board, provided the proposed adoption or revision has been approved by the Board at a previous meeting of the Board.

Bylaws, policies, or regulations may be abolished at any meeting of the Board provided the proposed abolishing of the proposed bylaw, policy, or regulation has been approved by the Board at a previous meeting of the Board.

The Board shall at its organization meeting or annually at a meeting of the Board and by a majority vote of those present and voting, readopt existing bylaws, ~~policies~~, and regulations without prior notice.

The Board may, under emergency circumstances, suspend the operation of a bylaw, policy, or regulation and adopt, revise, or abolish a bylaw, policy, or regulation without prior notice. The emergency adoption, revision, or abolishment of a bylaw, policy, or regulation shall terminate at the next meeting of the Board or at such earlier date as may be specified by the Board unless further acted upon by the Board in accordance with this Bylaw.

The adoption, revision, abolishment, or suspension of a bylaw, policy, or regulation shall be recorded in the minutes of the Board. Any bylaw, policy, or regulation or part of a bylaw, policy, or regulation that is superseded by a term in a negotiated agreement or by a subsequently adopted bylaw, policy, or regulation shall no longer be in force and effect as a bylaw, policy, or regulation and shall be abolished by the Board in accordance with this Bylaw.



POLICY

RIDGEWOOD BOARD OF EDUCATION

BYLAWS

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Bylaws, Policies, and Regulations

Promulgation and Distribution

The manual of bylaws, policies, and regulations shall be maintained. A copy of the manual of bylaws, policies, and regulations shall be available and accessible to each Board member, the Superintendent, the School Business Administrator/Board Secretary, the Board Attorney, each Building Principal, and other individuals designated by the Superintendent.

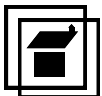
The Superintendent shall institute a plan for the orderly promulgation of policies to staff members who are affected by them and shall provide staff members with access to an up-to-date manual of Board bylaws, policies, and regulations.

The manual of bylaws, policies, and regulations shall be considered a public record open to inspection in the office of the _____. The manual retained by the _____ shall be considered the master copy of the manual.

Consideration of Bylaws, Policies, and Regulations

Bylaws, policies, and regulations will be considered for adoption by the Board in accordance with the following procedure:

1. A recommendation for a new or revised bylaw, policy, or regulation shall be recommended to the Board and/or Superintendent;
2. A recommendation for a new or revised bylaw, policy, or regulation may be referred, at the discretion of the Board President and as appropriate to the subject, to the Superintendent, a Board committee, or a public advisory committee for study and formulation of a recommendation to the Board. Any study of a new or revised recommended bylaw, policy, or regulation will consider whether the matter is adequately addressed in existing Board bylaw, policy, or regulation;
3. If a recommendation for a new or revised bylaw, policy, or regulation results from referral for study, a proposed draft will be referred to the Superintendent and at the discretion of the Board President and as appropriate to the subject, to a Board committee;
4. All proposed new and revised bylaws, policies, and regulations shall be submitted to the Superintendent. The Superintendent or designee will review all new and revised draft bylaws, policies, and regulations prior to the Board receiving a draft of new or revised bylaws, policies, or regulations for Board consideration;



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RIDGEWOOD BOARD OF EDUCATION

BYLAWS

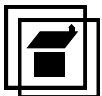
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Bylaws, Policies, and Regulations

5. The proposed draft bylaw, policy, or regulation approved by the Board on first reading will be submitted for adoption at a succeeding meeting of the Board. Revisions in the draft may be made at any meeting prior to adoption by a simple majority vote of the Board. A revision at any succeeding meeting that alters the substantive meaning of the draft will constitute a new first reading, and the draft must be presented for adoption at a succeeding Board meeting. A change that is merely editorial may be followed by a vote to adopt the new or revised bylaw, policy, or regulation on second reading.

N.J.S.A. 18A:11-1

Adopted:



POLICY

RIDGEWOOD BOARD OF EDUCATION

PROGRAM

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Live Animals in School

2560 LIVE ANIMALS IN SCHOOL

The Board of Education recognizes the appropriate use of live animals as instructional resources can enrich the educational program. The observation and nurture of live animals can help children learn specific biological and behavioral principles and gain respect for all living things.

A staff member who uses live animals shall observe proper precautions for the safety of students and the animals. The Principal or designee must approve a live animal being brought into the school building and the use of any animal in a course of instruction or the establishment of an animal habitat in a classroom.

Any animal used in school must have been lawfully acquired in accordance with applicable State law and local ordinance. An animal susceptible to rabies must have been vaccinated against rabies and proof of such vaccination must be included with the request to bring a live animal into the school submitted to the Principal or designee before a live animal is brought onto school grounds or into a school building. No animal shall be permitted in any area of the school where a student who is allergic to the animal might be exposed to the animal.

A teacher or other qualified adult must assume primary responsibility for the animal, its nourishment, and its sanitary living conditions. The staff member in charge must make proper arrangements for the animal's care and feeding over weekends, holidays, and school vacation periods.

No experiment that deprives a living animal of nourishment or exposes the animal to harm shall be conducted.

A student in Kindergarten through grade twelve may refuse to dissect, vivisection, incubate, capture, or otherwise harm or destroy animals or any parts thereof as part of a course of instruction. In the event the school program will require any such activities, the school will notify the student and parent(s) or legal guardian(s) at the beginning of each school year of the right to decline participation in such activities. Within two weeks of the receipt of the notice from the school, the parent(s) or legal guardian(s) shall notify the school if the right to decline participation in such activities will be exercised. Any student who chooses to refrain from participation in or observation of such activities shall be offered an alternative education project for the purpose of providing the student with the factual knowledge, information, or experience required by the course of study. A student may refuse to participate in an alternative education project which

POLICY

RIDGEWOOD BOARD OF EDUCATION

PROGRAM

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Live Animals in School

involves or necessitates any harmful use of an animal or animal part(s). A student shall not be discriminated against, in grading or in any other manner, based upon a decision to exercise the rights afforded pursuant to this act.

Any staff member who requests to have a certified therapy dog present on school grounds during the school day and actively involved in instructional time with students shall make their request in writing to the Principal. The written request shall include: a description of the dog, including its breed, age, size, health issues/medications and any history of aggression; all required local and/or State registration licenses; proof of all required immunizations/vaccinations; the proposed dates/class periods the dog will be present; and a detailed explanation of the educational benefit the dog will provide students. The staff member shall submit the written request to the Principal who shall conduct an initial review with the staff member. The Principal shall submit the request and review the findings of the initial review with the Superintendent. The Superintendent shall make a final determination regarding the request after consulting with the Board Attorney.

If approved: the Superintendent shall provide the Principal with any and all terms of the dog's involvement in the educational program; the dog's owner shall submit a certificate of insurance naming the Board of Education as additional insured for any liability related to the dog being on school grounds; and the Principal shall send written notification to the parents of all students in the school building regarding the presence of a dog on school grounds. The staff member must submit the written request on an annual basis prior to the beginning of each school year.

N.J.S.A. 18A:35-4.2

Adopted: 7 December 2009

Revised: 22 February 2010

Revised

POLICY

RIDGEWOOD BOARD OF EDUCATION

TEACHING STAFF MEMBERS

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Nonrenewal of Nontenured Teaching Staff Member

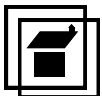
3142 NONRENEWAL OF NONTENURED TEACHING STAFF MEMBER

The Board of Education recognizes its obligation to employ only those staff members best trained and equipped to meet the educational needs of the students of this district. The Board shall discharge that obligation by retaining in service only those nontenured teaching staff members who meet those standards. The Board will renew the employment contract of a nontenured teaching staff member only upon the recommendation of the Superintendent and by a recorded roll call majority vote of the full membership of the Board. The Board shall not withhold its approval for arbitrary and capricious reasons. A nontenured teaching staff member who is not recommended for renewal by the Superintendent is deemed nonrenewed.

When the nontenured teaching staff member's performance does not meet the standards of the school district, the Superintendent shall recommend not to renew the teaching staff member's contract. Prior to notifying the nontenured teaching staff member of the nonrenewal, the Superintendent will notify the Board of the recommendation not to renew the nontenured teaching staff member's contract and the reasons for the recommendation. The Superintendent may notify the Board in a written notice or in executive session at a full Board Meeting. In the event the Board is notified in executive session, the Superintendent will comply with the requirements of the Open Public Meetings Act and provide reasonable notice to the nontenured teaching staff member their employment will be discussed in executive session in order for the nontenured teaching staff member to exercise their statutory right to request a public discussion.

On or before May 15 of each year, each nontenured teaching staff member continuously employed by a Board of Education since the preceding September 30 shall receive a written notice from the Superintendent that such employment will not be offered if the Superintendent recommends the nontenured teaching staff member not be renewed. Any nontenured teaching staff member receiving notice that a teaching contract for the succeeding school year will not be offered may, within fifteen calendar days thereafter, request in writing a statement of the reasons for such non-employment which shall be given to the nontenured staff member in writing within thirty calendar days after the receipt of such request.

Whenever the nontenured teaching staff member has requested in writing and received a written statement of reasons for non-reemployment pursuant to N.J.S.A. 18A:27-3.2, the nontenured teaching staff member may request in writing an informal appearance before the Board. The written request shall be submitted to the Board within ten calendar days of the nontenured teaching staff member's receipt of the Board's statement of reasons. The informal appearance shall be scheduled within thirty calendar days from the nontenured teaching staff member's receipt of the Board's statement of reasons.



POLICY

RIDGEWOOD BOARD OF EDUCATION

TEACHING STAFF MEMBERS

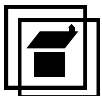
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Nonrenewal of Nontenured Teaching Staff Member

The Board is not required to offer reemployment or vote on reemployment after an informal appearance with a nontenured teaching staff member who was not recommended for reemployment by the Superintendent. The Board may, with a majority vote of its full membership in public session and without the recommendation of the Superintendent, offer the nontenured teaching staff member reemployment after the informal appearance before the Board. Within three working days following the informal appearance, the Board shall notify the affected nontenured teaching staff member, in writing, of its final determination.

N.J.S.A. 18A:27-3.1; 18A:27-3.2; 18A:27-4.1; 18A:27-10 et seq.
N.J.A.C. 6A:10-9.1

Adopted:



POLICY

RIDGEWOOD BOARD OF EDUCATION

TEACHING STAFF MEMBERS

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Evaluation of Teachers

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3221 EVALUATION OF TEACHERS

The Board of Education recognizes the importance of teacher effectiveness to further the development of a professional corps of educators and to increase student achievement. The Board of Education adopts Policy and Regulation 3221 for the evaluation of teachers consistent with the Teacher Effectiveness and Accountability for the Children of New Jersey Act (TEACHNJ) and the AchieveNJ administrative codes. This Policy and Regulation provides the provisions and requirements for teacher evaluations consistent with TEACHNJ and AchieveNJ.

For the purposes of Policy and Regulation 3221, “teacher” means a teaching staff member who holds the appropriate standard, provisional, or emergency instructional certificate issued by the Board of Examiners and is assigned a class roster of students for at least one particular course.

No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives. All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees for the purpose of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

The Board shall annually adopt evaluation rubrics for all teachers which shall be submitted to the Commissioner of Education by August 1 for approval by August 15 of each year. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective. The Board shall meet the requirements as outlined in N.J.A.C. 6A:10-2.2(a) for the annual evaluation of teachers and shall ensure the training procedures as outlined in N.J.A.C. 6A:10-2.2(b) are followed when implementing the evaluation rubrics for all teachers. A District Evaluation Advisory Committee may be established in accordance with the requirements of N.J.A.C. 6A:10-2.3.

The minimum requirements for the evaluation procedures for teachers as outlined in N.J.A.C. 6A:10-2.4 shall be followed. For each teacher rated ineffective or partially effective on the annual summative evaluation rating, as measured by the evaluation rubrics, a corrective action plan shall be developed in accordance with the provisions of N.J.A.C. 6A:10-2.5. A School Improvement Panel shall be established in accordance with N.J.A.C. 6A:10-3.1 and with the responsibilities outlined in N.J.A.C. 6A:10-3.2.



POLICY

RIDGEWOOD BOARD OF EDUCATION

TEACHING STAFF MEMBERS

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Evaluation of Teachers

The components of the teacher evaluation rubric as described in N.J.A.C. 6A:10-4.1 shall apply to teachers. Measures of student achievement, as outlined in N.J.A.C. 6A:10-4.2, shall be used to determine impact on student learning. Teacher observations shall be conducted in accordance with the provisions of N.J.A.C. 6A:10-4.4 and N.J.S.A. 18A:27-3.1. Observers shall conduct the observations pursuant to N.J.S.A. 18A:6-123.b.(8) and N.J.A.C. 6A:10-2.5 and 3.2, and they shall be trained pursuant to N.J.A.C. 6A:10-2.2(b).

The teacher practice instrument approved by the Department of Education shall meet the criteria as outlined in N.J.A.C. 6A:10-7.2.

The Superintendent shall annually notify all teachers of the adopted evaluation policies and procedures/regulations no later than October 1. If a teacher is hired after October 1, the Superintendent shall notify the teacher of the policies and procedures/regulations at the beginning of his or her employment. All teachers shall be notified of amendments to the policy and procedures/regulations within ten teacher working days of adoption.

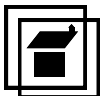
N.J.S.A. 18A:6-117 et seq.; N.J.S.A. 18A:27-3.1.

N.J.A.C. 6A:10-1.1 through 1.4; 6A:10-2.1 through 2.5

N.J.A.C. 6A:10-3.1 and 3.2; N.J.A.C. 6A:10-4.1 through 4.4

N.J.A.C. 6A:10-7.1 and 7.2

Adopted:



REGULATION

RIDGEWOOD BOARD OF EDUCATION

TEACHING STAFF MEMBERS

R 3221/page 1 of 20

Evaluation of Teachers

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R 3221 EVALUATION OF TEACHERS

A. Definitions – N.J.A.C. 6A:10-1.2

The following words and terms shall have the following meanings when used in Policy and Regulation 3221 unless the context clearly indicates otherwise:

“Announced observation” means an observation in which the person conducting an observation for the purpose of evaluation will notify the teacher of the date and the class period the observation will be conducted.

“Annual performance report” means a written appraisal of the teacher’s performance prepared by the teacher’s designated supervisor based on the evaluation rubric for his or her position.

“Annual summative evaluation rating” means an annual evaluation rating that is based on appraisals of educator practice and student performance, and includes all measures captured in a teacher’s evaluation rubric. The four summative performance categories are ineffective, partially effective, effective, and highly effective.

“Calibration” in the context of educator evaluation means a process to monitor the competency of a trained evaluator to ensure the evaluator continues to apply an educator practice instrument accurately and consistently according to the standards and definitions of the specific instrument.

“Chief School Administrator” means the Superintendent of Schools or the Administrative Principal if there is no Superintendent.

“Commissioner” means Commissioner of the New Jersey Department of Education.

“Co-observation” means two or more supervisors who are trained on the practice instrument who observe simultaneously, or at alternate times, the same lesson or portion of a lesson for the purpose of training.

“Corrective Action Plan” means a written plan developed by the designated supervisor in collaboration with the teacher to address deficiencies as outlined in an evaluation. The corrective action plan shall include timelines for corrective action, responsibilities of the individual teacher and the school district for implementing the plan, and specific support that the district shall provide as defined in N.J.S.A. 18A:6-119.



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“Department” means the New Jersey Department of Education.

“Designated supervisor” means the supervisor designated by the Superintendent of Schools or designee as the teacher’s supervisor.

“District Evaluation Advisory Committee” means a group created to oversee and guide the planning and implementation of the Board of Education’s evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2.3.

“Educator practice instrument” means an assessment tool that provides: scales or dimensions that capture competencies of professional performance; and differentiation of a range of professional performance as described by the scales, which must be shown in practice and/or research studies. The scores from the teacher practice instrument are components of the teacher’s evaluation rubric and the scores are included in the summative evaluation rating for the individual. The scores from educator practice instruments may be applied to the teacher’s summative evaluation rating in a manner determined by the school district.

“Evaluation” means an appraisal of an individual’s professional performance in relation to his or her job description and professional standards and based on, when applicable, the individual’s evaluation rubric.

“Evaluation rubric” means a set of criteria, measures, and processes used to evaluate all teachers in a specific school district or local education agency. Evaluation rubrics consist of measures of professional practice, based on educator practice instrument, and student outcomes. Each Board of Education will have an evaluation rubric specifically for teachers, another specifically for Principals, Vice Principals, and Assistant Principals, and evaluation rubrics for other categories of teaching staff members.

“Indicators of student progress and growth” means the results of assessment(s) of students as defined in N.J.A.C. 6A:8, Standards and Assessment.

“Individual professional development plan” is as defined in N.J.S.A. 18A:6-119.

“Job description” means a written specification of the function of a position, duties and responsibilities, the extent and limits of authority, and work relationships within and outside the school and school district.



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“Observation” means a method of collecting data on the performance of a teacher's assigned duties and responsibilities. An observation for the purpose of evaluation will be included in the determination of the annual summative evaluation rating and shall be conducted by an individual employed in the school district in a supervisory role and capacity and possessing a school administrator, Principal, or supervisor endorsement as defined in N.J.A.C. 6A:9-2.1.

“Post-observation conference” means a meeting, either in-person or remotely, between the supervisor who conducted the observation and the teacher for the purpose of evaluation to discuss the data collected in the observation.

“Scoring guide” means a set of rules or criteria used to evaluate a performance, product, or project. The purpose of a scoring guide is to provide a transparent and reliable evaluation process. Educator practice instruments include a scoring guide that an evaluator uses to structure his or her assessments and ratings of professional practice.

“Semester” means half of the school year.

“Signed” means the name of one physically written by oneself or an electronic code, sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

“Student growth objective” means an academic goal that teachers and designated supervisors set for groups of students.

“Student growth percentile” means a specific metric for measuring individual student progress on Statewide assessments by tracking how much a student's test scores have changed relative to other students Statewide with similar scores in previous years.

“Superintendent” means Superintendent of Schools or Chief School Administrator.

“Supervisor” means an appropriately certified teaching staff member, as defined in N.J.S.A. 18A:1-1, or Superintendent employed in the school district in a supervisory role and capacity, and possessing a school administrator, Principal, or supervisor endorsement as defined in N.J.A.C. 6A:9B-12.

“Teacher” means a teaching staff member who holds the appropriate standard, provisional, or emergency instructional certificate issued by the Board of Examiners and is assigned a class roster of students for at least one particular course.



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“Unannounced observation” means an observation in which the person conducting an observation for the purpose of evaluation will not notify the teacher of the date or time the observation will be conducted.

B. Applicability of Rules on Collective Bargaining Agreements – N.J.A.C. 6A:10-1.3

No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives.

C. Educator Evaluation Data, Information, and Annual Performance Reports – N.J.A.C. 6A:10-1.4

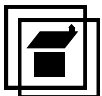
All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees of the Board of Education for the purposes of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential. Such information shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. Nothing contained in N.J.A.C. 6A:10-1.1 et seq. shall be construed to prohibit the Department or a school district from, at its discretion, collecting evaluation data pursuant to N.J.S.A. 18A:6-123.e. or distributing aggregate statistics regarding evaluation data.

D. Evaluation of Teachers – N.J.A.C. 6A:10-2.1

1. The Board of Education shall annually adopt evaluation rubrics for teachers. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective.
2. The evaluation rubrics for teachers shall include all other relevant minimum standards set forth in N.J.S.A. 18A:6-123 (P.L. 2012, c. 26, § 17c).
3. Evaluation rubrics shall be submitted to the Commissioner by August 1 for approval by August 15 of each year.

E. Duties of the Board of Education – N.J.A.C. 6A:10-2.2

1. The Board of Education shall meet the following requirements for the annual evaluation of teachers, unless otherwise specified:



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- a. Establish a District Evaluation Advisory Committee to oversee and guide the planning and implementation of the Board of Education's evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2 et seq.;
- b. Annually adopt policies and procedures developed by the Superintendent pursuant to N.J.A.C. 6A:10-2.4, including the evaluation rubrics approved by the Commissioner pursuant to N.J.A.C. 6A:10-2.1(c):
 - (1) The Superintendent shall develop policies and procedures that, at a minimum, ensure student performance data on the Statewide assessment is, upon receipt, promptly distributed or otherwise made available to teachers who were primarily responsible for instructing the applicable students in the school year in which the assessment was taken, as well as to teachers who are or will be primarily responsible for instructing the applicable students in the subsequent school year.
- c. Ensure the Superintendent annually notifies all teachers of the adopted evaluation policies and procedures no later than October 1. If a teacher is hired after October 1, the Board/Superintendent shall notify the teacher of the policies and procedures at the beginning of his or her employment. All teachers shall be notified of amendments to the policy and procedures within ten teacher working days of adoption;
- d. Annually adopt by June 1, any Commissioner-approved educator practice instruments and, as part of the process described at N.J.A.C. 6A:10-2.1(c), notify the Department which instruments will be used as part of the school district's evaluation rubrics;
- e. Ensure the Principal of each school within the school district has established a School Improvement Panel pursuant to N.J.A.C. 6A:10-3.1. The panel shall be established annually by August 31 and shall carry out the duties and functions described in N.J.A.C. 6A:10-3.2;
- f. Ensure data elements are collected and stored in an accessible and usable format. Data elements shall include, but not be limited to, scores or evidence from observations for the purpose of evaluation and student growth objective data; and



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- g. Ensure the Superintendent or designee certifies to the Department that any observer who conducts an observation of a teacher for the purpose of evaluation as described in N.J.A.C. 6A:10-4.4; N.J.A.C. 6A:10-5.4; and N.J.A.C. 6A:10-6.2, shall meet the statutory observation requirements of N.J.S.A. 18A:6-119; 18A:6-123.b(8); and N.J.S.A. 18A:27-3.1 and the teacher member of the School Improvement Panel requirements of N.J.A.C. 6A:10-3.2.
2. The Board of Education shall ensure the following training procedures are followed when implementing the evaluation rubric for all teachers and, when applicable, applying the Commissioner-approved educator practice instrument:
 - a. Annually provide training on and descriptions of each component of the evaluation rubric for all teachers who are being evaluated in the school district and provide more thorough training for any teacher who is being evaluated for the first time. Training shall include detailed descriptions of all evaluation rubric components including, when applicable, detailed descriptions of student achievement measures and all aspects of the educator practice instrument;
 - b. Annually provide updates and refresher training for supervisors who are conducting evaluations in the school district and more thorough training for any supervisor who will evaluate teachers for the first time. Training shall be provided on each component of the evaluated teacher's evaluation rubric before the evaluation of a teacher;
 - c. Annually require each supervisor who will conduct observations for the purpose of evaluation of a teacher to complete at least two co-observations during the school year.
 - (1) Co-observers shall use the co-observation to promote accuracy and consistency in scoring.
 - (2) A co-observation may count as one required observation for the purpose of evaluation pursuant to N.J.A.C. 6A:10-4.4, as long as the observer meets the requirements set forth in N.J.A.C. 6A:10-4.3 and 4.4, but the co-observation shall not count as two or more required observations. If a co-observation counts as one required observation, the score shall be determined by the teacher's designated supervisor.



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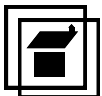
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- d. The Superintendent shall annually certify to the Department that all supervisors of teachers in the school district who are utilizing evaluation rubrics have completed training on and demonstrated competency in applying the evaluation rubrics.
- F. District Evaluation Advisory Committee – N.J.A.C. 6A:10-2.3
1. Members of the District Evaluation Advisory Committee shall include representation from the following groups: teachers from each school level represented in the school district; central office administrators overseeing the teacher evaluation process; supervisors involved in teacher evaluation, when available or appropriate; and administrators conducting evaluations, including a minimum of one administrator conducting evaluations who participates on a School Improvement Panel. Members also shall include the Superintendent, a special education administrator, a parent, and a member of the Board of Education.
 2. The Superintendent may extend membership on the District Evaluation Advisory Committee to representatives of other groups and to individuals.
 3. A District Evaluation Advisory Committee is not required and the Board of Education shall have the discretion to establish a District Evaluation Advisory Committee.
- G. Evaluation Procedures for Teachers – N.J.A.C. 6A:10-2.4
1. The provisions outlined in Policy and Regulation 3221 and N.J.A.C. 6A:10-2.4 shall be the minimum requirements for the evaluation of teachers.
 2. Evaluation policies and procedures requiring the annual evaluation of all teachers shall be developed under the direction of the Superintendent, who may consult with the District Evaluation Advisory Committee or representatives from School Improvement Panels, and shall include, but not be limited to, a description of:
 - a. Roles and responsibilities for implementation of evaluation policies and procedures;
 - b. Job descriptions, evaluation rubrics for teachers, the process for calculating the summative ratings and each component, and the evaluation regulations set forth in N.J.A.C. 6A:10 et seq.;



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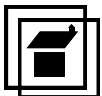
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- c. Methods of data collection and reporting appropriate to each job description, including, but not limited to, the process for student attribution to teachers, Principals, Assistant Principals, and Vice Principals for calculating the median and school-wide student growth percentile;
 - d. Processes for observations for the purpose of evaluation and post-observation conference(s) by a supervisor;
 - e. Process for developing and scoring student growth objectives;
 - f. The process for preparation of individual professional development plans; and
 - g. The process for preparation of an annual performance report by the teacher's designated supervisor and an annual summary conference between the teacher and his or her designated supervisor.
3. The annual summary conference between designated supervisors and teachers shall be held before the annual performance report is filed. The conference shall occur on or before June 30 of each school year and shall include, but not be limited to, a review of the following:
- a. The performance of the teacher based upon the job description and the scores or evidence compiled using the teacher's evaluation rubric, including, when applicable:
 - (1) The educator's practice instrument; and
 - (2) Available indicators or student achievement measures such as student growth objective scores and student growth percentile scores.
 - b. The progress of the teacher toward meeting the goals of the individual professional development plan or, when applicable, the corrective action plan; and
 - c. The preliminary annual performance report.



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4. If any scores for the teacher's evaluation rubric are not available at the time of the annual summary conference due to pending assessment results, the annual summative evaluation rating shall be calculated once all component ratings are available.
 5. The annual performance report shall be prepared by the teacher's designated supervisor and shall include, but not be limited to:
 - a. A summative rating based on the evaluation rubric, including, when applicable, a total score for each component as described in N.J.A.C. 6A:10-4;
 - b. Performance area(s) of strength and area(s) needing improvement based upon the job description and components of the teacher's evaluation rubric; and
 - c. The teacher's individual professional development plan or corrective action plan from the evaluation year being reviewed in the report.
 6. The teacher and the designated supervisor shall sign the report within five teacher working days of the review.
 7. The Board of Education shall include all performance reports and supporting data, including, but not limited to, written observation reports and additional components of the summative evaluation rating as part of the teacher's personnel file, or in an alternative, confidential location. If reports and data are stored in an alternative location, the personnel file shall clearly indicate the report's location and how it can be easily accessed. The records shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.
- H. Corrective Action Plans for Teachers – N.J.A.C. 6A:10-2.5
1. For each teacher rated ineffective or partially effective on the annual summative evaluation, as measured by the evaluation rubrics, a corrective action plan shall be developed by the teacher and the teacher's designated supervisor. If the teacher does not agree with the corrective action plan's content, the designated supervisor shall make a final determination.



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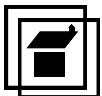
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2. The corrective action plan shall be developed and the teacher and his or her designated supervisor shall meet to discuss the corrective action plan by October 31 of the school year following the year of evaluation except:
 - a. If the ineffective or partially effective summative evaluation rating is received after October 1 of the school year following the year of evaluation, a corrective action plan shall be developed, and the teacher and his or her designated supervisor shall meet to discuss the corrective action plan within twenty-five teacher working days following the school district's receipt of the teacher's summative rating.
3. The content of the corrective action plan shall replace the content of the individual professional development plan required pursuant to N.J.A.C. 6A:9C-4.3(a) and 4.4(a) and shall:
 - a. Address areas in need of improvement identified in the teacher evaluation rubric;
 - b. Include specific, demonstrable goals for improvement;
 - c. Include responsibilities of the evaluated employee and the school district for the plan's implementation; and
 - d. Include timelines for meeting the goal(s).
4. The teacher's designated supervisor and the teacher on a corrective action plan shall discuss the teacher's progress toward the goals outlined in the corrective action plan during each required post-observation conference, pursuant to N.J.S.A. 18A:27-3.1 or N.J.A.C. 6A:10-4.4. The teacher and his or her designated supervisor may update the goals outlined in the corrective action plan to reflect any change(s) in the teacher's progress, position, or role.
5. Progress toward the teacher's goals outlined in the corrective action plan:
 - a. Shall be documented in the teacher's personnel file and reviewed at the annual summary conference and the mid-year evaluation. Both the teacher on a corrective action plan and his or her designated supervisor may collect data and evidence to demonstrate the teacher's progress toward his or her corrective action plan goals; and



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- b. May be used as evidence in the teacher's next annual summative evaluation; however, such progress shall not guarantee an effective rating on the next summative evaluation.
 6. Responsibilities of the evaluated teacher on a corrective action plan shall not be exclusionary of other plans for improvement determined to be necessary by the teacher's designated supervisor.
 7. The School Improvement Panel shall ensure teachers with a corrective action plan receive a mid-year evaluation as required by N.J.S.A. 18A:6-120.c. The mid-year evaluation shall occur approximately midway between the development of the corrective action plan and the expected receipt of the next annual summative rating. The mid-year evaluation shall include, at a minimum, a conference to discuss progress toward the teacher's goals outlined in the corrective action plan. The mid-year evaluation conference may be combined with a post-observation conference.
 8. The School Improvement Panel shall ensure teachers with a corrective action plan receive one observation, including a post-observation conference, in addition to the observations required in N.J.A.C. 6A:10-4.4 for the purpose of evaluation as described in N.J.A.C. 6A:10-1.2 and 4.4(a).
 9. Except where a school district employs only one administrator whose position requires a supervisor, principal, or school administrator endorsement, tenured teachers with a corrective action plan shall be observed by multiple observers for the purpose of evaluation as described in N.J.A.C. 6A:10-4.4(c)4.
 10. The corrective action plan shall remain in effect until the teacher receives his or her next summative evaluation rating.
 11. There shall be no minimum number of teacher working days a teacher's corrective action plan can be in place.
- I. School Improvement Panel – N.J.A.C. 6A:10-3 et seq.
 1. School Improvement Panel Membership – N.J.A.C. 6A:10-3.1



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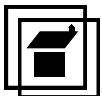
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- a. The School Improvement Panel shall include the Principal, a Vice Principal, and a teacher who is chosen in accordance with b. below by the Principal in consultation with the majority representative. If an Assistant Principal or Vice Principal is not available to serve on the panel, the Principal shall appoint an additional member who is employed in the district in a supervisory role and capacity, in accordance with N.J.S.A. 18A:6-120.a. The Principal may appoint additional members to the School Improvement Panel as long as all members meet the criteria outlined in this section and N.J.S.A. 18A:6-120.a. and the teacher(s) on the panel represents at least one-third of its total membership.
 - b. The Principal annually shall choose the teacher(s) on the School Improvement Panel through the following process:
 - (1) The teacher member shall be a person with a demonstrated record of success in the classroom. A demonstrated record of success in the classroom means the teacher member shall have been rated effective or highly effective in the most recent available annual summative rating.
 - (2) The majority representative, in accordance with a. above, may submit to the Principal, teacher member nominees for consideration.
 - (3) The Principal shall have final decision-making authority and is not bound by the majority representative's list of nominees.
 - c. The teacher member shall serve a full school year, except in case of illness or authorized leave, but may not be appointed more than three consecutive school years.
 - d. All members of the School Improvement Panel shall be chosen by August 31 of each year.
2. School Improvement Panel Responsibilities – N.J.A.C. 6A:10-3.2
- a. The School Improvement Panel shall:
 - (1) Oversee the mentoring of teachers according to N.J.A.C. 6A:9C-5.3(a)2. and support the implementation of the school district mentoring plan;



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- (2) Conduct evaluations of teachers pursuant to N.J.A.C. 6A:10-2.4 and 4.4;
 - (3) Ensure corrective action plans for teachers are created in accordance to N.J.A.C. 6A:10-2.5; and ensure mid-year evaluations are conducted for teachers who are on a corrective action plan; and
 - (4) Identify professional development opportunities for all teachers based on the review of aggregate school-level data, including, but not limited to, teacher evaluation and student performance data to support school-level professional development plans described in N.J.A.C. 6A:9C-4.2.
- b. To conduct observations for the purpose of evaluation, the teacher member shall have:
- (1) Agreement of the majority representative;
 - (2) An appropriate supervisory certificate; and
 - (3) Approval of the Principal who supervises the teacher being observed.
- c. The teacher member who participates in the evaluation process shall not serve concurrently as a mentor under N.J.A.C. 6A:9C-5.2(a)3.
- J. Components of Teacher Evaluation Rubric – N.J.A.C. 6A:10-4.1
1. The components of the teacher evaluation rubric described in N.J.A.C. 6A:10-4.1 et seq. shall apply to teachers holding the position of teacher and holding a valid and effective standard, provisional, or emergency instructional certificate.
 2. Evaluation rubrics for all teachers shall include the requirements described in N.J.S.A. 18A:6-123, including, but not limited to:
 - a. Measures of student achievement pursuant to N.J.A.C. 6A:10-4.2; and
 - b. Measures of teacher practice pursuant to N.J.A.C. 6A:10-4.3 and 4.4.



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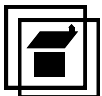
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3. To earn a summative rating, a teacher shall have a student achievement score, including median student growth percentile and/or student growth objectives(s) scores, and a teacher practice score pursuant to N.J.A.C. 6A:10-4.4.
 4. Each score shall be converted to a percentage weight so all components make up 100 percent of the evaluation rubric. By August 31 prior to the school year in which the evaluation rubric applies, the Department shall provide on its website the required percentage weight of each component and the required summative rating scale. All components shall be worth the following percentage weights or fall within the following ranges:
 - a. If, according to N.J.A.C. 6A:10-4.2(b), a teacher receives a median student growth percentile, the student achievement component shall be at least thirty percent and no more than fifty percent of a teacher's evaluation rubric rating as determined by the Department.
 - b. If, according to N.J.A.C. 6A:10-4.2(b), a teacher does not receive a median student growth percentile, the student achievement component shall be at least fifteen percent and no more than fifty percent of a teacher's evaluation rubric rating as determined by the Department.
 - c. Measures of teacher practice described in N.J.A.C. 6A:10-4.3 and 4.4 shall be at least fifty percent and no more than eighty-five percent of a teacher's evaluation rubric rating as determined by the Department.
 5. Standardized tests, used as a measure of student progress, shall not be the predominant factor in determining a teacher's annual summative rating.
- K. Student Achievement Components – N.J.A.C. 6A:10-4.2
1. Measures of student achievement shall be used to determine impact on student learning. The student achievement measure shall include the following components:
 - a. If the teacher meets the requirements of 2. below, the median student growth percentile of all students assigned to a teacher, which shall be calculated as set forth in 4. below; and



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- b. Student growth objective(s), which shall be specific and measurable, based on available student learning data, aligned to the New Jersey Student Learning Standards (NJSLS), and based on growth and/or achievement.
 - (1) For teachers who teach subjects or grades not covered by the NJSLS, student growth objective(s) shall align to standards adopted or endorsed, as applicable, by the State Board.
2. The median student growth percentile shall be included in the annual summative rating of a teacher who:
 - a. Teaches at least one course or group within a course that falls within a standardized-tested grade or subject. The Department shall maintain on its website a course listing of all standardized-tested grades and subjects for which student growth percentile can be calculated pursuant to 4. below;
 - b. Teaches the course or group within the course for at least sixty percent of the time from the beginning of the course to the day of the standardized assessment; and
 - c. Has at least twenty individual student growth percentile scores attributed to his or her name during the school year of the evaluation. If a teacher does not have at least twenty individual student growth percentile scores in a given school year, the student growth percentile scores attributed to a teacher during the two school years prior to the evaluation year may be used in addition to the student growth percentile scores attributed to the teacher during the school year of the evaluation. Only student growth percentile scores from school year 2013-2014 or any school year after shall be used to determine median student growth percentiles.
3. The Department shall periodically collect data for all teachers that include, but are not limited to, student achievement and teacher practice scores.
4. The Department shall calculate the median student growth percentile for teachers using students assigned to the teacher by the school district. For teachers who have a student growth percentile score:



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- a. The Board of Education shall submit to the Department final ratings for all components, other than the student growth percentile, for the annual summative rating; and
 - b. The Department then shall report to the employing district Board of Education the annual summative rating, including the median student growth percentile for each teacher who receives a median student growth percentile.
5. Student growth objectives for teachers shall be developed and measured according to the following procedures:
- a. The Superintendent shall determine the number of required student growth objectives for teachers, including teachers with a student growth percentile. A teacher with a student growth percentile shall have at least one and not more than four student growth objectives. A teacher without a student growth percentile shall have at least two and a maximum of four student growth objectives. By August 31 prior to the school year the evaluation rubric applies, the Department shall provide on its website the minimum and maximum number of required student growth objectives within this range.
 - b. A teacher with a student growth percentile shall not use the standardized assessment used in determining the student growth percentile to measure progress toward a student growth objective.
 - c. Each teacher shall develop, in consultation with his or her supervisor or a Principal's designee, each student growth objective. If the teacher does not agree with the student growth objectives, the Principal shall make the final determination.
 - d. Student growth objectives and the criteria for assessing teacher performance based on the objectives shall be determined, recorded, and retained by the teacher and his or her supervisor by October 31 of each school year, or within twenty-five teacher working days of the teacher's start date if the teacher begins work after October 1.



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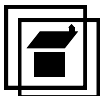
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- e. Adjustments to student growth objectives may be made by the teacher in consultation with his or her supervisor only when approved by the Superintendent or designee. Adjustments shall be recorded in the teacher's personnel file on or before February 15.
 - (1) If the Student Growth Objective (SGO) covers only the second semester of the school year, or if the teacher begins work after October 1, adjustments shall be recorded before the mid-point of the second semester.
 - f. The teacher's designated supervisor shall approve each teacher's student growth objective score. The teacher's student growth objective score, if available, shall be discussed at the teacher's annual summary conference and recorded in the teacher's personnel file.
- L. Teacher Practice Components – N.J.A.C. 6A:10-4.3
- 1. The teacher practice component rating shall be based on the measurement of the teacher's performance according to the school district's Commissioner-approved teacher practice instrument. Observations pursuant to N.J.A.C. 6A:10-4.4 shall be used as one form of evidence for the measurement.
- M. Teacher Observations – N.J.A.C. 6A:10-4.4
- 1. For the purpose of teacher evaluation, observers shall conduct the observations pursuant to N.J.S.A. 18A:6-123.b.(8) and N.J.A.C. 6A:10-2.5 and 3.2, and they shall be trained pursuant to N.J.A.C. 6A:10-2.2(b).
 - 2. Observation conferences shall include the following procedures:
 - a. A supervisor who is present at the observation shall conduct a post-observation conference with the teacher being observed. A post-observation conference shall occur no more than fifteen teacher working days following each observation.
 - b. The post-observation conference shall be for the purpose of reviewing the data collected at the observation, connecting the data to the teacher practice instrument and the teacher's individual professional development plan, collecting additional information needed for the evaluation of the teacher, and offering areas to improve effectiveness. Within a school year, the post observation conference shall be held prior to the occurrence of further observations for the purpose of evaluation.



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- c. If agreed to by the teacher, one required post-observation conference and any pre-observation conference(s) for observations of tenured teachers who are not on a corrective action plan may be conducted by written communication, including electronic.
 - d. One post-observation conference may be combined with a teacher's annual summary conference, as long as it occurs within the required fifteen teacher working days following the observation for the purpose of evaluation.
 - e. A pre-observation conference, when required, shall occur at least one but not more than seven teacher working days prior to the observation.
3. Each teacher shall be observed as described in N.J.A.C. 6A:10-4.4. For all teachers, at least one of the required observations shall be announced and preceded by a pre-observation conference, and at least one of the required observations shall be unannounced. The Superintendent shall decide whether additional required observations are announced or unannounced, if applicable. The following additional requirements shall apply:
- a. Each observation required for the purpose of evaluation shall be conducted for at least twenty minutes.
 - b. Nontenured teachers shall be observed at least three times each school year, but not less than once each semester. The observations shall be conducted in accordance with the timeframe set forth in N.J.S.A. 18A:27-3.1.
 - (1) Except where a school district employs only one administrator whose position requires a supervisor, principal, or school administrator endorsement, nontenured teachers shall be observed during the course of the year by more than one appropriately certified supervisor.
 - c. Tenured teachers shall be observed at least two times during each school year. Observations for all tenured teachers shall occur prior to the annual summary conference, which shall occur prior to the end of the academic school year.



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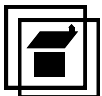
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- (2) If a tenured teacher was rated highly effective on his or her most recent summative evaluation and if both the teacher and the teacher's designated supervisor agree to use this option, one of the two required observations may be an observation of a Commissioner-approved activity other than a classroom lesson. The Department of Education shall post annually to its website a list of Commissioner-approved activities that may be observed in accordance with N.J.A.C. 6A:10-4.4.
- d. Teachers on a corrective action plan shall receive, in accordance with N.J.A.C. 6A:10-2.5(h), one additional observation, including a post-observation conference.
- e. Upon receiving a final summative evaluation that necessitates a corrective action plan, in accordance with N.J.A.C. 6A:10-2.5(a), any remaining required observation(s) shall not be conducted until the corrective action plan has been finalized.
- f. A written or electronic observation report shall be signed by the supervisor who conducted the observation and post-observation and the teacher who was observed.
- g. The teacher shall submit his or her written objection(s) of the evaluation within ten teacher working days following the conference. The objection(s) shall be attached to each party's copy of the annual performance report.
4. To earn a teacher practice score, a nontenured teacher shall receive at least three observations.
- a. If a nontenured teacher is present for less than forty percent of the total student school days in a school year, he or she shall receive at least two observations to earn a teacher practice score.
- N. Teacher Practice Instrument – N.J.A.C. 6A:10-7.2
1. The teacher practice instrument approved by the Department shall meet the following criteria:



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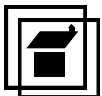
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- a. Include domains of professional practice that align to the New Jersey Professional Standards for Teachers pursuant to N.J.A.C. 6A:9-3;
- b. Include scoring guides for assessing teacher practice that differentiate among a minimum of four levels of performance, and the differentiation has been shown in practice and/or research studies. Each scoring guide shall:
 - (1) Clearly define the expectations for each rating category;
 - (2) Provide a conversion to four rating categories;
 - (3) Be applicable to all grades and subjects; or to specific grades and/or subjects if designed explicitly for the grades and/or subjects; and
 - (4) Use clear and precise language that facilitates common understanding among teachers and administrators.
- c. Rely on, to the extent possible, specific, discrete, observable, and/or measurable behaviors of students and teachers in the classroom with direct evidence of student engagement and learning; and
- d. Include descriptions of specific training and implementation details required for the instrument to be effective.

Adopted:



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3222 EVALUATION OF TEACHING STAFF MEMBERS, EXCLUDING TEACHERS AND ADMINISTRATORS

The Board of Education recognizes the importance of teaching staff member effectiveness to further the development of a professional corps of educators and to increase student achievement. The Board of Education adopts Policy and Regulation 3222 for the evaluation of teaching staff members consistent with the Teacher Effectiveness and Accountability for the Children of New Jersey Act (TEACHNJ) and the AchieveNJ administrative codes. This Policy and Regulation provides the provisions and requirements for teaching staff member evaluations consistent with TEACHNJ and AchieveNJ.

For the purposes of Policy and Regulation 3222, “teaching staff member” includes, but is not limited to, educational services staff members, guidance counselors, school nurses, library/media specialists, occupational therapists, and other teaching staff members working under an educational services certificate. For the purposes of Policy and Regulation 3222, “teaching staff member” does not include teachers, Principals, Vice Principals, Assistant Principals, and administrators, including, but not limited to, directors and/or supervisors.

No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives. All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees for the purpose of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

The Board shall annually adopt evaluation rubrics for all teaching staff members which shall be submitted to the Commissioner of Education by August 1 for approval by August 15 of each year. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective. The Board shall meet the requirements as outlined in N.J.A.C. 6A:10-2.2(a) for the annual evaluation of teaching staff members and shall ensure the training procedures as outlined in N.J.A.C. 6A:10-2.2(b) are followed when implementing the evaluation rubrics for all teaching staff members. A District Evaluation Advisory Committee may be established in accordance with the requirements of N.J.A.C. 6A:10-2.3.



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The minimum requirements for the evaluation procedures for teaching staff members as outlined in N.J.A.C. 6A:10-2.4 shall be followed. For each teaching staff member rated ineffective or partially effective on the annual summative evaluation rating, as measured by the evaluation rubrics, a corrective action plan shall be developed in accordance with the provisions of N.J.A.C. 6A:10-2.5.

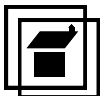
Observations and evaluations for nontenured teaching staff members shall be in accordance with the provisions of N.J.S.A. 18A:27-3.1 and N.J.A.C. 6A:10-6.2. Evaluations for nontenured teaching staff members shall take place before April 30 each year prior to the May 15 notice requirement date for continued employment. Evaluations for tenured teaching staff members shall be completed prior to June 30.

The Superintendent shall annually notify all teaching staff members of the adopted evaluation policies and procedures/regulations no later than October 1. If a teaching staff member is hired after October 1, the Superintendent shall notify the teaching staff member of the policies and procedures/regulations at the beginning of his or her employment. All teaching staff members shall be notified of amendments to the policy and procedures/regulations within ten teaching staff member working days of adoption.

N.J.S.A. 18A:6-117 et seq.; N.J.S.A. 18A:27-3.1

N.J.A.C. 6A:10-1.1 through 1.4; 6A:10-2.1 through 2.5; 6A:10-6.2

Adopted:



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R 3222 EVALUATION OF TEACHING STAFF MEMBERS, EXCLUDING TEACHERS AND ADMINISTRATORS

A. Definitions – N.J.A.C. 6A:10-1.2

The following words and terms shall have the following meanings when used in Policy and Regulation 3222 unless the context clearly indicates otherwise:

“Annual performance report” means a written appraisal of the teaching staff member's performance prepared by the teaching staff member's designated supervisor based on the evaluation rubric for his or her position.

“Annual summative evaluation rating” means an annual evaluation rating that is based on appraisals of educator practice and student performance, if applicable, and includes all measures captured in a teaching staff member's evaluation rubric. The four summative performance categories are ineffective, partially effective, effective, and highly effective.

“Chief School Administrator” means the Superintendent of Schools or the Administrative Principal if there is no Superintendent.

“Commissioner” means Commissioner of the New Jersey Department of Education.

“Corrective Action Plan” means a written plan developed by the designated supervisor in collaboration with the teaching staff member to address deficiencies as outlined in an evaluation. The corrective action plan shall include timelines for corrective action, responsibilities of the individual teaching staff member and the school district for implementing the plan, and specific support that the district shall provide as defined in N.J.S.A. 18A:6-119.

“Department” means the New Jersey Department of Education.

“Designated supervisor” means the supervisor designated by the Superintendent of Schools or designee as the teaching staff member's supervisor.

“District Evaluation Advisory Committee” means a group created to oversee and guide the planning and implementation of the Board of Education's evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2.3.



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“Educator practice instrument” means an assessment tool that provides: scales or dimensions that capture competencies of professional performance; and differentiation of a range of professional performance as described by the scales, which must be shown in practice and/or research studies. The scores from educator practice instruments for teaching staff members other than teachers, Principals, Vice Principals, and Assistant Principals may be applied to the teaching staff member’s summative evaluation rating in a manner determined by the school district.

“Evaluation” means an appraisal of an individual’s professional performance in relation to his or her job description and professional standards and based on, when applicable, the individual’s evaluation rubric.

“Evaluation rubric” means a set of criteria, measures, and processes used to evaluate all teaching staff members in a specific school district or local education agency. Evaluation rubrics consist of measures of professional practice, based on educator practice instruments and student outcomes. Each Board of Education will have an evaluation rubric specifically for teachers, another specifically for Principals, Vice Principals, and Assistant Principals, and evaluation rubrics for other categories of teaching staff members.

“Indicators of student progress and growth” means the results of assessment(s) of students as defined in N.J.A.C. 6A:8, Standards and Assessment.

“Individual professional development plan” is as defined in N.J.S.A. 18A:6-119.

“Job description” means a written specification of the function of a position, duties and responsibilities, the extent and limits of authority, and work relationships within and outside the school and school district.

“Observation” means a method of collecting data on the performance of a teaching staff member's assigned duties and responsibilities. An observation for the purpose of evaluation will be included in the determination of the annual summative evaluation rating and shall be conducted by an individual employed in the school district in a supervisory role and capacity and possessing a school administrator, Principal, or supervisor endorsement as defined in N.J.A.C. 6A:9-2.1.

“Post-observation conference” means a meeting, either in-person or remotely, between the supervisor who conducted the observation and the teaching staff member for the purpose of evaluation to discuss the data collected in the observation.



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“Scoring guide” means a set of rules or criteria used to evaluate a performance, product, or project. The purpose of a scoring guide is to provide a transparent and reliable evaluation process. Educator practice instruments include a scoring guide that an evaluator uses to structure his or her assessments and ratings of professional practice.

“Semester” means half of the school year.

“Signed” means the name of one physically written by oneself or an electronic code, sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

“Student growth objective” means an academic goal that teaching staff members and designated supervisors set for groups of students.

“Superintendent” means Superintendent of Schools or Chief School Administrator.

“Supervisor” means an appropriately certified teaching staff member, as defined in N.J.S.A. 18A:1-1, or Superintendent employed in the school district in a supervisory role and capacity, and possessing a school administrator, Principal, or supervisor endorsement as defined in N.J.A.C. 6A:9B-12.

“Teaching staff member” for the purposes of Policy 3222 and this Regulation, includes, but is not limited to, educational services staff members, guidance counselors, school nurses, library/media specialists, occupational therapists, and other teaching staff members working under an educational services certificate and does not include teachers, Principals, Vice Principals, Assistant Principals, and administrators, including, but not limited to, Directors and/or Supervisors.

B. Applicability of Rules on Collective Bargaining Agreements – N.J.A.C. 6A:10-1.3

No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives.

C. Educator Evaluation Data, Information, and Annual Performance Reports – N.J.A.C. 6A:10-1.4



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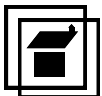
All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees of the Board of Education for the purposes of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential. Such information shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. Nothing contained in N.J.A.C. 6A:10-1.1 et seq. shall be construed to prohibit the Department or a school district from, at its discretion, collecting evaluation data pursuant to N.J.S.A. 18A:6-123.e. or distributing aggregate statistics regarding evaluation data.

D. Evaluation of Teaching Staff Members – N.J.A.C. 6A:10-2.1

1. The Board of Education shall annually adopt evaluation rubrics for all teaching staff members. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective.
2. Evaluation rubrics shall be submitted to the Commissioner by August 1 for approval by August 15 of each year.

E. Duties of the Board of Education – N.J.A.C. 6A:10-2.2

1. The Board of Education shall meet the following requirements for the annual evaluation of teaching staff members, unless otherwise specified:
 - a. Establish a District Evaluation Advisory Committee to oversee and guide the planning and implementation of the Board of Education's evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2 et seq.;
 - b. Annually adopt policies and procedures developed by the Superintendent pursuant to N.J.A.C. 6A:10-2.4, including the evaluation rubrics approved by the Commissioner pursuant to N.J.A.C. 6A:10-2.1(c):
 - (1) The Superintendent shall develop policies and procedures that, at a minimum, ensure student performance data on the Statewide assessment is, upon receipt, promptly distributed or otherwise made available to staff members who were primarily responsible for instructing the applicable students in the school year in which the assessment was taken, as well as to staff members who are or will be primarily responsible for instructing the applicable students in the subsequent school year.



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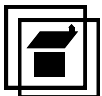
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- c. Ensure the Superintendent annually notifies all teaching staff members of the adopted evaluation policies and procedures no later than October 1. If a teaching staff member is hired after October 1, the Board/Superintendent shall notify the teaching staff member of the policies and procedures at the beginning of his or her employment. All teaching staff members shall be notified of amendments to the policy and procedures within ten teaching staff member working days of adoption;
 - d. Annually adopt by June 1, any Commissioner-approved educator practice instruments and, as part of the process described at N.J.A.C. 6A:10-2.1(c), notify the Department which instruments will be used as part of the school district's evaluation rubrics;
 - e. Ensure the Principal of each school within the school district has established a School Improvement Panel pursuant to N.J.A.C. 6A:10-3.1. The panel shall be established annually by August 31 and shall carry out the duties and functions described in N.J.A.C. 6A:10-3.2;
 - f. Ensure data elements are collected and stored in an accessible and usable format. Data elements shall include, but not be limited to, scores or evidence from observations for the purpose of evaluation and student growth objective data; and
 - g. Ensure the Superintendent or designee certifies to the Department that any observer who conducts an observation of a teaching staff member for the purpose of evaluation as described in N.J.A.C. 6A:10-4.4; N.J.A.C. 6A:10-5.4, and N.J.A.C. 6A:10-6.2, shall meet the statutory observation requirements of N.J.S.A. 18A:6-119; 18A:6-123.b.(8); and N.J.S.A. 18A:27-3.1 and the teacher member of the School Improvement Panel requirements of N.J.A.C. 6A:10-3.2.
2. The Board of Education shall ensure the following training procedures are followed when implementing the evaluation rubric for all teaching staff members and, when applicable, applying the Commissioner-approved educator practice instruments:
 - c. Ensure the Superintendent annually notifies all teaching staff members of the adopted evaluation policies and procedures no later than October 1. If a teaching staff member is hired after October 1, the Board/Superintendent shall notify the teaching staff member of the policies and procedures at the beginning of his or her employment. All teaching staff members shall be notified of amendments to the policy and procedures within ten teaching staff member working days of adoption;
 - d. Annually adopt by June 1, any Commissioner-approved educator practice instruments and, as part of the process described at N.J.A.C. 6A:10-2.1(c), notify the Department which instruments will be used as part of the school district's evaluation rubrics;
 - e. Ensure the Principal of each school within the school district has established a School Improvement Panel pursuant to N.J.A.C. 6A:10-3.1. The panel shall be established annually by August 31 and shall carry out the duties and functions described in N.J.A.C. 6A:10-3.2;
 - f. Ensure data elements are collected and stored in an accessible and usable format. Data elements shall include, but not be limited to, scores or evidence from observations for the purpose of evaluation and student growth objective data; and
 - g. Ensure the Superintendent or designee certifies to the Department that any observer who conducts an observation of a teaching staff member for the purpose of evaluation as described in N.J.A.C. 6A:10-4.4; N.J.A.C. 6A:10-5.4, and N.J.A.C. 6A:10-6.2, shall meet the statutory observation requirements of N.J.S.A. 18A:6-119; 18A:6-123.b.(8); and N.J.S.A. 18A:27-3.1 and the teacher member of the School Improvement Panel requirements of N.J.A.C. 6A:10-3.2.



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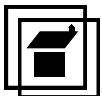
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- a. Annually provide training on and descriptions of each component of the evaluation rubric for all teaching staff members who are being evaluated in the school district and provide more thorough training for any teaching staff member who is being evaluated for the first time. Training shall include detailed descriptions of all evaluation rubric components including, when applicable, detailed descriptions of student achievement measures and all aspects of the educator practice instruments;
 - b. Annually provide updates and refresher training for supervisors who are conducting evaluations in the school district and more thorough training for any supervisor who will evaluate teaching staff members for the first time. Training shall be provided on each component of the evaluated teaching staff member's evaluation rubric before the evaluation of a teaching staff member; and
 - c. The Superintendent shall annually certify to the Department that all supervisors of teaching staff members in the school district who are utilizing evaluation rubrics have completed training on and demonstrated competency in applying the evaluation rubrics.
- F. District Evaluation Advisory Committee – N.J.A.C. 6A:10-2.3
1. Members of the District Evaluation Advisory Committee shall include representation from the following groups: teachers from each school level represented in the school district; central office administrators overseeing the teacher evaluation process; supervisors involved in teacher evaluation, when available or appropriate; and administrators conducting evaluations, including a minimum of one administrator conducting evaluations who participates on a School Improvement Panel. Members also shall include the Superintendent, a special education administrator, a parent, and a member of the Board of Education.
 2. The Superintendent may extend membership on the District Evaluation Advisory Committee to representatives of other groups and to individuals.
 3. A District Evaluation Advisory Committee is not required and the Board of Education shall have the discretion to establish a District Evaluation Advisory Committee.



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- G. Evaluation Procedures for Teaching Staff Members – N.J.A.C. 6A:10-2.4
1. The provisions outlined in Policy and Regulation 3222 and N.J.A.C. 6A:10-2.4 shall be the minimum requirements for the evaluation of teaching staff members.
 2. Evaluation policies and procedures requiring the annual evaluation of all teaching staff members shall be developed under the direction of the Superintendent, who may consult with the District Evaluation Advisory Committee or representatives from School Improvement Panels, and shall include, but not be limited to, a description of:
 - a. Roles and responsibilities for implementation of evaluation policies and procedures;
 - b. Job descriptions, evaluation rubrics for all teaching staff members, the process for calculating the summative ratings and each component, and the evaluation regulations set forth in N.J.A.C. 6A:10 et seq.;
 - c. Methods of data collection and reporting appropriate to each job description, including, but not limited to, the process for student attribution to teachers, Principals, Assistant Principals, and Vice Principals for calculating the median and school-wide student growth percentile;
 - d. Processes for observations for the purpose of evaluation and post-observation conference(s) by a supervisor;
 - e. Process for developing and scoring student growth objectives;
 - f. The process for preparation of individual professional development plans; and
 - g. The process for preparation of an annual performance report by the teaching staff member's designated supervisor, and an annual summary conference between the teaching staff member and his or her designated supervisor.
 3. The annual summary conference between the designated supervisor and the teaching staff member shall be held before the annual performance report is filed.

The conference shall occur on or before June 30 of each school year and shall include, but not be limited to, a review of the following:



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- a. The performance of the teaching staff member based upon the job description and the scores or evidence compiled using the teaching staff member's evaluation rubric, including, when applicable:
 - (1) The educator's practice instrument; and
 - (2) Available indicators or student achievement measures such as student growth objective scores and student growth percentile scores.
 - b. The progress of the teaching staff member toward meeting the goals of the individual professional development plan or, when applicable, the corrective action plan; and
 - c. The preliminary annual performance report.
4. If any scores for the teaching staff member's evaluation rubric are not available at the time of the annual summary conference due to pending assessment results, the annual summative evaluation rating shall be calculated once all component ratings are available.
 5. The annual performance report shall be prepared by the teaching staff member's designated supervisor and shall include, but not be limited to:
 - a. A summative rating based on the evaluation rubric;
 - b. Performance area(s) of strength and area(s) needing improvement based upon the job description and components of the teaching staff member's evaluation rubric; and
 - c. The teaching staff member's individual professional development plan or corrective action plan from the evaluation year being reviewed in the report.
 6. The teaching staff member and the designated supervisor shall sign the report within five teaching staff member working days of the review.
 7. The Board of Education shall include all performance reports and supporting data, including, but not limited to, written observation reports and additional components of the summative evaluation rating as part of the teaching staff member's personnel file or in an alternative, confidential location. If reports and



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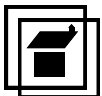
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data are stored in an alternative location, the personnel file shall clearly indicate the report's location and how it can be easily accessed. The records shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

- H. Corrective Action Plans for Teaching Staff Members – N.J.A.C. 6A:10-2.5
1. For each teaching staff member rated ineffective or partially effective on the annual summative evaluation, as measured by the evaluation rubrics, a corrective action plan shall be developed by the teaching staff member and the teaching staff member's designated supervisor. If the teaching staff member does not agree with the corrective action plan's content, the designated supervisor shall make a final determination.
 2. The corrective action plan shall be developed and the teaching staff member and his or her designated supervisor shall meet to discuss the corrective action plan by October 31 of the school year following the year of evaluation, except:
 - a. If the ineffective or partially effective summative evaluation rating is received after October 1 of the school year following the year of evaluation, a corrective action plan shall be developed, and the teaching staff member and his or her designated supervisor shall meet to discuss the corrective action plan within twenty-five teaching staff member working days following the school district's receipt of the teaching staff member's summative rating.
 3. The content of the corrective action plan shall replace the content of the individual professional development plan required pursuant to N.J.A.C. 6A:9C-4.3(a) and 4.4(a) and shall:
 - a. Address areas in need of improvement identified in the teaching staff member evaluation rubric;
 - b. Include specific, demonstrable goals for improvement;
 - c. Include responsibilities of the evaluated employee and the school district for the plan's implementation; and
 - d. Include timelines for meeting the goal(s).



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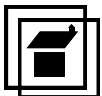
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Evaluation of Teaching Staff Members, Excluding Teachers and Administrators

4. The teaching staff member's designated supervisor and the teaching staff member on a corrective action plan shall discuss the teaching staff member's progress toward the goals outlined in the corrective action plan during each required post-observation conference. The teaching staff member and his or her designated supervisor may update the goals outlined in the corrective action plan to reflect any change(s) in the teaching staff member's progress, position, or role.
 5. Progress toward the teaching staff member's goals outlined in the corrective action plan:
 - a. Shall be documented in the teaching staff member's personnel file and reviewed at the annual summary conference and the mid-year evaluation. Both the teaching staff member on a corrective action plan and his or her designated supervisor may collect data and evidence to demonstrate the teaching staff member's progress toward his or her corrective action plan goals; and
 - b. May be used as evidence in the teaching staff member's next annual summative evaluation; however, such progress shall not guarantee an effective rating on the next summative evaluation.
 6. Responsibilities of the evaluated teaching staff member on a corrective action plan shall not be exclusionary of other plans for improvement determined to be necessary by the teaching staff member's designated supervisor.
 7. The corrective action plan shall remain in effect until the teaching staff member receives his or her next summative evaluation rating.
 8. There shall be no minimum number of teaching staff member working days a teacher's corrective action plan can be in place.
- I. Required Observations for Teaching Staff Members – N.J.A.C. 6A:10-6.2
1. The Superintendent shall determine the duration of observations required pursuant to N.J.S.A. 18A:27-3.1 for nontenured teaching staff members, except teachers, Principals, Vice Principals, and Assistant Principals. Observations include, but are not limited to, observations of meetings, student instruction, parent conferences, and case-study analysis of a significant student issue. The observation shall:



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- a. Be at least twenty minutes in length;
 - b. Be followed within fifteen teaching staff member working days by a conference between the supervisor who made the observation and the nontenured teaching staff member;
 - c. Be followed by both parties to such a conference signing the written or electronic observation report and each retaining a copy of his or her records; and
 - d. Allow the nontenured teaching staff member to submit his or her written objection(s) of the evaluation within ten teaching staff member working days following the conference. The objection(s) shall be attached to each party's copy of the annual performance report.
2. All tenured teaching staff members shall receive at least one observation per school year.
 3. All nontenured teaching staff members shall receive at least three observations, as required pursuant to N.J.S.A. 18A:27-3.1.
 - a. The required observations and evaluations for nontenured teaching staff members shall take place before April 30 each year. These observations and evaluations may cover that period between April 30 of one year and April 30 of the succeeding year except in the case of the first year of employment where the three observations and evaluations must have been completed prior to April 30.
 - b. The number of required observations and evaluations for nontenured teaching staff members may be reduced proportionately when an individual teaching staff member's term of service is less than one academic year.
 4. Evaluations for tenured teaching staff shall be completed prior to June 30.

Adopted:



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3223 EVALUATION OF ADMINISTRATORS, EXCLUDING PRINCIPALS, VICE PRINCIPALS, AND ASSISTANT PRINCIPALS

The Board of Education recognizes the importance of administrator effectiveness to further the development of a professional corps of educators and to increase student achievement. The Board of Education adopts Policy and Regulation 3223 for the evaluation of administrators consistent with the Teacher Effectiveness and Accountability for the Children of New Jersey Act (TEACHNJ) and the AchieveNJ administrative codes. This Policy and Regulation provides the provisions and requirements for administrator evaluations consistent with TEACHNJ and AchieveNJ.

For the purposes of Policy and Regulation 3223, “administrator” means an appropriately certified staff member, as defined in N.J.S.A. 18A-1.1, employed in the school district in an administrative and/or supervisory role and capacity, and holding a valid and effective standard, provisional, or emergency administrative certificate. An “administrator” may be a director, supervisor, or any other administrative or supervisory position in the district. For the purposes of Policy and Regulation 3223 and N.J.A.C. 6A:10-1.1 et seq., “administrator” is not a Principal, Vice Principal, or Assistant Principal.

No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives. All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees for the purpose of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

The Board shall annually adopt evaluation rubrics for all administrators which shall be submitted to the Commissioner of Education by August 1 for approval by August 15 of each year. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective. The Board shall meet the requirements as outlined in N.J.A.C. 6A:10-2.2(a) for the annual evaluation of administrators and shall ensure the training procedures as outlined in N.J.A.C. 6A:10-2.2(b) are followed when implementing the evaluation rubrics for all administrators. A District Evaluation Advisory Committee may be established in accordance with the requirements of N.J.A.C. 6A:10-2.3.



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The minimum requirements for the evaluation procedures for administrators as outlined in N.J.A.C. 6A:10-2.4 shall be followed. For each administrator rated ineffective or partially effective on the annual summative evaluation rating, as measured by the evaluation rubrics, a corrective action plan shall be developed in accordance with the provisions of N.J.A.C. 6A:10-2.5.

Observations and evaluations for nontenured administrators shall be in accordance with the provisions of N.J.S.A. 18A:27-3.1. Evaluations for nontenured administrators shall take place before April 30 each year prior to the May 15 notice requirement date for continued employment. Evaluations for tenured administrators shall be completed prior to June 30.

The Superintendent annually shall notify all administrators of the adopted evaluation policies and procedures/regulations no later than October 1. If an administrator is hired after October 1, the Superintendent shall notify the administrator of the policies and procedures/regulations at the beginning of his or her employment. All administrators shall be notified of amendments to the policy and procedures/regulations within ten administrator working days of adoption.

N.J.S.A. 18A:6-117 et seq.; N.J.S.A. 18A:27-3.1
N.J.A.C. 6A:10-1.1 through 1.4; 6A:10-2.1 through 2.5

Adopted:



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R 3223 EVALUATION OF ADMINISTRATORS, EXCLUDING PRINCIPALS, VICE PRINCIPALS, AND ASSISTANT PRINCIPALS

A. Definitions – N.J.A.C. 6A:10-1.2

The following words and terms shall have the following meanings when used in Policy and Regulation 3223 unless the context clearly indicates otherwise:

“Administrator” means an appropriately certified staff member, as defined in N.J.S.A. 18A-1.1, employed in the school district in an administrative and/or supervisory role and capacity, and holding a valid and effective standard, provisional, or emergency administrative certificate. An “administrator” may be a director, supervisor or any other administrative or supervisory position in the district. For the purposes of Policy and Regulation 3223 and N.J.A.C. 6A:10-1.1 et seq., “administrator” is not a Principal, Vice Principal, or Assistant Principal.

“Annual performance report” means a written appraisal of the administrator’s performance prepared by the administrator’s designated supervisor based on the evaluation rubric for his or her position.

“Annual summative evaluation rating” means an annual evaluation rating that is based on appraisals of educator practice and student performance, and includes all measures captured in an administrator’s evaluation rubric. The four summative performance categories are ineffective, partially effective, effective, and highly effective.

“Chief School Administrator” means the Superintendent of Schools or the Administrative Principal if there is no Superintendent.

“Commissioner” means Commissioner of the New Jersey Department of Education.

“Corrective Action Plan” means a written plan developed by the administrator’s designated supervisor in collaboration with the administrator to address deficiencies as outlined in an evaluation. The corrective action plan shall include timelines for corrective action, responsibilities of the individual administrator and the school district for implementing the plan, and specific support that the district shall provide as defined in N.J.S.A. 18A:6-119.



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“Department” means the New Jersey Department of Education.

“Designated supervisor” means the supervisor designated by the Superintendent of Schools or designee as the administrator’s supervisor.

“District Evaluation Advisory Committee” means a group created to oversee and guide the planning and implementation of the Board of Education’s evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2.3.

“Educator practice instrument” means an assessment tool that provides: scales or dimensions that capture competencies of professional performance; and differentiation of a range of professional performance as described by the scales, which must be shown in practice and/or research studies. The scores from educator practice instruments for administrators other than Principals, Vice Principals, and Assistant Principals may be applied to the administrator’s summative evaluation rating in a manner determined by the school district.

“Evaluation” means an appraisal of an individual’s professional performance in relation to his or her job description and professional standards and based on, when applicable, the individual’s evaluation rubric.

“Evaluation rubric” means a set of criteria, measures, and processes used to evaluate all administrators in a specific school district or local education agency. Evaluation rubrics consist of measures of professional practice, based on educator practice instruments and student outcomes. Each Board of Education will have an evaluation rubric specifically for teachers, another specifically for Principals, Vice Principals, and Assistant Principals, and evaluation rubrics for other categories of staff members.

“Indicators of student progress and growth” means the results of assessment(s) of students as defined in N.J.A.C. 6A:8, Standards and Assessment.

“Individual professional development plan” is as defined in N.J.S.A. 18A:6-119.

“Job description” means a written specification of the function of a position, duties and responsibilities, the extent and limits of authority, and work relationships within and outside the school and school district.



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“Observation” means a method of collecting data on the performance of an administrator's assigned duties and responsibilities. An observation for the purpose of evaluation will be included in the determination of the annual summative evaluation rating and shall be conducted by an individual employed in the school district in a supervisory role and capacity and possessing a school administrator, principal, or supervisor endorsement as defined in N.J.A.C. 6A:9-2.1 and as designated by the Superintendent.

“Post-observation conference” means a meeting, either in-person or remotely, between the supervisor who conducted the observation and the administrator for the purpose of evaluation to discuss the data collected in the observation.

“Scoring guide” means a set of rules or criteria used to evaluate a performance, product, or project. The purpose of a scoring guide is to provide a transparent and reliable evaluation process. Educator practice instruments include a scoring guide that an evaluator uses to structure his or her assessments and ratings of professional practice.

“Semester” means half of the school year.

“Signed” means the name of one physically written by oneself or an electronic code, sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

“Student growth objective” means an academic goal that teachers and designated supervisors set for groups of students.

“Superintendent” means Superintendent of Schools or Chief School Administrator.

“Supervisor” means an appropriately certified staff member, as defined in N.J.S.A. 18A:1-1, or Superintendent employed in the school district in a supervisory role and capacity, and possessing a school administrator, Principal, or supervisor endorsement, as defined in N.J.A.C. 6A:9B-12.

B. Applicability of Rules on Collective Bargaining Agreements – N.J.A.C. 6A:10-1.3

No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives.



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- C. Educator Evaluation Data, Information, and Annual Performance Reports – N.J.A.C. 6A:10-1.4

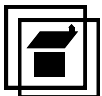
All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees of the Board of Education for the purposes of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential. Such information shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. Nothing contained in N.J.A.C. 6A:10-1.1 et seq. shall be construed to prohibit the Department or a school district from, at its discretion, collecting evaluation data pursuant to N.J.S.A. 18A:6-123.e. or distributing aggregate statistics regarding evaluation data.

- D. Evaluation of Administrators – N.J.A.C. 6A:10-2.1

1. The Board of Education shall annually adopt evaluation rubrics for all administrators. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective.
2. Evaluation rubrics shall be submitted to the Commissioner by August 1 for approval by August 15 of each year.

- E. Duties of the Board of Education – N.J.A.C. 6A:10-2.2

1. The Board of Education shall meet the following requirements for the annual evaluation of administrators, unless otherwise specified:
 - a. Establish a District Evaluation Advisory Committee to oversee and guide the planning and implementation of the Board of Education's evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2 et seq.;
 - b. Annually adopt policies and procedures developed by the Superintendent pursuant to N.J.A.C. 6A:10-2.4, including the evaluation rubrics approved by the Commissioner pursuant to N.J.A.C. 6A:10-2.1(c):
 - (1) The Superintendent shall develop policies and procedures that, at a minimum, ensure student performance data on the Statewide assessment is, upon receipt, promptly distributed or otherwise



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made available to staff members who were primarily responsible for instructing the applicable students in the school year in which the assessment was taken, as well as to staff members who are or will be primarily responsible for instructing the applicable students in the subsequent school year.

- c. Ensure the Superintendent annually notifies all administrators of the adopted evaluation policies and procedures no later than October 1. If an administrator is hired after October 1, the Board/Superintendent shall notify the administrator of the policies and procedures at the beginning of his or her employment. All administrators shall be notified of amendments to the policy and procedures within ten administrator working days of adoption;
 - d. Annually adopt by June 1, any Commissioner-approved educator practice instruments and, as part of the process described at N.J.A.C. 6A:10-2.1(c), notify the Department which instruments will be used as part of the school district's evaluation rubrics;
 - e. Ensure the Principal of each school within the school district has established a School Improvement Panel pursuant to N.J.A.C. 6A:10-3.1. The panel shall be established annually by August 31 and shall carry out the duties and functions described in N.J.A.C. 6A:10-3.2;
 - f. Ensure data elements are collected and stored in an accessible and usable format. Data elements shall include, but not be limited to, scores or evidence from observations for the purpose of evaluation and student growth objective data; and
 - g. Ensure the Superintendent or designee certifies to the Department that any observer who conducts an observation of an administrator for the purpose of evaluation as described in N.J.A.C. 6A:10-4.4; N.J.A.C. 6A:10-5.4; and N.J.A.C. 6A:10-6.2 shall meet the statutory observation requirements of N.J.S.A. 18A:6-119; 18A:6-123.b.(8); and N.J.S.A. 18A:27-3.1 and the teacher member of the School Improvement Panel requirements of N.J.A.C. 6A:10-3.2.
2. The Board of Education shall ensure the following training procedures are followed when implementing the evaluation rubric for all administrators and, when applicable, applying the Commissioner-approved educator practice instruments:
 - c. Ensure the Superintendent annually notifies all administrators of the adopted evaluation policies and procedures no later than October 1. If an administrator is hired after October 1, the Board/Superintendent shall notify the administrator of the policies and procedures at the beginning of his or her employment. All administrators shall be notified of amendments to the policy and procedures within ten administrator working days of adoption;
 - d. Annually adopt by June 1, any Commissioner-approved educator practice instruments and, as part of the process described at N.J.A.C. 6A:10-2.1(c), notify the Department which instruments will be used as part of the school district's evaluation rubrics;
 - e. Ensure the Principal of each school within the school district has established a School Improvement Panel pursuant to N.J.A.C. 6A:10-3.1. The panel shall be established annually by August 31 and shall carry out the duties and functions described in N.J.A.C. 6A:10-3.2;
 - f. Ensure data elements are collected and stored in an accessible and usable format. Data elements shall include, but not be limited to, scores or evidence from observations for the purpose of evaluation and student growth objective data; and
 - g. Ensure the Superintendent or designee certifies to the Department that any observer who conducts an observation of an administrator for the purpose of evaluation as described in N.J.A.C. 6A:10-4.4; N.J.A.C. 6A:10-5.4; and N.J.A.C. 6A:10-6.2 shall meet the statutory observation requirements of N.J.S.A. 18A:6-119; 18A:6-123.b.(8); and N.J.S.A. 18A:27-3.1 and the teacher member of the School Improvement Panel requirements of N.J.A.C. 6A:10-3.2.



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- a. Annually provide training on and descriptions of each component of the evaluation rubric for all administrators who are being evaluated in the school district and provide more thorough training for any administrator who is being evaluated for the first time. Training shall include detailed descriptions of all evaluation rubric components including, when applicable, detailed descriptions of student achievement measures and all aspects of the educator practice instruments;
 - b. Annually provide updates and refresher training for supervisors who are conducting evaluations in the school district and more thorough training for any supervisor who will evaluate administrators for the first time. Training shall be provided on each component of the evaluated administrator's evaluation rubric before the evaluation of an administrator;
 - c. The Superintendent shall annually certify to the Department that all supervisors of administrators in the school district who are utilizing evaluation rubrics have completed training on and demonstrated competency in applying the evaluation rubrics.
- F. District Evaluation Advisory Committee – N.J.A.C. 6A:10-2.3
1. Members of the District Evaluation Advisory Committee shall include representation from the following groups: teachers from each school level represented in the school district; central office administrators overseeing the teacher evaluation process; supervisors involved in teacher evaluation, when available or appropriate; and administrators conducting evaluations, including a minimum of one administrator conducting evaluations who participates on a School Improvement Panel. Members also shall include the Superintendent, a special education administrator, a parent, and a member of the Board of Education.
 2. The Superintendent may extend membership on the District Evaluation Advisory Committee to representatives of other groups and to individuals.
 3. A District Evaluation Advisory Committee is not required and the Board of Education shall have the discretion to establish a District Evaluation Advisory Committee.



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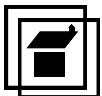
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- G. Evaluation Procedures for Administrators – N.J.A.C. 6A:10-2.4
1. The provisions outlined in Policy and Regulation 3223 and N.J.A.C. 6A:10-2.4 shall be the minimum requirements for the evaluation of administrators.
 2. Evaluation policies and procedures requiring the annual evaluation of all administrators shall be developed under the direction of the Superintendent, who may consult with the District Evaluation Advisory Committee or representatives from School Improvement Panels, and shall include, but not be limited to, a description of:
 - a. Roles and responsibilities for implementation of evaluation policies and procedures;
 - b. Job descriptions, evaluation rubrics for administrators, the process for calculating the summative ratings and each component, and the evaluation regulations set forth in N.J.A.C. 6A:10 et seq.;
 - c. Methods of data collection and reporting appropriate to each job description, including, but not limited to, the process for student attribution to teachers, Principals, Vice Principals, and Assistant Principals for calculating the median and school-wide student growth percentile;
 - d. Processes for observations for the purpose of evaluation and post-observation conference(s) by a supervisor;
 - e. Process for developing and scoring student growth objectives;
 - f. The process for preparation of individual professional development plans; and
 - g. The process for preparation of an annual performance report by the Superintendent or designated supervisor and an annual summary conference between the administrator and his or her designated supervisor.
 3. The annual summary conference between designated supervisors and the administrator shall be held before the annual performance report is filed. The conference shall occur on or before June 30 of each school year and shall include, but not be limited to, a review of the following:



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- a. The performance of the administrator based upon the job description and the scores or evidence compiled using the administrator's evaluation rubric, including, when applicable:
 - (1) The educator's practice instrument; and
 - (2) Available indicators or student achievement measures such as student growth objective scores and student growth percentile scores.
 - b. The progress of the administrator toward meeting the goals of the individual professional development plan or, when applicable, the corrective action plan; and
 - c. The preliminary annual performance report.
4. If any scores for the administrator's evaluation rubric are not available at the time of the annual summary conference due to pending assessment results, the annual summative evaluation rating shall be calculated once all component ratings are available.
 5. The annual performance report for the administrator shall be prepared by the designated supervisor and shall include, but not be limited to:
 - a. A summative rating based on the evaluation rubric;
 - b. Performance area(s) of strength and area(s) needing improvement based upon the job description and components of the administrator's evaluation rubric; and
 - c. The administrator's individual professional development plan or corrective action plan from the evaluation year being reviewed in the report.
 6. The administrator and the designated supervisor shall sign the report within five administrator working days of the review.



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7. The Board of Education shall include all performance reports and supporting data, including, but not limited to, written observation reports and additional components of the summative evaluation rating as part of his or her personnel file, or in an alternative, confidential location. If reports and data are stored in an alternative, confidential location, the personnel file shall clearly indicate the report's location and how it can easily be accessed. The records shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.
- H. Corrective Action Plans for Administrators – N.J.A.C. 6A:10-2.5
1. For each administrator rated ineffective or partially effective on the annual summative evaluation, as measured by the evaluation rubrics, a corrective action plan shall be developed by administrator and the Superintendent or the designated supervisor. If the administrator does not agree with the corrective action plan's content, the designated supervisor shall make a final determination.
 2. The corrective action plan shall be developed and the administrator and his or her designated supervisor shall meet to discuss the corrective action plan by October 31 of the school year following the year of evaluation except:
 - a. If the ineffective or partially effective summative evaluation rating is received after October 1 of the school year following the year of evaluation, a corrective action plan shall be developed, and the administrator and his or her designated supervisor shall meet to discuss the corrective action plan within twenty-five administrator working days following the school district's receipt of the administrator's summative rating.
 3. The content of the corrective action plan shall replace the content of the individual professional development plan required pursuant to N.J.A.C. 6A:9C-4.3(a) and 4.4(a) and shall:
 - a. Address areas in need of improvement identified in the administrator evaluation rubric;
 - b. Include specific, demonstrable goals for improvement;
 - c. Include responsibilities of the evaluated employee and the school district for the plan's implementation; and



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- d. Include timelines for meeting the goal(s).
4. The administrator's designated supervisor and the administrator on a corrective action plan shall discuss the administrator's progress toward the goals outlined in the corrective action plan during each required post-observation conference. The administrator and his or her designated supervisor may update the goals outlined in the corrective action plan to reflect any change(s) in the administrator's progress, position, or role.
 5. Progress toward the administrator's goals outlined in the corrective action plan:
 - a. Shall be documented in the administrator's personnel file and reviewed at the annual summary conference and the mid-year evaluation. Both the administrator on a corrective action plan and his or her designated supervisor may collect data and evidence to demonstrate the administrator's progress toward his or her corrective action plan goals; and
 - b. May be used as evidence in the administrator's next annual summative evaluation; however, such progress shall not guarantee an effective rating on the next summative evaluation.
 6. Responsibilities of the evaluated administrator on a corrective action plan shall not be exclusionary of other plans for improvement determined to be necessary by the administrator's designated supervisor.
 7. The corrective action plan shall remain in effect until the administrator receives his or her next summative evaluation rating.
 8. There shall be no minimum number of administrator working days an administrator's corrective action plan can be in place.
- I. Administrator Observations and Evaluations – N.J.A.C. 6A:10-6.2
1. The Superintendent shall determine the duration of observations required pursuant to N.J.S.A. 18A:27-3.1 for nontenured administrators. Observations include, but are not limited to, observations of meetings, student instruction, parent conferences, and case-study analysis of a significant student issue. The observation shall:



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- a. Be at least twenty minutes in length;
 - b. Be followed within fifteen administrator working days by a conference between the supervisor who made the observation and the nontenured administrator;
 - c. Be followed by both parties to such a conference signing the written or electronic observation report and each retaining a copy of his or her records; and
 - d. Allow the nontenured administrator to submit his or her written objection(s) of the evaluation within ten administrator working days following the conference. The objection(s) shall be attached to each party's copy of the annual performance report.
2. All tenured administrators shall receive at least one observation per school year.
 3. All nontenured administrators shall receive at least three observations, as required pursuant to N.J.S.A. 18A:27-3.1.
 - a. The required observations and evaluations for nontenured administrators shall take place before April 30 each year. These observations and evaluations may cover that period between April 30 of one year and April 30 of the succeeding year except in the case of the first year of employment where the three evaluations and observations must have been completed prior to April 30.
 - b. The number of required observations and evaluations for nontenured administrators may be reduced proportionately when an individual administrator's term of service is less than one academic year.
 4. Evaluations for tenured administrators shall be completed prior to June 30.

Adopted:



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and Assistant Principals

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3224 EVALUATION OF PRINCIPALS, VICE PRINCIPALS, AND ASSISTANT PRINCIPALS

The Board of Education recognizes the importance of Principal, Vice Principal, and Assistant Principal effectiveness to further the development of a professional corps of educators and to increase student achievement. The Board of Education adopts Policy and Regulation 3224 for the evaluation of Principals, Vice Principals, and Assistant Principals consistent with the Teacher Effectiveness and Accountability for the Children of New Jersey Act (TEACHNJ) and the AchieveNJ administrative codes. This Policy and Regulation provides the provisions and requirements for Principal, Vice Principal, and Assistant Principal evaluations consistent with TEACHNJ and AchieveNJ.

No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives. All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees for the purpose of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

The Board shall annually adopt evaluation rubrics for all Principals, Vice Principals, and Assistant Principals which shall be submitted to the Commissioner of Education by August 1 for approval by August 15 of each year. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective. The Board shall meet the requirements as outlined in N.J.A.C. 6A:10-2.2(a) for the annual evaluation of Principals, Vice Principals, and Assistant Principals and shall ensure the training procedures as outlined in N.J.A.C. 6A:10-2.2(b) are followed when implementing the evaluation rubrics for all Principals, Vice Principals, or Assistant Principals. A District Evaluation Advisory Committee may be established in accordance with the requirements of N.J.A.C. 6A:10-2.3.

The minimum requirements for the evaluation procedures for Principals, Vice Principals, and Assistant Principals as outlined in N.J.A.C. 6A:10-2.4 shall be followed. For each Principal, Vice Principal, or Assistant Principal rated ineffective or partially effective on the annual summative evaluation rating, as measured by the evaluation rubrics, a corrective action plan shall be developed in accordance with the provisions of N.J.A.C. 6A:10-2.5.



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The components of the principal evaluation rubrics as described in N.J.A.C. 6A:10-5.1 shall apply to Principals, Vice Principals, and Assistant Principals. Measures of student achievement, as outlined in N.J.A.C. 6A:10-5.2, shall be used to determine impact on student learning. Principal, Vice Principal, and Assistant Principal observations shall be conducted in accordance with the provisions of N.J.A.C. 6A:10-5.4. The Superintendent or designated supervisor shall conduct observations for the evaluation of Principals pursuant to N.J.S.A. 18A:6-121 and he or she shall be trained pursuant to N.J.A.C. 6A:10-2.2(b). A Principal, or the Superintendent or designated supervisor, shall conduct observations for the evaluation of Vice Principals and Assistant Principals pursuant to N.J.S.A. 18A:6-121.

The principal practice instrument approved by the Department of Education shall meet the criteria as outlined in N.J.A.C. 6A:10-7.3.

The Superintendent annually shall notify all Principals, Vice Principals, or Assistant Principals of the adopted evaluation policies and procedures/regulations no later than October 1. If a Principal, Vice Principal, or Assistant Principal is hired after October 1, the Superintendent shall notify the Principal, Vice Principal, or Assistant Principal of the policies and procedures/regulations at the beginning of his or her employment. All Principals, Vice Principals, and Assistant Principals shall be notified of amendments to the policy and procedures/regulations within ten Principal, Vice Principal, or Assistant Principal working days of adoption.

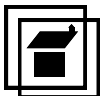
N.J.S.A. 18A:6-117 et seq.

N.J.A.C. 6A:10-1.1 through 1.4; 6A:10-2.1 through 2.5

N.J.A.C. 6A:10-5.1 through 5.4

N.J.A.C. 6A:10-7.1 and 7.3

Adopted:



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R 3224 EVALUATION OF PRINCIPALS, VICE PRINCIPALS, AND ASSISTANT PRINCIPALS

A. Definitions – N.J.A.C. 6A:10-1.2

The following words and terms shall have the following meanings when used in Policy and Regulation 3224 unless the context clearly indicates otherwise:

“Annual performance report” means a written appraisal of the Principal’s, Vice Principal’s, or Assistant Principal’s performance prepared by the designated supervisor based on the evaluation rubric for his or her position.

“Annual summative evaluation rating” means an annual evaluation rating that is based on appraisals of educator practice and student performance, and includes all measures captured in a Principal, Vice Principal, or Assistant Principal evaluation rubric. The four summative performance categories are ineffective, partially effective, effective, and highly effective.

“Calibration” in the context of educator evaluation means a process to monitor the competency of a trained evaluator to ensure the evaluator continues to apply an educator practice instrument accurately and consistently according to the standards and definitions of the specific instrument.

“Chief School Administrator” means the Superintendent of Schools or the Administrative Principal if there is no Superintendent.

“Commissioner” means Commissioner of the New Jersey Department of Education.

“Corrective Action Plan” means a written plan developed by the Superintendent or a designated supervisor in collaboration with the Principal, Vice Principal, and Assistant Principal to address deficiencies as outlined in an evaluation. The corrective action plan shall include timelines for corrective action, responsibilities of the individual Principal, Vice Principal, and Assistant Principal and the school district for implementing the plan, and specific support that the district shall provide as defined in N.J.S.A. 18A:6-119.

“Department” means the New Jersey Department of Education.



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“Designated supervisor” means the supervisor designated by the Superintendent of Schools or designee as the administrator’s supervisor.

“District Evaluation Advisory Committee” means a group created to oversee and guide the planning and implementation of the Board of Education’s evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2.3.

“Educator practice instrument” means an assessment tool that provides: scales or dimensions that capture competencies of professional performance; and differentiation of a range of professional performance as described by the scales, which must be shown in practice and/or research studies.

“Evaluation” means an appraisal of an individual’s professional performance in relation to his or her job description and professional standards and based on, when applicable, the individual’s evaluation rubric.

“Evaluation rubric” means a set of criteria, measures, and processes used to evaluate all Principals, Vice Principals, and Assistant Principals in a specific school district or local education agency. Evaluation rubrics consist of measures of professional practice, based on educator practice instruments and student outcomes. Each Board of Education will have an evaluation rubric specifically for teachers, another specifically for Principals, Vice Principals, and Assistant Principals, and evaluation rubrics for other categories of teaching staff members.

“Indicators of student progress and growth” means the results of assessment(s) of students as defined in N.J.A.C. 6A:8, Standards and Assessment.

“Individual professional development plan” is as defined in N.J.S.A. 18A:6-119.

“Job description” means a written specification of the function of a position, duties and responsibilities, the extent and limits of authority, and work relationships within and outside the school and school district.

“Observation” means a method of collecting data on the performance of a Principal’s, Vice Principal’s, and Assistant Principal’s assigned duties and responsibilities. An observation for the purpose of evaluation will be included in the determination of the annual summative evaluation rating and shall be conducted by the Superintendent or designee.



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“Post-observation conference” means a meeting, either in-person or remotely, between the supervisor who conducted the observation and the Principal, Vice Principal, and Assistant Principal for the purpose of evaluation to discuss the data collected in the observation.

“Principal practice instrument” means an assessment tool that provides scales or dimensions that capture competencies of professional performance; and differentiation of a range of professional performance as described by the scales, which must be shown in practice and/or research studies. The scores from the principal practice instrument are components of the evaluation rubrics and the scores are included in the summative evaluation rating for the individual.

“Scoring guide” means a set of rules or criteria used to evaluate a performance, product, or project. The purpose of a scoring guide is to provide a transparent and reliable evaluation process. Educator practice instruments include a scoring guide that an evaluator uses to structure his or her assessments and ratings of professional practice.

“Semester” means half of the school year.

“Signed” means the name of one physically written by oneself or an electronic code, sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

“Student growth objective” means an academic goal that teachers and designated supervisors set for groups of students.

“Student growth percentile” means a specific metric for measuring individual student progress on Statewide assessments by tracking how much a student’s test scores have changed relative to other students Statewide with similar scores in previous years.

“Superintendent” means Superintendent of Schools or Chief School Administrator.

“Supervisor” means an appropriately certified teaching staff member as defined in N.J.S.A. 18A:1-1, or Superintendent employed in the district in a supervisory role and capacity, and possessing a school administrator, Principal, or supervisor endorsement as defined in N.J.A.C. 6A:9B-12 and certified to evaluate a Principal, Vice Principal, or Assistant Principal.



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Evaluation of Principals, Vice Principals,
and Assistant Principals**B. Applicability of Rules on Collective Bargaining Agreements – N.J.A.C. 6A:10-1.3**

No collective bargaining agreement entered into after July 1, 2013, shall conflict with the educator evaluation system established pursuant to N.J.A.C. 6A:10-1.1 et seq. or any other specific statute or regulation, nor shall topics subject to bargaining involve matters of educational policy or managerial prerogatives.

C. Educator Evaluation Data, Information, and Annual Performance Reports – N.J.A.C. 6A:10-1.4

All information contained in annual performance reports and all information collected, compiled, and/or maintained by employees of the Board of Education for the purposes of conducting the educator evaluation process pursuant to N.J.A.C. 6A:10-1.1 et seq., including, but not limited to, digital records, shall be confidential. Such information shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. Nothing contained in N.J.A.C. 6A:10-1.1 et seq. shall be construed to prohibit the Department or a school district from, at its discretion, collecting evaluation data pursuant to N.J.S.A. 18A:6-123.e. or distributing aggregate statistics regarding evaluation data.

D. Evaluation of Principals, Vice Principals, and Assistant Principals – N.J.A.C. 6A:10-2.1

1. The Board of Education shall annually adopt evaluation rubrics for all Principals, Vice Principals, and Assistant Principals. The evaluation rubrics shall have four defined annual ratings: ineffective, partially effective, effective, and highly effective.
2. The evaluation rubrics for Principals, Vice Principals, and Assistant Principals shall include all other relevant minimum standards set forth in N.J.S.A. 18A:6-123 (P.L. 2012, c. 26, § 17c).
3. Evaluation rubrics shall be submitted to the Commissioner by August 1 for approval by August 15 of each year.

E. Duties of the Board of Education – N.J.A.C. 6A:10-2.2

1. The Board of Education shall meet the following requirements for the annual evaluation of Principals, Vice Principals, and Assistant Principals, unless otherwise specified:



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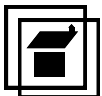
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- a. Establish a District Evaluation Advisory Committee to oversee and guide the planning and implementation of the Board of Education's evaluation policies and procedures as set forth in N.J.A.C. 6A:10-2 et seq.;
- b. Annually adopt policies and procedures developed by the Superintendent pursuant to N.J.A.C. 6A:10-2.4, including the evaluation rubrics approved by the Commissioner pursuant to N.J.A.C. 6A:10-2.1(c):
 - (1) The Superintendent shall develop policies and procedures that, at a minimum, ensure student performance data on the Statewide assessment is, upon receipt, promptly distributed or otherwise made available to staff members who were primarily responsible for instructing the applicable students in the school year in which the assessment was taken, as well as to staff members who are or will be primarily responsible for instructing the applicable students in the subsequent school year.
- c. Ensure the Superintendent annually notifies all Principals, Vice Principals, and Assistant Principals of the adopted evaluation policies and procedures no later than October 1. If a Principal, Vice Principal, or Assistant Principal is hired after October 1, the Board/Superintendent shall notify all Principals, Vice Principals, and Assistant Principals of the policies and procedures at the beginning of his or her employment. All Principals, Vice Principals, and Assistant Principals shall be notified of amendments to the policy and procedures within ten Principal, Vice Principal, and Assistant Principal working days of adoption;
- d. Annually adopt by June 1, any Commissioner-approved educator practice instruments and, as part of the process described at N.J.A.C. 6A:10-2.1(c), notify the Department which instruments will be used as part of the school district's evaluation rubrics;
- e. Ensure the Principal of each school within the school district has established a School Improvement Panel pursuant to N.J.A.C. 6A:10-3.1. The panel shall be established annually by August 31 and shall carry out the duties and functions described in N.J.A.C. 6A:10-3.2;
- f. Ensure data elements are collected and stored in an accessible and usable format. Data elements shall include, but not be limited to, scores or evidence from observations for the purpose of evaluation and student growth objective data; and



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- F. District Evaluation Advisory Committee – N.J.A.C. 6A:10-2.3
1. Members of the District Evaluation Advisory Committee shall include representation from the following groups: teachers from each school level represented in the school district; central office administrators overseeing the teacher evaluation process; supervisors involved in teacher evaluation, when available or appropriate; and administrators conducting evaluations, including a minimum of one administrator conducting evaluations who participates on a School Improvement Panel. Members also shall include the Superintendent, a special education administrator, a parent, and a member of the Board of Education.
 2. The Superintendent may extend membership on the District Evaluation Advisory Committee to representatives of other groups and to individuals.
 3. A District Evaluation Advisory Committee is not required and the Board of Education shall have the discretion to establish a District Evaluation Advisory Committee.
- G. Evaluation Procedures for Principals, Vice Principals, and Assistant Principals - N.J.A.C. 6A:10-2.4
1. The provisions outlined in Policy and Regulation 3224 and N.J.A.C. 6A:10-2.4 shall be the minimum requirements for the evaluation of Principals, Vice Principals, and Assistant Principals.
 2. Evaluation policies and procedures requiring the annual evaluation of Principals, Vice Principals, and Assistant Principals shall be developed under the direction of the Superintendent, who may consult with the District Evaluation Advisory Committee or representatives from School Improvement Panels, and shall include, but not be limited to, a description of:
 - a. Roles and responsibilities for implementation of evaluation policies and procedures;
 - b. Job descriptions, evaluation rubrics for Principals, Vice Principals, and Assistant Principals, the process for calculating the summative ratings and each component and the evaluation regulations set forth in N.J.A.C. 6A:10-1 et seq.;



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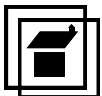
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- c. Methods of data collection and reporting appropriate to each job description, including, but not limited to, the process for student attribution to teachers, Principals, Vice Principals, Assistant Principals for calculating the median and school-wide student growth percentile;
 - d. Processes for observations for the purpose of evaluation and post-observation conference(s) by a supervisor;
 - e. Process for developing and scoring student growth objectives;
 - f. The process for preparation of individual professional development plans; and
 - g. The process for preparation of an annual performance report by the Superintendent or designated supervisor, and an annual summary conference between the Principal, Vice Principal, or Assistant Principal and the Superintendent or designated supervisor.
3. The annual summary conference between the designated supervisor and the Principal, Vice Principal, or Assistant Principal shall be held before the annual performance report is filed. The conference shall occur on or before June 30 of each school year and shall include, but not be limited to, a review of the following:
- a. The performance of the Principal, Vice Principal, or Assistant Principal based upon the job description and the scores or evidence compiled using the evaluation rubric, including, when applicable:
 - (1) The educator's practice instrument; and
 - (2) Available indicators or student achievement measures such as student growth objective scores and student growth percentile scores.
 - b. The progress of the Principal, Vice Principal, or Assistant Principal toward meeting the goals of the individual professional development plan or, when applicable, the corrective action plan; and
 - c. The preliminary annual performance report.



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4. If any scores for the Principal's, Vice Principal's, or Assistant Principal's evaluation rubric are not available at the time of the annual summary conference due to pending assessment results, the annual summative evaluation rating shall be calculated once all component ratings are available.
5. The annual performance report for the Principal, Vice Principal, or Assistant Principal shall be prepared by the designated supervisor and shall include, but not be limited to:
 - a. A summative rating based on the evaluation rubric, including, when applicable, a total score for each component as described in N.J.A.C. 6A:10-5;
 - b. Performance area(s) of strength and area(s) needing improvement based upon the job description and components of the Principal's, Vice Principal's, or Assistant Principal's evaluation rubric; and
 - c. The Principal's, Vice Principal's, or Assistant Principal's individual professional development plan or a corrective action plan from the evaluation year being reviewed in the report.
6. The Principal, Vice Principal, or Assistant Principal and the designated supervisor shall sign the report within five Principal, Vice Principal, and Assistant Principal working days of the review.
7. The Board of Education shall include all performance reports and supporting data, including, but not limited to, written observation reports and additional components of the summative evaluation rating as part of the Principal's, Vice Principal's, or Assistant Principal's personnel file, or in an alternative, confidential location. If reports and data are stored in an alternate location, the personnel file shall clearly indicate the report's location and how it can be easily accessed. The records shall be confidential and shall not be subject to public inspection or copying pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.



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- H. Corrective Action Plans for Principals, Vice Principals, and Assistant Principals – N.J.A.C. 6A:10-2.5
1. For each Principal, Vice Principal, and Assistant Principal rated ineffective or partially effective on the annual summative evaluation, as measured by the evaluation rubrics, a corrective action plan shall be developed by the Principal, Vice Principal, or Assistant Principal and the designated supervisor. If the Principal, Vice Principal, or Assistant Principal does not agree with the corrective action plan's content, the designated supervisor shall make the final determination.
 2. The corrective action plan shall be developed and the Principal, Vice Principal, or Assistant Principal and his or her designated supervisor shall meet to discuss the corrective action plan by October 31 of the school year following the year of evaluation except:
 - a. If the ineffective or partially effective summative evaluation rating is received after October 1 of the school year following the year of evaluation, a corrective action plan shall be developed, and the Principal, Vice Principal, or Assistant Principal and his or her designated supervisor shall meet to discuss the corrective action plan within twenty-five Principal, Vice Principal, or Assistant Principal working days following the school district's receipt of the Principal's, Vice Principal's, or Assistant Principal's summative rating.
 3. The content of the corrective action plan shall replace the content of the individual professional development plan required pursuant to N.J.A.C. 6A:9C-4.3(a) and 4.4(a) and shall:
 - a. Address areas in need of improvement identified in the principal evaluation rubric;
 - b. Include specific, demonstrable goals for improvement;
 - c. Include responsibilities of the evaluated employee and the school district for the plan's implementation; and
 - d. Include timelines for meeting the goal(s).



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4. The designated supervisor and the Principal, Vice Principal, or Assistant Principal on a corrective action plan shall discuss the Principal's, Vice Principal's, or Assistant Principal's progress toward the goals outlined in the corrective action plan during each post-observation conference, when required by N.J.S.A. 18A:27-3.1 or N.J.A.C. 6A:10-5.4.
5. Progress toward the Principal's, Vice Principal's, or Assistant Principal's goals outlined in the corrective action plan:
 - a. Shall be documented in the Principal's, Vice Principal's, or Assistant Principal's personnel file and reviewed at the annual summary conference and the mid-year evaluation. Both the Principal, Vice Principal, or Assistant Principal on a corrective action plan and his or her designated supervisor may collect data and evidence to demonstrate the Principal's, Vice Principal's, or Assistant Principal's progress toward his or her corrective action plan goals; and
 - b. May be used as evidence in the Principal's, Vice Principal's, or Assistant Principal's next annual summative evaluation; however, such progress shall not guarantee an effective rating on the next summative evaluation.
6. Responsibilities of the evaluated Principal, Vice Principal, or Assistant Principal on a corrective action plan shall not be exclusionary of other plans for improvement determined to be necessary by the designated supervisor.
7. The Superintendent or his or her designee, and the Principal, as appropriate, shall conduct a mid-year evaluation of any Principal, Vice Principal, or Assistant Principal pursuant to N.J.S.A. 18A:6-121.c. The mid-year evaluation shall occur approximately midway between the development of the corrective action plan and the expected receipt of the next annual summative rating. The mid-year evaluation shall include, at a minimum a conference to discuss progress toward the Principal's, Vice Principal's, or Assistant Principal's goals outlined in the corrective action plan. The mid-year evaluation conference may be combined with a post-observation conference.
8. The Superintendent shall ensure Principals, Vice Principals, and Assistant Principals with a corrective action plan receive one observation and a post-observation conference in addition to the observations required in N.J.A.C. 6A:10-5.4 for the purpose of evaluation as described in N.J.A.C. 6A:10-1.2 and 5.4.



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9. The corrective action plan shall remain in effect until the Principal, Vice Principal, or Assistant Principal receives his or her next summative evaluation rating.
 10. There shall be no minimum number of Principal, Vice Principal, or Assistant Principal working days a Principal's, Vice Principal's, or Assistant Principal's corrective action plan can be in place.
- I. Components of Principal Evaluation Rubrics – N.J.A.C. 6A:10-5.1
1. Unless otherwise noted, the components of the principal evaluation rubrics shall apply to teaching staff members holding the position of Principal, Vice Principal, or Assistant Principal and holding a valid and effective standard, provisional, or emergency administrative certificate.
 2. The principal evaluation rubric shall meet the standards provided in N.J.S.A. 18A:6-123, including, but not limited to:
 - a. Measures of student achievement pursuant to N.J.A.C. 6A:10-5.2; and
 - b. Measures of principal practice pursuant to N.J.A.C. 6A:10-5.3 and 5.4.
 3. To earn a summative rating, the Principal, Vice Principal, or Assistant Principal shall have a student achievement score, pursuant to N.J.A.C. 6A:10-5.2 and a principal practice score pursuant to N.J.A.C. 6A:10-5.3 and 5.4.
 4. Each score shall be converted to a percentage weight so all measures make up 100 percent of the evaluation rubric. By August 31 prior to the school year in which the evaluation rubric applies, the Department shall provide on its website the required percentage weight of each component and the required summative rating scale. All components shall be worth the following percentage weights or fall within the following ranges:
 - a. If, according to N.J.A.C. 6A:10-5.2(b), the Principal, Vice Principal, or Assistant Principal receives a school-wide student growth percentile score as described in N.J.A.C. 6A:10-5.2(c), the score shall be at least ten percent and no greater than forty percent of evaluation rubric rating as determined by the Department.



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- b. Measure of average student growth objective for all teachers, as described in N.J.A.C. 6A:10-5.2(d), shall be at least ten percent and no greater than twenty percent of evaluation rubric rating as determined by the Department.
 - c. Measure of administrator goal, as described in N.J.A.C. 6A:10-5.2(e), shall be no less than ten percent and no greater than forty percent of evaluation rubric rating as determined by the Department.
 - d. Measure of principal practice, as described in N.J.A.C. 6A:10-5.3(b), shall be no less than fifty percent of evaluation rubric rating.
5. Standardized assessments, used as a measure of student progress, shall not be the predominant factor in determining a Principal's annual summative rating.
6. The Department shall periodically collect principal evaluation rubric data that shall include, but are not limited to, component-level scores and annual summative ratings.
- J. Student Achievement Components of Principal Evaluation Rubrics – N.J.A.C. 6A:10-5.2
- 1. Measures of student achievement shall be used to determine impact on student learning and shall include the following components:
 - a. The school-wide student growth percentile of all students assigned to the Principal;
 - b. Average student growth objective scores of every teacher, as described in N.J.A.C. 6A:10-4.2(e), assigned to the Principal; and
 - c. Administrator goals set by Principals, Vice Principals, or Assistant Principals in consultation with their supervisor pursuant to N.J.A.C. 6A:10-5.2(e), which shall be specific and measurable, based on student growth and/or achievement data.
 - 2. The school-wide student growth percentile score shall be included in the annual summative rating of Principals, Vice Principals, and Assistant Principals who are assigned to a school as of October 15 and who are employed in schools where student growth percentiles are available for students in one or more grades. If the Principal, Vice Principal, or Assistant Principal is employed in more than one



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school, the Superintendent shall assign to the Principal, Vice Principal, or Assistant Principal, as appropriate, the school-wide student growth percentile from one school and shall notify the Principal, Vice Principal, or Assistant Principal at the beginning of the school year of the student growth percentile assignment.

3. The Department shall calculate the school-wide student growth percentile for Principals, Vice Principals, and Assistant Principals.
4. The average student growth objective scores of all teachers, as described in N.J.A.C. 6A:10-4.2(e), shall be a component of the Principal's annual summative rating. The average student growth objective scores for Vice Principals or Assistant Principals shall be determined according to the following procedures:
 - a. The Principal, in consultation with the Vice Principal or Assistant Principal, shall determine prior to the start of the school year, which teachers, if not all teachers in the school, shall be linked to the Vice Principal's and Assistant Principal's average student growth objective score.
 - b. If the Vice Principal or Assistant Principal does not agree with the list of teachers linked to his or her name for the purposes of this measurement, the Principal shall make the final determination.
5. Administrator goals for Principals, Vice Principals, or Assistant Principals shall be developed and measured according to the following procedures:
 - a. The designated supervisor shall determine for all Principals, Vice Principals, or Assistant Principals, the number of required administrator goals which shall reflect the achievement of a significant number of students within the school. By August 31 prior to the school year in which the evaluation rubric applies, the Department shall provide on the Department's website the minimum and maximum number of required goals, which will be at least one goal and no more than four goals.
 - b. Principals, Vice Principals, or Assistant Principals shall develop, in consultation with their designated supervisor, each administrator goal. Each Vice Principal and Assistant Principal shall set goals specific to his



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or her job description or adopt the same goals as his or her Principal. If the Principal, Vice Principal, or Assistant Principal and his or her designated supervisor do not agree upon the administrator goal the Principal's, Vice Principal's, or Assistant Principal's designated supervisor shall make the final determination.

- c. Administrator goals and the criteria for assessing performance based on those objectives shall be determined, recorded, and retained by the Principal, Vice Principal, or Assistant Principal and his or her designated supervisor by October 31 of each school year, or within twenty-five Principal, Vice Principal, and Assistant Principal working days of the Principal's, Vice Principal's, or Assistant Principal's start date if he or she begins work after October 1.
- d. The administrator goal score shall be approved by the designated supervisor of the Principal, Vice Principal, or Assistant Principal. The Principal's, Vice Principal's, or Assistant Principal's administrator goal score, if available, shall be discussed at his or her annual summary conference and recorded in his or her personnel file.

K. Principal Practice Component of Evaluation Rubric – N.J.A.C. 6A:10-5.3

- 1. Measures of principal practice shall include a measure determined through a Commissioner-approved principal practice instrument and may include a leadership measure determined through the Department-created leadership rubric.
- 2. Principal practice component rating shall be based on the measurement of the Principal's, Vice Principal's, or Assistant Principal's performance according to the school district's Commissioner-approved principal practice instrument. Observations pursuant to N.J.A.C. 6A:10-5.4 shall be used as one form of evidence for this measurement.
- 3. Leadership practice shall be determined by a score on a leadership rubric, which will assess the Principal's, Vice Principal's, or Assistant Principal's ability to improve student achievement and teaching staff member effectiveness through identified leader behaviors. The rubric will be posted on the Department's website and annually maintained.



REGULATION

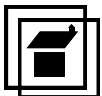
RIDGEWOOD BOARD OF EDUCATION

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Evaluation of Principals, Vice Principals,
and Assistant Principals

- L. Principal, Vice Principal, and Assistant Principal Observations – N.J.A.C. 6A:10-5.4
1. The Superintendent or his or her designee, shall conduct observations for the evaluation of Principals pursuant to N.J.S.A. 18A:6-121 and he or she shall be trained pursuant to N.J.A.C. 6A:10-2.2(b).
 2. A Principal, or the Superintendent or his or her designee, shall conduct observations for the evaluation of Vice Principals and Assistant Principals pursuant to N.J.S.A. 18A:6-121.
 3. For the purpose of collecting data for the evaluation of a Principal, Vice Principal, or Assistant Principal, an observation, as described in N.J.S.A. 18A:6-119 and N.J.A.C. 6A:10-1.2, may include, but is not limited to: building walk-through, staff meeting observation, parent conference observation, or case study analysis of a significant student issue.
 4. Post-observation conferences shall include the following procedures:
 - a. A supervisor who is present at the observation shall conduct a post-observation conference with the Principal, Vice Principal, or Assistant Principal being observed. A post-observation conference shall occur no more than fifteen Principal, Vice Principal, or Assistant Principal working days following each observation.
 - b. The post-observation conference shall be for the purpose of reviewing the data collected at the observation, connecting the data to the principal practice instrument and the Principal's, Vice Principal's, or Assistant Principal's individual professional development plan, collecting additional information needed for the evaluation, and offering areas to improve effectiveness.
 - c. With the consent of the observed Principal, Vice Principal, or Assistant Principal, post-observation conferences for individuals who are not on a corrective action plan may be conducted via written communication, including electronic communication.
 - d. One post-observation conference may be combined with the Principal's, Vice Principal's, or Assistant Principal's annual summary conference as long as it occurs within the required fifteen Principal, Vice Principal, or Assistant Principal working days following the observation.



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Evaluation of Principals, Vice Principals,
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- e. A written or electronic observation report shall be signed by the supervisor who conducted the observation and post-observation and the Principal, Vice Principal, or Assistant Principal who was observed.
 - f. The Principal, Vice Principal, or Assistant Principal shall submit his or her written objection(s) of the evaluation within ten Principal, Vice Principal, and Assistant Principal working days following the conference. The objection(s) shall be attached to each party's copy of the annual performance report.
5. Each tenured Principal, Vice Principal, and Assistant Principal shall be observed as described in N.J.A.C. 6A:10-5.4, at least two times during each school year. Each nontenured Principal, Vice Principal, and Assistant Principal shall be observed as described in N.J.A.C. 6A:10-5.4 at least three times during each school year, as required by N.J.S.A. 18A:27-3.1. An additional observation shall be conducted pursuant to N.J.A.C. 6A:10-2.5(h) for Principals, Vice Principals, and Assistant Principals who are on a corrective action plan.
- M. Principal Practice Instrument – N.J.A.C. 6A:10-7.3
- 1. The principal practice instrument approved by the Department shall meet the following criteria:
 - a. Incorporate domains of practice and/or performance criteria that align to the 2015 Professional Standards for Educational Leaders developed by the National Policy Board for Educational Administration (NPBEA) incorporated herein by reference;
 - b. Include scoring guides for assessing principal practice that differentiate among a minimum of four levels of performance, and the differentiation has been shown in practice and/or research studies. Each scoring guide shall clearly define the expectations for each category and provide a conversion to four rating categories;
 - c. Rely on, to the extent possible, multiple sources of evidence collected throughout the school year, including, but not limited to, evaluation of a Principal's leadership related to:
 - (1) Implementing high-quality and standards-aligned curriculum, assessments, and instruction; and



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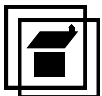
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Evaluation of Principals, Vice Principals,
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- (2) Evaluating the effectiveness of teaching staff members and supporting their professional growth.
- d. Include descriptions of specific training and implementation details required for the instrument to be effective.

Adopted:



POLICY

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SUPPORT STAFF MEMBERS

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Nonrenewal of Nontenured Support Staff Member

4146 NONRENEWAL OF NONTENURED SUPPORT STAFF MEMBER

The Board will renew the employment contract of a nontenured support staff member only upon the recommendation of the Superintendent and by a recorded roll call majority vote of the full membership of the Board. The Board will not withhold its approval for arbitrary and capricious reasons. A nontenured support staff member who is not recommended for renewal by the Superintendent is deemed nonrenewed.

When the nontenured support staff member's performance does not meet the standards of the school district, the Superintendent shall recommend not to renew the nontenured support staff member's contract. Prior to notifying the nontenured support staff member of the nonrenewal, the Superintendent will notify the Board of the recommendation not to renew the nontenured support staff member's contract and the reasons for the recommendation. The Superintendent may notify the Board in a written notice or in executive session at a full Board meeting. In the event the Board is notified in executive session, the Superintendent will comply with the requirements of the Open Public Meetings Act and provide reasonable notice to the nontenured support staff member their employment will be discussed in executive session in order for the nontenured support staff member to exercise their statutory right to request a public discussion.

The Superintendent shall provide written notification to each nontenured support staff member to whom reemployment will not be offered in accordance with the terms of any applicable collective bargaining agreement, individual contract, or any other agreement between the parties. Paraprofessionals continuously employed since the preceding September 30 as a school aide or classroom aide in a school district that receives funding under Title I of the Federal Elementary and Secondary Education Act of 1965 shall be notified of renewal or nonrenewal on or before May 15 in each year in accordance with the provisions of N.J.S.A. 18A:27-10.2.

Any nontenured support staff member receiving notice that a contract for the succeeding year will not be offered, may within fifteen calendar days, request in writing a statement of the reasons for such nonemployment which shall be given to the nontenured support staff member in writing within thirty calendar days after the receipt of such request.

Whenever a nontenured support staff member has requested in writing and received a written statement of reasons for non-reemployment pursuant to N.J.S.A. 18A:27-3.2, the nontenured support staff member may request in writing an informal appearance before the Board. The written request shall be submitted to the Board within ten calendar days of the nontenured support staff member's receipt of the Board's statement of reasons. The informal appearance shall be scheduled within thirty calendar days from the nontenured support staff member's receipt of the Board's statement of reasons.



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SUPPORT STAFF MEMBERS

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Nonrenewal of Nontenured Support Staff Member

The Board is not required to offer reemployment or vote on reemployment after an informal appearance with a nontenured support staff member who was not recommended for reemployment by the Superintendent. The Board may, with a majority vote of its full membership in public session and without the recommendation of the Superintendent, offer the nontenured support staff member reemployment after the informal appearance before the Board. Within three working days following the informal appearance, the Board shall notify the affected nontenured support staff member, in writing, of its final determination.

The provisions as outlined in Policy and Regulation 4146 may be revised or adjusted by the Superintendent of Schools to be in accordance with the terms and timelines of any applicable collective bargaining agreement, individual contract, or any other agreement between the parties provided the terms are not contrary to any statute, administrative code, or any management rights of the Board.

This Policy does not apply to the contract renewal of the Treasurer of School Moneys, Board Auditor, Board Attorney or Board Secretary, except a Board Secretary who performs business administration functions.

N.J.S.A. 18A:27-3.2; 18A:27-4.1

N.J.A.C. 6A:10-9.1

Adopted:



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RIDGEWOOD BOARD OF EDUCATION

PROGRAM

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Comprehensive Health and Physical Education

M

2422 COMPREHENSIVE HEALTH AND PHYSICAL EDUCATION

The Board of Education requires all students to participate in a comprehensive, sequential, health and physical education program aligned with the New Jersey Student Learning Standards (NJSLS) that emphasizes the natural interdisciplinary connection between wellness and health and physical education. The primary focus of the NJSLS is the development of knowledge and skills that influence healthy behaviors within the context of self, family, school, and the local and global community.

The curriculum requirements listed below address the need for students to gain knowledge and skill in caring for themselves, interacting effectively with others, and analyzing the impact of choices and consequences. The primary focus of the curriculum listed below is to help students develop concepts and skills that promote and influence healthy behaviors.

The NJSLS incorporate New Jersey statutes related to health and well-being of students in New Jersey schools. The following statutes incorporated into the NJSLS include, but are not limited to, the following requirements:

1. Accident and Fire Prevention (N.J.S.A. 18A:6-2) requires regular courses of instruction in accident and fire prevention.
2. Breast Self-Examination (N.J.S.A. 18A:35-5.4) requires offering instruction on breast self-examination for students in grades seven through twelve.
3. Bullying Prevention Programs (N.J.S.A. 18A:37-17) requires the establishment of bullying prevention programs.
4. Cancer Awareness (N.J.S.A. 18A:40-33) requires the development of a school program on cancer awareness by the Commissioner of Education.
5. Dating Violence Education (N.J.S.A. 18A:35-4.23a) requires instruction regarding dating violence in grades seven through twelve.
6. Domestic Violence Education (N.J.S.A. 18A:35-4.23) allows instruction on problems related to domestic violence and child abuse.
7. Gang Violence Prevention (N.J.S.A. 18A:35-4.26) requires instruction in gang violence prevention for elementary school students.



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Comprehensive Health and Physical Education

8. Health, Safety, and Physical Education (N.J.S.A. 18A:35-5) requires that all students in grades one through twelve participate in at least two and one-half hours of health, safety, and physical education each school week.
9. Drugs, Alcohol, Tobacco, Controlled Dangerous Substances, and Anabolic Steroids (N.J.S.A. 18A:40A-1) requires instructional programs on drugs, alcohol, anabolic steroids, tobacco, and controlled dangerous substances and the development of curriculum guidelines for each grade Kindergarten through twelve.
10. Lyme Disease Prevention (N.J.S.A. 18A:35-5.1 through 5.3) requires the development of Lyme Disease curriculum guidelines and training to all teaching staff members who instruct students with Lyme Disease.
11. Organ Donation (N.J.S.A. 18A:7F-4.3) requires information relative to organ donation to be given to students in grades nine through twelve.
12. Sexual Assault Prevention (N.J.S.A. 18A:35-4.3) requires the development of a sexual assault prevention education program by the Commissioner of Education for utilization by school districts.
13. Stress Abstinence (N.J.S.A. 18A:35-4.19 through N.J.S.A. 18A:35-4.22), also known as the “AIDS Prevention Act of 1999,” requires sex education programs to stress abstinence.
14. Suicide Prevention (N.J.S.A. 18A:6-111 through 113) requires instruction in suicide prevention in public schools.
15. Cardiopulmonary Resuscitation (CPR)/Automated External Defibrillator (AED) (N.J.S.A. 18A:35-4.28 and 18A:35-4.29) requires public high schools and charter schools to provide instruction in cardiopulmonary resuscitation and the use of an automated external defibrillator to each student prior to graduation.
16. Sexually Explicit Images through Electronic Means (N.J.S.A. 18A:35-4.32 and 4.33) requires instruction, once during middle school, on the social, emotional, and legal consequences of distributing and soliciting sexually explicit images through electronic means.



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Comprehensive Health and Physical Education

17. History of Disabled and LGBT Persons (N.J.S.A. 18A:35-4.35 and 4.36) requires instruction on the political, economic, and social contributions of persons with disabilities and lesbian, gay, bisexual, and transgender people for middle and high school students.
18. Financial Literacy (N.J.S.A. 18A:35-4.34) requires instruction with basic financial literacy necessary for sound financial decision-making in each of the grades six through eight.
19. Sexual Abuse and Assault Awareness and Prevention Education (N.J.S.A. 18A:35-4.5a) requires age-appropriate sexual abuse and assault awareness and prevention education in grades preschool through twelve.
20. Curriculum to Include Instruction on Diversity and Inclusion (N.J.S.A. 18A:35-4.36a) requires instruction on diversity and inclusion in an appropriate place in the curriculum for students in grades Kindergarten through twelve.
21. Incorporation of Age-Appropriate Instruction Relative to Consent for Physical Contact and Sexual Activity (N.J.S.A. 18A:35-4.38) requires age-appropriate instruction in grades six through twelve on the law and meaning of consent for physical contact and sexual activity.
22. Health Curriculum to Include Instruction on Mental Health (N.J.S.A. 18A:35-4.39) requires health education programs to include instruction on mental health and the relation of physical and mental health for students in grades Kindergarten through twelve.
23. Information About “New Jersey Safe Haven Infant Protection Act” Included in Public School Curriculum (N.J.S.A. 18A:35-4.40) information on the provisions of the “New Jersey Safe Haven Infant Protection Act” shall be included in curriculum for public school students in grades nine through twelve.
24. Infusion of African American Accomplishments into School Curricula (N.J.S.A. 18A:35-4.43) requires in the curriculum for all elementary and secondary students instruction that infuses into all courses on the United States the centuries of accomplishments by African Americans in the building and development of America.



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Comprehensive Health and Physical Education

25. Other Statutory or Administrative Codes. The Board will incorporate into its health and physical education curriculum any other requirements of the NJSLS in Comprehensive Health and Physical Education.

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

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

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

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

A copy of the NJSLS for Comprehensive Health and Physical Education and all related curriculum/course guides and instructional material shall be available for public inspection in each school.

Adopted:



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RIDGEWOOD BOARD OF EDUCATION

PROGRAM

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Surrogate Parents and Resource Family Parents

M

2467 SURROGATE PARENTS AND RESOURCE FAMILY PARENTS

Federal and State laws require the Board ensure the rights of a student are protected through the provision of an individual to act as surrogate for the parent and assume all parental rights under N.J.A.C. 6A:14 when:

1. The parent cannot be identified;
2. The parent cannot be located after reasonable efforts;
3. An agency of the State of New Jersey has guardianship of the student or the student is determined a ward of the State and, if the student is placed with a resource family parent, the resource family parent declines to serve as the student's parent; or
4. The student is an unaccompanied youth as that term is defined in section 725(6) of the McKinney-Vento Homeless Assistance Act (42 USC §11434.(a)6) and N.J.A.C. 6A:17-1.2.

Qualifications and Selection

The district shall make reasonable efforts to appoint a surrogate parent within thirty days of the determination that a surrogate parent is needed for a student. If the district fails to appoint a surrogate parent for a ward of the State, a judge may appoint a surrogate parent if the judge determines a surrogate parent is necessary for such student.

The district shall establish a method for selecting and training surrogate parents.

The person serving as a surrogate parent shall:

1. Have no interest that conflicts with the interest of the student they represent;
2. Possess knowledge and skills that ensure adequate representation of the student;
3. Not be replaced without cause;
4. Be at least eighteen years of age; and
5. Complete a criminal history review pursuant to N.J.S.A. 18A:6-7.1 if the person serving as the surrogate parent is compensated.



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Surrogate Parents and Resource Family Parents

The person(s) serving as a surrogate parent may not be an employee of the New Jersey Department of Education, this district, or a public or nonpublic agency that is involved in the education or care of the child.

[Optional - A surrogate parent will be paid solely to act in this capacity.]

The _____ shall serve as Surrogate Parent Coordinator and will: determine whether there is a need for a surrogate parent for a student; contact any State agency that is involved with the student to determine whether the State has a surrogate parent appointed for the student; and make reasonable efforts to appoint a surrogate parent for the student within thirty days of determining that there is a need for a surrogate parent for the student.

When a student who is or may be a student with a disability is in the care of a resource family parent, and the resource family parent is not the parent of the student, the district where the resource family parent resides shall contact the student's case manager at the Division of Child Protection and Permanency (DCP&P) in the Department of Children and Families to determine whether the parent retains the right to make educational decisions and determine the whereabouts of the parent.

If the parent retains the right to make educational decisions and the parent's whereabouts are known to the school district, the Superintendent or designee shall obtain all required consent from, and provide written notices to, the parent.

If the district cannot ascertain the whereabouts of the parent, the resource family parent shall serve as the parent unless that person is unwilling to do so. If there is no resource family parent, or if the resource family parent is unwilling to serve as the student's parent, the Surrogate Parent Coordinator shall consult with the student's case manager at DCP&P to assist in identifying an individual to serve as a surrogate parent, appointing a surrogate parent, and obtaining all required consent from, and providing written notices to, the surrogate parent.

Training

N.J.A.C 6A:14-2.2(d) requires the district train surrogate parents so they have the knowledge and skills that ensure adequate representation of the student. The Surrogate Parent Coordinator shall coordinate the training for surrogate parents. The training may include, but not be limited to:

1. Providing the surrogate parent a copy of:
 - a. Parental Rights in Special Education booklet;



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Surrogate Parents and Resource Family Parents

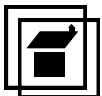
- b. N.J.A.C. 6A:14;
 - c. The Special Education Process;
 - d. Administrative Code Training Materials from the Department of Education website; and
 - e. Other relevant materials.
2. Providing the surrogate parent an opportunity to meet with the Surrogate Parent Coordinator to discuss the rights of the surrogate parent and the applicable statutes, administrative codes, and Federal laws. The Surrogate Parent Coordinator shall provide the surrogate parent the opportunity to review and to become familiar with the State and Federal requirements for assessment, individualized educational program development, and parental rights with respect to the referral and placement process, including their rights with respect to seeking a due process hearing if they disagree with the local procedure or decisions;
 3. Providing the surrogate parent adequate time to become familiar with the student and the nature of the student's disability through a review of the student's record;
 4. Providing the surrogate parent an opportunity to confer with the student's case manager to discuss the student; and
 5. Other information and resources to provide the surrogate parent the knowledge and skills to ensure adequate representation of the student.

Rights of the Surrogate Parent

A surrogate parent appointed in accordance with N.J.A.C. 6A:14-2.2 shall assume all parental rights under N.J.A.C. 6A:14.

N.J.A.C. 6A:14-2.2

Adopted:



POLICY

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STUDENTS
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Education of Homeless Children

5116 EDUCATION OF HOMELESS CHILDREN

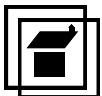
The Board of Education will admit and enroll homeless children in accordance with Federal and State laws and New Jersey Administrative Code. The Board of Education adopts this Policy to be in compliance with law and administrative code to ensure the enrollment of homeless children in school and to respond to appeals made by parents or other parties related to the enrollment of homeless children.

The Board of Education shall determine that a child is homeless when he or she resides in a publicly or privately operated shelter designed to provide temporary living accommodations, including: hotels or motels; congregate shelters, including domestic violence and runaway shelters; transitional housing; and homes for adolescent mothers. A child is also determined homeless when he or she resides in a public or private place not designated for or ordinarily used as a regular sleeping accommodation, including: cars or other vehicles including mobile homes; tents or other temporary shelters; parks; abandoned buildings; bus or train stations; temporary shelters provided to migrant workers and their children on farm sites; and the residence of relatives or friends where the homeless child resides out of necessity because his or her family lacks a regular or permanent residence of its own. A child is also determined homeless when he or she resides in substandard housing.

The school district of residence for a homeless child is responsible for the education of the child and shall assume all responsibilities as required in N.J.A.C. 6A:17-2.3. The school district of residence for a homeless child means the school district in which the parent of a homeless child resided prior to becoming homeless.

The school district liaison designated by the Superintendent of Schools for the education of homeless children is _____. The liaison will facilitate communication and cooperation between the school district of residence and the school district where the homeless child resides and shall assume all responsibilities as outlined in N.J.A.C. 6A:17-2.4(a).

When a homeless child resides in a school district, the school district liaison shall notify the liaison of the school district of residence within twenty-four hours of receiving notification from the parent, the Department of Human Services or the Department of Children and Families, a shelter director, an involved agency, or a case manager. Upon notification of the need for enrollment of a homeless child, the liaison in the school district of residence shall coordinate enrollment procedures immediately based upon the best interest of the child pursuant to N.J.A.C. 6A:17-2.5(b).



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Education of Homeless Children

The Superintendent of the school district of residence or designee shall decide in which school district the homeless child shall be enrolled in accordance with the provisions of N.J.A.C. 6A:17-2.5.

Unless parental rights have been terminated by a court of competent jurisdiction, the parent retains all rights under N.J.A.C. 6A:17-2.1 et seq.

When a dispute occurs regarding the determination of homelessness or the determination of the school district of enrollment made by the school district of residence, the Superintendent(s) or the designee(s) of the involved district(s) or the child's parent(s) shall immediately notify the Executive County Superintendent of Schools, who, in consultation with the Department of Education's McKinney-Vento Homeless Education Coordinator or designee, shall immediately decide the child's status. If a dispute remains between the parent and the involved school district(s) following the Executive County Superintendent's determination, the parent or the involved district Board(s) of Education may appeal to the Commissioner of Education for determination pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

When a school district designated as the school district of residence disputes its designation as the school district of residence, or where no designation can be agreed upon by the involved school districts, the Superintendent(s) or designee(s) of the involved school districts shall immediately notify the Executive County Superintendent of Schools, who shall immediately make a determination, if possible, but no later than within forty-eight hours.

If the dispute regarding determination of district of residence does not involve the determination of homelessness and/or district enrollment, the school district disputing the Executive County Superintendent's determination may appeal to the Department of Education pursuant to N.J.A.C. 6A:23A-19.2(d), (e), and (f) and request a determination from the Division of Administration and Finance. If an appeal of a determination of district of residence also includes an appeal of the determination of homelessness and/or school district of enrollment, the appeal shall be submitted to the Commissioner of Education pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

Any dispute or appeal shall not delay the homeless child's immediate enrollment or continued enrollment in the school district. The homeless child shall be enrolled in the school district in which enrollment or continued enrollment is sought by the parent, pending resolution of the dispute or appeal. Disputes and appeals involving the services provided to a homeless child with a disability shall be made pursuant to N.J.A.C. 6A:14.



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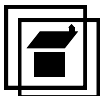
Education of Homeless Children

Financial responsibility, including the payment of tuition for the homeless child, will be in accordance with N.J.A.C. 6A:17-2.8. The school district of residence shall list the child on its annual Application for State School Aid (ASSA) pursuant to N.J.S.A. 18A:7F-33 until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. At that time, the school district of residence shall no longer list the student on its ASSA. The State shall assume fiscal responsibility for the tuition of the child pursuant to N.J.S.A. 18A:7B-12.1 and shall pay the tuition to the school district in which the child is currently enrolled until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. under the circumstances outlined in N.J.A.C. 6A:17-2.8(c).

On or before December 31 of each year, the district shall report to the Office of Homelessness Prevention in the Department of Community Affairs an accounting of each instance in which the district is made aware that a student enrolled in the district because the student's parent moved to the district as a result of being homeless.

N.J.S.A. 18A:7B-12; 18A:7B-12.1; 18A:38-1
N.J.A.C. 6A:17-2.1 et seq.

Adopted:



POLICY

RIDGEWOOD BOARD OF EDUCATION

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Eye Protection
M

7432 EYE PROTECTION

The Board of Education requires each student, staff member, and school visitor, including individuals present for evening adult-school programs, to wear appropriate eye protective devices while participating in educational activities and programs as defined in N.J.A.C. 6A:7-1.3. Appropriate eye protective devices must be worn by anyone engaged in a process or activity where exposure to which might have a tendency to cause damage to the eyes pursuant to N.J.A.C. 6A:26-12.5(a) and N.J.S.A. 18A:40-12.1.

The term “appropriate eye protective device” shall include plain or prescription lenses provided the lenses and other portions of the device meet or exceed the prescribed specifications for the device. Specifications for appropriate eye protection for various activities shall meet or exceed standards described in the American National Standard Practice for Occupational and Educational Eye and Face Protection, ANSI Z87.1-1989; American National Standard Practice for the Safe Use of Lasers, ANSI Z136.1-1986; and eye protective procedures recommended by the manufacturer of the laser device.

The Superintendent or designee shall be responsible for the continual monitoring of the school program, including, but not limited to, all vocational education, industrial arts education, science education, technology education and arts education, for conditions under which students, staff members, or visitors are exposed to a process or activity that might have a tendency to cause damage to the eyes.

The appropriate eye protective device shall be supplied by the Board, except that the student, staff member, or visitor, including individuals present for evening adult-school programs, may wear personal eye wear that is appropriate to the activity and certified, in writing, by a licensed optician or other qualified licensed eye professional to meet or exceed those standards. District-owned appropriate eye protective devices shall be inspected regularly by the appropriate staff member, and defective or poorly fitting devices shall be returned to the Principal for repair or discard. Any shared appropriate eye protective devices shall be disinfected between uses by the method prescribed by the school medical inspector.

Each classroom, shop, laboratory, and other area of the school in which students or staff members are exposed to caustic materials that can cause damage to the eyes shall be equipped with an emergency eye wash fountain in accordance with standards established by the New Jersey Department of Education.



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Eye Protection

The Building Principal or designee shall ensure that each area in the school identified as housing an activity hazardous to the eyes shall be posted with conspicuous signs that warn participants that an appropriate eye protective device must be worn during the activity. Staff members of such activities are responsible for instructing students in appropriate eye safety practices and for serving as exemplary models in the implementation of such practices.

The Board authorizes each staff member responsible for an activity or process hazardous to the eyes to compile and maintain, for the duration of the course of study, a list of students in the course who wear contact lenses.

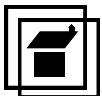
The school district shall provide annual training and appropriate supplies and equipment to all school personnel responsible for implementing the eye-safety policies and program. The training shall cover all aspects of eye protection in schools as described in N.J.A.C. 6A:26-12.5(a) through (f).

N.J.S.A. 18A:40-12.1; 18A:40-12.2

N.J.A.C. 6A:7-1.3

N.J.A.C. 6A:26-12.5

Adopted:



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8420 EMERGENCY AND CRISIS SITUATIONS

The Board of Education recognizes its responsibility to provide for the safety and security in each school building in the district. The district will develop and implement comprehensive written plans, procedures, and mechanisms to provide for the protection of health, safety, security, and welfare of the school population; the prevention of, intervention in, response to and recovery from emergency and crisis situations; the establishment and maintenance of a climate of civility; and support services for staff, students, and their families.

“School security drill” means an exercise, other than a fire drill, to practice procedures that respond to an emergency situation including, but not limited to, a bomb threat, non-fire evacuation, lockdown, or active shooter situation and that is similar in duration to a fire drill.

The Superintendent of Schools or designee shall consult with law enforcement agencies, health and social services provider agencies, emergency management planners, and school and community resources, as appropriate, in the development of the school district’s plans, procedures, and mechanisms for school safety and security. The plans, procedures, and mechanisms shall be consistent with the provisions of N.J.A.C. 6A:16-5.1 and the format and content established by the Domestic Security Preparedness Task Force, pursuant to N.J.S.A. App. A:9-64 et seq., and the Commissioner of Education and shall be reviewed annually, and updated as appropriate.

A copy of the school district’s school safety and security plan shall be disseminated to all school district employees. New employees shall receive a copy of the school district’s safety and security plan, as appropriate, within sixty days of the effective date of their employment. All employees shall be notified in writing, as appropriate, regarding updates and changes to the school safety and security plan.

The school district shall develop and provide an in-service training program for all school district employees to enable them to recognize and appropriately respond to safety and security concerns, including emergencies and crises, consistent with the school district’s plans, procedures, and mechanisms for school safety and security and the provisions of N.J.A.C. 6A:16-5.1. New employees shall receive this in-service training, as appropriate, within sixty days of the effective date of their employment. This in-service training program shall be reviewed annually and updated, as appropriate.

The Board shall ensure individuals employed in the district in a substitute capacity are provided with information and training on the district’s practices and procedures on school safety and security including instruction on school security drills, evacuation procedures, and emergency response protocols in the district and the school building where the individuals are employed in accordance with the provisions of N.J.S.A. 18A:41-7.



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Emergency and Crisis Situations

Every Principal of a school of two or more rooms, or of a school of one room, when located above the first story of a building, shall have at least one fire drill and one school security drill each month within the school hours, including any summer months during which the school is open for instructional programs, and shall require all teachers of all schools, whether occupying buildings of one or more stories, to keep all doors and exits of their respective rooms and buildings unlocked during the school hours, except during an emergency lockdown or an emergency lockdown drill. Where school buildings have been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill. An actual fire or school security emergency that occurs at a school during the month and that includes activities which are the equivalent of a drill shall be considered a drill for the purposes of meeting the requirements of N.J.S.A. 18A:41-1.

Every school in the district shall conduct a school security drill within the first fifteen days of the beginning of the school year.

The Principal or designee will provide local law enforcement or other emergency responders, as appropriate, with a friendly notification at least forty-eight hours prior to holding a school security drill. A law enforcement officer shall be present at a minimum of one school security drill in each school year in order to make recommendations on any improvements or changes to school security drill procedures that the officer may deem advisable in accordance with N.J.S.A. 18A:41-1.

Such drills and in-service training programs shall be conducted in accordance with a building security drill guide and training materials that educate school employees on proper evacuation and lockdown procedures in a variety of emergency situations on school grounds in accordance with N.J.A.C. 6A:16-5.1.

The school district will be required to annually submit a security drill statement of assurance to the New Jersey Department of Education by June 30 of each school year. Each school in the district will be required to complete a security drill record form as required by the New Jersey Department of Education.

N.J.S.A. 2C:33-3

N.J.S.A. 18A:41-1; 18A:41-2; 18A:41-6; 18A:41-7

N.J.A.C. 6A:16-5.1; 6A:27-11.2

Adopted:



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School Nutrition Programs
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8540 SCHOOL NUTRITION PROGRAMS

The Board of Education recognizes the importance of a child receiving a nutritious, well-balanced meal to promote sound eating habits, to foster good health and academic achievement, and to reinforce the nutrition education taught in the classroom. Therefore, the Board of Education may participate in the school nutrition programs of the New Jersey Department of Agriculture in accordance with the eligibility criteria of the program. These programs may include the National School Lunch Program, the School Breakfast Program, the After-School Snack Program, and the Special Milk Program.

If seventy percent or more of the students enrolled in a school in the district on or before the last school day before October 16 of the preceding school year are eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall establish a “Breakfast After the Bell” program for that school in accordance with N.J.S.A. 18A:33-11.1 et seq. The district may request a waiver of the requirements of the “Breakfast After the Bell” program pursuant to N.J.S.A. 18A:33-12.

The Board of Education shall sign an Agreement with the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture for every school nutrition program operated within the school district. Any child nutrition program operated within the school district shall be operated in accordance with the provisions of the Agreement and all the requirements of the program.

Students may be eligible for free or reduced pricing in accordance with the requirements of the program operating in the school district. Prices charged to paying children shall be established by the Board of Education, but must be within the maximum prices established by the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture. Prices charged to adults shall be in accordance with the requirements of the program.

The Superintendent or designee shall annually notify parents of all children in the school district of the availability, eligibility requirements, and application procedures for free or reduced price meals or free milk in accordance with the notification requirements and procedures of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

The Superintendent will designate in the annual notification to parents, the person who will determine, in accordance with standards issued by the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture, a student’s eligibility for free or reduced price meals or free milk depending on the programs operated in the school district.



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School Nutrition Programs

A parent may request a household application and instructions from the Principal of their child's school. A household application must be completed before eligibility is determined. Where necessary, the Principal or designee shall assist the applicant in the preparation of the household application.

Applications shall be reviewed in a timely manner. An eligibility determination will be made, the family will be notified of its status, and the status will be implemented as soon as possible within ten operating days of the receipt of the completed application. Any student found eligible shall be offered free or reduced price meals or free milk immediately upon the establishment of his/her eligibility and shall continue to receive such meals during the pendency of any inquiry regarding his/her eligibility in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture. Carry-over of previous year's eligibility for students shall be in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

A denial of eligibility for free or reduced price meals or free milk shall be in writing and shall include the reasons for which eligibility was denied, notice of the parent's right to appeal the denial, the procedures for an appeal, and a statement reminding parents that they may reapply at any time during the school year. Appeal procedures shall include: a hearing, if requested by the parent, held with reasonable promptness and convenience of the parent before a hearing officer other than the school official who denied the application; the parent's opportunity to be represented by counsel; a decision rendered promptly and in writing; and an opportunity to appeal the decision of the hearing officer to the School Business Administrator/Board Secretary. The appeal hearing will be conducted in accordance with the provisions as outlined by the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

There shall be no overt identification of any child(ren) who may be eligible to receive free or reduced price school meals or free milk. The identity of students who receive free or reduced price meals will be protected. Eligible students shall not be required to work in consideration for receiving such meals or milk. Eligible children shall not be required to use a separate dining area, go through a separate serving line, enter the dining area through a separate entrance, or consume their meals or milk at a different time. A student's eligibility status will not be disclosed at any point in the process of providing free or reduced price meals or free milk in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.



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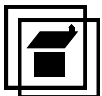
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The School Business Administrator/Board Secretary or designee will verify applications of those eligible for free or reduced price meals in accordance with the requirements of the, Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

The Board of Education will comply with all the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture Local Education Agency (LEA) Agreement and all requirements outlined in the School Nutrition Electronic Application Reimbursement System (SNEARS).

7 C.F.R. 210.1 et seq.
N.J.S.A. 18A:33-5; 18A:33-11.1 et seq.; 18A:58-7.2
N.J.A.C. 2:36

Adopted:



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FINANCES

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Contracts for Goods or Services Funded by
Federal Grants**M**

6311 CONTRACTS FOR GOODS OR SERVICES FUNDED BY FEDERAL GRANTS

Any vendor providing goods or services to the school district to be funded by a Federal grant must be cleared for contract in accordance with the provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.213 – Suspension and Debarment.

The School Business Administrator/Board Secretary shall be responsible to check the web-based System for Award Management (SAM) maintained by the United States government – the General Services Administration (GSA). The purpose of the SAM is to provide a single comprehensive list of individuals and firms excluded by Federal government agencies from receiving Federal contracts or Federally approved contracts or Federally approved subcontracts and from certain types of Federal financial and nonfinancial assistance and benefits.

The School Business Administrator/Board Secretary, upon opening of bids or upon receipt of proposals for goods or services to be funded by a Federal grant shall access the SAM to determine if the vendor has been disbarred, suspended, or proposed for disbarment. The School Business Administrator/Board Secretary shall also access the SAM list immediately prior to the award of a bid or contract to ensure that no award is made to a vendor on the list.

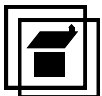
In the event a vendor under consideration to be awarded a bid or contract for goods or services to be funded by a Federal grant is on the SAM list or proposed for disbarment, the School Business Administrator/Board Secretary shall comply with the contracting restrictions as outlined in 2 CFR §200.

Continuation of current contracts and restrictions on subcontracting with vendors who are on the SAM list or proposed for disbarment shall be in accordance with the limitations as outlined in 2 CFR §200.

Any rejection of a bid or disqualification of a vendor who has been disbarred, suspended, or proposed for disbarment shall be consistent with the requirements as outlined in N.J.S.A. 18A:18A – Public School Contracts Law and all applicable State laws.

2 CFR §200

Adopted:



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Fire and Fire Drills
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R 8420.1 FIRE AND FIRE DRILLS

A. Fire Drills

1. The Principal of each school building will conduct at least one fire drill each month within school hours, including any summer months during which the school is open for instructional programs. The Principal shall require all teachers to keep all doors and exits of their respective rooms and buildings unlocked during school hours. Where school buildings have been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill.

Attempts should be made to conduct drills in various weather conditions and at various times of the school day. Fire drills should be unannounced to school staff and students. The Principal shall inform local firefighting officials whenever a fire alarm is for drill purposes.

An actual fire that occurs at a school building during the month and includes activities which are the equivalent of a drill shall be considered a drill for the purposes of meeting the requirements of this Regulation and N.J.S.A. 18A:41-1.

2. The fire alarm shall be by a building-wide audible signal. Alarm signals should be tested regularly.
3. When the fire alarm rings, each staff member supervising students will:
 - a. Direct students to form into a single file line and proceed along the evacuation route to the nearest exit designated for evacuation;
 - b. Close the windows of the room and turn off all lights and audio-visual equipment;
 - c. Take the class register or roll book;
 - d. Ascertain that all students have left the room and that any student who may have left the classroom prior to the fire drill is located and escorted from the building;



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Fire and Fire Drills

- e. Close all doors to the room when the room is empty and keep all doors and exits of their respective rooms and buildings unlocked;
 - f. Ensure their assigned students have left the school along the route prescribed in the school evacuation plan. In the event a school building has been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill;
 - g. Direct students to a location not less than a distance twice the height of the building walls and keep the students in a single file line facing the building;
 - h. Take attendance to determine all students who reported to class have been evacuated from the building and report immediately to the Principal any student who is unaccounted for; and
 - i. When the recall signal is given, conduct students back to the classroom.
4. Evacuation of the school in a fire drill must be conducted quickly and quietly and in an orderly fashion. Students must be silent, refrain from talking and running, and remain in closed, single file lines. Any student or staff member whose behavior disrupts the conduct of the fire drill shall be reported to the Principal and will be subject to discipline.
 5. All persons in the school must leave the building during a fire drill, including all aides, visitors, volunteer workers, and all office, cafeteria, custodial, and maintenance employees, except those employees who have been assigned specific duties to be performed in the school building during a fire drill.
 6. Physical education classes in progress outside the building should stop the game activity and line up in place or in their regularly assigned drill position.
 7. Students will be instructed not to gather belongings to take outside on the fire drill. In inclement or cold weather, students may pick up their coats and put them on as they exit the building, provided no time is lost in that activity.
 8. The office employee responsible for keeping the central attendance register, or a designated substitute, must carry the register out of the building during the drill.



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Fire and Fire Drills

9. Each Principal shall report monthly to the Superintendent on the conduct of fire drills. Their report will include the date, weather conditions, and time to evacuate for each drill conducted, as well as any comments that could assist in improving the conduct of future drills.
 10. Every fire drill will be conducted with seriousness and with the assumption that prompt evacuation is actually required for the safety and survival of persons in the school.
 11. Principals are encouraged to change the circumstances of fire drills so that staff members and students are subjected to various conditions and learn to respond to them quickly, constructively, and safely. Any such variations should take into account the ages and abilities of children.
 - a. One or more exits may be designated as “blocked” so that students are required to use alternative evacuation routes.
 - b. A fire drill may be designated as a “smoke drill” so that students learn to avoid the hazards of smoke by walking in a low or crouching position (not a crawling position).
- B. Fire
1. A school staff member or any building occupant who detects a fire in a school building or on school grounds shall immediately report the fire by calling 911 and/or by activating a fire alarm pull station in accordance with law.
 2. The school staff member or building occupant shall also report the fire to the school Principal, if possible.
 3. In the event of a fire in a school building, the school Principal shall immediately sound the fire alarm, in the event the fire alarm had not been previously activated, for the evacuation of all students, staff members, visitors, and volunteers.
 4. Evacuation shall be conducted in accordance with the fire drill procedures established in A. above, except that no employee may remain in the building to perform specific duties.



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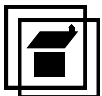
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5. As a precaution, the Principal or designee will maintain a record of disabled students who may require special attention in the event of fire or other evacuation. Fire fighters will be promptly informed of the location and special circumstances of each such student.
6. As soon as practicable after the incident, the Principal shall submit a report to the Superintendent on the appropriate form.
7. The school district shall immediately notify the appropriate local fire department of any fire which occurs in a school building or on school property in accordance with N.J.S.A. 18A:41-5.

C. Fire and Smoke Doors

Every Principal and custodian/janitor in each school building in the district which has a furnace room, hallway, or stair-tower fire or smoke doors shall keep them closed during the time the school building is occupied by teachers and students pursuant to N.J.S.A. 18A:41-2.

Adopted:



1649 FEDERAL FAMILIES FIRST CORONAVIRUS (COVID-19)
RESPONSE ACT

The Federal Families First Coronavirus (COVID-19) Response Act (FFCRA) includes the Emergency Family and Medical Leave Expansion Act (EFMLEA) and the Emergency Paid Sick Leave Act (EPSLA). The EFMLEA expands the Federal Family and Medical Leave Act (FMLA) and the EPSLA provides employees with paid sick leave for specified reasons related to COVID-19.

The provisions of the FFCRA shall apply from April 1, 2020 through December 31, 2020.

~~A. Emergency Family and Medical Leave Expansion Act (EFMLEA)~~

~~1. Definitions For the purposes of the EFMLEA:~~

- ~~a. “Eligible employee” means an employee who has been employed for at least thirty calendar days by the employer with respect to whom leave is requested.~~
- ~~b. “Employer” means any employer with fewer than five hundred employees.~~
- ~~c. “Qualifying need related to a public health emergency” means with respect to leave, the employee is unable to work (or telework) due to a need for leave to care for the son or daughter under eighteen years of age of such employee if the school or place of care has been closed, or the child care provider of such son or daughter is unavailable, due to a public health emergency.~~
- ~~d. “Public Health Emergency” means an emergency with respect to COVID-19 declared by a Federal, State, or local authority.~~
- ~~e. “Child care provider” means a provider who receives compensation for providing child care services on a regular basis, including an ‘eligible child care provider’ (as defined in section 658P of the Child Care and Development Block Grant Act of 1990 (42 U.S.C. 9858n)).~~
- ~~f. “School” means an ‘elementary school’ or ‘secondary school’ as such terms are defined in section 8101 of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 7801).~~



2. Relationship to Paid EFMLEA Leave

The FFCRA includes the Emergency Family and Medical Leave Expansion Act (EFMLEA) that amended the Federal Family and Medical Leave Act of 1993 (29 U.S.C. 2611 et seq. to provide leave to an eligible employee because of a qualifying need related to a public health emergency with respect to COVID-19 (U.S.C. 2612(a)(1)(F)).

a. Leave for Initial Ten Days

(1) The first ten days of this FMLA leave for an eligible employee shall be paid.

(2) If the first ten days of this FMLA leave are unpaid, an employee may elect to substitute any accrued vacation leave, personal leave, or emergency paid sick leave provided by the EPSLA for the initial ten days under the EFMLEA in accordance with 29 U.S.C. 2612(d)(2)(B).

(3) An employee may not use sick leave under N.J.S.A. 18A:30-1 for a qualifying need related to a public health emergency. However, an employee receiving sick leave under the provisions of N.J.S.A. 18A:30-1 may only use sick leave because of personal disability due to illness or injury, or because the employee has been excluded from school by the school district's medical authorities on account of contagious disease or of being quarantined for such a disease in his or her immediate household.

b. Paid Leave for Subsequent Days

(1) An employer shall provide paid leave for each day of leave under the EFMLEA that an employee takes after taking such leave for ten days.

(2) The paid leave for an employee shall be calculated based on:



- (a) ~~An amount that is not less than two thirds of an employee's regular rate of pay (as determined under section 7(e) of the Fair Labor Standards Act of 1938 (29 U.S.C. 207(e)); and~~
- (b) ~~The number of hours the employee would otherwise be normally scheduled to work (or the number of hours calculated under A.2.(b)(4) below).~~
- (3) ~~In no event shall such paid leave exceed \$200.00 per day and \$10,000.00 in the aggregate.~~
- (4) ~~Varying Schedule Hours Calculation—In the case of an employee whose schedule varies from week to week to such an extent that an employer is unable to determine with certainty the number of hours the employee would have worked if such employee had not taken leave under the EFMLEA, the employer shall use the following in place of such number:~~
- (a) ~~Subject to A.2.b.(4)(b) below, a number equal to the average number of hours that the employee was scheduled per day over the six-month period ending on the date on which the employee takes such leave, including hours for which the employee took leave of any type.~~
- (b) ~~If the employee did not work over such period, the reasonable expectation of the employee at the time of hiring of the average number of hours per day that the employee would normally be scheduled to work.~~

e. ~~Employee Notice to Employer~~

- (1) ~~In any case where the necessity for leave under the EFMLEA for the purpose of a qualifying need related to a public health emergency is foreseeable, an employee shall provide the employer with such notice of leave as is practicable.~~
- (a) ~~A request for such leave that is foreseeable shall be submitted to the Human Resources Manager prior to commencing the leave.~~



~~(b) A need for such leave that is not foreseeable shall be submitted to the Human Resources Manager within one business day of the first day of the leave being taken by the employee.~~

~~(c) The employee shall provide to the Human Resources Manager the name of the employee's child, the name of the school, place of care, or child care provider that has closed or become unavailable, and a statement that no other suitable person is available to care for the child.~~

~~d. Restoration to Position~~

~~(1) The employee shall be restored to the same or equivalent position held by the employee when the leave commenced pursuant to 29 CFR 825.214. The requirement to restore the employee to the same or equivalent position held when the leave commenced does not apply to an employer who employs fewer than twenty five employees if all four of the following conditions are met:~~

~~(a) The employee takes leave under the EFMLEA.~~

~~(b) The position held by the employee when the leave commenced does not exist due to economic conditions or other changes in operating conditions of the employer~~

~~i. That affect employment; and~~

~~ii. Are caused by a public health emergency during the period of leave.~~

~~(c) The employer makes reasonable efforts to restore the employee to a position equivalent to the position the employee held when the leave commenced with equivalent employment benefits, pay, and other terms and conditions of employment~~

~~(d) If the reasonable efforts of the employer under A.2.d.(1)(c) above fail, the employer makes reasonable efforts during the period described in A.2.d.(2) below to contact the employee if an equivalent position described in A.2.d.(1)(c) above becomes available.~~



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Federal Families First Coronavirus
(COVID-19) Response Act~~(2) Contact Period~~~~(a) The period described under A.2.d. above is the one year period beginning on the earlier of:~~~~i. The date on which the qualifying need related to a public health emergency concludes; or~~~~ii. The date that is twelve weeks after the date on which the employee's leave under the EFMLEA commences.~~~~B. Emergency Paid Sick Leave Act (EPSLA)~~~~The FFCRA includes the EPSLA, which provides paid sick time to an employee to the extent the employee is unable to work or (telework) due to a need related to COVID-19. The paid sick time provided by the EPSLA and outlined in B.1. below cannot be taken with any other paid leave time provided by the employer.~~~~1. Definitions~~~~a. For purposes of the EPSLA and this Policy:~~~~(1) "Employee" means an individual who is employed by a private employer with fewer than five hundred employees and public employers with at least one employee.~~~~(2) "Employer" means a private person or entity that employs fewer than five hundred employees and public employers that employ at least one employee.~~~~(a) "Covered employer" includes any person engaged in commerce or in any industry or activity affecting commerce that:~~

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- ii. ~~In the case of a public agency or any other entity that is not a private entity or individual, employs one or more employees.~~

- (b) ~~“Covered employer” also includes:~~
 - i. ~~Any person acting directly or indirectly in the interest of an employer in relation to an employee (within the meaning of such phrase in section 3(d) of the Fair Labor Standards Act of 1938 (29 U.S.C. 203(d)); and~~

 - ii. ~~Any successor in interest of an employer; and any “public agency”, as defined in section 3(x) of the Fair Labor Standards Act of 1938 (29 U.S.C. 203(x)).~~

- (c) ~~“Covered employer” also includes any “public agency” as defined in section 3(x) of the Fair Labor Standards Act of 1938 (29 U.S.C. 203(x)).~~

- (3) ~~“Employ” and “State” have the meanings given such terms in section 3 of the Fair Labor Standards Act of 1938 (29 U.S.C. 203).~~

- (4) ~~“Health care provider” and “son or daughter” have the meanings given such terms in section 101 of the Family and Medical Leave Act of 1993 (29 U.S.C. 2611).~~

- (5) ~~“Paid sick time” means an increment of compensated leave that:~~
 - (a) ~~Is provided by an employer for use during an absence from employment for a reason described in any paragraph of B.2.a. below; and~~



- (b) ~~Is calculated based on the employee's required compensation under B.1.a.(6) below and the number of hours the employee would otherwise be normally scheduled to work (or the number of hours calculated under (B.1.a.(7) below), except that in no event shall such paid sick time exceed:~~
- i. ~~\$511.00 per day and \$5,110.00 in the aggregate for a use described in B.2.a.(1), (2), or (3) below; and~~
 - ii. ~~\$200.00 per day and \$2,000.00 in the aggregate for a use described in B.2.a.(4), (5), or (6) below.~~
- (6) ~~"Required Compensation" subject to B.1.a.(5)(b) above, the employee's "required compensation" shall be not less than the greater of the following:~~
- (a) ~~The employee's regular rate of pay (as determined under section 7(e) of the Fair Labor Standards Act of 1938 (29 U.S.C. 207(e)).~~
 - (b) ~~The minimum wage rate in effect under section 6(a)(1) of the Fair Labor Standards Act of 1938 (29 U.S.C. 206(a)(1)).~~
 - (c) ~~The minimum wage rate in effect for such employee in the applicable State or locality, whichever is greater, in which the employee is employed.~~
~~Subject to B.1.a.(5)(b) above, with respect to any paid sick time provided for any use described in B.2.a.(4), (5), or (6) below, the employee's required compensation shall be two-thirds of the amount described in B.1.a.(6) above.~~
- (7) ~~"Varying Schedule Hours Calculation" means in the case of a part-~~
~~to employee described in B.3.b.(2) below whose schedule varies from~~
~~week to week to such an extent that an employer is unable to determine~~
~~with certainty the number of hours the~~



employee would have worked if such employee had not taken paid sick time under B.2.a. below, the employer shall use the following in place of such number:

- (a) — Subject to clause B.1.a.(7)(b) below, a number equal to the average number of hours that the employee was scheduled per day over the six-month period ending on the date on which the employee takes the paid sick time, including hours for which the employee took leave of any type.
- (b) — If the employee did not work over such period, the reasonable expectation of the employee at the time of hiring of the average number of hours per day that the employee would normally be scheduled to work.

2. — Paid Sick Leave Requirement

- a. — An employer shall provide to each employee employed by the employer paid sick time to the extent that the employee is unable to work (or telework) due to a need for leave because:
 - (1) — The employee is subject to a Federal, State, or local quarantine or isolation order related to COVID-19.
 - (2) — The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19.
 - (3) — The employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis.
 - (4) — The employee is caring for an individual who is subject to an order as described in B.2.a.(1) above or has been advised as described in B.2.a.(2) above.



~~(5) The employee is caring for a son or daughter of such employee if the school or place of care of the son or daughter has been closed, or the child care provider of such son or daughter is unavailable, due to COVID-19 precautions.~~

~~(6) The employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services in consultation with the Secretary of the Treasury and the Secretary of Labor.~~

~~3. Duration of Paid Sick Time~~

~~a. An employee shall be entitled to paid sick time for an amount of hours determined under B.3.b. below.~~

~~b. The amount of hours of paid sick time to which an employee is entitled shall be as follows:~~

~~(1) For full-time employees, eighty hours.~~

~~(2) For part-time employees, a number of hours equal to the number of hours that such employee works, on average, over a two-week period.~~

~~c. Paid sick time under the EPSLA shall not carry over from one year to the next.~~

~~4. Employer's Termination of Paid Sick Time~~

~~a. Paid sick time provided to an employee under the EPSLA shall cease beginning with the employee's next scheduled work shift immediately following the termination of the need for paid sick time under B.2.a. above.~~

~~5. Prohibition~~

~~a. An employer may not require, as a condition of providing paid sick time under the EPSLA, that the employee involved search for or find a replacement employee to cover the hours during which the employee is using paid sick time.~~



6. ~~Use of Paid Sick Time~~

a. ~~The paid sick time under B.2.a. above shall be available for immediate use by the employee for the purposes described in the EPSLA, regardless of how long the employee has been employed by an employer.~~

b. ~~Sequencing Leave Time~~

(1) ~~An employee may first use the paid sick time under B.2.a. above for the purposes described in the EPSLA.~~

(2) ~~An employer may not require an employee to use other paid leave provided by the employer to the employee before the employee uses the paid sick time under B.2.a. above.~~

7. ~~Notice~~

a. ~~Each employer shall post and keep posted, in conspicuous places on the premises of the employer where notices to employees are customarily posted, a notice, to be prepared or approved by the Secretary of Labor, of the requirements described in the EPSLA.~~

b. ~~Not later than seven days after the date of enactment of this Act, the Secretary of Labor shall make publicly available a model of a notice that meets the requirements of B.7.a. above.~~

8. ~~Prohibited Acts~~

a. ~~It shall be unlawful for any employer to discharge, discipline, or in any other manner discriminate against any employee who:~~



POLICY BOARD OF EDUCATION

ADMINISTRATION

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Federal Families First Coronavirus
(COVID-19) Response Act

~~(1) Takes leave in accordance with the EPSLA; and~~

~~(2) Has filed any complaint or instituted or caused to be instituted any proceeding under or related to the EPSLA (including a proceeding that seeks enforcement of the EPSLA), or has testified or is about to testify in any such proceeding.~~

9. ~~Enforcement~~

a. ~~Unpaid Sick Leave~~ An employer who violates B.2. through B.6. of this Policy shall:

~~(1) Be considered to have failed to pay minimum wages in violation of section 6 of the Fair Labor Standards Act of 1938 (29 U.S.C. 206); and~~

~~(2) Be subject to the penalties described in sections 16 and 17 of the Fair Labor Standards Act of 1938 (29 U.S.C. 216; 217) with respect to such violation.~~

b. ~~Unlawful Termination~~ An employer who willfully violates B.8. above shall:

~~(1) Be considered to be in violation of section 15(a)(3) of the Fair Labor Standards Act of 1938 (29 U.S.C. 215(a)(3)); and~~

~~(2) Be subject to the penalties described in sections 16 and 17 of the Fair Labor Standards Act of 1938 (29 U.S.C. 216; 217) with respect to such violation.~~



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~~10. Rules of Construction~~

~~a. Nothing in the EPSLA shall be construed:~~

~~(1) To in any way diminish the rights or benefits that an employee is entitled to under any:~~

~~(a) Other Federal, State, or local law;~~

~~(b) Collective bargaining agreement; or~~

~~(c) Existing employer policy; or~~

~~(2) To require financial or other reimbursement to an employee from an employer upon the employee's termination, resignation, retirement, or other separation from employment for paid sick time under the EPSLA that has not been used by such employee.~~

~~11. Guidelines~~

~~a. Not later than fifteen days after the date of the enactment of the EPSLA, the Secretary of Labor shall issue guidelines to assist employers in calculating the amount of paid sick time under the EPSLA.~~

~~12. Reasonable Notice~~

~~a. After the first workday (or portion thereof) an employee receives paid sick time under the EPSLA, an employer may require the employee to follow reasonable notice procedures in order to continue receiving such paid sick time.~~

~~b. The request for such leave shall be submitted to the Human Resources Manager, who may request documentation from the employee in support of the emergency paid sick leave.~~



RIDGEWOOD POLICY BOARD OF EDUCATION

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- e. ~~The documentation shall include a signed statement containing the following information: the employee's name; the date(s) for which leave is requested; the COVID-19 qualifying reason for leave; and a statement representing that the employee is unable to work or telework because of the COVID-19 qualifying reason.~~
- d. ~~An employee requesting to take emergency paid sick leave under the EPSLA or the EFMLEA to care for his or her child must provide the following information: the name of the child being care for; the name of the school; place of care; or child care provider that closed or became unavailable due to COVID-19 reasons; and a statement representing that no other suitable person is available to care for the child during the period of requested leave.~~

13. ~~Regulatory Authorities~~

- a. ~~The Secretary of Labor shall have the authority to issue regulations for good cause under sections 553(b)(B) and 553(d)(A) of Title 5, United States Code:~~
- (1) ~~To exempt small businesses with fewer than fifty employees from the requirements of B.2.a.5. when the imposition of such requirements would jeopardize the viability of the business as a going concern; and~~
- (2) ~~As necessary, to carry out the purposes of the EPSLA, including to ensure consistency between the EPSLA and Division C and Division G of the FFCRA.~~

H.R. 6201: Families First Coronavirus (COVID-19) Response Act
N.J.S.A. 18A:30-1

Adopted: 31 August 2020



POLICY

RIDGEWOOD BOARD OF EDUCATION

PUPILS

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~~Children Displaced by Domestic Violence~~

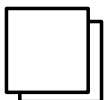
5114 CHILDREN DISPLACED BY DOMESTIC VIOLENCE

~~The Board of Education will cooperate with the County Office of Education, as appropriate and feasible, in the education of children temporarily displaced by domestic violence. Any pupil attending the schools of this district, whether regularly enrolled in this or another district, who has been admitted to a shelter for victims of domestic violence will be permitted and encouraged to continue an appropriate educational program with minimal disruption.~~

~~The Board will cooperate with other educational institutions in the sharing of pertinent pupil records and in the establishment of sending-receiving relationships on behalf of displaced children. The confidentiality of all matters concerning displaced children will be strictly observed, and no information regarding the present residence of the child will be released.~~

~~N.J.S.A. 18A:38-1 et seq.~~

Adopted: 7 December 2009



POLICY

RIDGEWOOD BOARD OF EDUCATION

OPERATIONS
8810/page 1 of 1
Religious Holidays

8810 RELIGIOUS HOLIDAYS

~~The Board of Education recognizes the acknowledgment of religious holidays in the public school may be a source of community concern. It is a goal of the district educational program to teach mutual understanding and brotherhood and respect for group differences. In pursuing this goal, the educational program may recognize that various religious groups celebrate different holidays with different practices.~~

~~In the acknowledgment or observance of any religious holiday, the Superintendent shall ensure the school and/or school officials do not mandate, organize, participate in an official capacity, endorse, persuade, compel, prevent or deny participation in constitutionally protected prayer or religion in violation of the governing principles of the First Amendment of the United States Constitution. Consistent with these principles, the Superintendent shall ensure:~~

- ~~1. — No worship or religious service of any kind is sponsored by the school district and conducted during the school day, whether or not conducted by a clergyman;~~
- ~~2. — Religious exhibits or displays include only materials that are a necessary or integral part of the curriculum;~~
- ~~3. — Any religious music played is selected primarily for its artistic content; and~~
- ~~4. — Any acknowledgment of a religious holiday neither advances nor inhibits any particular religious sect or religion consistent with the governing principles of the First Amendment of the United States Constitution.~~

~~U.S. Consti., First Amendment~~

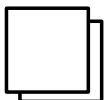
~~N.J. Consti., Art. 1, ¶4~~

~~United States Department of Education—Guidance on Constitutionally Protected Prayer in—
Public Elementary and Secondary Schools~~

~~N.J.S.A. 18A:36-16~~

~~N.J.A.C. 6:20-1.3(j)~~

~~Adopted: 7 December 2009~~



FIELD TRIPS FOR APPROVAL

November 15, 2021

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements	
11/17/21	BF	Paramus Park, Paramus, NJ	15 6-8th Grade Students	13	0	\$97.14 - nurse 1/2 day	\$60.26 (driver) and \$97.14 (nurse)	No	Yes	Y
11/20/21	RHS	Robotics League Meet, Cliffs Park MS, Cliffs Park, NJ	15 Robotics Club Students	2	0	\$0.00	\$545.41 (bus)	No	Yes	Y
11/23/21	RHS	High Line, New York, New York	50 12th Grade Science Students	5	0	\$0.00	\$0.00	Yes	Yes	Y
11/29/21	BF	Paramus Park, Paramus, NJ	15 6-8th Grade Students	13	0	\$97.14 - nurse 1/2 day	\$60.26 (driver) and \$97.14 (nurse)	No	Yes	Y
11/30/21	RHS	NBC Star Choir Competition Christmas, New York, NY	22 - RHS Students Ridgewood Carolers	2	0	\$0.00	\$345.09 (bus) and \$40 tolls	No	Yes	Y
12/2/21	RHS	First Presbyterian Church, Ridgewood, NJ 07450	30 - RHS Students Ridgewood Carolers	1	0	\$0.00	\$0.00	No	No	Y
12/16/21	RHS	Warner Theater, Ridgewood, NJ	70 AHLISA Students	4	0	\$0.00	\$0.00	No	Yes	Y
1/8/22	BF	Windam Mountain, Windam, NY	50 Ski/Snowboard Club Members	4	0	\$0.00	\$0.00	Yes	Yes	Y
1/10/22	RHS	DECA District Competition, Hilton Meadowlands, Secaucus, NJ	200 DECA Members	8	0	\$0.00	\$4,000 (Registration) and \$2,000 (Bus)	Yes	Yes	Y
1/14/21	Ridge	Buehler Challenger and Science Center, Paramus, NJ	35 5th Grade Students	4	1 sub - 1/2 day	\$57.50	\$57.50			Y
1/29/22	BF	Windam Mountain, Windam, NY	50 Ski/Snowboard Club Members	4	0	\$0.00	\$0.00	Yes	Yes	Y
2/9/22	Travell	Buehler Challenger and Science Center, Paramus, NJ	42 5th Grade Students	5	0	\$0.00	\$1,100 (Admission)	Yes	Yes	Y
2/10/22	Travell	Buehler Challenger and Science Center, Paramus, NJ	21 5th Grade Students	2	0	\$0.00	\$550 (Admission)	Yes	Yes	Y
2/11/22	RHS	Metropolitan Museum of Art, New York, NY	50 11th and 12th Grade AP Art Students	3	0	\$0.00	\$0.00	Yes	Yes	Y
2/12/22	BF	Windam Mountain, Windam, NY	50 Ski/Snowboard Club Members	4	0	\$0.00	\$0.00	Yes	Yes	Y
3/23/21	BF	Mrs. Doubtfire - Stephen Sondheim Theater, New York, NY	50 7th and 8th Grade Broadway Bound Members	4	0	\$0.00	\$0.00	Yes	No	Y
5/18/22	Orchard	New Jersey Sea Grant Consortium. Hancock, NJ	55 4th Grade Students	17	0	\$0.00	\$0.00	Yes	Yes	Y

5/26/22	RHS	Storm King Art Center, New Windsor, NY	50 12th Grade Science Students	5	0	\$0.00	\$0.00	Yes	Yes		Y
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RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

December 6, 2021

Regular Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 12607450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 12607450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- | | | |
|------|---|-------------------|
| I. | CALL TO ORDER AND ROLL CALL | Mr. Lembo |
| II. | FLAG SALUTE AND PLEDGE OF ALLEGIANCE | Mr. Lembo |
| III. | OPENING STATEMENT BY PRESIDING OFFICER | Mr. Lembo |
| IV. | PRESENTATIONS | Dr. Gorman |
| | A. Recognition of Retirees <ul style="list-style-type: none"> ➤ Susan Blinn, George Washington Middle School ➤ Kathleen Clarke-Anderson, Benjamin Franklin Middle School ➤ Erin Corocoran, Benjamin Franklin Middle School | |
| | B. Student Representative Report <ul style="list-style-type: none"> ➤ Troy Fortunato, Olivia Gisonno, Henry Pace, Aarushi Patel; Somerville Elementary School | |
| | C. Student Representative Report <ul style="list-style-type: none"> ➤ Norah Train, Ridgewood High School | |
| V. | COMMENTS FROM THE PUBLIC | Mr. Lembo |
| VI. | SUPERINTENDENT REPORT | Dr. Gorman |
| VII. | CONSENT ITEMS: REGULAR AND ROUTINE ISSUES | Dr. Gorman |
| | A. ATTENDANCE AT CONFERENCES
The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on Attachment A . | |
| | B. ADMINISTRATION <ol style="list-style-type: none"> i. <u>Approval: Receipt of Suspension and Harassments, Intimidation, and Bullying (HIB) Reports</u>
 The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges it has received confidential information regarding suspensions and HIB that have occurred since the last Board meeting. ii. <u>Approval: Revised 2022-2023 School Calendar</u>
 The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the revised 2022-2023 School Calendar, as listed on Attachment B. | |
| | C. CURRICULUM & INSTRUCTION <ol style="list-style-type: none"> i. <u>Approval: Field Trips</u>
 The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on Attachment C. | |

D. HUMAN RESOURCES**i. Appointments**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Teachers

ALPAUGH, Kristen - Leave of Absence Replacement Guidance Counselor (non-tenure track), Ridgewood High School, effective December 1, 2021, or as soon after as possible, pending verification of employment as outlined by Chapter 5, through June 30, 2022. Ms. Alpaugh possesses a NJDOE Standard Certificate as a School Counselor.

Salary: \$61,642 prorated
Cl. BA, St. 1

Account #11-000-218-104-00-10-019-000

DONOVAN, Jennifer - Leave of Absence Replacement Special Education Science Teacher (non-tenure track), Ridgewood High School, effective January 3, 2022, or as soon after as possible, pending verification of employment as outlined by Chapter 5, through June 30, 2022. Ms. Donovan possesses a NJDOE Standard Certificate as a Teacher of the Handicapped.

Salary: \$61,642 prorated
Cl. BA, St. 1

Account #11-213-100-101-00-10-019-000

LEE, Kelly - English (Elective) Teacher (tenure track), Benjamin Franklin Middle School, effective February 4, 2022, or as soon after as possible, pending verification of employment as outlined by Chapter 5, through June 30, 2022. Ms. Lee possesses a NJDOE Standard Certificate as an Elementary School with Subject Matter Specialization: Language Arts/Literacy Specialization in Grades 5-8 and Elementary School Teacher in Grade K-6.

Salary: \$70,742 prorated
Cl. MA, St. 4

Account #11-130-100-101-03-08-019-000

Support Staff

DIFARNECIO, Shani - Instructional Technology Specialist Technician, Hawes Elementary School, Somerville Elementary School, and Travell Elementary School, effective December 18, 2021, or as soon after as possible, through June 30, 2022.

Salary: \$44,000 prorated

Account #11-000-252-104-08-31-019-000

Field Placements

BRUNO, Marcella - Montclair State University, Clinical I and II placement, to shadow Kathryn Droske, Kindergarten Teacher, Somerville Elementary School, effective January 24, 2022 through May 13, 2022, and August 28, 2022 through December 9, 2022.

CORNELL, Rebecca - William Paterson University, Practicum placement with Andrea Watson, Ridgewood High School, effective January 18, 2022 for 100 hours.

OLDZIEJ, Ewa - Northeastern University, Physical Therapy Clinical Intern, to shadow Jessica Vasquez, District, effective January 3, 2022 through February 18, 2022.

SAITTA, Danielle - Stony Brook University, Clinical Education IV placement, to shadow Marisa Martell, Physical Therapist, Ridgewood High School, effective February 28, 2022 through May 13, 2022.

SOLARI, Brielle - Montclair State University, Practicum placement with Christine Salerno, Ridgewood High School, effective January 18, 2022 for 100 hours.

Classroom Aides

BATAWALA, Yamuna - Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective December 7, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account #11-212-100-106-00-01-024-001

BOWLEY, Melissa - Lunchroom Aide, Somerville Elementary School, effective December 6, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account #11-000-262-107-00-05-005-001

BRENNAN, Mary - Applied Behavior Analyst Aide (ABA), Orchard Elementary School, effective January 3, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account #11-000-217-106-00-03-024-001

HERNANDEZ, Angie - Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, effective January 3, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account #11-212-100-106-00-08-024-001

KENNEY, Robin - Applied Behavior Analyst Aide (ABA), Ridge Elementary School, effective December 7, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 2.88 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account #11-212-100-106-00-04-024-001

QUAYUM, Rebecca - Resource Room Special Education Classroom Aide, Ridgewood High School, December 7, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account #11-000-217-106-00-01-024-001

Infant/Toddler Development Center

GERSTEIN, Skye - High School/College Aide, effective December 7, 2021, or as soon after as possible, through June 30, 2022, 3 hours per day, 5 days per week, at an hourly rate of \$12.00.

Account # 62-990-100-106-00-62-060-001

Permanent Substitutes for the 2021-2022 School Year, to be funded by American Rescue Plan ESSER III funds

K-5 Elementary Schools

- **Biagi, Alexis**, effective November 1, 2021, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35, to an annual maximum amount of \$20,581.83.

Account #20-487-100-101-00-05-005-001

Glen Elementary School

- **DeMallie, Angela**, effective November 1, 2021, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35, to an annual maximum amount of \$20,581.83.

Account #20-487-100-101-00-01-001-001

Travell Elementary School

- **Dutta, Sneha**, effective October 20, 2021, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35, to an annual maximum amount of \$21,981.96.

Account #20-487-100-101-00-06-006-001

Benjamin Franklin Middle School

- **Downs, Emily**, effective November 1, 2021, 4.75 hours per day, 5 days per week, at an hourly rate of \$24.35, to an annual maximum amount of \$20,581.83.

Account #20-487-100-101-00-08-008-001

George Washington Middle School

- **Kaukonen, Philip**, effective November 1, 2021, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35, to an annual maximum amount of \$20,581.83.

Account #20-487-100-101-00-09-009-001

Additional: Home Instructors, on an as-needed basis, for the 2021-2022 School Year

Willard Elementary School

- **Valentine, Christa**, Elementary School Teacher, at an hourly rate of \$60.32.

Account #11-150-100-101-00-24-024-001

Revisions: Winter 2021 Coaching Assignments, approved by the Board at its meeting on November 1, 2021

Head Indoor Track

Remove: TBD

Replace: **Saladino, Joshua**, Step IV, total stipend of \$10, 295.

Account #11-402-100-101-00-10-034-001

Assistant Wrestling

Remove: **DeLucca, Shane**, Step IV, total stipend of \$6,551.

Replace: TBD

Account #11-402-100-101-00-10-034-001

Ridgewood High School Volunteer Coach

Wrestling

- DeLucca, Shane

ii. **Change of Assignments for the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 school year, as listed below.

Revision: ADAY, Douglas - **from** 1.0 FTE Special Education (Social Studies) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Social Studies) Teacher, Ridgewood High School, effective October 12, 2021 through **TBD**, approved by the Board at its meeting on October 18, 2021, **from** 1.0 FTE Special Education (Social Studies) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Social Studies) Teacher, Ridgewood High School, effective October 12, 2021 through December 23, 2021.

From: \$98,650 (\$93,667 + \$300 CP + \$4,683 ratio)

Cl. MA+45, St. 13

To: \$118,320 (\$112,400 + \$300 CP + \$5,620 ratio)

Cl. MA+45, St. 13

Account #11-213-100-101-00-10-019-000

BARTOLI, Karen - **from** Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, **to** Permanent Special Education Substitute, Benjamin Franklin Middle School, effective December 7, 2021 through June 22, 2022, to be funded by ARP IDEA Grant.

From: \$21.23 per hour

To: \$24.35 per hour

Account #20-223-100-101-00-08-024-001

CAROLLO, Erik - **from** 1.0 FTE English Teacher, Ridgewood High School, **to** 1.20 English Teacher, Ridgewood High School, effective December 7, 2021 through January 20, 2022.

From: \$74,542 (\$74,242 + \$300 CP)

Cl. MA, St. 6

To: \$89,390 (\$89,090 + \$300 CP)

Cl. MA, St. 6

Account # 11-140-100-101-03-10-019-000

CIGOLINI, Lucille - **from** 1.0 FTE Sixth Grade English Teacher, Benjamin Franklin Middle School, **to** 1.20 FTE Sixth Grade English Teacher, Benjamin Franklin Middle School, effective December 6, 2021 through February 3, 2022.

From: \$93,592

Cl. BA, St. 17

To: \$112,310

Cl. BA, St. 17

Account #11-130-100-101-03-08-019-000

DOLBY, Luke - **from** 1.0 FTE English Teacher, Ridgewood High School, **to** 1.20 FTE English Teacher, Ridgewood High School, effective December 7, 2021 through January 20, 2022.

From: \$81,842 (\$81,542 + \$300 CP)

Cl. MA+45, St. 6

To: \$98,150 (\$97,850 + \$300 CP)

Cl. MA+45, St. 6

Account #11-140-100-101-03-10-019-000

DONNELLY, James - **from** 1.0 FTE English Teacher, Ridgewood High School, **to** 1.20 FTE English Teacher, Ridgewood High School, effective December 7, 2021 through January 20, 2022.

From: \$96,837 (\$96,537 + \$300 CP)

Cl. MA+30, St. 15

To: \$116,144 (\$115,844 + \$300 CP)

Cl. MA+30, St. 15

Account #11-140-100-101-03-10-019-000

Revision: DRISCOLL, Samantha - **from** 1.0 FTE Special Education (Mathematics) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Mathematics) Teacher, Ridgewood High School, effective October 12, 2021 through **TBD**, approved by the Board at its meeting on October 18, 2021, **from** 1.0 FTE Special Education (Mathematics) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Mathematics) Teacher, Ridgewood High School, effective October 12, 2021 through December 23, 2021.

From: \$78,717 (\$78,417 + \$300 CP)

Cl. MA, St. 8

To: \$94,400 (\$94,100 + \$300 CP)

Cl. MA, St. 8

Account #11-213-100-101-00-10-019-000

Revision: FEDER, Karen - **from** Resource Room Special Education Classroom Aide, Ridge Elementary School, 5.75 hours per day, 5 days per week, **to** Long-term Substitute, Fourth Grade Teacher, Ridge Elementary School, effective December 6, 2021 through April 19, 2022, approved by the Board at its meeting on November 15, 2021, **from** Resource Room Special Education Classroom Aide, Ridge Elementary School, 5.75 hours per day, 5 days per week, **to** Long-term Substitute, Fourth Grade

Teacher, Ridge Elementary School, effective November 22, 2021 through April 20, 2022. Ms. Feder possesses a NJDOE Certificate of Eligibility with Advanced Standing as an Elementary School Teacher in Grades K-6. Ms. Feder will be registered into the NJDOE Provisional Teacher Program.

From: \$17.50 per hour

To: \$150 daily rate

Account #11-230-100-101-00-04-019-000

Revision: HOOGERHYDE, Michael - **from** 1.0 FTE Special Education (Collaborative-Science) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Collaborative-Science) Teacher, Ridgewood High School, effective October 12, 2021 through **TBD**, approved by the Board at its meeting on October 18, 2021, **from** 1.0 FTE Special Education (Collaborative-Science) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Collaborative-Science) Teacher, Ridgewood High School, effective October 12, 2021 through December 23, 2021.

From: \$111,612 (\$111,312 + \$300 CP)

Cl. MA+30, St. 18

To: \$133,874 (\$133,574 + \$300 CP)

Cl. MA+30, St. 18

Account #11-213-100-101-00-10-019-000

MAHONEY, Marisa - **from** 1.0 FTE Seventh Grade Guidance Counselor, Benjamin Franklin Middle School, **to** 1.0 FTE Seventh Grade Guidance Counselor and .20 FTE English Teacher, Benjamin Franklin Middle School, effective December 6, 2021 through February 3, 2022.

From: \$97,474 (\$90,817 + \$300 CP + \$6,357 ratio)

Cl. MA+45, St. 12

To: \$115,637 (\$108,980 + \$300 CP + \$6,357 ratio)

Cl. MA+45, St. 12

Account #11-000-218-104-00-08-019-000

MCCANN, Marisa - **from** 1.0 FTE Sixth Grade English Teacher, Benjamin Franklin Middle School, **to** 1.20 FTE Sixth Grade English Teacher, Benjamin Franklin Middle School, effective December 6, 2021 through February 3, 2022.

From: \$73,492

Cl. MA+30, St. 3

To: \$88,190

Cl. MA+30, St. 3

Account #11-130-100-101-03-08-019-000

MENZIES, Lauren - **from** 1.0 FTE Special Education English Teacher, Benjamin

Franklin Middle School, **to** 1.20 FTE Special Education English Teacher, Benjamin Franklin Middle School, effective December 6, 2021 through February 3, 2022.

From: \$104,982

Cl. MA, St. 18

To: \$125,978

Cl. MA, St. 18

Account #11-213-100-101-00-08-019-000

Revision: MINICHINI, Gina - **from** 1.0 FTE Special Education (Mathematics) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Mathematics) Teacher, Ridgewood High School, effective October 12, 2021 through **TBD**, approved by the Board at its meeting on October 18, 2021, **from** 1.0 FTE Special Education (Mathematics) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Mathematics) Teacher, Ridgewood High School, effective October 12, 2021 through December 23, 2021.

From: \$69,742

Cl. MA, St. 3

To: \$83,690

Cl. MA, St. 3

Account #11-213-100-101-00-10-019-000

NIZZA, Amber - **from** 1.0 FTE Seventh Grade English Teacher, Benjamin Franklin Middle School, **to** 1.20 FTE Seventh Grade English Teacher, Benjamin Franklin Middle School, effective December 6, 2021 through February 3, 2022.

From: \$114,932 (\$114,632 + \$300 CP)

Cl. MA+45, St. 18

To: \$137,858 (\$137,558 + \$300 CP)

Cl. MA+45, St. 18

Account #11-130-100-101-03-08-019-000

PINCHES, Katharine - **from** 1.0 FTE English Teacher, Ridgewood High School, **to** 1.20 FTE English Teacher, Ridgewood High School, effective December 7, 2021 through January 20, 2022.

From: \$104,982

Cl. MA, St. 18

To: \$125,978

Cl. MA, St. 18

Account #11-140-100-101-03-10-019-000

Revision: REILLY, Nancy - **from** 1.0 FTE Special Education (Collaborative-Science) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education

(Collaborative-Science) Teacher, Ridgewood High School, effective October 12, 2021 through **TBD**, approved by the Board at its meeting on October 18, 2021, **from** 1.0 FTE Special Education (Collaborative-Science) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Collaborative-Science) Teacher, Ridgewood High School, effective October 12, 2021 through December 23, 2021.

From: \$106,482 (\$104,982 + \$1,500 Longevity)

Cl. MA, St. 18

To: \$127,478 (\$125,978 + \$1,500 Longevity)

Cl. MA, St. 18

Account #11-213-100-101-00-10-019-000

WIATER, Lisa - **from** 1.0 FTE Special Education English Teacher, Ridgewood High School, **to** 1.20 FTE Special Education English Teacher, Ridgewood High School, effective December 7, 2021 through January 20, 2022.

From: \$114,932 (\$114,632 + \$300 CP)

Cl. MA+45, St. 18

To: \$137,858 (\$137,558 + \$300 CP)

Cl. MA+45, St. 18

Account # 11-213-100-101-00-10-019-000

WEARLEY, Meredith - **from** Eighth Grade English Teacher (non-tenure), Benjamin Franklin Middle School, **to** Eighth Grade English Teacher (tenure track), Benjamin Franklin Middle School, effective December 1, 2021 through June 30, 2022.

Salary will remain the same.

\$104,982

Cl. MA, St. 18

Account #11-130-100-101-03-08-019-000

iii. **Resignations for the Purpose of Retirement**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations for the purpose of retirement, listed below.

Teachers

BLINN, Susan - Special Education Teacher, George Washington Middle School, effective July 1, 2022, with twenty-eight years of Ridgewood service.

Susan Blinn's career in Ridgewood:

- 1994-1996 - Classroom Aide, Benjamin Franklin Middle School
- 1996-1997 - Classroom Aide and Supplemental Instructor, Benjamin Franklin Middle School

- 1997-2000 - Basic Skills and Supplemental Instructor, George Washington Middle School
- 2000-2009 - Educational Specialist, George Washington Middle School
- 2009-2010 - Resource Room Teacher, Benjamin Franklin Middle School
- 2010-2016 - Resource Room Teacher, George Washington Middle School
- 2016-2022 - Special Education Teacher, George Washington Middle School

CLARKE-ANDERSON, Kathleen - English (Elective) Teacher, Benjamin Franklin Middle School, effective January 1, 2022, with thirty-two years of Ridgewood service.

Kathleen Clarke-Anderson's career in Ridgewood:

- 1989-2021 - English Teacher, Benjamin Franklin Middle School
- Speech/Debate Coach, Ridgewood High School

iv. **Resignations**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations, as listed below.

Teacher

DERASMO, Jacqueline - Special Education Science Teacher, Ridgewood High School, effective December 1, 2021.

Classroom Aides

Revision: BUDESA, Margaret - Lunch Aide, Somerville Elementary School, **from** effective November 22, 2021, approved by the Board at its meeting on November 15, 2021, **to** effective November 24, 2021.

DOMERSTAD, Dana - Self-Contained (RED) Special Education Classroom Aide, Glen Elementary School, effective November 29, 2021.

LOGAN, Jerina - Teacher Assistant (REACH), Glen Elementary School, effective November 29, 2021.

v. **Rescind Appointment**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves rescinding of the appointment of the employee listed below.

Classroom Aide

VICARI, Jessica - Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective November 16, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

vi. **Leave of Absences**

The Ridgewood Board of Education, upon the recommendation of the Superintendent

of Schools, approves the leave of absences, as listed below.

Revision: GIDICH, Casey – Fourth Grade Teacher, Ridge Elementary School, **from** effective December 6, 2021 through April 19, 2022, with a reinstatement date of April 20, 2022, approved by the Board on November 1, 2022, **to** effective November 22, 2021 through April 19, 2022, with a reinstatement date of April 20, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

Revision: GOLDBERG, Sarah – Learning Disabilities Teacher-Consultant, Hawes Elementary School, **from** effective November 29, 2021 through May 13, 2022, with a reinstatement date of May 16, 2022, approved by the Board on September 20, 2021, **to** effective November 10, 2021 through May 13, 2022, with a reinstatement date of May 16, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

Revision: HACKETT, Loren – Eighth Grade Teacher, Benjamin Franklin Middle School, **from** effective August 31, 2021 through November 30, 2021, with a reinstatement date of December 1, 2021, approved by the Board on May 24, 2021, **to** effective August 31, 2021 through May 24, 2022 with a reinstatement date of May 25, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

Revision: MARZOCCHI, Jaime – Physical Education Teacher, Benjamin Franklin Middle School, **from** effective January 18, 2022 through April 15, 2022 with a reinstatement date of April 18, 2022, approved by the Board on October 4, 2021, **to** effective January 10, 2022 through April 1, 2022 with a reinstatement date of April 4, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

vii. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Lunch Time Supervision - effective November 1, 2021, to be funded by American Rescue Plan ESSER III Grant

Hawes Elementary School

- **Caruso, Debra**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **Harney, Thomas**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **Higgins, Patricia**, not to exceed 5 days per week, at an hourly rate of \$17.50.
- **Monnerat, Maria**, not to exceed 5 days per week, at an hourly rate of \$17.50.
- **Raupp, Ellen**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **Trubac, Thomas**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Account #20-487-262-107-00-02-002-001

Orchard Elementary School

- **Jones, Michelle**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **Moran, Kathleen**, not to exceed 5 days per week, at an hourly rate of \$17.50.
- **Stahl, David**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Account #20-487-262-107-00-03-003-001

Ridge Elementary School

- **Main, Laurie**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **Martell, Marisa**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **Scire-Banchitta, Victoria**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Account #20-487-262-107-00-04-004-001

Somerville Elementary School

- **Chakonis, Ashley**, not to exceed 5 days per week, at an hourly rate of \$17.50.
- **Levanti, Stamantina**, not to exceed 5 days per week, at an hourly rate of \$17.50.
- **Oh, Justin**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **Pierro, Melissa**, not to exceed 5 days per week, at an hourly rate of \$17.50.

Account #20-487-262-107-00-05-005-001

Travell Elementary School

- **Connelly, Matthew**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **James, Kimberly**, not to exceed 5 days per week, at an hourly rate of \$17.50.
- **Maneri, Jessica**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **Mead, Rosanne**, not to exceed 5 days per week, at an hourly rate of \$17.50.
- **Walsh, Paige**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Account #20-487-262-107-00-06-006-001

Willard Elementary School

- **Brunner, Dina**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **Devaney, Eileen**, not to exceed 5 days per week, at an hourly rate of \$25.90.
- **Galvin, Jennifer**, not to exceed 5 days per week, at an hourly rate of \$17.50.

Account #20-487-262-107-00-07-007-001

Curriculum, Instruction & Assessment

Extended-day Program to work with Identified Students - Funded by ESSER III Grant

Hawes Elementary School, total not to exceed \$15,555

- **Acosta, Silvia**, at an hourly rate of \$77.69.
- **Barnard, Elizabeth**, at an hourly rate of \$46.16.
- **Berry, Julieanna**, at an hourly rate of \$66.88.
- **Caruso, Debra**, at an hourly rate of \$74.41.
- **Enright, Susan**, at an hourly rate of \$69.99.
- **Gorman, Brandi**, at an hourly rate of \$55.68.
- **Hamilton, Elizabeth**, at an hourly rate of \$41.09.
- **Nebbia, Charles**, at an hourly rate of \$77.62.

Account #20-490-100-101-00-22-022-001

Orchard Elementary School, total not to exceed \$15,555

- **Bonfanti, Jill**, at an hourly rate of \$68.77.
- **Dino, Deanna**, at an hourly rate of \$41.43.
- **Fischer, Katherine**, at an hourly rate of \$52.28.
- **Hoff, Erica**, at an hourly rate of \$45.83.
- **Jones, Michelle**, at an hourly rate of \$77.62.
- **Porod, Leigh**, at an hourly rate of \$75.41.
- **Madison, Marissa**, at an hourly rate of \$48.33.
- **Price, Megan**, at an hourly rate of \$77.62.
- **Saglimbeni, Mary**, at an hourly rate of \$52.48.
- **Schaffer, Amy**, at an hourly rate of \$70.99.
- **Tan, Xue**, at an hourly rate of \$52.48.
- **Wolff, Ellen**, at an hourly rate of \$68.77.

Account #20-490-100-101-00-22-022-001

Ridge Elementary School, total not to exceed \$15,555

- **Betstadt, Molly**, at an hourly rate of \$76.62.
- **Higgins, Dana**, at an hourly rate of \$77.69.
- **Macri, Elizabeth**, at an hourly rate of \$77.69.
- **Main, Laurie**, at an hourly rate of \$67.94.

Account #20-490-100-101-00-22-022-001

Somerville Elementary School, total not to exceed \$15,555

- **Bielicky, Kathryn**, at an hourly rate of \$53.91.
- **Calaman, Kerry**, at an hourly rate of \$77.69.
- **Carr, Lauren**, at an hourly rate of \$67.98.
- **Dembin, Ross**, at an hourly rate of \$46.49.
- **Kaplan, Nancy**, at an hourly rate of \$57.58.
- **Kiernan, Meredith**, at an hourly rate of \$63.02.
- **Kowalski, Alexandra**, at an hourly rate of \$41.09.
- **Pilkington, Jaclyn**, at an hourly rate of \$63.02.
- **Wine, Rae**, at an hourly rate of \$45.83.
- **Witham, Lynne**, at an hourly rate of \$70.99.

Account #20-490-100-101-00-22-022-001

Travell Elementary School, total not to exceed \$15,555

- **Finucane, Melissa**, at an hourly rate of \$74.41.
- **Casey, Kim**, at an hourly rate of \$70.99.
- **Nagy, Zsuzsanna**, at an hourly rate of \$71.89.
- **Schick, Casey**, at an hourly rate of \$47.54.

Account #20-490-100-101-00-22-022-001

Willard Elementary School, total not to exceed \$15,555

- **Blois, Kevin**, at an hourly rate of \$66.88.
- **Brunner, Dina**, at an hourly rate of \$76.62.
- **Dolfi, Dawn-Lyn**, at an hourly rate of \$75.41.
- **Ebenhack, Kayley**, at an hourly rate of \$41.09.
- **Halter, Wesley**, at an hourly rate of \$57.34.
- **Lyons, Kelly**, at an hourly rate of \$52.48.
- **McCoy, Lydia**, at an hourly rate of \$68.84.
- **Ong, Jerome**, at an hourly rate of \$68.58.
- **Sullivan, Doloris**, at an hourly rate of \$75.41.

Account #20-490-100-101-00-22-022-001

Benjamin Franklin Middle School, total not to exceed \$15,555

- **Bartoli, Karen**, at an hourly rate of \$21.23.
- **Gilbert, Kristen**, at an hourly rate of \$57.34.
- **Litvak, Roman**, at an hourly rate of \$68.77.
- **Papapietro, Meagan**, at an hourly rate of \$49.39.
- **Pfeiffer, Courtney**, at an hourly rate of \$77.69.

Account #20-490-100-101-00-22-022-001

George Washington Middle School, total not to exceed \$15,555

- **Kabash, Vanessa**, at an hourly rate of \$76.62.
- **McKinnon, Evelyn**, at an hourly rate of \$61.81.
- **Petitt, Carol**, at an hourly rate of \$67.77.
- **Walker, Christine**, at an hourly rate of \$74.41.

Account #20-490-100-101-00-22-022-001

Ridgewood High School, total not to exceed \$15,555

- **Contreras, Colleen**, at an hourly rate of \$62.39.
- **Doris, Michelle**, at an hourly rate of \$71.89.
- **Driscoll, Samantha**, at an hourly rate of \$52.48.

- **Gattoni, Jessica**, at an hourly rate of \$41.76.
- **Gyulay, Joseph**, at an hourly rate of \$69.99.
- **John, Carlin**, at an hourly rate of \$43.49.
- **Mele, Lauren**, at an hourly rate of \$60.74.
- **Minichini, Gina**, at an hourly rate of \$46.49.
- **Pollitt, Ashley**, at an hourly rate of \$55.86.
- **Richards, Caroline**, at an hourly rate of \$66.70.
- **Scevola, Adam**, at an hourly rate of \$58.98.
- **Tolve, Laura**, at an hourly rate of \$58.98.

Account #20-490-100-101-00-22-022-001

Ridge Elementary School

Additional: Clubs and Activities for the 2021-2022 School Year

Play Club

- **Tobin, Deirdre**; and **Dodd, Stephanie**, each to receive a total stipend of \$623.14.

Account #11-401-100-101-00-04-004-001

Willard Elementary School

Lunch Time Supervision

- **Chanod, Margaret**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Account #11-000-262-107-00-07-007-001

Revision: Clubs and Activities for the 2021-2022 School Year, approved by the Board at its meeting on September 20, 2021

TREP\$ Club

Remove: **Blois, Kevin**

Replace: **Diorio, Linda**, not to exceed 5 hours, at an hourly rate of \$40.17 (\$200.85);

Luongo, Elizabeth, not to exceed 3 hours, at an hourly rate of \$17.50 (\$52.50);

Sweeney, Marcella, not to exceed 3 hours, at an hourly rate of \$17.50 (\$52.50).

Account #11-401-100-101-00-07-007-001

Benjamin Franklin Middle School

Professional Development Day

- **Downs, Emily**, not to exceed 6 hours, at an hourly rate of \$44.02 (\$264.12).

Account #11-401-100-101-00-08-008-001

George Washington Middle School

7th & 8th Grade Band/Jazz Band Concert - December 2, 2021

- **Six Chaperones: Barba, Allison; DiModugno, Grace; King, Janelle; Pettitt, Carol; Walker, Christine; and Weiss-Chromek, Courtney**, each not to exceed 2 hours, each at an hourly rate of \$40.17 (\$482.04).

Account #11-401-100-101-00-09-009-001

7th & 8th Grade Orchestra/Chamber Orchestra Concert - December 7, 2021

- **Six Chaperones: Barba, Allison; Feit, Deborah; Funtsch, Kaitlyn, Kaukonen, Phillip; Mauer, Lisa; and McKinnon, Evelyn**, each not to exceed 2 hours, each at an hourly rate of \$40.17 (\$482.04).

Account #11-401-100-101-00-09-009-001

7th & 8th Grade Vocal/Jazz Concert - December 9, 2021

- **Six Chaperones: Abbatiello, Diane; DiModugno, Grace; King, Janelle; McKinnon, Evelyn; Sharar, Connie; and Weiss-Chromek, Courtney**, each not to exceed 2 hours, each at an hourly rate of \$40.17 (\$482.04).

Account #11-401-100-101-00-09-009-001

Ridgewood High School

Co-curricular Activity Advisors and Stipends for the 2021-2022 School Year

Drama Musical Assistant

Remove: TBD

Replace: **Fink, Gary**, total stipend of \$1,638.

Account #11-401-100-101-00-10-010-001

Drama Musical Assistant

Remove: TBD

Replace: **Fink, Gary**, total stipend of \$1,638.

Account #11-401-100-101-00-10-010-001

Drama Musical Assistant

Remove: TBD

Replace: **Luckenbill, John**, total stipend of \$1,638.

Account #11-401-100-101-00-10-010-001

Drama Musical Assistant

Remove: TBD

Replace: **Cardillo, Natalie**, total stipend of \$1,638.

Account #11-401-100-101-00-10-010-001

Drama Musical Assistant

Remove: TBD

Replace: **Cardillo, Natalie**, total stipend of \$874.

Account #11-401-100-101-00-10-010-001

Drama Musical Assistant

Remove: TBD

Replace: **Frey, Troy**, total stipend of \$874.

Account #11-401-100-101-00-10-010-001

Drama Musical Assistant

Remove: TBD

Replace: **DiBrita, Christine**, total stipend of \$874.

Account #11-401-100-101-00-10-010-001

Drama Playwriting, Play 4

Remove: **Vilardi, Louisa**

Replace: **Knight, Morgan**, total stipend of \$655.

Account #11-401-100-101-00-10-010-001

Athletics

Fitness Center Supervision

- **McDermott, Michael**, not to exceed 100 hours, at an hourly rate of \$40.17 (\$4,017).

Account #11-402-100-101-00-10-036-001

Winter Site Managers and Clock Operators

Site Managers, each not to exceed 30 hours, each at the REA Contracted hourly rate of \$40.17

- **Bunzey, Craig**
- **Currier, Robert**
- **Kay, Peter**
- **Knott, Ronald**

- Lug, Raymond
- Mandel, Aaron
- McNamee, Richard
- Quirk, Brian
- Watson, Andrea

Account #11-402-100-104-00-10-034-001

Clock Operators, Ticket Trackers, Ticket Sellers at \$50 a game for up to 40 games

- Currier, Rober
- Fabish, Christopher
- Kay, Peter
- Mandel, Aaron
- McNamee, Richard
- Moscarello, Kenneth
- Quirk, Brian
- Reilly, Christopher*
- Watson, Andrea

Account #11-402-100-104-00-10-034-001

Special Programs

- **Sand, Grace**, Self-Contained (LLD) Special Education Classroom Aide, George Washington Middle School, to provide support for special education students for extracurricular activities after school, not to exceed 30 hours, at an hourly rate of \$15.01 (\$450.30).

Account #11-204-100-106-00-09-024-001

ABA Training Completed and Certified – hourly rates from \$20.17 to \$21.23, effective November 10, 2021

- Minardi, Jacqueline

Account #11-000-217-106-00-24-024-001

Handle with Care Training - November 3, 2021

- **Hong, Yong-ah**, not to exceed 5 hours, at an hourly rate of \$20.17 (\$100.85).
- **Maluenda, Mellany**, not to exceed 5 hours, at an hourly rate of \$20.17 (\$100.85).

Account #11-000-217-106-00-24-024-001

Multi Sensory Reading Instructions for the 2021-2022 School Year

- **Caruso, Debra**, at an hourly rate \$74.41.

Account #11-000-217-106-00-24-024-001

Additional: 2021-2022 Bus Supervision on as-needed basis

- **Goodman, Nancy**, at an hourly rate of \$17.50.
- **Pilson, Mine**, at an hourly rate of \$17.50.
- **Sand, Grace**, at an hourly rate of \$15.01.
- **Tucker, Annette**, at an hourly rate of \$15.01.

Account #11-000-217-106-00-24-024-001

***Related to staff member**

viii. Revision of Account Numbers Approved at the November 15, 2021 Agenda

Sargenti, Ava

From: Account #11-000-217-106-00-04-024-001

To: Account #11-213-100-106-00-04-024-001

ix. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below.

Teachers: Bowley, Melissa; Burslem, Robert; Burton, William; Geraghty, Lara; Kinnealy, Jennifer; Lowy, Meredith; Myones, Libby; and Panariti, Nina

\$115 Daily Rate.

E. FINANCE

i. Acceptance of Restricted Donations:

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following restricted gifts for the **2021-2022** school year, to be used as indicated.

Donations			
Donor	Amount	Use	Account Number
RHS Student Congress	\$671.27 (gift in kind)	A gift in kind of two water boilers, two hot drink containers and whisk to be used by the Ridgewood High School student body.	N/A
Learning Services Home and	\$645.57	To be used to enhance the Special Education Program.	20-039-100-890-00-24-024-001

School Association			
Ridgewood High School ALPS Club	\$1,300.35	To be used to pay for overnight chaperones for the ALPS Harriman Hiking Trip.	20-030-100-101-00-10-010-031 (\$1,200 Stipend) 20-030-200-220-00-10-010-026 (\$100.35 FICA)
Schwab Charitable: Stephen and Georgina Jones	\$2,500	To be used to enhance the Carole G. Jones Science Education Center at Ridgewood High School.	20-007-100-610-00-10-010-004
Bergen County Utilities Authority	\$993.30	To be used to purchase two composters and a rain barrel for the RHS Green Club's garden.	20-017-100-610-00-10-010-002

ii. **Approval: Budgeted Out-of-District Placement for the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2021-2022 school year out-of-district budgeted tuition placement as listed below.

<u>2021-2022 Out of District Placement for Regular School Year Tuition</u>	
The Craig School, Mountain Lakes, NJ	1

iii. **Approval: Disposal of Equipment**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the disposal of furniture. This item is no longer needed.

- Ridgewood High School: gymnastics vault

VIII. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Dr. Gorman

A. APPROVAL: RESOLUTION TO CONTINUE MEMBERSHIP IN THE NORTHEAST BERGEN COUNTY SCHOOL BOARD INSURANCE GROUP

WHEREAS, a number of Boards of Education in Bergen County have joined together to form a Joint Insurance GROUP as permitted by N.J. Title 18A-18B and;

WHEREAS, said GROUP was approved effective July 1, 1985 by the New Jersey Commissioner of Insurance and has been in operation since that date and;

WHEREAS, the Bylaws and regulations governing the creation and operation of this Insurance GROUP contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a GROUP, and;

WHEREAS, the Board of Education of Ridgewood has determined that membership in the NORTHEAST BERGEN COUNTY SCHOOL BOARD INSURANCE GROUP is in the best interest of the District;

NOW THEREFORE, be it resolved that the Board of Education of Ridgewood does hereby agree to renew membership in the NORTHEAST BERGEN COUNTY SCHOOL BOARD INSURANCE GROUP and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2022 to June 30, 2025.

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the GROUP as are required by the Group's Bylaws and to deliver the same to the Executive Director.

IX. APPROVAL OF BILLS

Mr. Lembo

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS	REVIEWED BY
Nov 9	Columbia Bank On-Line	103938	23,175.00	Mr. Lembo
Nov 19	Columbia Bank On-Line	103938-104121	1,422,711.56	Mr. Lembo
Nov 29	Columbia Bank On-Line	104122-104185	812,470.02	Mr. Lembo
Oct 30	Payroll Transfer	P37497	3,349,073.15	Mr. Lembo
Nov 15	Payroll Transfer	P37690	3,459,804.75	Mr. Lembo
Nov 30	Payroll Transfer	P37694	3,282,598.87	Mr. Lembo
Oct 5	Electronic Transfers	C37495	795.60	Mr. Lembo
Oct 27	Electronic Transfer	R37498	109,528.75	Mr. Lembo
Nov 4	Electronic Transfer	R37692	600.33	Mr. Lembo
Nov 8	Electronic Transfer	R37691	4,383.30	Mr. Lembo

Nov 8	Electronic Transfer	C37693	6,281.34	Mr. Lembo
Dec 1	Electronic Transfer	H37695	1,092,911.36	Mr. Lembo
Nov 29	Food Service	620363-620364	191,974.68	Mr. Lembo
Nov 9	Columbia Bank Void Check	103557	(23,175.00)	Mr. Lembo
TOTAL			13,733,133.71	

- X. BOARD MEMBER ANNOUNCEMENTS** **Mr. Lembo**
- XI. BOARD COMMITTEE REPORTS** **Mr. Lembo**
- XII. DISCUSSION ITEMS** **Mr. Lembo**
- A. Revisions to Policy as listed below and in **Attachment D:****
- Policy 5111 Eligibility of Resident/Nonresident Students
- XIII. ACCEPTANCE OF MINUTES** **Mr. Lembo**
- October 4, 2021 Executive Session
 - November 1, 2021 Executive Session
 - November 1, 2021 Regular Public Meeting
- XIV. OTHER BUSINESS** **Mr. Lembo**
- XV. COMMENTS FROM THE PUBLIC** **Mr. Lembo**
- XVI. MOTION TO GO INTO EXECUTIVE SESSION** **Mr. Lembo**
- XVII. RECONVENED PUBLIC MEETING** **Mr. Lembo**
- XVIII. ADJOURNMENT** **Mr. Lembo**

Upcoming Meetings

Monday, December 20, 2021
Regular Public Meeting
7:00 p.m. Education Center

Monday, January 10, 2021
Reorganization/Regular Public Meeting
7:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Timothy Murtha	Northern Region Marketing Association Advisor Meeting DECA, VA East Rutherford, NJ 12/15/21	Professional Development	\$0.00	0
Kathleen Finnegan	Defusing Anger, Anxiety and Aggression: Improving Student Behavior Bureau of Education & Research, WA Virtual 12/16/21	Professional Development	\$259.00	0
Sabrina Koropchak	Defusing Anger, Anxiety and Aggression: Improving Student Behavior Bureau of Education & Research, WA Virtual 12/16/21	Professional Development	\$259.00	1/2
Ross Dembin	Defusing Anger, Anxiety and Aggression: Improving Student Behavior Bureau of Education & Research, WA Virtual 12/16/21	Professional Development	\$259.00	1/2
Mark Syvret	College Board AP Seminar Training College Board, NY	Professional Development	\$0.00	0

	Virtual 12/20/21			
Julie Yohana	Open Public Records Act and Records Management - North Jersey New Jersey Association of School Business Officials (NJASBO), NJ Whippany, NJ 12/21/21	Professional Development	\$150.00	0
Sandra Kunzle	AP Research Scoring Training College Board, NY Virtual 1/7/22	Professional Development	\$0.00	0
Tom Gorman	Techspo '22 NJ Association of School Administrators Atlantic City, NJ 1/26 - 1/28/22	Professional Development	\$1,008.10	0
Rebecca Turano	Realize Richmond--University of Richmond Counselor Fly-In University of Richmond, VA Richmond, VA 1/30/22 - 2/1/22	Professional Development	\$0.00	0
Michelle Melucci	Putting Theory into Practice for School Staff and Administrators International Institute for Restorative Practices, PA Virtual 2/16/22, 2/23/22, 3/2/22, 3/9/22	Professional Development	\$595.00	0
Nicole Giordano	NGSS: Argumentation, CER, and Phenomena PRISM - Montclair State University, NJ	Professional Development	\$182.14	1

	Bloomfield, NJ 3/18/21			
Cindy Lora	ABAI Annual Convention 2022 Association for Behavior Analysis International, MI Boston, MA 5/27 - 5/30/22	Professional Development	\$1,783.00	0

RIDGEWOOD PUBLIC SCHOOLS 2022-2023

Revised

12/6/21

	Prof. Development Day – No School for Students
	Opening & Closing Day for Students
	Schools Closed
	Minimum Day
	Schools may be closed per emergency days used

School Hours:	Full Day
K-5	8:45-3:00
Gr 6-8	8:00-2:53
Gr 9-12	7:45-3:15

Minimum Day
8:45-12:45
8:00-12:15
7:45-12:10

August						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 1-2 Convocation: Professional Development
- 5 Labor Day: Schools Closed
- 6 Opening Day for students: minimum
- 26 Rosh Hashanah: Schools closed

- 5 Yom Kippur: Schools Closed
- 10 Columbus Day: Professional Dev. Day
- 24 Diwali: schools closed

November						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 10-11 NJEA convention: School closed
- 23 Minimum Day
- 24-25 Thanksgiving Recess

- 23 Minimum Day
- 25 Christmas
- 26-30 December Recess

- 16 MLK Day: School Closed
- 22 Lunar New Year

February						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- 20 Presidents day
- 20-21 February Recess

- 13 Professional Development Day: No school for students

- 3-7 Spring Recess
- 7 Good Friday
- 9 Easter
- 22 Eid-Al-Fitr

May						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

DAYS IN SESSION

Students	Teachers
0 August	0 August
18 September	20 September
18 October	19 October
18 November	18 November
17 December	17 December
21 January	21 January
18 February	18 February
22 March	23 March
15 April	15 April
22 May	22 May
15 June	16 June
184 total days	189 total days

- 24-27 Schools may be closed per emergency day note below
- 29 Memorial Day: Schools Closed

- 19 Juneteenth: schools closed
- 22 Last day of instruction (minimum day)
- 22 RHS graduation
- 23 Closing Day for Teachers

**** May 24, 25, 26 may be closed based upon the number of emergency days used.**

- 0 emergency days used: 3 days school closed
- 1 emergency day used: 2 days school closed (Thursday and Friday closed)
- 2 emergency days used: 1 day school closed (Friday closed)
- 3 or more emergency days used: 0 days closed *Spring recess may be subject to cancellation if more than 4 days used. 1st day to be used will be Monday March 29, 2021 and working forward.

FIELD TRIPS FOR APPROVAL

November 15, 2021

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
12/15/21	RHS	Paramus Park Mall, Paramus, NJ	4 RISE Students	4	0	0	0	No	Yes
12/16/21	RHS	Tenement Museum, New York, NY	30 American Studies II Students	2	0	0	\$500 - bus	Yes	Yes
1/11/22	BF	High Exposure, Norhvale, NJ	120 8th Grade Students	8	0	\$0	\$0	Yes	Yes
1/12/22	BF	High Exposure, Norhvale, NJ	120 8th Grade Students	8	0	\$0	\$0	Yes	Yes
1/29/22	BF	Camelback Mountain, Tannersville, PA	50 Ski Club Memebers	4	0	\$0	\$0	No	Yes
2/12/22	BF	Camelback Mountain, Tannersville, PA	50 Ski Club Memebers	4	0	\$0	\$0	No	Yes
4/28/22	Orchard	Liberty Science Center, Jersey City, NJ	61 Students - Grade 2	23	Updated - 1 nurse	\$170	\$170 - Sub Nurse	Yes	Yes
5/18/22	Orchard	New Jersey Sea Grant Consortium. Hancock, NJ	55 4th Grade Students	17	Updated - 1 nurse	\$170	\$170 - Sub Nurse	Yes	Yes
6/10/22	Ridge	Graydon Pool, Ridgewood, NJ	70 5th Grade Students	5	0	\$0	\$0	Yes	Yes

5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS

The Board of Education shall admit to its schools, free of charge, persons over five and under twenty years of age, pursuant to N.J.S.A. 18A:38-1, or such younger or older students as is otherwise entitled by law to a free public education.

Eligibility to Attend School

The Board shall admit students eligible to attend school free of charge that are domiciled within the district as defined in N.J.A.C. 6A:22-3.1.

A child who is domiciled within the school district and resides with a parent or guardian who is a member of the New Jersey National Guard or a member of the reserve component of the armed forces of the United States who is ordered into active military service in a time of war or national emergency shall be permitted to remain enrolled in the school district in which the child is domiciled at the time of the parent or guardian being ordered into active military service, regardless of where the child resides during the period of active duty. Following the return of the child's parent or guardian from active military service, the child's eligibility to remain enrolled in the school district pursuant to N.J.A.C. 18A:38-3.1 shall cease at the end of the current school year unless the child is domiciled in the school district.

The Board shall also admit any student that is kept in the home of a person other than the student's parent or guardian, where the person is domiciled in the school district and is supporting the student without remuneration as if the student were his or her own child in accordance with N.J.A.C. 6A:22-3.2. A student is only eligible to attend school in the district pursuant to N.J.A.C. 6A:22-3.2 if the student's parent or guardian files, together with documentation to support its validity, a sworn statement that he or she is not capable of supporting or providing care for the student due to family or economic hardship and the student is not residing with the other person solely for the purpose of receiving a free public education. In addition, the person keeping the student must file, if so required by the Board of Education, a sworn statement that he or she: is domiciled within the school district; is supporting the child without remuneration and intends to do so for a time longer than the school term; will assume all personal obligations for the student relative to school requirements; and provides a copy of his or her lease if a tenant, a sworn landlord's statement if residing as a tenant without a written lease, or a mortgage or tax bill if an owner. Pursuant to N.J.S.A. 18A:38-1, any person who fraudulently allows a child of another person to use his or her residence and is not the primary financial supporter of that child and any person who fraudulently claims to have given up custody of his or her child to a person in another district commits a disorderly person's offense.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38- 1 if the student is kept in the home of a person domiciled in the school district, who is not the parent or guardian and the parent or guardian is a member of the New Jersey National Guard or the reserve component of the United States armed forces and has been ordered into active military service in the United States armed forces in time of war or national emergency. Eligibility under this provision shall cease at the end of the current school year during which the parent or guardian returns from active military duty.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38- 1 if the student's parent or guardian temporarily resides within the school district and elects to have the student attend the school district of temporary residence, notwithstanding the existence of a domicile elsewhere. When required by the Board of Education, the parent or guardian shall demonstrate the temporary residence is not solely for purposes of a student attending the school district of temporary residence. When one of a student's parents or guardians temporarily resides in the school district while the other is domiciled or temporarily resides elsewhere, eligibility to attend school shall be determined in accordance with the criteria of N.J.A.C. 6A:22-3.1(a)1.i.

A student is eligible to attend this school district free of charge:

1. If the student's parent or guardian moves to another school district as the result of being homeless, subject to the provisions of N.J.A.C. 6A:17-2 - Education of Homeless Children;
2. If the student is placed by court order or by a society, agency, or institution in the home of a school district resident pursuant to N.J.S.A. 18A:38-2;
3. If the student previously resided in the school district and if the parent(s) or legal guardian(s) is a member of the New Jersey National Guard or the United States reserves and has been ordered to active service in time of war or national emergency, resulting in the relocation of the student out of the school district, pursuant to N.J.S.A. 18A:38-3. The school district shall not be obligated for transportation costs; and
4. If the student resides on federal property within the State pursuant to N.J.S.A.18A:38-7.7 et seq.

Notwithstanding the provisions of N.J.S.A. 18A:38-1 or any other law, rule, or regulation to the contrary, a student who moves out of the school district as a result of domestic violence, sexual abuse, or other family crises shall be permitted to remain enrolled in the school district for the remainder of the school year in pursuant to N.J.S.A. 18A:38-1.1 and in accordance with the provisions of N.J.A.C. 6A:22-3.2(h). If the student remains enrolled in the school district for the remainder of the school year, the school district shall provide transportation services to the student, provided the student lives remote from school, and the State shall reimburse the school district for the cost of the transportation services. Nothing in N.J.S.A. 18A:38-1.1 shall be construed to affect the rights of homeless students pursuant to N.J.S.A. 18A:7B-12, N.J.S.A. 18A:7B-12.1, or any other applicable State or Federal law.

If the district of residence cannot be determined according to the criteria contained in N.J.S.A. 18A:7B-12; if the criteria contained in N.J.S.A. 18A: 7B-12 identify a district of residence out of the State; or if the child has resided in a domestic violence shelter, homeless helter, or transitional living facility located outside of the district of residence for more than one year, the State shall assume fiscal responsibility for the tuition of the child in accordance with N.J.S.A. 18A:7B-12.d.

A student's eligibility to attend this school shall not be affected by the physical condition of an applicant's housing or his or her compliance with local housing ordinances or terms of lease.

Except as set forth in N.J.A.C. 6A:2-3.3(b)1, immigration/visa status shall not affect eligibility to attend school and the school district shall not condition enrollment in the school district on immigration status. A student's immigration/visa status and their eligibility to attend school shall be in accordance with N.J.A.C. 6A:22-3.3(b) and Regulation 5111.

Proof of Eligibility

The Board of Education shall accept a combination of forms of documentation from persons attempting to demonstrate a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.A.C. 6A:22-3.4. The Board of Education shall consider the totality of information and documentation offered by an applicant, and shall not deny enrollment based on failure to provide a particular form or a subset of documents, without regard to other evidence presented.

The Board of Education shall not condition enrollment on the receipt of information or documents protected from disclosure by law, or pertaining to criteria that are not a legitimate basis for determining eligibility to attend school as outlined in N.J.A.C. 6A:22-3.4(d). The Board of Education may consider, in a manner consistent with Federal law, documents or information referenced in N.J.A.C. 6A:22-3.4(d) or pertinent parts thereof if voluntarily disclosed by the applicant. The Board of Education may not, directly or indirectly, require or request such disclosure as an actual or implied condition of enrollment. In the case of a dispute between the school district and the parent or guardian of a student in regard to the student's eligibility to enroll in the school district or to remain enrolled in the school district pursuant to the provisions of N.J.S.A. 18A:38-1, the school district may request from the

Motor Vehicle Commission (NJMVC) the parent or guardian's name and address for use in verifying a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.S.A. 18A:38-1-3. The NJMVC shall disclose to a school district the information requested in accordance with procedures established by the NJMVC. However, the school district shall not condition enrollment in the district on immigration status or on the fact that the NJMVC does not have the name or address of the parent on file.

Registration Forms and Procedures for Initial Assessment

Registration and initial determinations of eligibility will be in accordance with N.J.A.C. 6A:22-4.1. The Board of Education shall use Commissioner-provided registration forms or locally developed forms that are consistent with the forms provided by the Commissioner. A district-level administrator designated by the Superintendent shall be clearly identified to applicants and available to assist persons who experience difficulties with the enrollment process.

Initial eligibility determinations shall be made upon presentation of an enrollment application, and enrollment shall take place immediately except in cases of clear, uncontested denials. Enrollment shall take place immediately when an applicant has provided incomplete, unclear, or questionable information, but the applicant shall be notified that the student will be removed from the school district if defects in the application are not corrected, or an appeal is not filed, in accordance with subsequent notice to be provided pursuant to N.J.A.C. 6A:22-4.2.

When a student appears ineligible based on the information provided in the initial application, the school district shall issue a preliminary written notice of ineligibility, including an explanation of the right to appeal to the Commissioner of Education. Enrollment shall take place immediately if the applicant clearly indicates disagreement with the district's determination and an intent to appeal to the Commissioner of Education. An applicant whose student is enrolled pursuant to this provision shall be notified that the student will be removed, without a hearing before the Board, if no appeal is filed within the twenty-one day period established by N.J.S.A. 18A:38-1.

When enrollment is denied and no intent to appeal is indicated, applicants shall be advised they shall comply with compulsory education laws. When the student is between the ages of six and sixteen, applicants also shall be asked to complete a written statement indicating the student will be attending school in another school district or a nonpublic school, or receiving instruction elsewhere than at a school pursuant to N.J.S.A. 18A:38-25. In the absence of this written statement, designated staff shall report to the school district of actual domicile or residence, or the Department of Children and Families, a potential instance of "neglect" for the purposes of ensuring compliance with compulsory education law, N.J.S.A. 9:6-1. Staff shall provide the school district or the Department of Children and Families with the student's name, the name(s) of the parent/guardian/resident, and the student's address to the extent known. Staff shall also indicate admission to the school district has been denied based on residency or domicile, and there is no evidence of intent to arrange for the child to attend school or receive instruction elsewhere.

Enrollment or attendance at the school district shall not be conditioned on advance payment of tuition when enrollment is denied and an intent to appeal is indicated, or when enrollment is provisional and subject to further review or information. The Board of Education shall ensure the registration process identifies information suggesting an applicant may be homeless so procedures may be implemented in accordance with N.J.A.C. 6A:17-2, Education of Homeless Children. Enrollment or attendance in the school district shall not be denied based upon the absence of the certified copy of the student's birth certificate or other proof of a student's identity as required within thirty days of initial enrollment, pursuant to N.J.S.A. 18A:36-25.1.

Enrollment in the school district shall not be denied based upon absence of student medical information. However, actual attendance at school may be deferred until the student complies with student immunization rules set forth in N.J.A.C. 8:57-4.

When enrollment in the school district, attendance at school, or the receipt of educational services in the regular education program appears inappropriate, the student shall not be denied based upon the absence of a student's prior educational record. However, the applicant shall be advised the student's initial educational placement may be subject to revision upon the school district's receipt of records or further assessment of the student.

Notice of Ineligibility

When a student is found ineligible to attend the school district pursuant to N.J.A.C. 6A:22 or the student's initial application is found to be deficient upon subsequent review or investigation, the school district immediately shall provide to the applicant notice that is consistent with Commissioner-provided sample form(s) and meets requirements of N.J.A.C. 6A:22-4 et. seq. Notices shall be in writing; in English and in the native language of the applicant; issued by the Superintendent; and directed to the address at which the applicant claims to reside. Notices of ineligibility shall include information as outlined in N.J.A.C. 6A:22-4.2.

Removal of Currently Enrolled Students

Nothing in N.J.A.C. 6A:22 et seq. and this Policy shall preclude the Board of Education from identifying through further investigation or periodic requests for revalidation of eligibility, students enrolled in the school district who may be ineligible for continued attendance due to error in initial assessment, changed circumstances, or newly discovered information.

When a student who is enrolled and attending school based on an initial eligibility determination is later determined to be ineligible for continued attendance, the Superintendent may apply to the Board of Education for the student's removal in accordance with the provisions of N.J.A.C. 6A:22-4.3. No student shall be removed from school unless the parent, guardian, adult student, or resident keeping an "affidavit student" (as defined in N.J.A.C. 6A:22-1.2) has been informed of his or her entitlement to a hearing before the Board of Education. Once the hearing is held, or if the parent, guardian, adult student or

POLICY**BOARD OF EDUCATION**

STUDENTS

5111/page 6 of 10

Eligibility of Resident/Nonresident Students

resident keeping an "affidavit student", does not respond within the designated time frame to the Superintendent's notice or appear for the hearing, the Board of Education shall make a prompt determination of the student's eligibility and shall immediately provide notice in accordance with N.J.A.C. 6A:22-4.2. Hearings required pursuant to N.J.A.C. 6A:22-4.3 may be conducted by the full Board or a Board Committee, at the discretion of the full Board. If the hearing(s) is conducted by a Board Committee, the Committee shall make a recommendation to the full Board for action. No student may be removed except by vote of the Board taken at a meeting duly convened and conducted pursuant to N.J.S.A. 10:4-6 et seq., the Open Public Meetings Act.

Appeal to the Commissioner

An applicant may appeal to the Commissioner of Education the school district's determination that a student is ineligible to attend its schools. Appeals shall be initiated by petition which shall be filed in accordance with N.J.S.A. 18A:3-1 and N.J.A.C. 6A:3-8.1 and shall proceed as a contested case pursuant to N.J.A.C. 6A:3. Pursuant to N.J.S.A. 18A:38-1., appeals of "affidavit student" eligibility determinations shall be filed by the resident keeping the student.

Assessment and Calculation of Tuition

If no appeal to the Commissioner is filed following notice of an ineligibility determination, the Board may assess tuition for up to one year of a student's ineligible attendance, including the twenty-one day period provided by N.J.S.A. 18A:38-1 for appeal to the Commissioner. Tuition will be assessed and calculated in accordance with N.J.A.C. 6A:22-6.3 et seq. If the responsible party does not pay the tuition assessment, the Board of Education may petition the Commissioner pursuant to N.J.A.C. 6A:3 for an order assessing tuition, enforceable in accordance with N.J.S.A. 2A:58-10 through recording, upon request of the Board of Education pursuant to N.J.A.C. 6A:3-12, on the judgment docket of the Superior Court, Law Division.

If an appeal to the Commissioner is filed and the petitioner does not sustain the burden of demonstrating the student's right to attend the school district, or the petitioner withdraws the appeal, fails to prosecute, or abandons the appeal by any means other than settlement agreeing to waive or reduce tuition, the Commissioner may assess tuition in accordance with the provisions of N.J.A.C. 6A:22-6.2(a). Upon the Commissioner's finding that an appeal has been abandoned, the Board of Education may remove the student from school and seek tuition in accordance with N.J.A.C. 6A:22-6.2.

Nonresident Students

The admission of a nonresident student to school free of charge must be approved by the Board, upon the recommendation of the Superintendent and subject to the needs of the district. No student otherwise eligible shall be denied admission on the basis of the student's race, color, creed, religion, national origin, ancestry, age, marital status, affectional or sexual orientation or sex, social or economic status, or disability. A written request for permission to enroll a child of a nonresident staff member, including school preference, must be submitted to and approved in writing by the Superintendent at least thirty days prior

to admittance. Transportation will be provided by the staff member. The continued enrollment of any nonresident student shall be contingent upon the student's maintenance of good standards of citizenship, academic standing and discipline, as well as family behavior toward school personnel and/or the needs of the district.

Change in Residence

Seniors who have completed their junior year in Ridgewood High School and whose parent(s) or legal guardian(s) change their residence out of the district after that time may finish their studies at Ridgewood High School on a tuition basis. Other students may finish the year on a tuition basis if parent(s) or legal guardian(s) change residence out of district February 1 or later. Students whose parent(s) or legal guardian(s) change residence after May 1 may continue schooling on a non-tuition basis for the remainder of the school year.

Other Nonresident Children

Other nonresident children, otherwise eligible for attendance, may be admitted to school in this district with payment of tuition if their admission is warranted by the inaccessibility of school in their home district, the singular availability of an appropriate educational program in this district, the avoidance of transfer and readmission of a child whose legal custody is shared by a parent(s) or legal guardian(s) residing in this district, or other good cause. The parent(s) or legal guardian(s) must submit an application to the Superintendent for review and consideration. *Special Education students may not be enrolled in the district under this provision.* ~~Students in this provision are not eligible for any formal educational intervention services.~~

- a. **An application for permission to enroll a child of a nonresident must be submitted to and approved in writing by the Superintendent at least thirty (30) days prior to admittance.**
- b. **Annually, the nonresident must submit a letter to the Superintendent requesting their child to be approved for admittance in the district in the subsequent school year. All such letters must be received by the Superintendent by May 15 of the current school year in order for the child to be considered for admittance in the following school year. The Superintendent will notify the nonresident of the decision, in writing, no later than June 15 of the current school year. A written request for permission to enroll a child of a nonresident, including school preference, must be submitted to and approved in writing by the Superintendent at least thirty (30) days prior to admittance.**
- c. **Approval of enrollment shall be based on availability of space in the schools; the Superintendent shall review the availability of space on an annual basis.**
- d. **A contract for educational services must be signed.**
- e. **Enrollment can begin anytime during the school year. Tuition will be billed on a prorated basis.**

- f. **By August 1 preceding the new school year, all nonresident will be billed by the Business Office at the rates established prior to the end of the school year. Payment is due to the Business Office no later than the last Friday prior to the opening of school for students. If this payment is not received in a timely fashion, interest will be charged at a rate of 1% per month until payment is received. If payment is not received by the last Friday in January, the nonresident will be required to meet with the Superintendent to explain the reason for nonpayment. Within three days of that meeting, the Superintendent will issue, in writing, the decision concerning the continued enrollment of the non-resident student(s).**
- g. **Tuition will cover only the typical costs associated with an education in the Ridgewood School District. Any extraordinary costs will be borne by the parent(s)/guardian(s). Examples of extraordinary costs include, but are not limited to, fees for OT/PT, aides, out-of-district transportation, etc. Non-resident parent(s)/guardian(s) shall be assessed the Board approved out-of-district tuition rate.**
- h. **Responsibility for pupil transportation shall be assumed by the parent(s)/guardian(s).**
- i. **All discipline and other pupil records from a student's prior school shall be reviewed; the Superintendent and/or Board of Education may deny enrollment based on the discipline record of a non-resident student.**
- j. **The continued enrollment of any nonresident student, shall be contingent upon the student's maintenance of good standards of citizenship and discipline. Infractions of the student code of conduct may result in immediate disenrollment from the school district.**

Children of District Employees

Children of nonresident permanent, salaried staff members of the Board of Education may be admitted to the schools of the district at a tuition rate, set annually by the Board of Education ~~at its Reorganization Meeting prior to the end of the school year~~, upon the recommendation of the Superintendent and the approval of the Board. ~~*Special Education students may not be enrolled in the district under this provision.*~~ ~~Students in this provision are not eligible for any formal educational intervention services.~~

- a. A written request for permission to enroll a child of a nonresident staff member, including school preference, must be submitted to and approved in writing by the Superintendent at least thirty (30) days prior to admittance. ~~Transportation will be provided by the staff member.~~
- b. Annually, the nonresident staff member must submit a letter to the Superintendent requesting their child to be approved for admittance in the district in the subsequent school year. All such letters must be received by the Superintendent by May 15 of the current school year in order for the child to be considered for admittance in the following school year. The Superintendent will

notify the nonresident staff member of the decision, in writing, no later than June 15 of the current school year. A written request for permission to enroll a child of a nonresident staff member, including school preference, must be submitted to and approved in writing by the Superintendent at least thirty (30) days prior to admittance. ~~Transportation will be provided by the staff member.~~

- c. **Approval of enrollment shall be based on availability of space in the schools; the Superintendent shall review the availability of space on an annual basis.**
- d. **A contract for educational services must be signed.**
- e. **Enrollment can begin anytime during the school year. Tuition will be billed on a prorated basis.**
- f. By August 1 preceding the new school year, all nonresident staff members will be billed by the Business Office at the rates established ~~at the annual reorganization meeting~~, **prior to the end of the school year**. Payment is due to the Business Office no later than the last Friday prior to the opening of school for students. If this payment is not received in a timely fashion, interest will be charged at a rate of 1% per month until payment is received. If payment is not received by the last Friday in January, the nonresident staff member will be required to meet with the Superintendent to explain the reason for nonpayment. Within three days of that meeting, the Superintendent will issue, in writing, his decision concerning the continued enrollment of the staff member's child(ren).
- g. **Tuition will cover only the typical costs associated with an education in the Ridgewood School District. Any extraordinary costs will be borne by the parent(s)/guardian(s). Examples of extraordinary costs include, but are not limited to, fees for OT/PT, aides, out-of-district transportation, etc. Children of any district employee hired after January 1, 2022 shall be assessed a tuition rate of 35% of the Board approved out-of-district tuition rate.**
- h. **Responsibility for pupil transportation shall be assumed by the employee.**
- i. **All discipline and other pupil records from a student's prior school shall be reviewed; the Superintendent and/or Board of Education may deny enrollment based on the discipline record of a non-resident student.**
- j. **This benefit shall not interfere with the before or after school responsibilities of the employee.**
- k. **The continued enrollment of any nonresident pupil, including that of the child of a staff member, shall be contingent upon the pupil's maintenance of good standards of citizenship and discipline. Infractions of the student code of conduct may result in immediate disenrollment from the school district.**

Home Construction

Families domiciled in the school district for a minimum of 12 months and attending the Ridgewood Public Schools prior to major home renovations where the family must vacate the premises, must obtain Board of Education approval to continue attending the district schools free of charge for a period of 18 months with proof of building permits/documentation. After 18 months, a one-time extension for a period of 6 months can be obtained and will necessitate additional proof of building status and progress. The Board of Education will assess tuition for students after the initial 24-month period. The Board of Education will require proof of occupancy when residence is reoccupied.

F-1 and J-1 Visa Students

The school district is not required to, but may permit the attendance of F-1 and J-1 Visa students into the school district only with the payment of full tuition and a signed tuition contract. The district may require advance payment of full tuition before providing the requested I-20 Form, in accordance with the provisions of Federal regulation 8 CFR 214.3. An F-1 Visa is granted to a foreign student through an application process that must include, but is not limited to, signed approval by the receiving school district exhibiting the receiving school district will accept the foreign student for enrollment and the foreign student's proof of financial means to pay the full tuition to the receiving school district for the academic year. The host family must be domiciled in the school district and shall submit a request to the Superintendent of Schools with supporting documentation as determined by the Superintendent or designee. A student with an F-1 or J-1 Visa must be approved by the Board for attendance in the school district. The student's continued attendance in the school district shall be conditioned on a satisfactory attendance and disciplinary record.

N.J.S.A. 18A:38-1 et seq; 18A:38-3; 18A:38-3.1

N.J.A.C. 6A:14-3.3; 6A:17-2.1 et seq.; 6A:22-2.1 et seq. 8 CFR 214.3

Adopted: 7 December 2009

Revised: 19 July 2010

Revised: 18 March 2013

Revised: 26 August 2013

Revised: 27 January 2014

Revised: 18 July 2016

Revised: 6 March 2017

Revised: 01 April 2019

Revised: 05 October 2020

Revised:



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

December 20, 2021

Regular Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 122007450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 122007450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- I. CALL TO ORDER AND ROLL CALL** **Mr. Lembo**
- II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE** **Mr. Lembo**
- III. OPENING STATEMENT BY PRESIDING OFFICER** **Mr. Lembo**
- IV. PRESENTATIONS** **Dr. Gorman**
- A. Recognition of Retirees**
 ➤ Donna Pedersen
- B. Musical Performance**
 ➤ The Maroon Men, Ridgewood High School
- C. Student Representative Report**
 ➤ Norah Train, Ridgewood High School
- V. COMMENTS FROM THE PUBLIC** **Mr. Lembo**
- VI. PRESENTATIONS** **Mr. Lembo**
- A. Resolution Honoring Cristopher Kaufman**
 Whereas, Cristopher Kaufman has served as a trustee of the Ridgewood Board of Education for three years of service to the community, the staff, the administration, and most importantly, the students of the Ridgewood Public Schools; and
- Whereas, during his tenure on the Board, Cristopher Kaufman was a member of the Communications, Policy, Fields, Facilities, Finance and Alternative Schedules Committees; and
- Whereas, Cristopher Kaufman served as a Liaison to Federated Home and School Association; and
- Whereas, as Cristopher Kaufman completes his tenure and leaves his formal services to our schools, we express the hope that he will continue to remember us, visit us, and share with us, whenever possible, his experience and knowledge; and
- Whereas, the Board and District are proud of the accomplishments the District has made during his tenure, Cristopher Kaufman has earned a heartfelt thank you and goodbye, and the Board and District wish him well in his future endeavors; now, therefore be it
- Resolved, that this resolution be entered into the official minutes of the Board of Education meeting held on the 20th day of December, 2021.
- VII. SUPERINTENDENT REPORT** **Dr. Gorman**
- VIII. CONSENT ITEMS: REGULAR AND ROUTINE ISSUES** **Dr. Gorman**

A. ATTENDANCE AT CONFERENCES

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on **Attachment A**.

B. ADMINISTRATION**i. Approval: Receipt of Harassments, Intimidation, and Bullying (HIB) Reports**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges it has received confidential information regarding HIB reports that have occurred since the last Board meeting.

ii. Approval: Special Board Counsel

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, authorizes the professional services as needed:

Approve the appointment of Sciarrillo, Cornell, Merlino, McKeever & Osborne, Westfield, NJ, as counsel effective January 1, 2022 through December 31, 2022 at the rate of \$170 per hour to handle previous pending litigation matters.

C. CURRICULUM & INSTRUCTION**i. Approval: Field Trips**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment B**.

ii. Approval: Agreement with Amy E. Herman, The Art of Perception, Inc.

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the speaker proposal in the amount of \$7,500 from The Art of Perception Inc./Amy E. Herman, for two ninety minute presentations on Monday, February 7, 2022.

The presentations are part of the Community Outreach Program Wellbeing Speaker Series.

iii. Approval: Ridgewood High School New Courses and the Program of Study for the 2022-2023 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Ridgewood High School new courses as listed below, and the Program of Study for the 2022-23 school year which can be found at

<https://sites.google.com/ridgewood.k12.nj.us/2022-2023programofstudieswebpa/home>

ENGLISH/SOCIAL STUDIES

Addition of New Course:

- American Humanities

FINE AND APPLIED ART

Addition of New Courses/Major Amendment to Existing Course:

- AP Studio Art I

MATHEMATICS

Addition of New Course:

- Advanced Algebra with Trigonometry
- Statistics with Finance

PHYSICAL EDUCATION

Addition of New Course:

- Unified PE

SOCIAL STUDIES

Addition of New Course:

- Ridgewood Leaders

SPECIAL PROGRAMS - ESL

Addition of New Course:

- English as a Second Language Integration Program (ESLIP)

D. HUMAN RESOURCES**i. Creation of a Position for the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the creation of a position for the 2021-2022 school Year, as listed below.

- **Preschool Disabilities (RED) Teacher**

ii. Revision: Ridgewood Public Schools Salary List for the 2021-2022 School Year, approved by the Board at its meeting on May 10, 2021

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the Ridgewood Public Schools Salary List for all known positions and staffing as of May 10, 2021 for the 2021-2022 school year.

RAIANI, Amy - Science Teacher, Ridgewood High School, effective August 31, 2021 through June 30, 2022.

From: \$86,017 (\$85,717 + \$300 CP)

Cl. MA+45, St. 9

To: \$88,467 (\$88,167 + \$300 CP)

Cl. MA+45, St. 10

Account # 11-140-100-101-02-10-019-000

iii. Appointments

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Teachers

LINTNER, Jessica - Leave of Absence Replacement Library Media Specialist (non-tenure track), Orchard Elementary School, effective January 3, 2022, or as soon after as possible, pending verification of employment as outlined by Chapter 5, through June 30, 2022. Ms. Lintner possesses a NJDOE Standard Certificate as an Elementary School Teacher in Grades K-6.

Salary: \$61,642 prorated
Cl. BA, St. 1

Account # 11-000-222-104-00-03-019-000

ZAMPINO, Erica - Physical Education Teacher (tenure track), Hawes Elementary School, effective January 25, 2022, or sooner, pending verification of employment as outlined by Chapter 5, through June 30, 2022. Ms. Zampino is pending issuance of an NJDOE Certificate of Eligibility with Advanced Standing as a Teacher of Health and Physical Education. Ms. Zampino will be registered into the NJDOE Provisional Teacher Program.

Salary: \$61,642 prorated
Cl. BA, St. 1

Account # 11-120-100-101-06-02-019-000

Support Staff

Revision: DIFARNECIO, Shani - Instructional Technology Specialist Technician, Hawes Elementary School, Somerville Elementary School, and Travell Elementary School, **from** effective December 18, 2021, or as soon after as possible, through June 30, 2022, approved by the Board at its meeting December 6, 2021, **to** effective January 3, 2022, or as soon after as possible, through June 30, 2022 .

Salary: \$44,000 prorated

Account #11-000-252-104-08-31-019-000

Long-term Substitutes

GERAGHTY, Laura - Special Education Teacher, Benjamin Franklin Middle School, effective January 10, 2022 through March 28, 2022, at a daily rate of \$150, until the assignment ends. Ms. Geraghty possesses a Standard Certificate as a Teacher of the Handicapped.

Account # 11-204-100-101-00-08-019-000

NORCROSS, Garrett - Physical Education, Benjamin Franklin Middle School, effective January 10, 2022 through April 4, 2022, at a daily rate of \$150, until the assignment ends. Mr. Norcross possesses a NJDOE Provisional Certificate as a

Teacher of Health and Physical Education.

Account # 11-130-100-101-06-08-019-000

ORTENSE, Teagan - Eighth Grade English Teacher, Benjamin Franklin Middle School, effective January 3, 2022, or as soon after as possible, pending verification of employment as outlined by Chapter 5, through May 25, 2022. Ms. Ortense possesses a NJDOE Certificate of Eligibility with Advanced Standing as a Teacher of English. Ms. Teagan will be registered into the NJDOE Provisional Teacher Program.

Account # 11-130-100-101-03-08-019-000

Field Placements

AKDEMIR, Melisa - Montclair State University, Clinical I and II placement, to shadow Laura Calandra, First Grade Teacher, Somerville Elementary School, effective January 24, 2022 through May 13, 2022, and August 28, 2022 through December 9, 2022.

GALLUCCI, John - William Paterson University, Clinical II placement, to shadow Peter Kay, Ridgewood High School, Physical Education/Health Teacher, effective January 24, 2022 through May 13, 2022.

RAN, Salliann - Montclair State University, Internship in School Leadership (300 hours), to shadow Caroline Hoffman, Principal, Willard Elementary School, effective January 17, 2022.

RODRIGUEZ, Kassandra - Montclair State University, Practicum, to shadow Allison Barba, School Psychologist, George Washington Middle School, effective January 3, 2022 through May 27, 2022.

Classroom Aides

FOGARTY, Jeanette - Teacher Assistant (REACH), Glen Elementary School, effective December 21, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-216-100-106-00-01-024-001

ROTTINGER, Elizabeth - Resource Room Special Education Classroom Aide, Ridge Elementary School, effective January 11, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-217-106-00-04-024-001

ZANFORDINO, Amber - Applied Behavior Analyst Aide (ABA), RISE Glen Elementary School, effective December 21, 2021, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per

day, 5 days per week, at an hourly rate of \$20.17.

Account # 11-212-100-106-00-01-024-001

Infant/Toddler Development Center

MENDOLIA, Sophie - High School/College Aide, effective December 21, 2021, or as soon after as possible, through June 30, 2022, 3 hours per day, 5 days per week, at an hourly rate of \$12.00.

Account # 62-990-100-106-00-62-060-001

MULLAHEY, Brianna - High School/College Aide, effective December 21, 2021, or as soon after as possible, through June 30, 2022, 3 hours per day, 5 days per week, at an hourly rate of \$12.00.

Account # 62-990-100-106-00-62-060-001

STRELECKI, Marie - Teacher Assistant - Step I, effective December 21, 2021, or as soon after as possible, through June 30, 2022, 8 hours per day, 5 days per week, at an hourly rate of \$15.00.

Account # 62-990-100-106-00-62-060-001

TAGLIABUE, Alana - High School/College Aide, effective December 21, 2021, or as soon after as possible, through June 30, 2022, 3 hours per day, 5 days per week, at an hourly rate of \$12.00.

Account # 62-990-100-106-00-62-060-001

WILMOT, Lily - High School/College Aide, effective December 21, 2021, or as soon after as possible, through June 30, 2022, 3 hours per day, 5 days per week, at an hourly rate of \$12.00.

Account # 62-990-100-106-00-62-060-001

iv. **Change of Assignments for the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 school year, as listed below.

BREITER, Lauren - **from** Resource Room Special Education Classroom Aide, Somerville Elementary School, 5.75 hours per day, 5 days per week, **to** Applied Behavior Analyst Aide (ABA), RISE Glen Elementary School, effective January 3, 2022 through June 22, 2022, 5.75 hours per day, 5 days per week.

From: \$17.50 per hour

To: \$20.17 per hour

Account # 11-212-100-106-00-01-024-001

DARAKJY, Christa - **from** 1.0 FTE Science Teacher, Ridgewood High School, **to** 1.20 FTE Science Teacher, Ridgewood High School, effective December 13, 2021 through April 15, 2022.

From: \$69,242

Cl. MA, St. 2

To: \$83,090

Cl. MA, St. 2

Account # 11-140-100-101-02-10-019-000

FEENEY, Lynne - **from** 1.0 FTE Science Teacher, Ridgewood High School, **to** 1.20 FTE Science Teacher, Ridgewood High School, effective December 13, 2021 through April 15, 2022.

From: \$96,192

Cl. MA, St. 16

To: \$115,430

Cl. MA, St. 16

Account # 11-140-100-101-02-10-019-000

LUO, Miles - **from** 1.0 FTE Biology Teacher, Ridgewood High School, **to** 1.20 FTE Biology Teacher, Ridgewood High School, effective December 13, 2021 through April 15, 2022.

From: \$70,742

Cl. MA, St. 4

To: \$84,890

Cl. MA, St. 4

Account # 11-140-100-101-02-10-019-000

ORIONDO, Jennifer - **from** Leave of Absence Replacement RED RISE Teacher (non-tenure track), Glen Elementary School, **to** PreSchool Disabilities (RED) Teacher (tenure track), Glen Elementary School, effective January 3, 2022 through June 30, 2022. Ms. Oriondo possesses a NJDOE Standard Certificate as a Teacher of Preschool through Grade 3, Elementary School Teacher in Grades K-6, and Teacher of Students with Disabilities.

From: \$61,642

Cl. BA, St. 1

To: \$70,742

Cl. MA, St. 4

Account # 11-216-100-101-00-01-019-000

RAIANI, Amy - **from** 1.0 FTE Science Teacher, Ridgewood High School, **to** 1.20 FTE Science Teacher, Ridgewood High School, effective December 13, 2021 through April 15, 2022.

From: \$88,467 (\$88,167 + \$300 CP)

Cl. MA+45, St. 10

To: \$106,100 (\$105,800 + \$300 CP)

Cl. MA+45, St. 10

Account # 11-140-100-101-02-10-019-000

WALTERS, Karen - **from** 1.0 FTE Science Teacher, Ridgewood High School, **to** 1.20 FTE Science Teacher, Ridgewood High School, effective December 13, 2021 through April 15, 2022.

From: \$107,142 (\$106,842 + \$300 CP)

Cl. DR, St. 16

To: \$128,510 (\$128,210 + \$300 CP)

Cl. DR, St. 16

Account # 11-140-100-101-02-10-019-000

v. Resignation for the Purpose of Retirement

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignation for the purpose of retirement, listed below.

Teacher

PEDERSEN, Donna - First Grade Teacher, Ridge Elementary School, effective July 1, 2022, with thirty-nine years of Ridgewood service.

Donna Pedersen's career in Ridgewood:

- 1983-2022 - Elementary School Teacher, Ridge Elementary School

vi. Resignation

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignation, as listed below.

Classroom Aide

ALESSI, Taylor - Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, effective December 23, 2021.

vii. Rescind Appointment

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves rescinding of the appointment of the employees

listed below

Classroom Aides

HERNANDEZ, Angie - Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, effective January 3, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

KING, Chloe - Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective January 3, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

viii. Leave of Absence

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absences, as listed below.

PISANI, Laurie – Kindergarten Teacher, Willard Elementary School, effective January 3, 2022 through March 25, 2022, with a reinstatement date of March 28, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

ix. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Glen Elementary School

Back to School Night - September 28, 2021

- **Doyle, Christine**, not to exceed 1 hour, at an hourly rate of \$21.43 (\$21.23).

Account # 11-216-100-101-00-01-024-001

Monthly Teacher Training - September 13, 2021, October 4, 2021, and November 16, 2021

- **Doyle, Christine**, not to exceed 3 hours, each at an hourly of \$21.43 (\$64.29).

Account # 11-216-100-101-00-01-024-001

Orchard Elementary School

Additional/Revisions: Clubs and Activities for the 2021-2022 School Year, approved by the Board at its meeting December 20, 2021

Delicious Apple Book Club

Remove: **LaBarr, Maureen**

Replace: **Porod, Leigh**, not to exceed 14 hours, at an hourly rate of \$40.17 (\$562.38).

Account # 11-401-100-101-00-03-003-001

Safety Patrol Club

Remove: **LaBarr, Maureen**

Replace: **Galanti, Megan**; and **Rubin, Lindsay**, each not to exceed 4 hours, each at an hourly rate of \$40.17 (\$321.36).

Account # 11-401-100-101-00-03-003-001

Talent Show

- **Chicas, Christina**, not to exceed 16 hours, at an hourly rate of \$40.17 (\$642.72).
- **Mansbach, Molly**, not to exceed 4 hours, at an hourly rate of \$40.17 (\$160.68).

Account # 11-401-100-101-00-03-003-001

Travell Elementary School**Nurse - Contact Tracing**

- **Thurlow, Laura**, not to exceed 2 hours, at an hourly rate of \$53.33 (\$106.66).

Account # 11-000-213-104-00-06-006-001

Lunch Time Supervision - to be funded by American Rescue Plan ESSER III Grant

- **Tormey, Melanie**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Account # 20-487-262-107-00-06-006-001

Benjamin Franklin Middle School**Additional: 2021-2022 Student Club Activity Advisors****TREP\$ Club**

- **McCann, Marisa**, not to exceed 40 hours, at an hourly rate of \$40.17 (1,606.80).
- **McCann, Meredith**, not to exceed 20 hours, at an hourly rate of \$40.17 (\$803.40).

Account # 11-401-100-101-00-08-008-001

George Washington Middle School

Ski/Snowboard Club - January 7, 2022, January 21, 2022, January 28, 2022, February 4, 2022, and February 11, 2022 (rain dates February 18, 2022 and February 25, 2022)

- **Four Chaperones: Barba, Allison; Bray, Ariana; Pilson, Mine; Porod, Jason**, each not to exceed 30 hours, each at an hourly rate of \$40.17 (\$4,820.40).

Account # 11-401-100-101-00-09-009-001

Ridgewood High School

Revision: Co-curricular Activity Advisors and Stipends for the 2021-2022 School Year, approved by the Board at its meeting on September 20, 2021

Drama Musical Assistant

Remove: Frey, Troy

Replace: Cardillo, Natalie, for a total stipend of \$874.

Account # 11-401-100-101-00-10-010-001

Special Programs

- **Klion, Emily**, Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, to provide support for special education students for Unified Club, not to exceed 40 hours, at an hourly rate of \$20.17 (\$806.80).

Account # 11-000-217-106-00-08-024-001

Compensatory Services

- **Raupp, Ellen**, not to exceed 18 hours, at an hourly rate of \$66.70 (\$1,200.60).

Account # 11-213-100-101-00-24-024-001

ABA Training Completed and Certified – hourly rates from \$20.17 to \$21.23, effective December 20, 2021

- **Elijah, Nada**
- **Hong, Yong-ah**

Account # 11-000-217-106-00-24-024-001

Curriculum, Instruction & Assessment

Community Outreach Program - Wellbeing Speaker Series - February 7, 2022

- **DeRoche, Andrew**, not to exceed 3 hours, at an hourly rate of \$27.78 (\$41.67 time and a half not to exceed \$125.01).

Account # 11-000-221-104-00-22-022-001

x. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below.

Teachers: Doyle, Christine; Durant, Jacqueline; Krettecoc, Alyssa; Maksoud, Emily; McCarthy, Martina; McLaughlin, Amy; Pounds, Catherine*; and Zampino, Erica

\$115 Daily Rate

*Related to staff member

E. FINANCE

i. Acceptance of Restricted Donations:

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following restricted gifts for the **2021-2022** school year, to be used as indicated.

Donations			
Donor	Amount	Use	Account Number
RHS Student Congress	\$499.00	To be used to purchase an owl camera for the Ridgewood High School.	20-030-100-610-00-10-010-032
RHS Home and School Association	\$3,000	To be used to fund two student activity funds during the 21-22 and 22-23 school years at Ridgewood High School.	20-025-100-890-00-10-010-016
RHS Home and School Association	\$5,700	To be used to pay for the Michael Fowlin Presentation at the Ridgewood High School.	20-025-100-890-00-10-010-017
BF Middle School HSA	\$1,000	To be used to pay for the Jerry Cratt, author visit at Benjamin Franklin Middle School.	20-025-100-890-00-08-008-002
Special Olympics Of New Jersey	\$28,214	A gift in kind of equipment and school supplies for the Middle School and High School	N/A

		Special Programs and Unified Sports.	
New Jersey Audubon Society	\$2,500	To be used to enhance the STEAM Education RHS InvenTeam.	20-001-100-731-00-10-010-004

Approval: Secretary's Line Item Certification

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the Report of the Secretary for the month of **October 2021**,

WHEREAS, in compliance with N.J.A.C. 6:20-2A.10(d), the secretary has certified that, as of the date of the report(s), no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education, now, therefore, be it,

RESOLVED, the Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and Be it Further Resolved, in compliance with N.J.A.C. 6:20-A10(e), the Board of Education certifies that, after review of the secretary's monthly financial reports (appropriate section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

The Board has received background information.

ii. Approval: Acceptance of the Board Secretary and Treasurer Report

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the report of the Secretary and Treasurer for the month of **October 2021**; now, therefore,

BE IT RESOLVED, the Board of Education accepts the above referenced reports and orders that it be attached to and made part of the official record of this meeting.

iii. Approval: Budget Appropriation Transfers

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves transfers for **October 2021** as shown in the Journal Entry listing pursuant to Policy 6422.

The Board has received background information.

iv. Approval: Additional Contracted Therapists to Provide Special Education Services for the 201-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves additional contracted therapists to provide special education services for the 2021-2022 school year, as listed on **Attachment C**.

viii. Approval: Parent Transportation Contract for 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following parental transportation contract for 2021-2022.

Route #	Contractor	Rate per Day	Annual Cost
9057	Parent	\$30	Based on # of days actually attended

ix. Approval: 2021-2022 Regular School Year and Extended School Year (ESY) Out-of-District Placements

The Ridgewood Board of Education, upon the Recommendation of the Superintendent of Schools, approves the 2021-2022 Out-Of-District placements as listed below.

2021-2022 Non-Budgeted Out-Of-District Placement for Regular School Year Tuition	
School	# of students
Sage Day, Mahwah NJ	1
2021-2022 Budgeted Out-of-District Placements for Extended School Year	
School	# of students
Sage Day, Mahwah NJ	1

IX. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Dr. Gorman

A. Approval: Agreement with Interstate Waste Services for Refuse and Commingling Recycling Removal Services

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with Interstate Waste Services of New Jersey, Inc. for Refuse and Commingling Recycling Removal Services, as per the open bidding process (bid contract #21-22-101) in the amount of \$49,936.16 for the periods January 1, 2022 through June 30, 2022 and \$99,872.32 for the period July 1, 2022 through June 30, 2023, at total cost of \$149,808.48.

The Board has received background information.

B. Approval: Change Order Agreement with AME Inc., for Digital Controllers at Somerville Elementary School Originally Approved on September 20, 2021

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change order agreement with AME Inc. is under the ESCNJ Cooperative Contract number 20-21-50 (RFP) for the purchase and installation of one additional digital controller in the Kindergarten wing hallway at Somerville Elementary School, in the amount of \$3,750.00.

The Board has received background information.

C. Approval: Agreement with AME Inc., for Digital Controllers at Travell and Orchard Elementary Schools

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with AME Inc. under the ESCNJ Cooperative contract number 20-21-50 (RFP) for the purchase and installation of digital controllers at Travell Elementary School at a cost of \$32,500.00 and Orchard Elementary School \$32,500.00, with a combined total amount of \$65,000.00.

The Board has received background information.

X. APPROVAL OF BILLS**Mr. Lembo**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS	REVIEWED BY
Dec 1	Columbia Bank On-Line	104186-104188	102,289.56	Mr. Dani
Dec 7	Columbia Bank On-Line	104189	192,008.37	Mr. Dani
Dec 13	Columbia Bank On-Line	104190-104370	1,077,665.32	Mr. Dani
Dec 7	Electronic Transfers	L37766-L37769	20,089.95	Mr. Dani
Dec 13	Food Service	620365	111,244.29	Mr. Dani
Dec 13	Columbia Bank Void Check	103311	(1,940.70)	Mr. Dani
Dec 13	Columbia Bank Void Check	103422	(243.32)	Mr. Dani
TOTAL			1,501,113.47	Mr. Dani

XI. BOARD MEMBER ANNOUNCEMENTS**Mr. Lembo**

- | | |
|--|------------------|
| XII. BOARD COMMITTEE REPORTS | Mr. Lembo |
| XIII. DISCUSSION ITEMS | Mr. Lembo |
| A. Revisions to Policy as listed below and in Attachment D: | |
| ➤ Policy 5111 Eligibility of Resident/Nonresident Students | |
| XIV. ACCEPTANCE OF MINUTES | Mr. Lembo |
| ➤ November 15, 2021 Regular Public Meeting | |
| XV. OTHER BUSINESS | Mr. Lembo |
| XVI. COMMENTS FROM THE PUBLIC | Mr. Lembo |
| XVII. MOTION TO GO INTO EXECUTIVE SESSION | Mr. Lembo |
| XVIII. RECONVENED PUBLIC MEETING | Mr. Lembo |
| XX. ADJOURNMENT | Mr. Lembo |

Upcoming Meetings

Monday, January 10, 2022
Regular Public Meeting
7:00 p.m. Education Center

Monday, January 31, 2022
Regular Public Meeting
7:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Laura Polk	Innovative Strategies for Hard-to-Learn Concepts in the World Language Classroom Institute for Educational Development West Orange, NJ 2/3/22	Professional Development	\$298.00	0
Isabelle Fisher	NASP 2022 Annual Convention National Association of School Psychologists Boston, MA 2/15/22 - 2/17/22	Professional Development	\$716.00	0
Allison Barba	NASP 2022 Annual Convention National Association of School Psychologists Boston, MA 2/15/22 - 2/17/22	Professional Development	\$1,011.00	0

FIELD TRIPS FOR APPROVAL

December 20, 2021

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
12/15/21	Hawes	Ben Franlin Middle School, Ridgewood, NJ	2 Elementary SAIL Students	3	1 sub nurse	\$170	\$170 (sub nurse)	No	Yes
1/12/22	Hawes	Ben Franlin Middle School, Ridgewood, NJ	2 Elementary SAIL Students	3	1 sub nurse	\$170	\$170 (sub nurse)	No	Yes
2/25/22	Hawes	Buehler Challenger Center, Paramus, NJ	70 5th Grade Students	8	1 sub nurse	\$170	\$170 (sub nurse)	Yes	Yes
3/9/22	Hawes	Ben Franlin Middle School, Ridgewood, NJ	2 Elementary SAIL Students	3	1 sub nurse	\$170	\$170 (sub nurse)	No	Yes
5/11/22	Hawes	Ben Franlin Middle School, Ridgewood, NJ	2 Elementary SAIL Students	3	1 sub nurse	\$170	\$170 (sub nurse)	No	Yes
6/8/22	Willard	Constitution Center, Philadelphia, PA	86 5th Grade Students	27	1 sub nurse	\$170	\$170 (sub nurse)	Yes	Yes
6/8/22	Somerville	TreEscape Aerial Adventure Park, Vernon, NJ	75 5th Grade Students	10	1 sub nurse	\$170	\$170 (sub nurse)	Yes	Yes
6/15/22	Hawes	Ben Franlin Middle School, Ridgewood, NJ	2 Elementary SAIL Students	3	1 sub nurse	\$170	\$170 (sub nurse)	No	Yes

Contracted Therapists/ Providers for Special Education Student Services for the 2021- 2022 School Year			
Contractor	Service	Schedule	Rates
Esther Fridman	Psychiatric Evaluations	as needed	\$600 per eval
D.C. Fagan Psychological Services	Neuropsychological, Psychoeducational Assessments	as needed	\$1,500 - \$4,500
Learning Tree BiLingual Evals	Bilingual Evaluations	as needed	\$750 per eval
Dr. Mercedes Paine	Psychiatric Evaluations	as needed	\$700 - \$1,100

5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS

The Board of Education shall admit to its schools, free of charge, persons over five and under twenty years of age, pursuant to N.J.S.A. 18A:38-1, or such younger or older students as is otherwise entitled by law to a free public education.

Eligibility to Attend School

The Board shall admit students eligible to attend school free of charge that are domiciled within the district as defined in N.J.A.C. 6A:22-3.1.

A child who is domiciled within the school district and resides with a parent or guardian who is a member of the New Jersey National Guard or a member of the reserve component of the armed forces of the United States who is ordered into active military service in a time of war or national emergency shall be permitted to remain enrolled in the school district in which the child is domiciled at the time of the parent or guardian being ordered into active military service, regardless of where the child resides during the period of active duty. Following the return of the child's parent or guardian from active military service, the child's eligibility to remain enrolled in the school district pursuant to N.J.A.C. 18A:38-3.1 shall cease at the end of the current school year unless the child is domiciled in the school district.

The Board shall also admit any student that is kept in the home of a person other than the student's parent or guardian, where the person is domiciled in the school district and is supporting the student without remuneration as if the student were his or her own child in accordance with N.J.A.C. 6A:22-3.2. A student is only eligible to attend school in the district pursuant to N.J.A.C. 6A:22-3.2 if the student's parent or guardian files, together with documentation to support its validity, a sworn statement that he or she is not capable of supporting or providing care for the student due to family or economic hardship and the student is not residing with the other person solely for the purpose of receiving a free public education. In addition, the person keeping the student must file, if so required by the Board of Education, a sworn statement that he or she: is domiciled within the school district; is supporting the child without remuneration and intends to do so for a time longer than the school term; will assume all personal obligations for the student relative to school requirements; and provides a copy of his or her lease if a tenant, a sworn landlord's statement if residing as a tenant without a written lease, or a mortgage or tax bill if an owner. Pursuant to N.J.S.A. 18A:38-1, any person who fraudulently allows a child of another person to use his or her residence and is not the primary financial supporter of that child and any person who fraudulently claims to have given up custody of his or her child to a person in another district commits a disorderly person's offense.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38- 1 if the student is kept in the home of a person domiciled in the school district, who is not the parent or guardian and the parent or guardian is a member of the New Jersey National Guard or the reserve component of the United States armed forces and has been ordered into active military service in the United States armed forces in time of war or national emergency. Eligibility under this provision shall cease at the end of the current school year during which the parent or guardian returns from active military duty.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38- 1 if the student's parent or guardian temporarily resides within the school district and elects to have the student attend the school district of temporary residence, notwithstanding the existence of a domicile elsewhere. When required by the Board of Education, the parent or guardian shall demonstrate the temporary residence is not solely for purposes of a student attending the school district of temporary residence. When one of a student's parents or guardians temporarily resides in the school district while the other is domiciled or temporarily resides elsewhere, eligibility to attend school shall be determined in accordance with the criteria of N.J.A.C. 6A:22-3.1(a)1.i.

A student is eligible to attend this school district free of charge:

1. If the student's parent or guardian moves to another school district as the result of being homeless, subject to the provisions of N.J.A.C. 6A:17-2 - Education of Homeless Children;
2. If the student is placed by court order or by a society, agency, or institution in the home of a school district resident pursuant to N.J.S.A. 18A:38-2;
3. If the student previously resided in the school district and if the parent(s) or legal guardian(s) is a member of the New Jersey National Guard or the United States reserves and has been ordered to active service in time of war or national emergency, resulting in the relocation of the student out of the school district, pursuant to N.J.S.A. 18A:38-3. The school district shall not be obligated for transportation costs; and
4. If the student resides on federal property within the State pursuant to N.J.S.A.18A:38-7.7 et seq.

POLICY

BOARD OF EDUCATION

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Eligibility of Resident/Nonresident Students

Notwithstanding the provisions of N.J.S.A. 18A:38-1 or any other law, rule, or regulation to the contrary, a student who moves out of the school district as a result of domestic violence, sexual abuse, or other family crises shall be permitted to remain enrolled in the school district for the remainder of the school year in pursuant to N.J.S.A. 18A:38-1.1 and in accordance with the provisions of N.J.A.C. 6A:22-3.2(h). If the student remains enrolled in the school district for the remainder of the school year, the school district shall provide transportation services to the student, provided the student lives remote from school, and the State shall reimburse the school district for the cost of the transportation services. Nothing in N.J.S.A. 18A:38-1.1 shall be construed to affect the rights of homeless students pursuant to N.J.S.A. 18A:7B-12, N.J.S.A. 18A:7B-12.1, or any other applicable State or Federal law.

If the district of residence cannot be determined according to the criteria contained in N.J.S.A. 18A:7B-12; if the criteria contained in N.J.S.A. 18A:7B-12 identify a district of residence out of the State; or if the child has resided in a domestic violence shelter, homeless helter, or transitional living facility located outside of the district of residence for more than one year, the State shall assume fiscal responsibility for the tuition of the child in accordance with N.J.S.A. 18A:7B-12.d.

A student's eligibility to attend this school shall not be affected by the physical condition of an applicant's housing or his or her compliance with local housing ordinances or terms of lease.

Except as set forth in N.J.A.C. 6A:2-3.3(b)1, immigration/visa status shall not affect eligibility to attend school and the school district shall not condition enrollment in the school district on immigration status. A student's immigration/visa status and their eligibility to attend school shall be in accordance with N.J.A.C. 6A:22-3.3(b) and Regulation 5111.

Proof of Eligibility

The Board of Education shall accept a combination of forms of documentation from persons attempting to demonstrate a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.A.C. 6A:22-3.4. The Board of Education shall consider the totality of information and documentation offered by an applicant, and shall not deny enrollment based on failure to provide a particular form or a subset of documents, without regard to other evidence presented.

The Board of Education shall not condition enrollment on the receipt of information or documents protected from disclosure by law, or pertaining to criteria that are not a legitimate basis for determining eligibility to attend school as outlined in N.J.A.C. 6A:22-3.4(d). The Board of Education may consider, in a manner consistent with Federal law, documents or information referenced in N.J.A.C. 6A:22-3.4(d) or pertinent parts thereof if voluntarily disclosed by the applicant. The Board of Education may not, directly or indirectly, require or request such disclosure as an actual or implied condition of enrollment. In the case of a dispute between the school district and the parent or guardian of a student in regard to the student's eligibility to enroll in the school district or to remain enrolled in the school district pursuant to the provisions of N.J.S.A. 18A:38-1, the school district may request from the

Motor Vehicle Commission (NJMVC) the parent or guardian's name and address for use in verifying a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.S.A. 18A:38-1-3. The NJMVC shall disclose to a school district the information requested in accordance with procedures established by the NJMVC. However, the school district shall not condition enrollment in the district on immigration status or on the fact that the NJMVC does not have the name or address of the parent on file.

Registration Forms and Procedures for Initial Assessment

Registration and initial determinations of eligibility will be in accordance with N.J.A.C. 6A:22-4.1. The Board of Education shall use Commissioner-provided registration forms or locally developed forms that are consistent with the forms provided by the Commissioner. A district-level administrator designated by the Superintendent shall be clearly identified to applicants and available to assist persons who experience difficulties with the enrollment process.

Initial eligibility determinations shall be made upon presentation of an enrollment application, and enrollment shall take place immediately except in cases of clear, uncontested denials. Enrollment shall take place immediately when an applicant has provided incomplete, unclear, or questionable information, but the applicant shall be notified that the student will be removed from the school district if defects in the application are not corrected, or an appeal is not filed, in accordance with subsequent notice to be provided pursuant to N.J.A.C. 6A:22-4.2.

When a student appears ineligible based on the information provided in the initial application, the school district shall issue a preliminary written notice of ineligibility, including an explanation of the right to appeal to the Commissioner of Education. Enrollment shall take place immediately if the applicant clearly indicates disagreement with the district's determination and an intent to appeal to the Commissioner of Education. An applicant whose student is enrolled pursuant to this provision shall be notified that the student will be removed, without a hearing before the Board, if no appeal is filed within the twenty-one day period established by N.J.S.A. 18A:38-1.

When enrollment is denied and no intent to appeal is indicated, applicants shall be advised they shall comply with compulsory education laws. When the student is between the ages of six and sixteen, applicants also shall be asked to complete a written statement indicating the student will be attending school in another school district or a nonpublic school, or receiving instruction elsewhere than at a school pursuant to N.J.S.A. 18A:38-25. In the absence of this written statement, designated staff shall report to the school district of actual domicile or residence, or the Department of Children and Families, a potential instance of "neglect" for the purposes of ensuring compliance with compulsory education law, N.J.S.A. 9:6-1. Staff shall provide the school district or the Department of Children and Families with the student's name, the name(s) of the parent/guardian/resident, and the student's address to the extent known. Staff shall also indicate admission to the school district has been denied based on residency or domicile, and there is no evidence of intent to arrange for the child to attend school or receive instruction elsewhere

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Eligibility of Resident/Nonresident Students

Enrollment or attendance at the school district shall not be conditioned on advance payment of tuition when enrollment is denied and an intent to appeal is indicated, or when enrollment is provisional and subject to further review or information. The Board of Education shall ensure the registration process identifies information suggesting an applicant may be homeless so procedures may be implemented in accordance with N.J.A.C. 6A:17-2, Education of Homeless Children. Enrollment or attendance in the school district shall not be denied based upon the absence of the certified copy of the student's birth certificate or other proof of a student's identity as required within thirty days of initial enrollment, pursuant to N.J.S.A. 18A:36-25.1.

Enrollment in the school district shall not be denied based upon absence of student medical information. However, actual attendance at school may be deferred until the student complies with student immunization rules set forth in N.J.A.C. 8:57-4.

When enrollment in the school district, attendance at school, or the receipt of educational services in the regular education program appears inappropriate, the student shall not be denied based upon the absence of a student's prior educational record. However, the applicant shall be advised the student's initial educational placement may be subject to revision upon the school district's receipt of records or further assessment of the student.

Notice of Ineligibility

When a student is found ineligible to attend the school district pursuant to N.J.A.C. 6A:22 or the student's initial application is found to be deficient upon subsequent review or investigation, the school district immediately shall provide to the applicant notice that is consistent with Commissioner-provided sample form(s) and meets requirements of N.J.A.C. 6A:22-4 et. seq. Notices shall be in writing; in English and in the native language of the applicant; issued by the Superintendent; and directed to the address at which the applicant claims to reside. Notices of ineligibility shall include information as outlined in N.J.A.C. 6A:22-4.2.

Removal of Currently Enrolled Students

Nothing in N.J.A.C. 6A:22 et seq. and this Policy shall preclude the Board of Education from identifying through further investigation or periodic requests for revalidation of eligibility, students enrolled in the school district who may be ineligible for continued attendance due to error in initial assessment, changed circumstances, or newly discovered information.

When a student who is enrolled and attending school based on an initial eligibility determination is later determined to be ineligible for continued attendance, the Superintendent may apply to the Board of Education for the student's removal in accordance with the provisions of N.J.A.C. 6A:22-4.3. No student shall be removed from school unless the parent, guardian, adult student, or resident keeping an "affidavit student" (as defined in N.J.A.C. 6A:22-1.2) has been informed of his or her entitlement to a hearing before the Board of Education. Once the hearing is held, or if the parent, guardian, adult student or

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Eligibility of Resident/Nonresident Students

resident keeping an "affidavit student", does not respond within the designated time frame to the Superintendent's notice or appear for the hearing, the Board of Education shall make a prompt determination of the student's eligibility and shall immediately provide notice in accordance with N.J.A.C. 6A:22-4.2. Hearings required pursuant to N.J.A.C. 6A:22-4.3 may be conducted by the full Board or a Board Committee, at the discretion of the full Board. If the hearing(s) is conducted by a Board Committee, the Committee shall make a recommendation to the full Board for action. No student may be removed except by vote of the Board taken at a meeting duly convened and conducted pursuant to N.J.S.A. 10:4-6 et seq., the Open Public Meetings Act.

Appeal to the Commissioner

An applicant may appeal to the Commissioner of Education the school district's determination that a student is ineligible to attend its schools. Appeals shall be initiated by petition which shall be filed in accordance with N.J.S.A. 18A:3-1 and N.J.A.C. 6A:3-8.1 and shall proceed as a contested case pursuant to N.J.A.C. 6A:3. Pursuant to N.J.S.A. 18A:38-1., appeals of "affidavit student" eligibility determinations shall be filed by the resident keeping the student.

Assessment and Calculation of Tuition

If no appeal to the Commissioner is filed following notice of an ineligibility determination, the Board may assess tuition for up to one year of a student's ineligible attendance, including the twenty-one day period provided by N.J.S.A. 18A:38-1 for appeal to the Commissioner. Tuition will be assessed and calculated in accordance with N.J.A.C. 6A:22-6.3 et seq. If the responsible party does not pay the tuition assessment, the Board of Education may petition the Commissioner pursuant to N.J.A.C. 6A:3 for an order assessing tuition, enforceable in accordance with N.J.S.A. 2A:58-10 through recording, upon request of the Board of Education pursuant to N.J.A.C. 6A:3-12, on the judgment docket of the Superior Court, Law Division.

If an appeal to the Commissioner is filed and the petitioner does not sustain the burden of demonstrating the student's right to attend the school district, or the petitioner withdraws the appeal, fails to prosecute, or abandons the appeal by any means other than settlement agreeing to waive or reduce tuition, the Commissioner may assess tuition in accordance with the provisions of N.J.A.C. 6A:22-6.2(a). Upon the Commissioner's finding that an appeal has been abandoned, the Board of Education may remove the student from school and seek tuition in accordance with N.J.A.C. 6A:22-6.2.

Nonresident Students

The admission of a nonresident student to school free of charge must be approved by the Board, upon the recommendation of the Superintendent and subject to the needs of the district. No student otherwise eligible shall be denied admission on the basis of the student's race, color, creed, religion, national origin, ancestry, age, marital status, affectional or sexual orientation or sex, social or economic status, or disability. A written request for permission to enroll a child of a nonresident staff member, including school preference, must be submitted to and approved in writing by the Superintendent at least thirty days prior

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BOARD OF EDUCATION

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Eligibility of Resident/Nonresident Students

to admittance. Transportation will be provided by the staff member. The continued enrollment of any nonresident student shall be contingent upon the student's maintenance of good standards of citizenship, academic standing and discipline, as well as family behavior toward school personnel and/or the needs of the district.

Change in Residence

Seniors who have completed their junior year in Ridgewood High School and whose parent(s) or legal guardian(s) change their residence out of the district after that time may finish their studies at Ridgewood High School on a tuition basis. Other students may finish the year on a tuition basis if parent(s) or legal guardian(s) change residence out of district February 1 or later. Students whose parent(s) or legal guardian(s) change residence after May 1 may continue schooling on a non-tuition basis for the remainder of the school year.

Other Nonresident Children

Other nonresident children, otherwise eligible for attendance, may be admitted to school in this district with payment of tuition if their admission is warranted by the inaccessibility of school in their home district, the singular availability of an appropriate educational program in this district, the avoidance of transfer and readmission of a child whose legal custody is shared by a parent(s) or legal guardian(s) residing in this district, or other good cause. The parent(s) or legal guardian(s) must submit an application to the Superintendent for review and consideration. *Special Education students may not be enrolled in the district under this provision.* ~~Students in this provision are not eligible for any formal educational intervention services.~~

- a. **An application for permission to enroll a child of a nonresident must be submitted to and approved in writing by the Superintendent at least thirty (30) days prior to admittance.**
- b. **Annually, the nonresident must submit a letter to the Superintendent requesting their child to be approved for admittance in the district in the subsequent school year. All such letters must be received by the Superintendent by May 15 of the current school year in order for the child to be considered for admittance in the following school year. The Superintendent will notify the nonresident of the decision, in writing, no later than June 15 of the current school year. A written request for permission to enroll a child of a nonresident, including school preference, must be submitted to and approved in writing by the Superintendent at least thirty (30) days prior to admittance.**
- c. **Approval of enrollment shall be based on availability of space in the schools; the Superintendent shall review the availability of space on an annual basis.**
- d. **A contract for educational services must be signed.**
- e. **Enrollment can begin anytime during the school year. Tuition will be billed on a prorated basis.**

- f. **By August 1 preceding the new school year, all nonresident will be billed by the Business Office at the rates established prior to the end of the school year. Payment is due to the Business Office no later than the last Friday prior to the opening of school for students. If this payment is not received in a timely fashion, interest will be charged at a rate of 1% per month until payment is received. If payment is not received by the last Friday in January, the nonresident will be required to meet with the Superintendent to explain the reason for nonpayment. Within three days of that meeting, the Superintendent will issue, in writing, the decision concerning the continued enrollment of the non-resident student(s).**
- g. **Tuition will cover only the typical costs associated with an education in the Ridgewood School District. Any extraordinary costs will be borne 100% by the parent(s)/guardian(s). Examples of extraordinary costs include, but are not limited to, fees for OT/PT, aides, out-of-district tuition and transportation, etc. If a child's IEP can be reasonably accommodated, it will be provided by the District, however, if the IEP requires the hiring of additional staff or services not already offered by the District, the costs will be borne 100% by the parent/guardian.**
- h. **Tuition for non-resident parent(s)/guardian(s) shall be assessed at the Board approved out-of-district tuition rate.**
- i. **Responsibility for pupil transportation shall be assumed by the parent(s)/guardian(s).**
- j. **All discipline and other pupil records from a student's prior school shall be reviewed; the Superintendent and/or Board of Education may deny enrollment based on the discipline record of a non-resident student.**
- k. **The continued enrollment of any nonresident student, shall be contingent upon the student's maintenance of good standards of citizenship and discipline. Infractions of the student code of conduct may result in immediate disenrollment from the school district.**

Children of District Employees

Children of nonresident permanent, salaried staff members of the Board of Education may be admitted to the schools of the district at a tuition rate, set annually by the Board of Education ~~at its Reorganization Meeting~~ **prior to the end of the school year**, upon the recommendation of the Superintendent and the approval of the Board. ~~*Special Education students may not be enrolled in the district under this provision. Students in this provision are not eligible for any formal educational intervention services.*~~

- a. **A written request for permission to enroll a child of a nonresident staff member, including school preference, must be submitted to and approved in writing by the Superintendent at least thirty (30) days prior to admittance. ~~Transportation will be provided by the staff member.~~**
- b. **Annually, the nonresident staff member must submit a letter to the Superintendent requesting**

their child to be approved for admittance in the district in the subsequent school year. All such letters must be received by the Superintendent by May 15 of the current school year in order for the child to be considered for admittance in the following school year. The Superintendent will

notify the nonresident staff member of the decision, in writing, no later than June 15 of the current school year. A written request for permission to enroll a child of a nonresident staff member, including school preference, must be submitted to and approved in writing by the Superintendent at least thirty (30) days prior to admittance. ~~Transportation will be provided by the staff member.~~

- c. Approval of enrollment shall be based on availability of space in the schools; the Superintendent shall review the availability of space on an annual basis.**
- d. A contract for educational services must be signed.**
- e. Enrollment can begin anytime during the school year. Tuition will be billed on a prorated basis.**
- f. By August 1 preceding the new school year, all nonresident staff members will be billed by the Business Office at the rates established at the annual reorganization meeting, prior to the end of the school year.** Payment is due to the Business Office no later than the last Friday prior to the opening of school for students. If this payment is not received in a timely fashion, interest will be charged at a rate of 1% per month until payment is received. If payment is not received by the last Friday in January, the nonresident staff member will be required to meet with the Superintendent to explain the reason for nonpayment. Within three days of that meeting, the Superintendent will issue, in writing, his decision concerning the continued enrollment of the staff member's child(ren).
- g. Tuition will cover only the typical costs associated with an education in the Ridgewood School District. Any extraordinary costs will be borne 100% by the employee. All district employees, even those district employees hired prior to June 30, 2022, shall pay 100% for any extraordinary costs including, but are not limited to, fees for OT/PT, aides, out-of-district tuition and transportation, etc. If a child's IEP can be reasonably accommodated, it will be provided by the District, however, if the IEP requires the hiring of additional staff or services not already offered by the District, the costs will be borne 100% by the employee.**
- h. Tuition for children of any district employee hired after ~~July 1~~ June 30, 2022 shall be assessed at 35% of the Board approved out-of-district tuition rate.**
- i. Responsibility for pupil transportation shall be assumed by the employee.**
- j. All discipline and other pupil records from a student's prior school shall be reviewed; the**

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Eligibility of Resident/Nonresident Students

Superintendent and/or Board of Education may deny enrollment based on the discipline record of a non-resident student.

- k. This benefit shall not interfere with the before or after school responsibilities of the employee.**

- l. The continued enrollment of any nonresident pupil, including that of the child of a staff member, shall be contingent upon the pupil's maintenance of good standards of citizenship and discipline. Infractions of the student code of conduct may result in immediate disenrollment from the school district.**

Home Construction

Families domiciled in the school district for a minimum of 12 months and attending the Ridgewood Public Schools prior to major home renovations where the family must vacate the premises, must obtain Board of Education approval to continue attending the district schools free of charge for a period of 18 months with proof of building permits/documentation. After 18 months, a one-time extension for a period of 6 months can be obtained and will necessitate additional proof of building status and progress. The Board of Education will assess tuition for students after the initial 24-month period. The Board of Education will require proof of occupancy when residence is reoccupied.

F-1 and J-1 Visa Students

The school district is not required to, but may permit the attendance of F-1 and J-1 Visa students into the school district only with the payment of full tuition and a signed tuition contract. The district may require advance payment of full tuition before providing the requested I-20 Form, in accordance with the provisions of Federal regulation 8 CFR 214.3. An F-1 Visa is granted to a foreign student through an application process that must include, but is not limited to, signed approval by the receiving school district exhibiting the receiving school district will accept the foreign student for enrollment and the foreign student's proof of financial means to pay the full tuition to the receiving school district for the academic year. The host family must be domiciled in the school district and shall submit a request to the Superintendent of Schools with supporting documentation as determined by the Superintendent or designee. A student with an F-1 or J-1 Visa must be approved by the Board for attendance in the school district. The student's continued attendance in the school district shall be conditioned on a satisfactory attendance and disciplinary record.

N.J.S.A. 18A:38-1 et seq; 18A:38-3; 18A:38-3.1

N.J.A.C. 6A:14-3.3; 6A:17-2.1 et seq.; 6A:22-2.1 et seq. 8 CFR 214.3

Adopted: 7 December 2009

Revised: 19 July 2010

Revised: 18 March 2013

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Revised: 26 August 2013
Revised: 27 January 2014
Revised: 18 July 2016
Revised: 6 March 2017
Revised: 01 April 2019
Revised: 05 October 2020
Revised:



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

January 10, 2022

Reorganization/Regular Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 11007450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 11007450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- | | | |
|-----------|---|-------------------|
| I. | CALL TO ORDER AND ROLL CALL | Mr. Bisig |
| II. | FLAG SALUTE AND PLEDGE OF ALLEGIANCE | Mr. Bisig |
| III. | SWEARING IN OF ELECTED BOARD MEMBERS | Mr. Bisig |
| | <ul style="list-style-type: none"> ● Sheila Brogan ● Hyunju Kwak ● Muhammad Mahmoud | |
| IV. | NOMINATIONS FOR BOARD PRESIDENT | Mr. Bisig |
| V. | ELECTION OF BOARD PRESIDENT | Mr. Bisig |
| VI. | NOMINATIONS FOR VICE PRESIDENT | Mr. Bisig |
| VII. | ELECTION OF VICE PRESIDENT | Mr. Bisig |
| VIII. | ROLL CALL | Mr. Bisig |
| IX. | READING OF NJSBA CODE OF ETHICS | Dr. Gorman |
| X. | PRESENTATIONS | Dr. Gorman |
| | <p>A. Student Representative Report</p> <ul style="list-style-type: none"> ➤ Norah Train, Ridgewood High School | |
| XI. | COMMENTS FROM THE PUBLIC | Mr. Bisig |
| XII. | PRESENTATIONS | Mr. Lembo |
| | <p>A. Start Strong Assessment Report</p> <ul style="list-style-type: none"> ➤ Stacie Poelstra | |
| XIII. | SUPERINTENDENT REPORT | Dr. Gorman |
| | CONSENT ITEMS: REGULAR AND ROUTINE ISSUES | Dr. Gorman |
| A. | ATTENDANCE AT CONFERENCES | |
| | The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on Attachment A . | |
| B. | ADMINISTRATION | |
| I. | <u>APPROVAL: ADOPTION OF THE NJSBA CODE OF ETHICS</u> | |
| | The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the adoption of the NJSBA Code of Ethics, as listed on Attachment B . | |

ii. **Approval: Receipt of Suspension and Harassments, Intimidation, and Bullying (HIB) Reports**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges it has received confidential information regarding suspensions and HIB that have occurred since the last Board meeting.

iii. **Approval: First Reading of Revised Policy**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the first reading of the revised policy as listed below and in **Attachment C**.

➤ Policy 5111 Eligibility of Resident/Nonresident Students

iv. **Approval: NJSBA School Board Recognition Month**

WHEREAS, The New Jersey School Boards Association has declared January 2022 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Ridgewood Board of Education is one of 580 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Ridgewood Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators; now, therefore, be it

RESOLVED, That the Ridgewood Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2022 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Ridgewood Board of Education urges all New Jersey citizens to work with their local boards of education and public school staff toward the advancement of our children's education.

iv. **Approval: Settlement Agreement SE#9/2021-2022**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Settlement Agreement SE#9/2021-2022 between the parents of Student #907020 and the Ridgewood Board of Education.

C. CURRICULUM & INSTRUCTION

i. **Approval: Field Trips**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment D**.

D. HUMAN RESOURCES

i. **Appointments**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Long-term Substitutes

AHMED, Jared - Supplemental Mental Health Substitute, Ridgewood High School, effective January 3, 2022 through June 30, 2022, at a daily rate of \$150 per day, until the assignment ends, to be funded by ARP ESSER III NJTSS Mental Health Support Staffing grant funds to a maximum amount of \$17,186. Mr. Ahmed possesses a NJDOE Standard Certificate as a School Social Worker.

Account # 20-491-100-101-00-22-022-001

Revision: CARR, Deborah - Special Education Teacher, George Washington Middle School, **from** effective November 8, 2021 through April 4, 2022, at a daily rate of \$150, until the assignment ends, approved by the Board at its meeting on November 1, 2021, **to** effective November 8, 2021 through May 31, 2022. Ms. Carr possesses a NJDOE Certificate of Eligibility with Advanced Standing as an Elementary School Teacher in Grades K-6 and Certificate of Eligibility with Advanced Standing as a Teacher of Students with Disabilities. Ms. Carr will be registered into the NJDOE Provisional Teacher Program.

Account # 11-213-100-101-00-09-019-000

Revision: GERAGHTY, Laura - Special Education Teacher, Benjamin Franklin Middle School, **from** effective January 10, 2022 through March 28, 2022, approved by the Board at its meeting on December 20, 2021, **to** effective January 17, 2022 through March 28, 2022, at a daily rate of \$150, until the assignment ends. Ms. Geraghty possesses a Standard Certificate as a Teacher of the Handicapped.

Account #11-213-100-101-00-08-019-000

LAVENDER, Raymond - Supplemental Mental Health Substitute, Orchard and Ridge Elementary Schools, effective January 3, 2022 through June 30, 2022, at a daily rate of \$150 per day, until the assignment ends, to be funded by ARP ESSER III NJTSS Mental Health Support Staffing grant funds to a maximum amount of \$17,186. Mr. Lavender possesses a NJDOE Standard Certificate as a School Social Worker.

Account # 20-491-100-101-00-22-022-001

Field Placements

ROGERS, Shannon - Caldwell University, Clinical I and Clinical II, to shadow Becky Catanzaro, First Grade Teacher, Hawes Elementary School, effective January 18, 2022 through May 6, 2022 and September 6, 2022 through December 23, 2022.

STEINBERG, Adina - Rutgers State University of New Jersey, Psychology Intern, to shadow Gila Elbaum, School Psychologist, Orchard Elementary School, Ridge Elementary School, and Ridgewood High School, effective January 3, 2022 through June 23, 2023.

Classroom Aide/Lunchroom Aide

de LUCAS, Maria - STEPSS Job Coach, Ridgewood High School, effective January 31, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account # 11-212-100-106-00-12-024-001

LEE, Angela - Lunchroom Aide, Hawes Elementary School, effective January 11, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-262-107-00-02-002-001

Revision: Winter 2021 Coaching Assignments, approved by the Board at its meeting on November 1, 2021

Assistant Wrestling Coach

Remove: TBD

Replace: **Hayes, Kenneth**, Step II, total stipend \$5,616.

Account # 11-402-100-101-00-10-034-001

RHS Volunteers

Ski Bus Chaperones

- **Domanska, Katazyna**

- Ewell, Jason
- Fonseca, Wellington
- Holden, Josh
- Jung, Yoon
- Jung, Wookjin
- Koos, Jessica
- Marcovici, Gil
- McGinley, Ann
- Morbelli, Christina

ii. **Change of Assignments for the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 school year, as listed below.

ABBATIELLO, Diane - **from** 1.0 FTE Seventh Grade Science Teacher, George Washington Middle School, **to** 1.40 FTE Seventh Grade Science Teacher, George Washington Middle School, effective January 3, 2022 through **TBD**.

From: \$116,532 (\$114,632 + \$300 CP + \$1,600 longevity)

Cl. MA+45, St. 18

To: \$164,285 (\$162,385 + \$300 CP + \$1,600 longevity)

Cl. MA+45, St. 18

Account # 11-130-100-101-02-09-019-000

DISTEFANO, Alissa - **from** 1.0 FTE Special Education (Collaborative) Teacher, George Washington Middle School, **to** 1.20 FTE Special Education (Collaborative) Teacher, George Washington Middle School, effective January 3, 2022 through **TBD**.

From: \$97,117 (\$90,817 + \$300 CP)

Cl. MA+45, St. 12

To: \$109,280 (\$108,980 + \$300 CP)

Cl. MA+45, St. 12

Account # 11-213-100-101-00-09-019-000

FEIT, Deborah Ann - **from** 1.0 FTE Sixth Grade Science Teacher, George Washington Middle School, **to** 1.20 Sixth Grade Science Teacher, George Washington Middle School, effective January 3, 2022 through **TBD**.

From: \$116,532 (\$114,632 + \$300 CP + \$1,600 longevity)

Cl. MA+45, St. 18

To: \$139,458 (\$137,558 + \$300 + \$1,600 longevity)

Cl. MA+45, St. 18

Account # 11-130-100-101-02-09-019-000

MURPHY, Maria - **from** Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, 5.75 hours per day, 5 days per week, **to** Applied Behavior Analyst Aide (ABA), Ridgewood High School, effective January 3, 2022 through June 22, 2022, 5.75 hours per day, 5 days per week.

Hourly rate will remain the same.
\$20.17

Account # 11-000-217-106-00-10-024-001

WEISS-CHROMECK, Courtney - **from** 1.0 FTE Learning Disabilities Teacher-Consultant, George Washington Middle School, **to** 1.0 FTE Learning Disabilities Teacher-Consultant and .20 FTE Science Teacher, George Washington Middle School, effective January 3, 2022 through **TBD**.

From: \$79,897 (\$76,092 + 3,805 ratio)
Cl. MA+30, St. 5
To: \$95,115 (\$91,310 + \$3,805 ratio)
Cl. MA+30, St. 5

Account # 11-000-219-104-00-09-019-000

Account # 11-130-100-101-02-09-019-000

iii. **Resignation for the Purpose of Retirement**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignation for the purpose of retirement, listed below.

Administrative Assistant

QUINLAN, Margret - Administrative Assistant to Principal, Ridge Elementary School, effective May 1, 2022, with twenty-five years of Ridgewood Service.

Margret Quinlan's career in Ridgewood:

- 1996-2022 - Administrative Assistant to Principal, Ridge Elementary School

iv. **Resignations**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations for the purpose of retirement listed below.

Long-term Substitute

ORTENSE, Teagan - Eighth Grade English Teacher, Benjamin Franklin Middle School, effective January 4, 2022.

Classroom Aide

KENNEY, Robin - Applied Behavior Analyst Aide (ABA), Ridge Elementary School, effective January 3, 2022.

Permanent Substitute

Dutta, Sneha - Permanent Substitute, Travell Elementary School, effective January 3, 2022.

v. Termination

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the termination of Employee #8887, effective December 23, 2021.

vi. Personal Leave of Absences

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the personal leave of absences, as listed below.

Revision: BODIWALA, Tulsi – Science Teacher, Ridgewood High School, **from** effective January 3, 2022 through May 17, 2022 with a reinstatement date of May 18, 2022, approved by the Board on October 4, 2021, **to** effective December 13, 2021 through April 29, 2022 with a reinstatement date of May 3, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

1st Leave: KAPLYSH, Ingrid – Spanish Teacher, George Washington Middle School, effective April 1, 2022 through June 23, 2022, with a reinstatement date of September 1, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

2nd Leave: KAPLYSH, Ingrid – Spanish Teacher, George Washington Middle School, effective December 19, 2022 through January 6, 2023, with a reinstatement date of January 9, 2023, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

Revision: SHINE, Kristen – Special Education Teacher, George Washington Middle School, **from** effective November 11, 2021 through March 31, 2022, with a reinstatement date of April 1, 2022, approved by the Board on August 30, 2021, **to** effective November 10, 2021 through May 27, 2022 with a reinstatement date of May 31, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

vii. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

CPR Certification Class

- **Mende, Allison**, not to exceed 1 hour, at an hourly rate of \$48.23.

Account #11-000-213-104-00-36-036-001

Glen Elementary School

Nurse - Contact Tracing - January 2022 through June 2022

- **Algor, Monica**, not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40).

Account # 11-000-213-104-00-01-001-001

Hawes Elementary School

Nurse - Contact Tracing - January 2022 through June 2022

- **Gao, Jeanne**, not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40).

Account # 11-000-213-104-00-02-002-001

Orchard Elementary School

Nurse - Contact Tracing - January 2022 through June 2022

- **Horton, Christina**, not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40).

Account # 11-000-213-104-00-03-003-001

Ridge Elementary School

Nurse - Contact Tracing - January 2022 through June 2022

- **Manke, Colleen**, not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40).

Account # 11-000-213-104-00-04-004-001

Additional: Clubs and Activities for the 2021-2022 School Year

After School Play Club

- **Dodd, Stephanie and Tobin, Deirdre**, each to receive a total stipend of \$1,777.80.

Account # 20-030-100-101-00-04-004-006

Somerville Elementary School

Nurse - Contact Tracing - January 2022 through June 2022

- **Correll, Moira**, not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40).

Account # 11-000-213-104-00-05-005-001

Travell Elementary School

Nurse - Contact Tracing - January 2022 through June 2022

- **TBD**, not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40).

Account # 11-000-213-104-00-06-006-001

Willard Elementary School

Nurse - Contact Tracing - January 2022 through June 2022

- **Lowicki, Bonnie**, not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40).

Account # 11-000-213-104-00-07-007-001

Benjamin Franklin Middle School

Nurse - Contact Tracing - January 2022 through June 2022

- **Reilly, Kerriann**, not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40).

Account # 11-000-213-104-00-08-008-001

George Washington Middle School

Nurse - Contact Tracing - January 2022 through June 2022

- **Stadulis, Julie**, not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40).

Account # 11-000-213-104-00-09-009-001

Ridgewood High School

Haas, Jeffrey – to chaperone the following activities, each activity at an hourly rate of \$40.17 (\$1,446.12).

- Bergen County Band Auditions - November 30, 2021, not to exceed 6 hours (\$241.02).
- Senior Region Band Auditions - January 8, 2022, not to exceed 8 hours (\$321.36).
- All State Band Auditions – January 22, 2022, not to exceed 6 hours (\$241.02).
- Junior Region Band Auditions – February 11, 2022, not to exceed 8 hours (\$321.36).
- Region Jazz Auditions - March 14, 2022, not to exceed 4 hours (160.68).
- All-State Jazz Auditions – May 2, 2022, not to exceed 4 hours (\$160.68).

Account # 11-401-100-101-00-10-010-001

Luckenbill, John – to chaperone the following activity, at an hourly rate of \$40.17 (\$160.68).

- Region Jazz Auditions - March 14, 2022, not to exceed 4 hours (\$160.68).

Account # 11-401-100-101-00-10-010-001

Geronimo, Kristi – to chaperone the following activities, each activity at an hourly rate of \$40.17 (\$803.40).

- Senior Region Orchestra Auditions - January 8, 2022, not to exceed 8 hours (\$321.36).
- Senior Region Orchestra Rehearsal – date **TBD**, not to exceed 4 hours (\$160.68).
- All State Orchestra Auditions – March 19, 2022, not to exceed 8 hours (\$321.36).

Account # 11-401-100-101-00-10-010-001

Cardillo, Natalie - to chaperone the following activities, each activity at an hourly rate of \$40.17 (\$482.04).

- Senior Region Choir Auditions - January 8, 2022, not to exceed 8 hours (\$321.36).
- Senior Region Choir Rehearsal - Date **TBA**, not to exceed 4 hours (\$160.68).

Account # 11-401-100-101-00-10-010-001

Region Jazz Auditions - March 14, 2022

Fink, Gary - to chaperone the following activity, at an hourly rate of \$40.17 (\$160.68).

- Region Jazz Auditions - March 14, 2022, not to exceed 4 hours (\$160.68).

Account # 11-401-100-101-00-10-010-001

Winter Band Concert - December 7, 2021

- **Three Chaperones: Cardillo, Natalie; Ebbels, William; and Heyzer, Henry**, each not to exceed 3 hours, each at an hourly rate of \$40.17 (\$361.53).

Account #11-401-100-101-00-10-010-001

Winter Orchestra Concert - December 8, 2021

- **Two Chaperones: Heyzer, Henry;** and **Zlotkin, Amanda**, each not to exceed 3 hours, each at an hourly rate of \$40.17 (\$241.02).

Account # 11-401-100-101-00-10-010-001

Winter Choir Concert - December 15, 2021

- **Three Chaperones: Geronimo, Kristi; Haas, Jeffrey;** and **Luckenbill, John**, each not to exceed 3 hours, each at an hourly rate of \$40.17 (\$361.53).

Account # 11-401-100-101-00-10-010-001

Nurse - Contact Tracing - January 2022 through June 2022

- **Donovan, Suzanne;** and **Morgan, Maureen**, each not to exceed 180 hours, each at an hourly rate of \$53.33 (\$19,198.80).

Account #11-000-213-104-00-10-010-001

Additional: Lunch Time Supervision

- **Mende, Allison**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Account # 11-140-100-101-00-10-010-001

Special Olympics NJ Play Unified School Partnership**Unified Club**

- **Crawford, Ryan**, Clinic Coach, to receive \$500.
- **Martell, Marisa**, Clinic Coach, to receive \$500.
- **Vasquez, Jessica**, Clinic Coach, to receive \$500.

Account # 11-000-219-104-00-24-024-001

Account # Grant TBD

Hosting Student Activity Games (Paid for by Student Fundraising)

- **Kase, Sean**, not to exceed 20 hours, at an hourly rate of \$40.17 (\$803.40).

Account # TBD

Special Programs

- **Cardew, Charlie**, Applied Behavior Analyst Aide (ABA), Benjamin Franklin

Middle School, to provide support for special education students for extracurricular activities, at Benjamin Franklin Middle School, not to exceed 40 hours, at an hourly rate of \$20.17 (\$806.80).

Account # 11-000-217-106-00-24-024-001

ABA Training Completed and Certified – hourly rates from \$20.17 to \$21.23, effective January 3, 2022

- Breiter, Lauren
- Radoncic, Azra

Account #11-000-217-106-00-24-024-001

Curriculum, Instruction & Assessment

Community Outreach Program - Wellbeing Speaker Series - February 7, 2022

- Enmore, Jaeson, not to exceed 3 hours, at an hourly rate of \$53.07 (\$79.60 time and a half not to exceed \$238.80).

Account # 11-000-221-104-00-22-022-001

viii. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below.

Teachers: Ashford, Kelly; Bartoli, Karen; Giancarlo, Sandra; and Pace, Adam

\$115 Daily Rate

E. FINANCE

i. Acceptance of Restricted Donations:

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following restricted gifts for the **2021-2022** school year, to be used as indicated.

Donations			
Donor	Amount	Use	Account Number
Ridgewood High School Student Activities Account	\$209.79	To be used to purchase supplies for the building and design classes at Ridgewood High School.	20-030-100-610-00-10-010-033

George Washington Home and School Association	\$3,130	To be used to supplement funding for the Jerry Craft author visit on March 23, 2022 at George Washington Middle School.	20-025-100-890-00-09-009-010
Ridge School Activity Student Account	\$3,880	To be used for the after-school play club at Ridge Elementary School.	20-030-100-101-00-04-004-006 (\$3,555.64 -Stipend) 20-030-200-220-00-04-004-006 (\$324.36-FICA)

ii. Approval: 2021-2022 Regular School Year and Extended School Year Out-of-District Placements

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2021-2022 Out-of-District placements as listed below:

<u>2021-2022 Out-of-District Placement for Regular School Year Tuition</u>	
School	# of students
Chapel Hill Academy, Lincoln Park, NJ	1
<u>2021-2022 Out-of-District Placements for Extended School Year</u>	
Cornerstone Day School, Cranford, NJ	1

iii. Approval: Submission of the (American Rescue Plan ESSER Funds (ARP) Safe Return Plan Required Six Month Update

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the submission of the ARP Safe Return Plan required six-month update to the Department of Education. There were no changes made to the original plan approved on June 22, 2021.

The Board has received background information.

iv. Approval: Disposal of Equipment

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the disposal of the equipment as listed below. This item is no longer needed.

Ridgewood High School

- WaterBoy Hydration Station
- Quantity 1 Cres-Cor mid-sized heated transport cabinet H-339-SS-128C
- Quantity 1 GROEN Gas steam-jacketed kettle

Benjamin Franklin Middle School

- Quantity 1 Cres-Cor full-sized heated transport cabinet H-135-SUA-11-R

XIV. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Dr. Gorman

A. Approval: Agreement with SD GameDay Athletic Training Services

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with SD GameDay Athletic Training Services for substitute athletic training services for the period of December 20, 2021 through June 30, 2022, as per the rate 2021-2022 fee schedule listed in **Attachment E**. There is no increase from the 2020-2021 school year.

XV. APPROVAL OF BILLS

Board President

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS	REVIEWED BY
Dec 22	Columbia Bank On-Line	104371-104463	605,505.86	Ms. Brogan
Jan 3	Columbia Bank On-Line	104464-104497	157,189.99	Ms. Brogan
Nov 1	Electronic Transfers	H38073	1,092,362.39	Ms. Brogan
Dec 14	Electronic Transfers	R37952	29,250.00	Ms. Brogan
Dec 14	Electronic Transfers	L37975-L37976	11,841.60	Ms. Brogan
Dec 17	Electronic Transfers	L37977	2,000.00	Ms. Brogan
Dec 20	Electronic Transfers	L37978	4,786.54	Ms. Brogan
Dec 22	Food Service	620366	51,676.93	Ms. Brogan
Nov 1	Electronic Transfer Void	H37335	(1,090,362.39)	Ms. Brogan
TOTAL			864,250.92	

XVI. BOARD MEMBER ANNOUNCEMENTS

Board President

XVII. BOARD COMMITTEE REPORTS

Board President

XVIII. DISCUSSION ITEMS

Board President

A. New Policies and Revisions to Policy/Regulation as listed below and in Attachment F:

New:

- Policy 2425 Emergency Virtual or Remote Instruction Program

Revised:

- Policy and Regulation 5751 Sexual Harassment of Students

B. Board of Education Committee Format

XIX. ACCEPTANCE OF MINUTES

Board President

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the Acceptance of the Minutes listed below.

- December 6, 2021 Regular Public Meeting

XX. OTHER BUSINESS

Board President

XXI. COMMENTS FROM THE PUBLIC

Board President

XXII. MOTION TO GO INTO EXECUTIVE SESSION

Board President

XXIII. RECONVENED PUBLIC MEETING

Board President

XXIV. ADJOURNMENT

Board President

Upcoming Meetings

Monday, January 31, 2022
 Regular Public Meeting
 7:00 p.m. Education Center

Monday, February 14, 2022
 Regular Public Meeting
 7:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Deidre Roberts	Benchmark Assessment Training Special Programs Ridgewood, NJ 1/11/22	Professional Development	\$0.00	0
Lisa Scrudato	HIB Law Update Legal One Mahwah, NJ 3/10/22	Professional Development	\$150.00	0
Ariana Bray	ABAI Annual Convention 2022 Association for Behavior Analysis International, MI Boston, MA 5/27/22 - 5/30/22	Professional Development	\$840.50	0



Code of Ethics for School Board Members

N.J.S.A 18A:12-24.1

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- c. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS

The Board of Education shall admit to its schools, free of charge, persons over five and under twenty years of age, pursuant to N.J.S.A. 18A:38-1, or such younger or older students as is otherwise entitled by law to a free public education.

Eligibility to Attend School

The Board shall admit students eligible to attend school free of charge that are domiciled within the district as defined in N.J.A.C. 6A:22-3.1.

A child who is domiciled within the school district and resides with a parent or guardian who is a member of the New Jersey National Guard or a member of the reserve component of the armed forces of the United States who is ordered into active military service in a time of war or national emergency shall be permitted to remain enrolled in the school district in which the child is domiciled at the time of the parent or guardian being ordered into active military service, regardless of where the child resides during the period of active duty. Following the return of the child's parent or guardian from active military service, the child's eligibility to remain enrolled in the school district pursuant to N.J.A.C. 18A:38-3.1 shall cease at the end of the current school year unless the child is domiciled in the school district.

The Board shall also admit any student that is kept in the home of a person other than the student's parent or guardian, where the person is domiciled in the school district and is supporting the student without remuneration as if the student were his or her own child in accordance with N.J.A.C. 6A:22-3.2. A student is only eligible to attend school in the district pursuant to N.J.A.C. 6A:22-3.2 if the student's parent or guardian files, together with documentation to support its validity, a sworn statement that he or she is not capable of supporting or providing care for the student due to family or economic hardship and the student is not residing with the other person solely for the purpose of receiving a free public education. In addition, the person keeping the student must file, if so required by the Board of Education, a sworn statement that he or she: is domiciled within the school district; is supporting the child without remuneration and intends to do so for a time longer than the school term; will assume all personal obligations for the student relative to school requirements; and provides a copy of his or her lease if a tenant, a sworn landlord's statement if residing as a tenant without a written lease, or a mortgage or tax bill if an owner. Pursuant to N.J.S.A. 18A:38-1, any person who fraudulently allows a child of another person to use his or her residence and is not the primary financial supporter of that child and any person who fraudulently claims to have given up custody of his or her child to a person in another district commits a disorderly person's offense.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38- 1 if the student is kept in the home of a person domiciled in the school district, who is not the parent or guardian and the parent or guardian is a member of the New Jersey National Guard or the reserve component of the United States armed forces and has been ordered into active military service in the United States armed forces in time of war or national emergency. Eligibility under this provision shall cease at the end of the current school year during which the parent or guardian returns from active military duty.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38- 1 if the student's parent or guardian temporarily resides within the school district and elects to have the student attend the school district of temporary residence, notwithstanding the existence of a domicile elsewhere. When required by the Board of Education, the parent or guardian shall demonstrate the temporary residence is not solely for purposes of a student attending the school district of temporary residence. When one of a student's parents or guardians temporarily resides in the school district while the other is domiciled or temporarily resides elsewhere, eligibility to attend school shall be determined in accordance with the criteria of N.J.A.C. 6A:22-3.1(a)1.i.

A student is eligible to attend this school district free of charge:

1. If the student's parent or guardian moves to another school district as the result of being homeless, subject to the provisions of N.J.A.C. 6A:17-2 - Education of Homeless Children;
2. If the student is placed by court order or by a society, agency, or institution in the home of a school district resident pursuant to N.J.S.A. 18A:38-2;
3. If the student previously resided in the school district and if the parent(s) or legal guardian(s) is a member of the New Jersey National Guard or the United States reserves and has been ordered to active service in time of war or national emergency, resulting in the relocation of the student out of the school district, pursuant to N.J.S.A. 18A:38-3. The school district shall not be obligated for transportation costs; and
4. If the student resides on federal property within the State pursuant to N.J.S.A.18A:38-7.7 et seq.

Notwithstanding the provisions of N.J.S.A. 18A:38-1 or any other law, rule, or regulation to the contrary, a student who moves out of the school district as a result of domestic violence, sexual abuse, or other family crises shall be permitted to remain enrolled in the school district for the remainder of the school year in pursuant to N.J.S.A. 18A:38-1.1 and in accordance with the provisions of N.J.A.C. 6A:22-3.2(h). If the student remains enrolled in the school district for the remainder of the school year, the school district shall provide transportation services to the student, provided the student lives remote from school, and the State shall reimburse the school district for the cost of the transportation services. Nothing in N.J.S.A. 18A:38-1.1 shall be construed to affect the rights of homeless students pursuant to N.J.S.A. 18A:7B-12, N.J.S.A. 18A:7B-12.1, or any other applicable State or Federal law.

If the district of residence cannot be determined according to the criteria contained in N.J.S.A. 18A:7B-12; if the criteria contained in N.J.S.A. 18A:7B-12 identify a district of residence out of the State; or if the child has resided in a domestic violence shelter, homeless shelter, or transitional living facility located outside of the district of residence for more than one year, the State shall assume fiscal responsibility for the tuition of the child in accordance with N.J.S.A. 18A:7B-12.d.

A student's eligibility to attend this school shall not be affected by the physical condition of an applicant's housing or his or her compliance with local housing ordinances or terms of lease.

Except as set forth in N.J.A.C. 6A:2-3.3(b)1, immigration/visa status shall not affect eligibility to attend school and the school district shall not condition enrollment in the school district on immigration status. A student's immigration/visa status and their eligibility to attend school shall be in accordance with N.J.A.C. 6A:22-3.3(b) and Regulation 5111.

Proof of Eligibility

The Board of Education shall accept a combination of forms of documentation from persons attempting to demonstrate a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.A.C. 6A:22-3.4. The Board of Education shall consider the totality of information and documentation offered by an applicant, and shall not deny enrollment based on failure to provide a particular form or a subset of documents, without regard to other evidence presented.

The Board of Education shall not condition enrollment on the receipt of information or documents protected from disclosure by law, or pertaining to criteria that are not a legitimate basis for determining eligibility to attend school as outlined in N.J.A.C. 6A:22-3.4(d). The Board of Education may consider, in a manner consistent with Federal law, documents or information referenced in N.J.A.C. 6A:22-3.4(d) or pertinent parts thereof if voluntarily disclosed by the applicant. The Board of Education may not, directly or indirectly, require or request such disclosure as an actual or implied condition of enrollment. In the case of a dispute between the school district and the parent or guardian of a student in regard to the student's eligibility to enroll in the school district or to remain enrolled in the school district pursuant to the provisions of N.J.S.A. 18A:38-1, the school district may request from the

Motor Vehicle Commission (NJMVC) the parent or guardian's name and address for use in verifying a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.S.A. 18A:38-1-3. The NJMVC shall disclose to a school district the information requested in accordance with procedures established by the NJMVC. However, the school district shall not condition enrollment in the district on immigration status or on the fact that the NJMVC does not have the name or address of the parent on file.

Registration Forms and Procedures for Initial Assessment

Registration and initial determinations of eligibility will be in accordance with N.J.A.C. 6A:22-4.1. The Board of Education shall use Commissioner-provided registration forms or locally developed forms that are consistent with the forms provided by the Commissioner. A district-level administrator designated by the Superintendent shall be clearly identified to applicants and available to assist persons who experience difficulties with the enrollment process.

Initial eligibility determinations shall be made upon presentation of an enrollment application, and enrollment shall take place immediately except in cases of clear, uncontested denials. Enrollment shall take place immediately when an applicant has provided incomplete, unclear, or questionable information, but the applicant shall be notified that the student will be removed from the school district if defects in the application are not corrected, or an appeal is not filed, in accordance with subsequent notice to be provided pursuant to N.J.A.C. 6A:22-4.2.

When a student appears ineligible based on the information provided in the initial application, the school district shall issue a preliminary written notice of ineligibility, including an explanation of the right to appeal to the Commissioner of Education. Enrollment shall take place immediately if the applicant clearly indicates disagreement with the district's determination and an intent to appeal to the Commissioner of Education. An applicant whose student is enrolled pursuant to this provision shall be notified that the student will be removed, without a hearing before the Board, if no appeal is filed within the twenty-one day period established by N.J.S.A. 18A:38-1.

When enrollment is denied and no intent to appeal is indicated, applicants shall be advised they shall comply with compulsory education laws. When the student is between the ages of six and sixteen, applicants also shall be asked to complete a written statement indicating the student will be attending school in another school district or a nonpublic school, or receiving instruction elsewhere than at a school pursuant to N.J.S.A. 18A:38-25. In the absence of this written statement, designated staff shall report to the school district of actual domicile or residence, or the Department of Children and Families, a potential instance of "neglect" for the purposes of ensuring compliance with compulsory education law, N.J.S.A. 9:6-1. Staff shall provide the school district or the Department of Children and Families with the student's name, the name(s) of the parent/guardian/resident, and the student's address to the extent known. Staff shall also indicate admission to the school district has been denied based on residency or domicile, and there is no evidence of intent to arrange for the child to attend school or receive instruction elsewhere

Enrollment or attendance at the school district shall not be conditioned on advance payment of tuition when enrollment is denied and an intent to appeal is indicated, or when enrollment is provisional and subject to further review or information. The Board of Education shall ensure the registration process identifies information suggesting an applicant may be homeless so procedures may be implemented in accordance with N.J.A.C. 6A:17-2, Education of Homeless Children. Enrollment or attendance in the school district shall not be denied based upon the absence of the certified copy of the student's birth certificate or other proof of a student's identity as required within thirty days of initial enrollment, pursuant to N.J.S.A. 18A:36-25.1.

Enrollment in the school district shall not be denied based upon absence of student medical information. However, actual attendance at school may be deferred until the student complies with student immunization rules set forth in N.J.A.C. 8:57-4.

When enrollment in the school district, attendance at school, or the receipt of educational services in the regular education program appears inappropriate, the student shall not be denied based upon the absence of a student's prior educational record. However, the applicant shall be advised the student's initial educational placement may be subject to revision upon the school district's receipt of records or further assessment of the student.

Notice of Ineligibility

When a student is found ineligible to attend the school district pursuant to N.J.A.C. 6A:22 or the student's initial application is found to be deficient upon subsequent review or investigation, the school district immediately shall provide to the applicant notice that is consistent with Commissioner-provided sample form(s) and meets requirements of N.J.A.C. 6A:22-4 et. seq. Notices shall be in writing; in English and in the native language of the applicant; issued by the Superintendent; and directed to the address at which the applicant claims to reside. Notices of ineligibility shall include information as outlined in N.J.A.C. 6A:22-4.2.

Removal of Currently Enrolled Students

Nothing in N.J.A.C. 6A:22 et seq. and this Policy shall preclude the Board of Education from identifying through further investigation or periodic requests for revalidation of eligibility, students enrolled in the school district who may be ineligible for continued attendance due to error in initial assessment, changed circumstances, or newly discovered information.

When a student who is enrolled and attending school based on an initial eligibility determination is later determined to be ineligible for continued attendance, the Superintendent may apply to the Board of Education for the student's removal in accordance with the provisions of N.J.A.C. 6A:22-4.3. No student shall be removed from school unless the parent, guardian, adult student, or resident keeping an "affidavit student" (as defined in N.J.A.C. 6A:22-1.2) has been informed of his or her entitlement to a hearing before the Board of Education. Once the hearing is held, or if the parent, guardian, adult student or

POLICY**BOARD OF EDUCATION**

STUDENTS

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Eligibility of Resident/Nonresident Students

resident keeping an "affidavit student", does not respond within the designated time frame to the Superintendent's notice or appear for the hearing, the Board of Education shall make a prompt determination of the student's eligibility and shall immediately provide notice in accordance with N.J.A.C. 6A:22-4.2. Hearings required pursuant to N.J.A.C. 6A:22-4.3 may be conducted by the full Board or a Board Committee, at the discretion of the full Board. If the hearing(s) is conducted by a Board Committee, the Committee shall make a recommendation to the full Board for action. No student may be removed except by vote of the Board taken at a meeting duly convened and conducted pursuant to N.J.S.A. 10:4-6 et seq., the Open Public Meetings Act.

Appeal to the Commissioner

An applicant may appeal to the Commissioner of Education the school district's determination that a student is ineligible to attend its schools. Appeals shall be initiated by petition which shall be filed in accordance with N.J.S.A. 18A:3-1 and N.J.A.C. 6A:3-8.1 and shall proceed as a contested case pursuant to N.J.A.C. 6A:3. Pursuant to N.J.S.A. 18A:38-1., appeals of "affidavit student" eligibility determinations shall be filed by the resident keeping the student.

Assessment and Calculation of Tuition

If no appeal to the Commissioner is filed following notice of an ineligibility determination, the Board may assess tuition for up to one year of a student's ineligible attendance, including the twenty-one day period provided by N.J.S.A. 18A:38-1 for appeal to the Commissioner. Tuition will be assessed and calculated in accordance with N.J.A.C. 6A:22-6.3 et seq. If the responsible party does not pay the tuition assessment, the Board of Education may petition the Commissioner pursuant to N.J.A.C. 6A:3 for an order assessing tuition, enforceable in accordance with N.J.S.A. 2A:58-10 through recording, upon request of the Board of Education pursuant to N.J.A.C. 6A:3-12, on the judgment docket of the Superior Court, Law Division.

If an appeal to the Commissioner is filed and the petitioner does not sustain the burden of demonstrating the student's right to attend the school district, or the petitioner withdraws the appeal, fails to prosecute, or abandons the appeal by any means other than settlement agreeing to waive or reduce tuition, the Commissioner may assess tuition in accordance with the provisions of N.J.A.C. 6A:22-6.2(a). Upon the Commissioner's finding that an appeal has been abandoned, the Board of Education may remove the student from school and seek tuition in accordance with N.J.A.C. 6A:22-6.2.

Nonresident Students

The admission of a nonresident student to school free of charge must be approved by the Board, upon the recommendation of the Superintendent and subject to the needs of the district. No student otherwise eligible shall be denied admission on the basis of the student's race, color, creed, religion, national origin, ancestry, age, marital status, affectional or sexual orientation or sex, social or economic status, or disability. A written request for permission to enroll a child of a nonresident staff member, including school preference, must be submitted to and approved in writing by the Superintendent at least thirty days prior

to admittance. Transportation will be provided by the staff member. The continued enrollment of any nonresident student shall be contingent upon the student's maintenance of good standards of citizenship, academic standing and discipline, as well as family behavior toward school personnel and/or the needs of the district.

Change in Residence

Seniors who have completed their junior year in Ridgewood High School and whose parent(s) or legal guardian(s) change their residence out of the district after that time may finish their studies at Ridgewood High School on a tuition basis. Other students may finish the year on a tuition basis if parent(s) or legal guardian(s) change residence out of district February 1 or later. Students whose parent(s) or legal guardian(s) change residence after May 1 may continue schooling on a non-tuition basis for the remainder of the school year.

Other Nonresident Children

Other nonresident children, otherwise eligible for attendance, may be admitted to school in this district with payment of tuition if their admission is warranted by the inaccessibility of school in their home district, the singular availability of an appropriate educational program in this district, the avoidance of transfer and readmission of a child whose legal custody is shared by a parent(s) or legal guardian(s) residing in this district, or other good cause. The parent(s) or legal guardian(s) must submit an application to the Superintendent for review and consideration.

- a. An application for permission to enroll a child of a nonresident must be submitted to and approved in writing by the Superintendent at least thirty (30) days prior to admittance.
- b. Annually, the nonresident must submit a letter to the Superintendent requesting their child to be approved for admittance in the district in the subsequent school year. All such letters must be received by the Superintendent by May 15 of the current school year in order for the child to be considered for admittance in the following school year. The Superintendent will notify the nonresident of the decision, in writing, no later than June 15 of the current school year.
- c. Approval of enrollment shall be based on availability of space in the schools; the Superintendent shall review the availability of space on an annual basis.
- d. A contract for educational services must be signed.
- e. Enrollment can begin anytime during the school year. Tuition will be billed on a prorated basis.

- f. By August 1 preceding the new school year, all nonresident will be billed by the Business Office at the rates established prior to the end of the school year. Payment is due to the Business Office no later than the last Friday prior to the opening of school for students. If this payment is not received in a timely fashion, interest will be charged at a rate of 1% per month until payment is received. If payment is not received by the last Friday in January, the nonresident will be required to meet with the Superintendent to explain the reason for nonpayment. Within three days of that meeting, the Superintendent will issue, in writing, the decision concerning the continued enrollment of the non-resident student(s).
- g. Tuition will cover only the typical costs associated with an education in the Ridgewood School District. Any extraordinary costs will be borne 100% by the parent(s)/guardian(s). Examples of extraordinary costs include, but are not limited to, fees for OT/PT, aides, out-of-district tuition and transportation, etc. If a child's IEP can be reasonably accommodated, it will be provided by the District, however, if the IEP requires the hiring of additional staff or services not already offered by the District, the costs will be borne 100% by the parent/guardian.
- h. Tuition for non-resident parent(s)/guardian(s) shall be assessed at the Board approved out-of-district tuition rate.
- i. Responsibility for pupil transportation shall be assumed by the parent(s)/guardian(s).
- j. All discipline and other pupil records from a student's prior school shall be reviewed; the Superintendent and/or Board of Education may deny enrollment based on the discipline record of a non-resident student.
- k. The continued enrollment of any nonresident student, shall be contingent upon the student's maintenance of good standards of citizenship and discipline. Infractions of the student code of conduct may result in immediate disenrollment from the school district.

Children of District Employees

Children of nonresident permanent, salaried staff members of the Board of Education may be admitted to the schools of the district at a tuition rate, set annually by the Board of Education prior to the end of the school year, upon the recommendation of the Superintendent and the approval of the Board.

- a. A written request for permission to enroll a child of a nonresident staff member, including school preference, must be submitted to and approved in writing by the Superintendent at least thirty (30) days prior to admittance.
- b. Annually, the nonresident staff member must submit a letter to the Superintendent requesting their child to be approved for admittance in the district in the subsequent school year. All such letters must be received by the Superintendent by May 15 of the current school year in order for the child to be considered for admittance in the following school year. The Superintendent will notify the nonresident staff member of the decision, in writing, no later than June 15 of the

current school year.

- c. Approval of enrollment shall be based on availability of space in the schools; the Superintendent shall review the availability of space on an annual basis.
- d. A contract for educational services must be signed.
- e. Enrollment can begin anytime during the school year. Tuition will be billed on a prorated basis.
- f. By August 1 preceding the new school year, all nonresident staff members will be billed by the Business Office at the rates established , prior to the end of the school year. Payment is due to the Business Office no later than the last Friday prior to the opening of school for students. If this payment is not received in a timely fashion, interest will be charged at a rate of 1% per month until payment is received. If payment is not received by the last Friday in January, the nonresident staff member will be required to meet with the Superintendent to explain the reason for nonpayment. Within three days of that meeting, the Superintendent will issue, in writing, his decision concerning the continued enrollment of the staff member's child(ren).
- g. Tuition will cover only the typical costs associated with an education in the Ridgewood School district. Any extraordinary costs will be borne 100% by the employee. All district employees, even those district employees hired prior to June 30, 2022, shall pay 100% for any extraordinary costs including, but are not limited to, fees for OT/PT, aides, out-of- district tuition and transportation, etc. If a child's IEP can be reasonably accommodated, it will be provided by the district, however, if the IEP requires the hiring of additional staff or services not already offered by the district, the costs will be borne 100% by the employee.
- h. Tuition for children of any district employee hired after June 30, 2022 shall be assessed at 35% of the Board approved out-of-district tuition rate.
- i. Responsibility for pupil transportation shall be assumed by the employee.
- j. All discipline and other pupil records from a student's prior school shall be reviewed; the Superintendent and/or Board of Education may deny enrollment based on the discipline record of a non-resident student.
- k. This benefit shall not interfere with the before or after school responsibilities of the employee.
- l. The continued enrollment of any nonresident pupil, including that of the child of a staff member, shall be contingent upon the pupil's maintenance of good standards of citizenship and discipline. Infractions of the student code of conduct may result in immediate disenrollment from the school district.

Home Construction

Families domiciled in the school district for a minimum of 12 months and attending the Ridgewood Public Schools prior to major home renovations where the family must vacate the premises, must obtain Board of Education approval to continue attending the district schools free of charge for a period of 18 months with proof of building permits/documentation. After 18 months, a one-time extension for a period of 6 months can be obtained and will necessitate additional proof of building status and progress. The Board of Education will assess tuition for students after the initial 24-month period. The Board of Education will require proof of occupancy when residence is reoccupied.

F-1 and J-1 Visa Students

The school district is not required to, but may permit the attendance of F-1 and J-1 Visa students into the school district only with the payment of full tuition and a signed tuition contract. The district may require advance payment of full tuition before providing the requested I-20 Form, in accordance with the provisions of Federal regulation 8 CFR 214.3. An F-1 Visa is granted to a foreign student through an application process that must include, but is not limited to, signed approval by the receiving school district exhibiting the receiving school district will accept the foreign student for enrollment and the foreign student's proof of financial means to pay the full tuition to the receiving school district for the academic year. The host family must be domiciled in the school district and shall submit a request to the Superintendent of Schools with supporting documentation as determined by the Superintendent or designee. A student with an F-1 or J-1 Visa must be approved by the Board for attendance in the school district. The student's continued attendance in the school district shall be conditioned on a satisfactory attendance and disciplinary record.

N.J.S.A. 18A:38-1 et seq; 18A:38-3; 18A:38-3.1

N.J.A.C. 6A:14-3.3; 6A:17-2.1 et seq.; 6A:22-2.1 et seq. 8 CFR 214.3

Adopted: 7 December 2009

Revised: 19 July 2010

Revised: 18 March 2013

Revised: 26 August 2013

Revised: 27 January 2014

Revised: 18 July 2016

Revised: 6 March 2017

Revised: 01 April 2019

Revised: 05 October 2020

Revised:

FIELD TRIPS FOR APPROVAL

January 10, 2022

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
1/15/22	RHS	First Tech Challenge, Dwight Morrow Academies, Englewood, NJ	15 FTC Robotics Club Memebers	2	0	\$0	\$349.05 (driver)	Yes	Yes
1/16/22	RHS	Greenway Market, Ridgewood, NJ	20 DECA Members	3	0	\$0	\$0	No	Yes
2/3/22	RHS	Metropolitan Musesum of Art, New York, NY	56 AHLISA Students	4	0	\$0	\$0	Yes	Yes
2/3/22	RHS	Bergen Academies, Hackensack, NJ	Up to 15 Model UN Members	0	0	\$0	\$80.34 (driver)	Yes	Yes
2/4/22	RHS	Bergen Academies, Hackensack, NJ	Up to 15 Model UN Members	0	0	\$0	\$80.34 (driver)	Yes	Yes
2/5/22	RHS	International Championship of High School A Capella Mid-Atlantic Quarterfinal, Neptune City, NJ	38 Members of AcaBellas, Maroon Men and Rhapsodies A Capella Groups	4	0	\$0	\$1,095 (bus)	Yes	Yes
2/25/22	Hawes	Buehler Challenger Center, Paramus, NJ	70 5th Grade Students	8	1 sub nurse	\$170	\$170 (sub nurse)	Yes	Yes
2/27/22 - 3/2/22	RHS	DECA States, Harrah's Resort, Atlantic City, NJ	2 DECA Members	2	0	\$0	\$97.50 (mileage)	Yes	Yes
2/28/22 - 3/2/22	RHS	DECA States, Harrah's Resort, Atlantic City, NJ	130 DECA Members	12	0	\$0	\$0	Yes	Yes
3/4/22	Ridge	New Jersey Performing Arts Center, Newark, NJ	65 3rd Grade Students	5	1/2 day sub teacher	\$58	\$57.50 (sub teacher)	No	Yes
4/6/22	Willard	Fort Lee Historic Park, Fort Lee, NJ	21 5th Grade Students	4	1 sub nurse	\$170	\$170 (sub nurse)	Yes	Yes

4/22/22	Willard	Fort Lee Historic Park, Fort Lee, NJ	22 5th Grade Students	4	0	\$0	\$0	Yes	Yes
4/22/22	Somerville	Liberty Science Center, Jersey City, NJ	75 5th Grade Students	15	1 sub nurse	\$170	\$170 (sub nurse)	Yes	Yes
4/28/22	Willard	Fort Lee Historic Park, Fort Lee, NJ	20 5th Grade Students	3	0	\$0	\$0	Yes	Yes
4/29/22	Willard	Fort Lee Historic Park, Fort Lee, NJ	22 5th Grade Students	4	0	\$0	\$0	Yes	Yes
6/15/22	Willard	Graydon Pool, Ridgewood	85 5th Grade Students	14	1 sub nurse	\$170	\$170.00	Yes	Yes

HS Sport	Level	Fee
Baseball	ALL	\$ 120.00
Basketball	ALL	\$ 120.00
Basketball (JV/Varisty)		\$ 220.00
Basketball (9th/JV/Varisty)		\$ 315.00
Field Hockey	ALL	\$ 120.00
Football (game only)	Varisty	\$ 225.00
Football (game only)	Sub varsity	\$ 175.00
Football (w/ prep - early arrival and pregame taping)	Varisty	\$ 375.00
Gymnastics-Duel Meet	ALL	\$ 150.00
Gymnastics-Invitational	ALL	\$ 55.00/HR/AT
Ice Hockey	ALL	\$ 120.00
Indoor Track	ALL	\$ 275.00
Lacrosse	ALL	\$ 120.00
Outdoor Track	ALL	\$ 275.00
Soccer	ALL	\$ 120.00
Softball	ALL	\$ 120.00
Swimming	ALL	\$ 160.00
Tennis (match)	ALL	\$ 160.00
Tennis (Tournament)	ALL	\$ 55.00/HR/AT
Volleyball (Single Match)		\$ 120.00
Volleyball (JV/V)		\$ 220.00
Volleyball (9th/JV/V)		\$ 315.00
Wrestling (Single)		\$ 120.00
Wrestling (Single JV/Varsity)		\$ 185.00
Wrestling (Tri)		\$ 335.00
Wrestling (Quad)		\$ 375.00
XC	ALL	\$ 170.00
Athletic Training-Practices only	HIGH SCHOOL	\$55/HR (3 hr Minimum)

Middle School Sports

ALL

\$100

POLICY

RIDGEWOOD BOARD OF EDUCATION

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2425 EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM

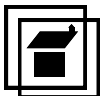
The Board of Education is committed to providing a high quality educational program, virtually or remotely, in the event a school or the schools of the district are required to close for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure. The district's virtual or remote program of instruction shall be in accordance with N.J.S.A. 18A:7F-9.

In the event the school district is required to close a school or the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure, the Commissioner of Education shall allow the district to apply to the 180-day requirement established pursuant to N.J.S.A. 18A:7F-9, one or more days of virtual or remote instruction provided to students on the day or days the schools of the district were closed if the program of virtual or remote instruction meets such criteria as may be established by the Commissioner Education.

The Superintendent of Schools shall submit, with Board approval, the school district's program of virtual or remote instruction to the Commissioner of Education by no later than October 29, 2021 and annually thereafter.

A day of virtual or remote instruction, if instituted under the district's Commissioner of Education's approved program of virtual or remote instruction, shall be considered the equivalent of a full day of school attendance for the purposes of meeting State and local graduation requirements, the awarding of course credit, and other such matters as determined by the Commissioner of Education.

Any district program of virtual or remote instruction implemented for the general education students shall provide the same educational opportunities to students with disabilities. Special education and related services, including speech language services, counseling services, physical therapy, occupational therapy, and behavioral services, may be delivered to students with disabilities through the use of electronic communication or a virtual or online platform and as required by the student's Individualized Education Program (IEP), to the greatest extent practicable.



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In the event the State or local health department determines it is advisable to close or mandates closure of the schools of the district due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure, the Superintendent shall have the authority to implement the school district's program of virtual or remote instruction. The Superintendent shall consult with the Board prior to such decision, if practicable. The Superintendent shall ensure that students, parents, staff, and the Board are informed promptly of the Superintendent's decision.

Nothing in N.J.S.A. 18A:7F-9 and this Policy shall be construed to limit, supersede or preempt rights, privileges, compensation, remedies, and procedures afforded to public employees or a collective bargaining unit under Federal or State law or any provision of a collective bargaining agreement entered into by the school district.

In the event of the closure of a school or the schools of the district due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure for a period longer than three consecutive school days:

1. District employees shall be entitled to compensation, benefits, and emoluments pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(1) and (2).
2. The district shall continue to make payments of benefits, compensation, and emoluments pursuant to the terms of a contract with a contracted service provider in effect on the date of the closure as if the services for such benefits, compensation, and emoluments had been provided, and as if the school facilities had remained open pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(3).
3. The district shall be obligated to make payments for benefits, compensation, and emoluments and all payments required pursuant to N.J.S.A. 18A:6-51 et seq., to an educational services commission, county special services school district, and a jointure commission, and under any shared services agreement and cooperative contract entered into with any other public entity pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(4).
4. An educational services commission, county special services school district, and a jointure commission shall continue to make payments of benefits, compensation, and emoluments pursuant to the terms of a contract with a contracted service provider or a shared services agreement in effect on the date of the closure as if the services for such benefits, compensation, and emoluments had been provided, and as if the school facilities had remained open pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(4).



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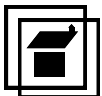
The provisions of N.J.S.A. 18A:7F-9.e.(1) through (4) shall not apply to any employee whose weekly hours of work are reduced, and to whom unemployment benefits are provided, pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq. A contracted service provider, educational services commission, county special services school district, or jointure commission shall notify the district with which it has entered into a contract to provide services of its intent to reduce the hours of work of its employees pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq.

1. Notwithstanding the provisions of N.J.S.A. 18A:7F-9.e.(3), if a contracted service provider reduces the amount that it pays to its employees providing services to a school district, and that reduction is the result of a reduction of workhours of those employees made pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq., then the amount paid by the district to the contracted service provider shall be reduced by the same amount.
2. Notwithstanding the provisions of N.J.S.A. 18A:7F-9.e.(4), if an educational services commission, county special services school district, or jointure commission reduces the amount that it pays to its employees providing services to a school district, and that reduction is the result of a reduction of workhours of those employees made pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq., then the amount paid by the district to the educational services commission, county special services school district, or jointure commission shall be reduced by the same amount.

This Policy may be revised as necessary by the Superintendent in accordance with N.J.S.A. 18A:7F-9. The school district's emergency virtual or remote instruction program shall be available on the school district's website.

N.J.S.A. 18A:7F-9

Adopted:



POLICY

RIDGEWOOD BOARD OF EDUCATION

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Sexual Harassment of
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5751 SEXUAL HARASSMENT OF STUDENTS

The Board of Education will not tolerate sexual harassment of students by school employees, other students, or third parties. Sexual harassment of students is a form of prohibited sex discrimination. In accordance with Title IX of the Education Amendments of 1972 and the Code of Federal Regulations (CFR), 34 CFR §106, the school district adopts this Policy and implement practices to investigate and resolve allegations of sexual harassment of students engaged in by school employees, other students, or third parties pursuant to 34 CFR §106.3(c). In addition, reports of sexual harassment shall also be investigated in accordance with the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

For the purposes of Policy 5751 and in accordance with 34 CFR §106:

1. "Sexual harassment" (34 CFR §106.30(a)) means conduct on the basis of sex that satisfies one or more of the following:
 - a. An employee of the school district conditioning the provision of an aid, benefit, or service of the school district on a student's participation in unwelcome sexual conduct;
 - b. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the school district's education program or activity; or
 - c. "Sexual assault" as defined in 20 U.S.C. §1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. §12291(a)(10), "domestic violence" as defined in 34 U.S.C. §12291(a)(8), or "stalking" as defined in 34 U.S.C. §12291(a)(30).

Sexual harassment may take place electronically or on an online platform used by the school, including, but not limited to, computer and internet networks; digital platforms; and computer hardware or software owned or operated by, or used in the operations of the school.

In accordance with 34 CFR §106.8(a), any person may report sex discrimination, including sexual harassment using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.

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A school district with “actual knowledge” of sexual harassment in the educational program or activity of the school district against a student, must respond promptly in a manner that is not “deliberately indifferent”.

Any school employee who receives a complaint of sexual harassment or is aware of behavior that could constitute sexual harassment is required to report that information to the Title IX Coordinator in accordance with the provisions of 34 CFR §106.8(a) and B.1. of Regulation 5751. The district must report any potential child abuse in accordance with N.J.S.A. 18A:36-24; N.J.S.A. 18A:36-25; N.J.A.C. 6A:16-11.1; and Policy and Regulation 8462.

The Title IX Coordinator shall notify persons entitled to a notification pursuant to 34 CFR §106.8(a)(1) that the school district does not discriminate on the basis of sex in the education program or activity that it operates, and that it is required by Title IX and Policy and Regulation 5751 not to discriminate in such a manner in accordance with 34 CFR §106.8(b)(1).

The Title IX Coordinator shall prominently display the contact information required to be listed for the Title IX Coordinator pursuant to 34 CFR §106.8(b)(2)(i) on the school district’s website and in each handbook or catalog the school district makes available to persons entitled to a notification in accordance with 34 CFR §106.8(a). Policy and Regulation 5751 shall be prominently displayed on the district’s website and accessible to anyone.

Supportive measures shall be available to the Complainant, Respondent, and as appropriate, witnesses or other impacted individuals.

The school district shall use the grievance process outlined in 34 CFR §106.45 and Regulation 5751 to address formal complaints of sexual harassment. The school district shall offer both parties an appeal process as outlined in 34 CFR §106.45 and Regulation 5751 from a determination regarding responsibility for sexual harassment and from the Title IX Coordinator’s dismissal of a formal complaint or any allegations of sexual harassment.

The Title IX Coordinator shall be responsible for effective implementation of any remedies in accordance with 34 CFR §106.45(b)(7)(iv). The appropriate school official designated by the Superintendent, after consultation with the Title IX Coordinator, will determine sanctions imposed and remedies provided, if any.

Consistent with the laws of New Jersey a student’s parent must be permitted to exercise the rights granted to their child under this Policy, whether such rights involve requesting supportive measures, filing a formal complaint, or participating in a grievance process.

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The Superintendent or designee shall ensure that Title IX Coordinators, investigators, decision-makers, appeal officer, and any person who facilitates an informal resolution process, receive training in accordance with 34 CFR §106.45(b)(1)(iii).

The school district or any employee of the school district shall not intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or Policy 5751, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this Policy, in accordance with 34 CFR §106.71(a).

The school district shall maintain for a period of seven years records in accordance with the requirements of 34 CFR §106.45(b)(10). For each school district response to sexual harassment required under 34 CFR §106.44, the school district shall create and maintain for a period of seven years, records in accordance with 34 CFR §106.45(b)(10).

The Superintendent or designee shall consult with the Board Attorney to ensure the school district's response to allegations of sexual harassment and the school district's grievance process are in accordance with 34 CFR §106.44 and 34 CFR §106.45.

Any time a report is made to the Title IX Coordinator or formal complaint is filed pursuant to this Policy and in accordance with 34 CFR §106, the Title IX Coordinator shall forward the report or complaint to the Principal of the school building attended by the alleged victim for the Principal to follow the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

34 CFR §106

United States Department of Education, Office for Civil Rights – Questions and Answers on the Title IX Regulations on Sexual Harassment (July 20, 2021)

Adopted:



REGULATION

NEW DISTRICT BOARD OF EDUCATION

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R 5751 SEXUAL HARASSMENT OF STUDENTS

The Board of Education will not tolerate sexual harassment of students by school employees, other students, or third parties. The school district shall investigate and resolve allegations of sexual harassment of students engaged in by school employees, other students, or third parties pursuant to 34 CFR §106.3(c) and Policy and Regulation 5751. In addition, reports of sexual harassment shall also be investigated in accordance with the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

A. Definitions

1. For the purpose of Policy and Regulation 5751 and in accordance with 34 CFR §106:
 - a. "Sexual harassment" (34 CFR §106.30(a)) means conduct on the basis of sex that satisfies one or more of the following:
 - (1) An employee of the school district conditioning the provision of an aid, benefit, or service of the school district on a student's participation in unwelcome sexual conduct;
 - (2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the school district's education program or activity; or
 - (3) "Sexual assault" as defined in 20 U.S.C. §1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. §12291(a)(10), "domestic violence" as defined in 34 U.S.C. §12291(a)(8), or "stalking" as defined in 34 U.S.C. §12291(a)(30).
 - b. "Complainant" (34 CFR §106.30(a)) means a student currently enrolled who is alleged to be the Complainant of conduct that could constitute sexual harassment.
 - (1) A parent may act on behalf of the Complainant in accordance with State law, court orders, child custody arrangements, or other sources granting legal rights to parents.



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- (2) A parent has a legal right to act on a Complainant's behalf, this right applies throughout all aspects of the Title IX matter, including throughout the grievance process.
- c. "Decision-maker" (34 CFR §106.45(b)(7)) means a staff member(s) who is not the Title IX Coordinator or the school staff member who conducted the investigation, designated by the Superintendent of Schools, to objectively evaluate the relative evidence and reach conclusions about whether the Respondent is responsible for the alleged sexual harassment in accordance with the provisions of 34 C.F.R. 106.
- d. "Education program or activity" (34 CFR §106.44(a)) includes locations, events, or circumstances over which the school district exercises substantial control over both the Respondent and the context in which the sexual harassment occurs.
- e. "Formal complaint" (34 CFR §106.30(a)) means a document filed by a Complainant or signed by the Title IX Coordinator alleging sexual harassment against a Respondent and requesting that the school district investigate the allegation of sexual harassment. As used in this definition paragraph, the phrase "document filed by a Complainant" means a document or electronic submission (such as by electronic mail or through an online portal provided for this purpose by the school district) that contains the Complainant's physical or digital signature, or otherwise indicates that the Complainant is the person filing the formal complaint.
- f. "Investigator" (34 CFR §106.45(b)(5)) means a staff member or staff members who may be the Title IX Coordinator and who is not a decision-maker, designated by the Superintendent of Schools, to investigate alleged sexual harassment in accordance with 34 CFR §106. The investigator may be the school district's Affirmative Action Officer only if the Affirmative Action Officer is not the decision-maker.
- g. "Program or activity" and "program" (34 CFR §106.2(h)(2)(ii)) means all of the operations of a local educational agency (as defined in 20 U.S.C. §8801), system of vocational education, or other school system.
- h. "Respondent" (34 CFR §106.30(a)) means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.



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- (1) A parent may act on behalf of the Respondent in accordance with State law, court orders, child custody arrangements, or other sources granting legal rights to parents.
 - (2) If a parent has a legal right to act on a Respondent's behalf, this right applies throughout all aspects of the Title IX matter, including throughout the grievance process.
 - i. "Title IX Coordinator" (34 CFR §106.8(a)) means an individual designated and approved by the Board to coordinate its efforts to comply with its responsibilities under 34 C.F.R. 106 and this Policy. The individual must be referred to as the "Title IX Coordinator" and may also be the investigator but cannot be the decision-maker.
- B. Reporting and Notification Requirements**
1. Sexual harassment may take place electronically or on an online platform used by the school, including, but not limited to, computer and internet networks; digital platforms; and computer hardware or software owned or operated by, or used in the operations of the school.
 2. In accordance with 34 CFR §106.8(a), any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.
 - a. Such a report may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address listed for the Title IX Coordinator.
 3. A school district with "actual knowledge" of sexual harassment in the educational program or activity of the school district against a student, must respond promptly in a manner that is not "deliberately indifferent".
 - a. The school district has "actual knowledge" when an employee receives a complaint of sexual harassment or an employee is aware of behavior that could constitute sexual harassment.



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- (1) Any school employee who receives a complaint of sexual harassment or is aware of behavior that could constitute sexual harassment is required to report that information to the Title IX Coordinator in accordance with the provisions of B.1. above.
- (2) In addition to the district's response in accordance with this Regulation, the district must report any potential child abuse to appropriate law enforcement and child welfare authorities in accordance with N.J.S.A. 18A:36-24; N.J.S.A. 18A:36-25; N.J.A.C. 6A:16-11.1; and Policy and Regulation 8462.
 - b. A school district is "deliberately indifferent" only if the response to sexual harassment is clearly unreasonable in light of the known circumstances, pursuant to 34 CFR §106.44(a).
4. The district is required to offer supportive measures to the Complainant even if the Respondent ceased being enrolled or employed by the district prior to the filing of a formal complaint.
 - a. If the Respondent ceases to be enrolled in or employed by the district after a formal complaint is filed, the district may dismiss the complaint, but must still offer supportive measures to the Complainant pursuant to 34 CFR §106.45(b)(3)(ii).
5. The Title IX Coordinator shall notify persons entitled to a notification pursuant to 34 CFR §106.8(a) that the school district does not discriminate on the basis of sex in the education program or activity it operates and it is required by Title IX and Policy and Regulation 5751 not to discriminate in such a manner in accordance with 34 CFR §106.8(b)(1).
6. The Title IX Coordinator shall prominently display the contact information required to be listed for the Title IX Coordinator pursuant to 34 CFR §106.8(b)(2)(i) on the school district's website and in each handbook or catalog the school district makes available to persons entitled to a notification in accordance with 34 CFR §106.8(a).
 - a. Policy 5751 and this Regulation shall be prominently displayed on the district's website and accessible to anyone.



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C. Supportive Measures

1. **“Supportive measures” mean non-disciplinary, non-punitive, individualized services offered as appropriate, as reasonably available, and without fee or charge to the Complainant or the Respondent before or after the filing of a formal complaint or where no formal complaint has been filed pursuant to 34 CFR §106.30(a).**
2. **Supportive measures shall be available to the Complainant, Respondent, and as appropriate, witnesses or other impacted individuals.**
3. **The Title IX Coordinator shall maintain consistent contact with the parties to ensure that safety, emotional and physical well-being are being addressed.**
4. **Generally, supportive measures are meant to be short-term in nature and will be re-evaluated on a periodic basis.**
 - a. **To the extent there is a continuing need for supportive measures after the conclusion of the resolution process, the Title IX Coordinator will work with appropriate school district resources to provide continued assistance to the parties.**

D. Grievance Process

1. **The school district will use the grievance process outlined in 34 CFR §106.45 and this Regulation to address formal complaints of sexual harassment.**
2. **Parents, students, unions and associations, and staff members shall receive notice of the grievance procedures and the Title IX Coordinator’s name or title, office, address, email address, and telephone number in accordance with 34 CFR §106.8(a).**
3. **The school district’s grievance process may, but need not, provide for a hearing pursuant to 34 CFR §106.45(b)(6)(ii).**
4. **The school district may not require as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, waiver of the right to an investigation and adjudication of formal complaints of sexual harassment consistent with 34 CFR §106.45(b)(9).**



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5. **The school district may not require the parties to participate in an informal resolution process regarding a Title IX claim and may not offer an informal resolution process unless a formal complaint is filed pursuant to 34 CFR §106.45(b)(9).**
6. **The Title IX Coordinator must promptly contact the Complainant in accordance with 34 CFR §106.44(a).**
7. **In response to a formal complaint, the school district will follow a grievance process that complies with 34 CFR §106.45.**
 - a. **Upon receipt of a formal complaint, the Title IX Coordinator shall provide written notice to the parties who are known in accordance with 34 CFR §106.45(b)(2)(i).**
 - b. **The Title IX Coordinator shall provide the investigator with a copy of the formal complaint if the Title IX Coordinator is not the investigator.**
 - c. **The investigator shall investigate the allegations contained in a formal complaint pursuant to 34 CFR §106.45(b).**
8. **The investigator shall create an investigative report in accordance with the provisions of 34 CFR §106.45(b)(5)(vii).**
 - a. **The investigator will attempt to collect all relevant information and evidence.**
 - b. **While the investigator will have the burden of gathering evidence, it is crucial that the parties present evidence and identify witnesses to the investigator so that they may be considered during the investigation.**
 - c. **While all evidence gathered during the investigative process and obtained through the exchange of written questions will be considered, the decision-maker may in their discretion grant lesser weight to last minute information or evidence introduced through the exchange of written questions that was not previously presented for investigation by the investigator.**



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- d. **To the greatest extent possible, and subject to Title IX, the school will make reasonable accommodations in an investigation to avoid potential re-traumatization of a student.**
 - e. **The investigative report shall be provided to the decision-maker in accordance with the provisions of 34 CFR §106.45(b)(6)(ii).**
9. **The decision-maker, who cannot be the same person as the Title IX Coordinator or the investigator, shall issue a written determination regarding responsibility pursuant to 34 CFR §106.45(b)(7).**
- a. **To reach this determination, the decision-maker will apply the preponderance of the evidence standard, which shall be the same standard of evidence for formal complaints against students as for formal complaints against employees, including faculty, and apply the same standard of evidence to all formal complaints of sexual harassment pursuant to 34 CFR §106.45(b)(1)(vii).**
 - b. **The decision-maker will facilitate a written question and answer period between the parties.**
 - (1) **Each party may submit their written questions for the other party and witnesses to the decision-maker for review.**
 - (2) **The questions must be relevant to the case and the decision-maker will determine if the questions submitted are relevant and will then forward the relevant questions to the other party or witnesses for a response.**
 - (3) **The decision-maker shall then review all the responses, determine what is relevant or not relevant, and issue a decision as to whether the Respondent is responsible for the alleged sexual harassment.**



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- (4) **The decision-maker will issue a written determination following the review of evidence. The written determination will include:**
 - (a) **Identification of allegations potentially constituting sexual harassment as defined in Policy and Regulation 5751 and 34 CFR §106.30;**
 - (b) **A description of the procedural steps taken from the receipt of the complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, and methods used to gather evidence;**
 - (c) **Findings of fact supporting the determination, conclusions regarding the application of this formal grievance process to the facts; and**
 - (d) **A statement of and rationale for the result as to each allegation, including any determination regarding responsibility, any disciplinary sanctions the decision-maker imposed on the Respondent that directly relate to the Complainant, and whether remedies designed to restore or preserve equal access to the school's education program or activity will be provided to the Complainant; and procedures and permissible bases for the parties to appeal the determination.**
- (5) **The written determination will be provided to the parties simultaneously.**
- (6) **Notwithstanding a temporary delay of the grievance procedure or the limited extension of the grievance procedure time frames with good cause, the written determination shall be provided within sixty calendar days from receipt of the Complaint.**
 - (a) **The sixty calendar day time frame does not include the appeal process.**



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- (7) Remedies and supportive measures that do not impact the Respondent should not be disclosed in the written determination; rather the determination should simply state that remedies will be provided to the Complainant.

E. Appeals

1. The school district will offer both parties an appeal from a determination regarding responsibility, and from the Title IX Coordinator's dismissal of a formal complaint or any allegations therein in accordance with 34 CFR §106.45(b)(8)(i).
2. As to all appeals, the school district will comply with the requirements of 34 CFR §106.45(b)(8).
3. The Superintendent shall designate an appeal officer for each appeal filed.
 - a. The appeal officer shall not be the same person as the decision-maker that reached the determination regarding responsibility or dismissal, the investigator, or the Title IX Coordinator in accordance with 34 CFR §106.45(b)(8)(iii)(B).
4. The Complainant and Respondent shall have an equal opportunity to appeal the policy violation determination and any sanctions.
5. The school district shall administer the appeal process, but is not a party and will not advocate for or against any appeal.
6. A party may appeal only on the following grounds and the appeal shall identify the reason(s) why the party is appealing:
 - a. There was a procedural error in the hearing process that materially affected the outcome;
 - (1) Procedural error refers to alleged deviations from school district policy, and not challenges to policies or procedures themselves;
 - b. There is new evidence that was not reasonably available at the time of the hearing and that could have affected the outcome;



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- c. **The decision-maker had a conflict of interest or bias that affected the outcome;**
 - d. **The determination regarding the policy violation was unreasonable based on the evidence before the decision-maker;**
 - (1) **Appealing on this basis is available only to a party who participated in the hearing; and**
 - e. **The sanctions were disproportionate to the hearing officer's findings.**
- 7. **The appeal must be submitted in writing to the Title IX Coordinator within ten calendar days following the issuance of the notice of determination.**
 - 8. **The appeal must identify the ground(s) for appeal and contain specific arguments supporting each ground for appeal.**
 - 9. **The Title IX Coordinator shall notify the other party of the appeal, and that other party shall have an opportunity to submit a written statement in response to the appeal, within ten calendar days.**
 - 10. **The Title IX Coordinator shall inform the parties that they have an opportunity to meet with the appeal officer separately to discuss the proportionality of the sanction.**
 - 11. **The appeal officer shall decide the appeal considering the evidence presented at the hearing, the investigation file, and the appeal statements of both parties.**
 - 12. **In disproportionate sanction appeals, input the parties provided during the meeting may also be considered.**
 - 13. **The appeal officer shall summarize their decision in a written report that will be sent to the Complainant and Respondent within twenty calendar days of receiving the appeal.**
- F. Remedies**
- 1. **The Title IX Coordinator shall be responsible for effective implementation of any remedies in accordance with 34 CFR §106.45(b)(7)(iv).**



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2. Following receipt of the written determination from the decision-maker, the Title IX Coordinator will facilitate the imposition of sanctions, if any, the provision of remedies, if any, and to otherwise complete the formal resolution process.
 3. The appropriate school official designated by the Superintendent, after consultation with the Title IX Coordinator, will determine the sanctions imposed and remedies provided, if any.
 - a. The imposition of sanctions or provisions of remedies will be revisited by the Title IX Coordinator following the appeal officer's decision, as appropriate.
 4. The Title IX Coordinator must provide written notice to the parties simultaneously.
 5. The school district must disclose to the Complainant the sanctions imposed on the Respondent that directly relate to the Complainant when such disclosure is necessary to ensure equal access to the school district's education program or activity.
 6. It is important to note that conduct that does not meet the criteria under Title IX may violate other Federal or State laws or school district policies regarding student misconduct or may be inappropriate and require an immediate response in the form of supportive measures and remedies to prevent its recurrence and address its effects.
- G. Parent Rights
1. Consistent with the laws of New Jersey, a student's parent must be permitted to exercise the rights granted to their child under Policy and Regulation 5751, whether such rights involve requesting supportive measures, filing a formal complaint, or participating in a grievance process.
 2. A student's parent must also be permitted to accompany the student to meetings, interviews, and hearings, if applicable, during a grievance process in order to exercise rights on behalf of the student.
 3. The student may have an advisor in addition to the parent.



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H. Training

The Superintendent or designee shall ensure that Title IX Coordinators, investigators, decision-makers, appeal officers, and any person who facilitates an informal resolution process, receive training in accordance with 34 CFR §106.45(b)(1)(iii).

I. Compliance

The Superintendent or designee shall consult with the Board Attorney to ensure the school district's response to any allegations of sexual harassment and the school district's grievance process are in accordance with 34 CFR §106.44 and 34 CFR §106.45.

J. Requirements of New Jersey's Anti-Bullying Bill of Rights Act

Any time a report is made to the Title IX Coordinator or formal complaint is filed pursuant to Policy and Regulation 5751 and in accordance with 34 CFR §106, the Title IX Coordinator shall forward the report or complaint to the Principal of the school building attended by the alleged victim for the Principal to follow the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.



Adopted:

Revised:



**BOARD OF EDUCATION
Education Center
49 Cottage Place, Ridgewood, New Jersey
EXECUTIVE SESSION AGENDA**

January 31, 2022

6:00 p.m.

I. Legal Updates

Dr. Gorman



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

January 31, 2022

Regular Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 13107450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 13107450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- I. **CALL TO ORDER AND ROLL CALL** **Ms. Kwak**
- II. **FLAG SALUTE AND PLEDGE OF ALLEGIANCE** **Ms. Kwak**
- III. **OPENING STATEMENT BY PRESIDING OFFICER** **Ms. Kwak**
- IV. **PRESENTATIONS** **Dr. Gorman**
- A. **Recognition of Retirees**
- Anna Lynn Esposito, Benjamin Franklin Middle School
 - Courtney Pfeiffer, Benjamin Franklin Middle School
 - Linda Rothschild, Benjamin Franklin Middle School
 - Margaret Quinlan, Ridge Elementary School
 - Gregory McDonald, Ridgewood High School
 - Margaret Schaeffer, Ridgewood High School
 - Silvia Acosta, Hawes Elementary School
- B. **Student Representative Report**
- Norah Train, Ridgewood High School
- V. **COMMENTS FROM THE PUBLIC** **Ms. Kwak**
- VI. **PRESENTATIONS** **Dr. Gorman**
- A. **ELA Initiative: Tell Me Your Story**
- Susan Nold
- VII. **SUPERINTENDENT REPORT** **Dr. Gorman**
- VIII. **CONSENT ITEMS: REGULAR AND ROUTINE ISSUES** **Dr. Gorman**
- A. **ATTENDANCE AT CONFERENCES**
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on **Attachment A**.
- B. **ADMINISTRATION**
- i. **Approval: Receipt of Suspension and Harassment, Intimidation, and Bullying (HIB) Reports**
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges it has received confidential information regarding suspensions and investigations of HIB reports that have occurred since the last Board meeting.
- ii. **Approval: Second Reading and Adoption of Revised Policy**
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the second reading and adoption of the revised policy as listed

below and in **Attachment B**.

- Policy 5111 Eligibility of Resident/Nonresident Students

iii. **Approval: First Reading of New and Revised Policies/Regulations**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the first reading of the new/revised policies and regulation as listed below and in **Attachment C**.

New

- Policy 2425 Emergency Virtual or Remote Instruction Program

Revised:

- Policy 5751 Sexual Harassment of Students

C. CURRICULUM & INSTRUCTION

i. **Approval: Field Trips**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment D**.

ii. **Approval: New Community School Courses for Spring 2022**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the New Community School Courses for Spring 2022, as listed on **Attachment E**.

iii. **Approval: Contract for Instructional and Tech Support with TechVision, LLC**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves a contract for instructional and technical support services with TechVision, LLC for a visually impaired student, at the rate of \$120 per hour as specified in the contract for the period December 2021 through June 22, 2022.

The Board has received background information.

D. HUMAN RESOURCES

i. **Appointments**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Teachers

Revision: LEE, Kelly - English (Elective) Teacher (tenure track), Benjamin Franklin Middle School, **from** effective February 4, 2022, or as soon after as possible, through June 30, 2022, pending verification of employment as outlined by Chapter 5, approved by the Board at its meeting on December 6, 2021, **to** effective January 31,

2022, or as soon after as possible, through June 30, 2022. Ms. Lee possesses a NJDOE Standard Certificate as an Elementary School with Subject Matter Specialization: Language Arts/Literacy Specialization in Grades 5-8 and Elementary School Teacher in Grade K-6.

Salary: \$70,742 prorated
Cl. MA, St. 4

Account # 11-130-100-101-03-08-019-000

Revision: LINTNER, Jessica - Leave of Absence Replacement Library Media Specialist (non-tenure track), Orchard Elementary School, **from** effective January 3, 2022, or as soon after as possible, through June 30, 2022, pending verification of employment as outlined by Chapter 5, approved by the Board at its meeting on December 20, 2021, **to** effective January 18, 2022, or as soon after as possible, through June 30, 2022. Ms. Lintner possesses a NJDOE Standard Certificate as an Elementary School Teacher in Grades K-6.

Salary: \$61,642 prorated
Cl. BA, St. 1

Account # 11-000-222-104-00-03-019-000

Revision: ZAMPINO, Erica - Physical Education Teacher (tenure track), Hawes Elementary School, **from** effective January 25, 2022, or sooner, through June 30, 2022, pending verification of employment as outlined by Chapter 5, approved by the Board at its meeting on December 20, 2021, **to** effective March 7, 2022, or sooner, June 30, 2022. Ms. Zampino is pending issuance of an NJDOE Certificate of Eligibility with Advanced Standing as a Teacher of Health and Physical Education. Ms. Zampino will be registered into the NJDOE Provisional Teacher Program.

Salary: \$61,642 prorated
Cl. BA, St. 1

Account # 11-120-100-101-06-02-019-000

Long-term Substitutes

CARR, Deborah - Special Education Teacher, George Washington Middle School, effective June 1, 2022 through June 30, 2022, at a daily rate of \$150, until the assignment ends. Ms. Carr possesses a NJDOE Provisional Certificate as an Elementary School Teacher in Grades K-6 and Provisional Certificate as a Teacher of Students with Disabilities.

Account # 11-213-100-101-00-09-019-000

Revision: SIERRA, Krysta - Kindergarten Teacher, Orchard Elementary School, **from** effective November 10, 2021 through April 6, 2022, approved by the Board at its meeting on November 1, 2021, **to** effective November 10, 2021 through March 31,

2022, at a daily rate of \$150, until the assignment ends. Ms. Sierra possesses a NJDOE Provisional Certificate as a Teacher of Preschool through Grade 3.

Account # 11-110-100-101-11-03-019-000

Field Placements

CHAIKEN, Kamber - William Paterson University, student teaching placement, to shadow Kristen Bodart, Kindergarten Teacher, Hawes Elementary School, effective January 18, 2022 through May 13, 2022.

PETROSKY, Kara - Dominican College, Level II Occupational Therapy, to shadow Laura Murphy, Hawes and Somerville Elementary Schools, effective April 4, 2022 through June 30, 2022.

Classroom Aides

FINN, Kasey - Resource Room Special Education Classroom Aide, Ridge Elementary School, effective February 2, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-213-100-106-00-04-024-001

GAMALATH, Nirosha - Applied Behavior Analyst Aide (ABA), RISE, Glen Elementary School, effective March 1, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account # 11-212-100-106-00-01-024-001

MILLER, Blythe - Applied Behavior Analyst Aide (ABA), Ridge Elementary School, effective February 2, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account # 11-212-100-106-00-04-024-001

PALAMATTOM, Jacobkutty - Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, effective February 2, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account # 11-212-100-106-00-08-024-001

Infant/Toddler Development Center

KONTOS, Emily* - Teacher Assistant - Step I, effective February 1, 2022, or as soon after as possible, through June 30, 2022, 8 hours per day, 5 days per week, at an hourly rate of \$15.00.

Account #62-990-100-106-0062-060-001

VANSCIVER, Kyle - High School/College Aide, effective February 1, 2022, or as soon after as possible, through June 30, 2022, 3 hours per day, 5 days per week, at an hourly rate of \$13.00.

Account #62-990-100-106-00-62-062-001

Spring 2022 Coaching Assignments

As listed on **Attachment F**.

Season Site Manager(s)

Spring Season

- **Currier, Robert:** \$5,000 stipend
- **Lucchesi, Michael:** \$5,000 stipend

RHS Volunteers

Baseball

- **Cardew, Charles**
- **Favieri, Mark**
- **Lowy, Brett**
- **Schnieder, Phil**

Boys Lacrosse

- **Appel, Charles**
- **Jarvis, Ryan**
- **Keating, Colin**
- **Pucci, Zach**
- **Riley, Jack**
- **Thurston, Tom**

Golf

- **Besser, Lauren**
- **Zaino, Gregory**

Ski Bus Chaperones

- **Corcoran, Mark**
- **Langheim, Caren**
- **Langheim, Eric**

Softball

- **Mitola, Candance**

- Skettini, Kelly
- Tucker, Erica

Track & Field

- Cirillo, Tara
- DeVita, Tom
- Ross, Jenn

Ridgewood Community School Employees - Spring Semester 2022

Resolved that the list of individuals listed on **Attachment G**, be approved to work for the Ridgewood Community School for the Spring 2022 Semester. Salary range is \$25-\$75 per hour and/or \$12-\$125 per participant and/or \$65-\$475 per course.

*Related to staff member

iv. Change of Assignments for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 school year, as listed below.

BELISLE, Joel - **from** Self-Contained (LLD) Special Education Classroom Aide, Benjamin Franklin Middle School, 5.75 hours per day, 5 days per week, **to** Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, 3 hours per day, 5 days per week and Self Contained (LLD) Special Education Classroom Aide, Benjamin Franklin Middle School, 2.75 hours per day, 5 days per week, effective February 14, 2022 through June 22, 2022.

From: \$17.50 per hour

To: \$21.23 per hour and \$17.50 per hour

Account # 11-204-100-106-00-08-024-001

Account # 11-000-217-106-00-08-024-001

Revision: CIGOLINI, Lucille - **from** 1.0 FTE Sixth Grade English Teacher, Benjamin Franklin Middle School, **to** 1.20 FTE Sixth Grade English Teacher, Benjamin Franklin Middle School, **from** effective December 6, 2021 through February 3, 2022, approved by the Board at its meeting on December 6, 2021, **to** effective December 6, 2021 through February 2, 2022.

From: \$93,592

Cl. BA, St. 17

To: \$112,310

Cl. BA, St. 17

Account #11-130-100-101-03-08-019-000

Account# 11-130-100-101-08-08-019-000

Revision: DARAKJY, Christa - **from** 1.0 FTE Science Teacher, Ridgewood High School, **to** 1.20 FTE Science Teacher, Ridgewood High School, **from** effective December 13, 2021 through April 15, 2022, approved by the Board at its meeting on December 20, 2021, **to** effective December 13, 2021 through May 3, 2022.

From: \$69,242

Cl. MA, St. 2

To: \$83,090

Cl. MA, St. 2

Account # 11-140-100-101-02-10-019-000

Revision: FEENEY, Lynne - **from** 1.0 FTE Science Teacher, Ridgewood High School, **to** 1.20 FTE Science Teacher, Ridgewood High School, **from** effective December 13, 2021 through April 15, 2022, approved by the Board at its meeting on December 20, 2021, **to** effective December 13, 2021 through May 3, 2022.

From: \$96,192

Cl. MA, St. 16

To: \$115,430

Cl. MA, St. 16

Account #11-140-100-101-02-10-019-000

FUNTSCH, Kaitlyn - **from** 1.0 FTE Special Education Teacher, George Washington Middle School, **to** 1.0 FTE Special Education Teacher and .20 FTE Mathematics Teacher, George Washington Middle School, effective January 25, 2022 through May 2, 2022.

From: \$86,017 (\$85,717 + \$300 CP)

Cl. MA+45, St. 8

To: \$103,160 (\$102,860 + \$300 CP)

Cl. MA+45, St. 8

Account #11-204-100-101-00-09-019-000

Account# 11-130-100-101-01-09-019-000

GARVIN, Natalie - **from** 1.0 FTE Special Education Teacher, George Washington Middle School, **to** 1.0 FTE Special Education Teacher and .20 FTE English Teacher, George Washington Middle School, effective January 25, 2022 through May 2, 2022.

From: \$76,492 (\$76,192 + \$300 CP)

Cl. MA, St. 7

To: \$91,730 (\$91,430 + \$300 CP)

Cl. MA, St. 7

Account #11-204-100-101-00-09-019-000

Account# 11-130-100-101-03-09-019-000

KEPPEL, Katherine - **from** 1.0 Special Education (LLD) Teacher, George Washington Middle School, **to** 1.0 FTE Special Education (LLD) Teacher and .20 FTE English Teacher, George Washington Middle School, effective January 25, 2022 through May 2, 2022.

From: \$86,017 (\$85,717 + \$300 CP)

Cl. MA+45, St. 9

To: \$103,160 (\$102,860 + \$300 CP)

Cl. MA+45, St. 9

Account #11-204-100-101-00-09-019-000

Account# 11-130-100-101-03-09-019-000

Revision: LUO, Miles - **from** 1.0 FTE Biology Teacher, Ridgewood High School, **to** 1.20 FTE Biology Teacher, Ridgewood High School, **from** effective December 13, 2021 through April 15, 2022, approved by the Board at its meeting on December 20, 2021, **to** effective December 13, 2021 through May 3, 2022.

From: \$70,742

Cl. MA, St. 4

To: \$84,890

Cl. MA, St. 4

Account # 11-140-100-101-02-10-019-000

Revision: MAHONEY, Marisa - **from** 1.0 FTE Seventh Grade Guidance Counselor, Benjamin Franklin Middle School, **to** 1.0 FTE Seventh Grade Guidance Counselor and .20 FTE English Teacher, Benjamin Franklin Middle School, **from** effective December 6, 2021 through February 3, 2022, approved by the Board at its meeting on December 6, 2021, **to** effective December 6, 2021 through February 2, 2022.

From: \$97,474 (\$90,817 + \$300 CP + \$6,357 ratio)

Cl. MA+45, St. 12

To: \$115,637 (\$108,980 + \$300 CP + \$6,357 ratio)

Cl. MA+45, St. 12

Account # 11-000-218-104-00-08-019-000

Account # 11-130-100-101-03-08-019-000

Revision: MCCANN, Marisa - **from** 1.0 FTE Sixth Grade English Teacher, Benjamin Franklin Middle School, **to** 1.20 FTE Sixth Grade English Teacher, Benjamin Franklin Middle School, **from** effective December 6, 2021 through February 3, 2022, approved by the Board at its meeting on December 6, 2021, **to** effective December 6, 2021 through February 2, 2022.

From: \$73,492

Cl. MA+30, St. 3

To: \$88,190

Cl. MA+30, St. 3

Account # 11-130-100-101-03-08-019-000

McCARTHY, Martina - **from** Resource Room Special Education Classroom Aide, Ridgewood High School, **to** Permanent Substitute, Glen Elementary School, to be funded by American Rescue Plan ESSER III funds, effective February 2, 2022.

From: \$17.50 per hour

To: \$24.35 per hour

Account # 20-487-100-101-00-01-001-001

Revision: MENZIES, Lauren - **from** 1.0 FTE Special Education English Teacher, Benjamin Franklin Middle School, **to** 1.20 FTE Special Education English Teacher, Benjamin Franklin Middle School, **from** effective December 6, 2021 through February 3, 2022, approved by the Board at its meeting on December 6, 2021, **to** effective December 6, 2021 through February 2, 2022.

From: \$104,982

Cl. MA, St. 18

To: \$125,978

Cl. MA, St. 18

Account # 11-130-100-101-03-08-019-000

MIXON, Karla - **from** 1.0 FTE Seventh Grade Science Teacher, Benjamin Franklin Middle School, **to** 1.0 FTE Seventh Grade Science Teacher and .20 FTE Environmental Science Teacher, Benjamin Franklin Middle School, effective January 24, 2022 through April 8, 2022.

From: \$106,482 (\$104,982 + \$1,500 longevity)

Cl. MA, St. 18

To: \$127,478 (\$125,978 + \$1,500 longevity)

Cl. MA, St. 18

Account # 11-130-100-101-02-08-019-000

Account # 11-130-100-101-03-08-019-000

PFEIFFER, Courtney - **from** 1.0 FTE Sixth Grade Mathematics Teacher, Benjamin Franklin Middle School, **to** 1.0 FTE Sixth Grade Mathematics Teacher and .20 FTE Mathematics Activities Teacher, Benjamin Franklin Middle School, effective January 24, 2022 through April 8, 2022.

From: \$116,532 (\$114,632 + \$300 CP + \$1,600 longevity)

Cl. MA+45, St. 18

To: \$139,458 (\$137,558 + \$300 CP + \$1,600 longevity)

Cl. MA+45, St. 18

Account # 11-130-100-101-01-08-019-000

Account # 11-130-100-101-03-08-019-000

Revision: NIZZA, Amber - **from** 1.0 FTE Seventh Grade English Teacher, Benjamin Franklin Middle School, **to** 1.20 FTE Seventh Grade English Teacher, Benjamin Franklin Middle School, **from** effective December 6, 2021 through February 3, 2022, approved by the Board at its meeting on December 6, 2021, **to** effective December 6, 2021 through February 2, 2022.

From: \$114,932 (\$114,632 + \$300 CP)
Cl. MA+45, St. 18
To: \$137,858 (\$137,558 + \$300 CP)
Cl. MA+45, St. 18

Account # 11-130-100-101-03-08-019-000

Revision: RAIANI, Amy - **from** 1.0 FTE Science Teacher, Ridgewood High School, **to** 1.20 FTE Science Teacher, Ridgewood High School, **from** effective December 13, 2021 through April 15, 2022, approved by the Board at its meeting on December 20, 2021, **to** effective December 13, 2021 through May 3, 2022.

From: \$88,467 (\$88,167 + \$300 CP)
Cl. MA+45, St. 10
To: \$106,100 (\$105,800 + \$300 CP)
Cl. MA+45, St. 10

Account # 11-140-100-101-02-10-019-000

RAN, Benjamin - **from** 1.0 FTE Seventh Grade Science Teacher, Benjamin Franklin Middle School, **to** 1.0 FTE Seventh Grade Science Teacher and .20 FTE Environmental Science Teacher, Benjamin Franklin Middle School, effective January 24, 2022 through April 8, 2022.

From: \$114,932 (\$114,632 + \$300 CP)
Cl. MA+45, St. 18
To: \$137,858 (\$137,558 + \$300 CP)
Cl. MA+45, St. 18

Account # 11-130-100-101-02-08-019-000

Account # 11-130-100-101-03-08-019-000

Revision: WALTERS, Karen - **from** 1.0 FTE Science Teacher, Ridgewood High School, **to** 1.20 FTE Science Teacher, Ridgewood High School, **from** effective December 13, 2021 through April 15, 2022, approved by the Board at its meeting on December 20, 2021, **to** effective December 13, 2021 through May 3, 2022.

From: \$107,142 (\$106,842 + \$300 CP)
Cl. DR, St. 16
To: \$128,510 (\$128,210 + \$300 CP)
Cl. DR, St. 16

Account # 11-140-100-101-02-10-019-000

ZIELINSKI, Lauren - **from** 1.0 FTE Sixth Grade Social Studies Teacher, Benjamin Franklin Middle School, **to** 1.0 FTE Sixth Grade Social Studies Teacher and .20 FTE Research Teacher, Benjamin Franklin Middle School, effective January 24, 2022 through April 8, 2022.

From: \$82,467 (\$82,167 + \$300 CP)

Cl. MA+30, St. 8

To: \$98,900 (\$98,600 + \$300 CP)

Cl. MA+30, St. 8

Account # 11-130-100-101-05-08-019-000

Account # 11-130-100-101-03-08-019-000

v. Resignation for the Purpose of Retirement

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignation for the purpose of retirement, listed below.

Administrator

McDONALD, Gregory - Supervisor of Mathematics and Technology, Ridgewood High School, effective July 1, 2022, with twenty years of Ridgewood service.

Gregory McDonald's career in Ridgewood:

- 2002-2003 - Mathematics Teacher, Ridgewood High School
- 2003-2006 - Supervisor of Mathematics, Ridgewood High School
- 2006-2011 - Athletics Director, Ridgewood High School
- 2011-2014 - Supervisor of Mathematics, Science, and Technology, Ridgewood High School
- 2014-2022 - Supervisor of Mathematics and Technology, Ridgewood High School

Teachers

ACOSTA, Silvia - Educational Specialist, Hawes Elementary School, effective July 1, 2022, with twenty-seven years of Ridgewood service.

Silvia Acosta's career in Ridgewood:

- 1995-2005 - Elementary School Teacher, Hawes Elementary School
- 2005-2008 - Elementary Lead Teacher, Hawes Elementary School
- 2008-2010 - Reading Recovery Teacher/Staff Developer, Hawes Elementary School
- 2010-2013 - Elementary School Teacher, Hawes Elementary School
- 2013-2022 - Educational Specialist, Hawes Elementary School

ESPOSITO, Anna Lynn - Sixth Grade Mathematics Teacher, Benjamin Franklin Middle School, effective July 1, 2022, with thirty-four years and 9 months of

Ridgewood service.

Anna Lynn Esposito's career in Ridgewood:

- 1987-2022 - Mathematics Teacher, Benjamin Franklin Middle School

PFEIFFER, Courtney - Sixth Grade Mathematics Teacher, Benjamin Franklin Middle School, effective July 1, 2022, with thirty-six years of Ridgewood service.

Courtney Pfeiffer's career in Ridgewood:

- 1986-2022 - Mathematics Teacher, Benjamin Franklin Middle School

ROTHSCHILD, Linda - Librarian/Media Specialist, Benjamin Franklin Middle School, effective July 1, 2022, with twenty years of Ridgewood service.

Linda Rothschild's career in Ridgewood:

- 2002-2022 - Librarian/Media Specialist, Benjamin Franklin Middle School

SCHAEFER, Margaret - Grade Advisor/English Teacher, Ridgewood High School, effective July 1, 2022, with thirty-four years of Ridgewood service.

Margaret Schaefer's career in Ridgewood:

- 1988-2006 - English Teacher, Ridgewood High School
- 2006-2022 - Grade Advisor/English Teacher, Ridgewood High School
- 2005-2022 - Artistic Director of New Players

vi. **Resignations**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations, as listed below.

Classroom Aides/Lunchroom Aides

BEYER, James - STEPSS Job Coach, Ridgewood High School, effective January 3, 2022.

KASPEROWICZ, Brianna - Resource Room Special Education Classroom Aide, Willard Elementary School, effective January 24, 2022.

LAM, Antenette - Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective January 31, 2022.

LEE, Sunghoon - Lunchroom Aide, Ridge Elementary School, effective January 14, 2022.

MURPHY, Maria - Applied Behavior Analyst Aide (ABA), Ridgewood High School, effective January 31, 2022.

SCHIERLOH, Lauren - Resource Room Special Education Classroom Aide, Ridge Elementary School, effective February 3, 2022.

TRONGONE, Deborah - Lunchroom Aide, Ridge Elementary School, effective

December 23, 2021.

Infant/Toddler Development Center

STEVENS, Mackenzie - Teacher Assistant - Step I, effective January 18, 2022.

STRELAKI, Marie - Teacher Assistant - Step I, effective January 18, 2022.

vii. Leave of Absences

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absences, as listed below.

DAIDONE, Brittany – Special Education Teacher, George Washington Middle School, effective May 23, 2022 through June 23, 2022 and September 1, 2022 through April 28, 2023, with a reinstatement date of May 1, 2023, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

Revision: GRIBBEN, Hailey – Kindergarten Teacher, Orchard Elementary School, **from** effective November 15, 2021 through April 6, 2022, with a reinstatement date of April, 7, 2022, approved by the Board on August 30, 2021, **to** effective November 15, 2021 through March 30, 2022, with a reinstatement date of March 31, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

SIMONE, Suzanne - Special Education Teacher, George Washington Middle School, effective January 25, 2022 through April 28, 2022, with a reinstatement date of May 2, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

THORNTON, Jennifer – Librarian/Media Specialist, Hawes Elementary School, effective April 19, 2022 through June 23, 2022 and September 1, 2022 through June 23, 2023, with a reinstatement date of September 1, 2023, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

viii. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Revision: Nurse - Contact Tracing - January 2022 through June 2022, approved by the Board at its meeting on January 10, 2022, to be funded by CRRSA ESSER II, total not to exceed \$25,479.88

Glen Elementary School

- **Algor, Monica**, **from** not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40), **to** not to exceed 180 hours, at an hourly rate of \$53.33, to be partially funded by CRRSA ESSER II grant funds.

Account # 20-483-213-104-00-22-022-001

Account # 11-000-213-104-00-01-001-001

Hawes Elementary School

- **Gao, Jeanne, from** not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40), **to** not to exceed 180 hours, at an hourly rate of \$53.33, to be partially funded by CRRSA ESSER II grant funds.

Account # 20-483-213-104-00-22-022-001

Account # 11-000-213-104-00-02-002-001

Orchard Elementary School

- **Horton, Christina, from** not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40), **to** not to exceed 180 hours, at an hourly rate of \$53.33, to be partially funded by CRRSA ESSER II grant funds.

Account # 20-483-213-104-00-22-022-001

Account #11-000-213-104-00-03-003-001

Ridge Elementary School

- **Manke, Colleen, from** not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40), **to** not to exceed 180 hours, at an hourly rate of \$53.33, to be partially funded by CRRSA ESSER II grant funds.

Account # 20-483-213-104-00-22-022-001

Account # 11-000-213-104-00-04-004-001

Somerville Elementary School

- **Moira, Correll, from** not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40), **to** not to exceed 180 hours, at an hourly rate of \$53.33, to be partially funded by CRRSA ESSER II grant funds.

Account # 20-483-213-104-00-22-022-001

Account # 11-000-213-104-00-05-005-001

Travel Elementary School

- **TBD, from** not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40), **to** not to exceed 180 hours, at an hourly rate of \$53.33, to be partially funded by CRRSA ESSER II grant funds.

Account # 20-483-213-104-00-22-022-001

Account # 11-000-213-104-00-06-006-001

Willard Elementary School

- **Lowicki, Bonnie, from** not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40), **to** not to exceed 180 hours, at an hourly rate of \$53.33, to be partially funded by CRRSA ESSER II grant funds.

Account # 20-483-213-104-00-22-022-001

Account # 11-000-213-104-00-07-007-001

Benjamin Franklin Middle School

- **Reilly, Kerriann, from** not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40), **to** not to exceed 180 hours, at an hourly rate of \$53.33, to be partially funded by CRRSA ESSER II grant funds.

Account # 20-483-213-104-00-22-022-001

Account # 11-000-213-104-00-08-008-001

George Washington Middle School

- **Stadulis, Julie, from** not to exceed 180 hours, at an hourly rate of \$53.33 (\$9,599.40), **to** not to exceed 180 hours, at an hourly rate of \$53.33, to be partially funded by CRRSA ESSER II grant funds.

Account # 20-483-213-104-00-22-022-001

Account # 11-000-213-104-00-09-009-001

Ridgewood High School

- **Donovan, Suzanne;** and **Morgan, Maureen, from** each not to exceed 180 hours, each at an hourly rate of \$53.33 (\$9,599.40), **to** each not to exceed 180 hours, each at an hourly rate of \$53.33, to be partially funded by CRRSA ESSER II grant funds.

Account # 20-483-213-104-00-22-022-001

Account # 11-000-213-104-00-10-010-001

Somerville Elementary School

Additional: Clubs and Activities for the 2021-2022 School Year

Girls Running Club

- **Carr, Lauren**, for a total stipend of \$1,200.

Account #11-401-100-101-00-05-005-001

Travel Elementary School

Lunch Time Supervision

- **Kelly, Joan**, not to exceed 5 days per week, at an hourly rate of \$25.90.

- **Mahler, Allison**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Account # 11-120-100-101-00-06-006-001

Willard Elementary School

Lunch Time Supervision

- **Chanod, Margaret**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Account # 11-120-100-101-00-07-007-001

Benjamin Franklin Middle School

6th and 7th Grade Strings and 7th Grade Band - January 26, 2022

- **Three Chaperones: Gilbert, Kristen; Montelbano, Dean; and Ran, Benjamin**, each not to exceed 2.5 hours, each at an hourly rate of \$40.17 (\$361.53).

Account # 11-401-100-101-00-08-008-001

7th Grade Chorus - February 10, 2022

- **Two Chaperones: Bonazzi, Rachel; and Crawford, Ryan**, each not to exceed 2.5 hours, each at an hourly rate of \$40.17 (\$200.85).

Account # 11-401-100-101-00-08-008-001

8th Grade Band, Strings & Chorus - February 15, 2022

- **Two Chaperones: Gilbert, Kristen and Valere, Neil**, each not to exceed 2.5 hours, each at an hourly rate of \$40.17 (\$200.85).

Account # 11-401-100-101-00-08-008-001

Revision: 2021-2022 Student Club Activity Advisors, approved by the Board at its meeting on September 20, 2021

Region One Auditions

Remove: Curcio, Jason, not to exceed 7 hours, at an hourly rate of \$40.17 (\$281.19).

Replace: Dabby, Maxwell, not to exceed 7 hours, at an hourly rate of \$40.17 (\$281.19).

Account # 11-401-100-101-00-08-008-001

Curriculum, Instruction & Assessment

Extended-day Program to work with Identified Students - Funded by ESSER III

Ridge Elementary School, total not to exceed \$15,555

- **Coppola, Michele**, at an hourly rate of \$79.91.
- **Wolman, Andie**, at an hourly rate of \$41.09.

Account # 20-487-100-101-02-022-001

Willard Elementary School, total not to exceed \$15,555

- **Chanod, Margaret**, at an hourly rate of \$77.69.

Account # 20-487-100-101-02-022-001

Benjamin Franklin Middle School, total not to exceed \$15,555

- **McCann, Marisa**, at an hourly rate of \$48.99.
- **Morris, Lori**, at an hourly rate of \$49.18.
- **Wearley, Meredith**, at an hourly rate of \$69.99.

Account # 20-487-100-101-02-022-001

George Washington Middle School, total not to exceed \$15,555

- **DiModugno, Grace**, at an hourly rate of \$41.09.

Account # 20-487-100-101-02-022-001

Special Programs

Revision: Special Olympics NJ Play Unified School Partnership, approved by the Board at its meeting on October 4, 2021

Remove: Vasquez, Jessica, District Coordinator

Replace: Aday, Douglas and Crabbe, Joseph, District Coordinators, each to receive a Stipend of \$750 (\$1,500).

Account # 11-000-219-104-00-24-024-001

Benjamin Franklin Middle School

Track Coach

Remove: Berk, Ashley; Crawford, Ryan; Padykula, Wendy; and Vasquez, Jessica

Revision: Unified Club, approved by the Board at its meeting on January 10, 2022

Clinic Coach

Remove: Vasquez, Jessica

Account # 11-000-219-104-00-24-024-001

MSR Instruction

- **Scappi, Caitlin**, not to exceed 25 hours, at an hourly rate of \$41.09 (\$1,0272.50).

Account # 11-000-221-104-00-24-024-001

2021-2022 School Year - Bus Supervision on as-needed basis

- **Mager, Elyse**, at an hourly rate of \$53.91.
- **Williams, Jennifer**, at an hourly rate of \$53.91.

Account # 11-000-217-106-00-024-001

ix. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below.

Teachers: Ford, Joshua; Lam, Antenette; Maamoun, Nora; Mezini, Albana; Rottinger, Elizabeth; and Wang, Yuky

\$115 Daily Rate

E. FINANCE

i. Acceptance of Restricted Donations:

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following restricted gifts for the **2021-2022** school year, to be used as indicated.

Donations			
Donor	Amount	Use	Account Number
Benjamin Franklin Home and School Association	\$130	To be used to pay for travel expenses for the Jerry Cratt author visit on March 29, 2022.	20-025-100-580-00-08-008-001
Ridgewood High School Student Activity Account	\$870.58	To be used for 20 hours of chaperoning and planning for games at Ridgewood High School.	20-030-100-101-00-10-010-032 (\$803.40 Stipend) 20-030-200-220-00-10-010-031 (\$67.18 FICA)

Orchard Student Activity Account	\$1,004.24	To be used to pay for the after school fitness club.	20-025-100-101-00-03-003-001 (\$927.42 Stipend) 20-025-200-220-00-03-003-001 (\$76.82 FICA)
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Approval: Secretary's Line Item Certification

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the Report of the Secretary for the month of **November and December 2021**,

WHEREAS, in compliance with N.J.A.C. 6:20-2A.10(d), the secretary has certified that, as of the date of the report(s), no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education, now, therefore, be it,

RESOLVED, the Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and Be it Further Resolved, in compliance with N.J.A.C. 6:20-A10(e), the Board of Education certifies that, after review of the secretary's monthly financial reports (appropriate section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

The Board has received background information.

ii. Approval: Acceptance of the Board Secretary and Treasurer Report

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the report of the Secretary and Treasurer for the month of **November and December 2021**; now, therefore,

BE IT RESOLVED, the Board of Education accepts the above referenced reports and orders that it be attached to and made part of the official record of this meeting.

iii. Approval: Budget Appropriation Transfers

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves transfers for **November and December 2021** as shown in the Journal Entry listing pursuant to Policy 6422.

The Board has received background information.

iv. Approval: Additional Contracted Provider to Provide Special Education Services for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent

of Schools, approves the additional contracted provider to provide special education services for the 2021-2022 school year, as listed below:

Contractor	Service	Schedule	Rates
ARG Educational Services	Bilingual Evaluations, Translation Services	As needed	\$850 per eval/\$90 per hr

- v. **Approval: Additional Out-of-District Placements for the 2021-2022 School Year**
The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the additional out-of-district placements as listed below:

<u>2021-2022 Out-Of-District Placements for Regular School Year Tuition</u>	
<u>School</u>	<u># of Students</u>
Alpine Learning Group, Paramus, NJ	1
Banyan School, Fairfield, NJ	1
<u>2021-2022 Extraordinary Services Regular School Year Out-of-District for Placements</u>	
<u>School</u>	<u># of Students</u>
BCSS - Washington Elementary MS/HS, Paramus, NJ	2

IX. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Dr. Gorman

- A. **Approval: Agreement for Architectural Services with FKA Architects for the Replacement of the Dust Collection System at Ridgewood High School**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with FKA Architects for the architectural services for the replacement of the dust collection system at Ridgewood High School, in the amount of \$28,500 for professional services.

The Board has received background information.

- B. **Approval: The Jets Foundation Grant Agreement**

Whereas the Jets Foundation, through collaboration with the Jets’ Community Relation team, has approved a Grant Award to be provided to Ridgewood High School; and

Whereas, to ensure that the Grant Award is utilized in a manner consistent with and in exchange for receiving such Grant Award, Ridgewood High School agrees to comply with certain conditions and deliver certain performance; and

Whereas, Ridgewood High School and the Jets Foundation desire to set forth herein the provisions relating to the awarding of such monies, equipment and the disbursement thereof to Ridgewood High School; and

Whereas, The Grant Award is comprised of grant funds (\$8,000 paid on February 28, 2022) and program equipment (as per the award details) to be used to pay for salaries/stipends needed to run the high school girls' flag football team during the 2021-2022 school year and shall expire on December 31, 2022, now, therefore, be it,

Resolved, the Board of Education upon the recommendation of the Superintendent of Schools approves the agreement.

The Board has received background information.

C. Approval: Agreement with Express Heating Co., Inc. for the Boiler Repairs at the Education Center and Willard Elementary School

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with Express Heating Co., Inc. for the repairs of the boilers at the Education Center in the amount of \$18,500 and Willard Elementary School in the \$34,000, as per the proposal specifications.

The Board has received background information

D. Approval: Vendor to Provide E-Ratable WiFi Upgrade for the 2022-2023 School Year
The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the vendors to provide E-ratable WiFi upgrade services as listed on **Attachment H.**

X. APPROVAL OF BILLS

Ms. Kwak

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS	REVIEWED BY
Jan 6	Columbia Bank On-Line	104498-104555	786,836.92	Mr. Mahmoud
Jan 14	Columbia Bank On-Line	104556-104662	511,148.26	Mr. Mahmoud
Jan 21	Columbia Bank On-Line	104663-104665	35,979.17	Mr. Mahmoud
Jan 24	Columbia Bank On-Line	104666-104753	475,868.36	Mr. Mahmoud
Dec 15	Payroll Transfer	P38187	3,500,232.20	Mr. Mahmoud

Dec 30	Payroll Transfer	P38188	14,913.84	Mr. Mahmoud
Dec 31	Payroll Transfer	P38189	3,354,295.31	Mr. Mahmoud
Jan 15	Payroll Transfer	P38306	3,291,187.10	Mr. Mahmoud
Nov 3	Electronic Transfer	C38184	100.00	Mr. Mahmoud
Nov 5	Electronic Transfer	C38125	825.03	Mr. Mahmoud
Nov 30	Electronic Transfer	F38186	11,840.60	Mr. Mahmoud
Dec 3	Electronic Transfer	R38298	241.96	Mr. Mahmoud
Dec 6	Electronic Transfer	C38301	813.93	Mr. Mahmoud
Dec 8	Electronic Transfer	C38300	5,665.21	Mr. Mahmoud
Dec 8	Electronic Transfer	R38297	164.13	Mr. Mahmoud
Dec 31	Electronic Transfer	F38299	10,946.55	Mr. Mahmoud
Jan 7	Electronic Transfer	H38185	1,084,306.52	Mr. Mahmoud
Jan 19	Electronic Transfer	R38302	109,528.75	Mr. Mahmoud
Jan 24	Food Service	620367-620369	317,119.17	Mr. Mahmoud
Jan 13	Columbia Bank Void Check	103262	(750.00)	Mr. Mahmoud
Jan 20	Columbia Bank Void Check	104352	(1,940.70)	Mr. Mahmoud
TOTAL			13,509,322.31	

- XI. BOARD MEMBER ANNOUNCEMENTS** **Ms. Kwak**
- XII. BOARD COMMITTEE REPORTS** **Ms. Kwak**
- XIII. DISCUSSION ITEMS** **Ms. Kwak**
- XIV. ACCEPTANCE OF MINUTES** **Ms. Kwak**
- December 20, 2021 Regular Public Meeting
 - January 10, 2022 Regular Public Meeting
- XV. OTHER BUSINESS** **Ms. Kwak**

XVI. COMMENTS FROM THE PUBLIC	Ms. Kwak
XVII. MOTION TO GO INTO EXECUTIVE SESSION	Ms. Kwak
XVIII. RECONVENED PUBLIC MEETING	Ms. Kwak
XX. ADJOURNMENT	Ms. Kwak

Upcoming Meetings

Monday, February 14, 2022
Regular Public Meeting
7:00 p.m. Education Center

Tuesday, March 1, 2022
Special Public Meeting
6:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Janel Nese	UCASE Annual Conference Union County Administrators in Special Education Virtual 2/4/22	Professional Development	\$50.00	0
Danielle Wood	UCASE Annual Conference Union County Administrators in Special Education Virtual 2/4/22	Professional Development	\$50.00	0
Christie DeAraujo	WIFFT! Winter Institute Food for Thought Virtual Conference New Jersey Branch of International Dyslexia Association Virtual 2/5/22	Professional Development	\$90.00	0
Janel Nese	2022 School Law Conference New Jersey Institute for Continuing Legal Education Virtual 2/9/22	Professional Development	\$225.00	0
Danielle Wood	2022 School Law Conference New Jersey Institute for Continuing Legal Education Virtual 2/9/22	Professional Development	\$225.00	0

Sheila Brogan	2022 School Law Conference New Jersey Institute for Continuing Legal Education Virtual 2/9/22	Professional Development	\$225.00	0
Candace Mitola	2022 SHAPENJ Convention SHAPE NJ Long Branch, NJ 2/14/22	Professional Development	\$173.00	0
Stephanie Dodd	2022 SHAPENJ Convention SHAPE NJ Long Branch, NJ 2/14/22	Professional Development	\$149.00	1
Peter Kay	2022 SHAPENJ Convention SHAPE NJ Long Branch, NJ 2/14/22	Professional Development	\$196.00	0
Sarah Junta	Comprehensive Virtual IMSE Orton-Gillingham Training Institute for Multi-Sensory Education Virtual 3/2/22, 3/9/22, 3/6/22, 3/23/22 and 3/30/22	Professional Development	\$1,275.00	5
Lauren Imbruglia	New, Innovative Strategies for Increasing Comprehensible Input in your World Language Classroom (grades 6-12) Bureau of Education and Research Virtual 3/12/22	Professional Development	\$279.00	0
Benjamin Ran	NGSS: Argumentation, CER, and Phenomena Montclair State University PRISM	Professional Development	\$188.00	1

	Bloomfield, NJ 3/18/22			
Julie-Anne Matthews	New Jersey Association for Gifted Children (NJGC) 2022 Conference New Jersey Association for Gifted Children (NJGC) Virtual 3/18/22	Professional Development	\$104.00	0
Jessica Maneri	Regulations: Assessment, Legal, and Social/Emotional Challenges New Jersey Association of Learning Consultants, NJ Virtual 4/8/22	Professional Development	\$130.00	0
Janel Nese	Regulations: Assessment, Legal, and Social/Emotional Challenges New Jersey Association of Learning Consultants, NJ Virtual 4/8/22	Professional Development	\$130.00	0

5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS

The Board of Education shall admit to its schools, free of charge, persons over five and under twenty years of age, pursuant to N.J.S.A. 18A:38-1, or such younger or older students as is otherwise entitled by law to a free public education.

Eligibility to Attend School

The Board shall admit students eligible to attend school free of charge that are domiciled within the district as defined in N.J.A.C. 6A:22-3.1.

A child who is domiciled within the school district and resides with a parent or guardian who is a member of the New Jersey National Guard or a member of the reserve component of the armed forces of the United States who is ordered into active military service in a time of war or national emergency shall be permitted to remain enrolled in the school district in which the child is domiciled at the time of the parent or guardian being ordered into active military service, regardless of where the child resides during the period of active duty. Following the return of the child's parent or guardian from active military service, the child's eligibility to remain enrolled in the school district pursuant to N.J.A.C. 18A:38-3.1 shall cease at the end of the current school year unless the child is domiciled in the school district.

The Board shall also admit any student that is kept in the home of a person other than the student's parent or guardian, where the person is domiciled in the school district and is supporting the student without remuneration as if the student were his or her own child in accordance with N.J.A.C. 6A:22-3.2. A student is only eligible to attend school in the district pursuant to N.J.A.C. 6A:22-3.2 if the student's parent or guardian files, together with documentation to support its validity, a sworn statement that he or she is not capable of supporting or providing care for the student due to family or economic hardship and the student is not residing with the other person solely for the purpose of receiving a free public education. In addition, the person keeping the student must file, if so required by the Board of Education, a sworn statement that he or she: is domiciled within the school district; is supporting the child without remuneration and intends to do so for a time longer than the school term; will assume all personal obligations for the student relative to school requirements; and provides a copy of his or her lease if a tenant, a sworn landlord's statement if residing as a tenant without a written lease, or a mortgage or tax bill if an owner. Pursuant to N.J.S.A. 18A:38-1, any person who fraudulently allows a child of another person to use his or her residence and is not the primary financial supporter of that child and any person who fraudulently claims to have given up custody of his or her child to a person in another district commits a disorderly person's offense.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38- 1 if the student is kept in the home of a person domiciled in the school district, who is not the parent or guardian and the parent or guardian is a member of the New Jersey National Guard or the reserve component of the United States armed forces and has been ordered into active military service in the United States armed forces in time of war or national emergency. Eligibility under this provision shall cease at the end of the current school year during which the parent or guardian returns from active military duty.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38- 1 if the student's parent or guardian temporarily resides within the school district and elects to have the student attend the school district of temporary residence, notwithstanding the existence of a domicile elsewhere. When required by the Board of Education, the parent or guardian shall demonstrate the temporary residence is not solely for purposes of a student attending the school district of temporary residence. When one of a student's parents or guardians temporarily resides in the school district while the other is domiciled or temporarily resides elsewhere, eligibility to attend school shall be determined in accordance with the criteria of N.J.A.C. 6A:22-3.1(a)1.i.

A student is eligible to attend this school district free of charge:

1. If the student's parent or guardian moves to another school district as the result of being homeless, subject to the provisions of N.J.A.C. 6A:17-2 - Education of Homeless Children;
2. If the student is placed by court order or by a society, agency, or institution in the home of a school district resident pursuant to N.J.S.A. 18A:38-2;
3. If the student previously resided in the school district and if the parent(s) or legal guardian(s) is a member of the New Jersey National Guard or the United States reserves and has been ordered to active service in time of war or national emergency, resulting in the relocation of the student out of the school district, pursuant to N.J.S.A. 18A:38-3. The school district shall not be obligated for transportation costs; and
4. If the student resides on federal property within the State pursuant to N.J.S.A.18A:38-7.7 et seq.

Notwithstanding the provisions of N.J.S.A. 18A:38-1 or any other law, rule, or regulation to the contrary, a student who moves out of the school district as a result of domestic violence, sexual abuse, or other family crises shall be permitted to remain enrolled in the school district for the remainder of the school year in pursuant to N.J.S.A. 18A:38-1.1 and in accordance with the provisions of N.J.A.C. 6A:22-3.2(h). If the student remains enrolled in the school district for the remainder of the school year, the school district shall provide transportation services to the student, provided the student lives remote from school, and the State shall reimburse the school district for the cost of the transportation services. Nothing in N.J.S.A. 18A:38-1.1 shall be construed to affect the rights of homeless students pursuant to N.J.S.A. 18A:7B-12, N.J.S.A. 18A:7B-12.1, or any other applicable State or Federal law.

If the district of residence cannot be determined according to the criteria contained in N.J.S.A. 18A:7B-12; if the criteria contained in N.J.S.A. 18A:7B-12 identify a district of residence out of the State; or if the child has resided in a domestic violence shelter, homeless shelter, or transitional living facility located outside of the district of residence for more than one year, the State shall assume fiscal responsibility for the tuition of the child in accordance with N.J.S.A. 18A:7B-12.d.

A student's eligibility to attend this school shall not be affected by the physical condition of an applicant's housing or his or her compliance with local housing ordinances or terms of lease.

Except as set forth in N.J.A.C. 6A:2-3.3(b)1, immigration/visa status shall not affect eligibility to attend school and the school district shall not condition enrollment in the school district on immigration status. A student's immigration/visa status and their eligibility to attend school shall be in accordance with N.J.A.C. 6A:22-3.3(b) and Regulation 5111.

Proof of Eligibility

The Board of Education shall accept a combination of forms of documentation from persons attempting to demonstrate a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.A.C. 6A:22-3.4. The Board of Education shall consider the totality of information and documentation offered by an applicant, and shall not deny enrollment based on failure to provide a particular form or a subset of documents, without regard to other evidence presented.

The Board of Education shall not condition enrollment on the receipt of information or documents protected from disclosure by law, or pertaining to criteria that are not a legitimate basis for determining eligibility to attend school as outlined in N.J.A.C. 6A:22-3.4(d). The Board of Education may consider, in a manner consistent with Federal law, documents or information referenced in N.J.A.C. 6A:22-3.4(d) or pertinent parts thereof if voluntarily disclosed by the applicant. The Board of Education may not, directly or indirectly, require or request such disclosure as an actual or implied condition of enrollment. In the case of a dispute between the school district and the parent or guardian of a student in regard to the student's eligibility to enroll in the school district or to remain enrolled in the school district pursuant to the provisions of N.J.S.A. 18A:38-1, the school district may request from the

Motor Vehicle Commission (NJMVC) the parent or guardian's name and address for use in verifying a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.S.A. 18A:38-1-3. The NJMVC shall disclose to a school district the information requested in accordance with procedures established by the NJMVC. However, the school district shall not condition enrollment in the district on immigration status or on the fact that the NJMVC does not have the name or address of the parent on file.

Registration Forms and Procedures for Initial Assessment

Registration and initial determinations of eligibility will be in accordance with N.J.A.C. 6A:22-4.1. The Board of Education shall use Commissioner-provided registration forms or locally developed forms that are consistent with the forms provided by the Commissioner. A district-level administrator designated by the Superintendent shall be clearly identified to applicants and available to assist persons who experience difficulties with the enrollment process.

Initial eligibility determinations shall be made upon presentation of an enrollment application, and enrollment shall take place immediately except in cases of clear, uncontested denials. Enrollment shall take place immediately when an applicant has provided incomplete, unclear, or questionable information, but the applicant shall be notified that the student will be removed from the school district if defects in the application are not corrected, or an appeal is not filed, in accordance with subsequent notice to be provided pursuant to N.J.A.C. 6A:22-4.2.

When a student appears ineligible based on the information provided in the initial application, the school district shall issue a preliminary written notice of ineligibility, including an explanation of the right to appeal to the Commissioner of Education. Enrollment shall take place immediately if the applicant clearly indicates disagreement with the district's determination and an intent to appeal to the Commissioner of Education. An applicant whose student is enrolled pursuant to this provision shall be notified that the student will be removed, without a hearing before the Board, if no appeal is filed within the twenty-one day period established by N.J.S.A. 18A:38-1.

When enrollment is denied and no intent to appeal is indicated, applicants shall be advised they shall comply with compulsory education laws. When the student is between the ages of six and sixteen, applicants also shall be asked to complete a written statement indicating the student will be attending school in another school district or a nonpublic school, or receiving instruction elsewhere than at a school pursuant to N.J.S.A. 18A:38-25. In the absence of this written statement, designated staff shall report to the school district of actual domicile or residence, or the Department of Children and Families, a potential instance of "neglect" for the purposes of ensuring compliance with compulsory education law, N.J.S.A. 9:6-1. Staff shall provide the school district or the Department of Children and Families with the student's name, the name(s) of the parent/guardian/resident, and the student's address to the extent known. Staff shall also indicate admission to the school district has been denied based on residency or domicile, and there is no evidence of intent to arrange for the child to attend school or receive instruction elsewhere

Enrollment or attendance at the school district shall not be conditioned on advance payment of tuition when enrollment is denied and an intent to appeal is indicated, or when enrollment is provisional and subject to further review or information. The Board of Education shall ensure the registration process identifies information suggesting an applicant may be homeless so procedures may be implemented in accordance with N.J.A.C. 6A:17-2, Education of Homeless Children. Enrollment or attendance in the school district shall not be denied based upon the absence of the certified copy of the student's birth certificate or other proof of a student's identity as required within thirty days of initial enrollment, pursuant to N.J.S.A. 18A:36-25.1.

Enrollment in the school district shall not be denied based upon absence of student medical information. However, actual attendance at school may be deferred until the student complies with student immunization rules set forth in N.J.A.C. 8:57-4.

When enrollment in the school district, attendance at school, or the receipt of educational services in the regular education program appears inappropriate, the student shall not be denied based upon the absence of a student's prior educational record. However, the applicant shall be advised the student's initial educational placement may be subject to revision upon the school district's receipt of records or further assessment of the student.

Notice of Ineligibility

When a student is found ineligible to attend the school district pursuant to N.J.A.C. 6A:22 or the student's initial application is found to be deficient upon subsequent review or investigation, the school district immediately shall provide to the applicant notice that is consistent with Commissioner-provided sample form(s) and meets requirements of N.J.A.C. 6A:22-4 et. seq. Notices shall be in writing; in English and in the native language of the applicant; issued by the Superintendent; and directed to the address at which the applicant claims to reside. Notices of ineligibility shall include information as outlined in N.J.A.C. 6A:22-4.2.

Removal of Currently Enrolled Students

Nothing in N.J.A.C. 6A:22 et seq. and this Policy shall preclude the Board of Education from identifying through further investigation or periodic requests for revalidation of eligibility, students enrolled in the school district who may be ineligible for continued attendance due to error in initial assessment, changed circumstances, or newly discovered information.

When a student who is enrolled and attending school based on an initial eligibility determination is later determined to be ineligible for continued attendance, the Superintendent may apply to the Board of Education for the student's removal in accordance with the provisions of N.J.A.C. 6A:22-4.3. No student shall be removed from school unless the parent, guardian, adult student, or resident keeping an "affidavit student" (as defined in N.J.A.C. 6A:22-1.2) has been informed of his or her entitlement to a hearing before the Board of Education. Once the hearing is held, or if the parent, guardian, adult student or

resident keeping an "affidavit student", does not respond within the designated time frame to the Superintendent's notice or appear for the hearing, the Board of Education shall make a prompt determination of the student's eligibility and shall immediately provide notice in accordance with N.J.A.C. 6A:22-4.2. Hearings required pursuant to N.J.A.C. 6A:22-4.3 may be conducted by the full Board or a Board Committee, at the discretion of the full Board. If the hearing(s) is conducted by a Board Committee, the Committee shall make a recommendation to the full Board for action. No student may be removed except by vote of the Board taken at a meeting duly convened and conducted pursuant to N.J.S.A. 10:4-6 et seq., the Open Public Meetings Act.

Appeal to the Commissioner

An applicant may appeal to the Commissioner of Education the school district's determination that a student is ineligible to attend its schools. Appeals shall be initiated by petition which shall be filed in accordance with N.J.S.A. 18A:3-1 and N.J.A.C. 6A:3-8.1 and shall proceed as a contested case pursuant to N.J.A.C. 6A:3. Pursuant to N.J.S.A. 18A:38-1., appeals of "affidavit student" eligibility determinations shall be filed by the resident keeping the student.

Assessment and Calculation of Tuition

If no appeal to the Commissioner is filed following notice of an ineligibility determination, the Board may assess tuition for up to one year of a student's ineligible attendance, including the twenty-one day period provided by N.J.S.A. 18A:38-1 for appeal to the Commissioner. Tuition will be assessed and calculated in accordance with N.J.A.C. 6A:22-6.3 et seq. If the responsible party does not pay the tuition assessment, the Board of Education may petition the Commissioner pursuant to N.J.A.C. 6A:3 for an order assessing tuition, enforceable in accordance with N.J.S.A. 2A:58-10 through recording, upon request of the Board of Education pursuant to N.J.A.C. 6A:3-12, on the judgment docket of the Superior Court, Law Division.

If an appeal to the Commissioner is filed and the petitioner does not sustain the burden of demonstrating the student's right to attend the school district, or the petitioner withdraws the appeal, fails to prosecute, or abandons the appeal by any means other than settlement agreeing to waive or reduce tuition, the Commissioner may assess tuition in accordance with the provisions of N.J.A.C. 6A:22-6.2(a). Upon the Commissioner's finding that an appeal has been abandoned, the Board of Education may remove the student from school and seek tuition in accordance with N.J.A.C. 6A:22-6.2.

Nonresident Students

The admission of a nonresident student to school free of charge must be approved by the Board, upon the recommendation of the Superintendent and subject to the needs of the district. No student otherwise eligible shall be denied admission on the basis of the student's race, color, creed, religion, national origin, ancestry, age, marital status, affectional or sexual orientation or sex, social or economic status, or disability. A written request for permission to enroll a child of a nonresident staff member, including school preference, must be submitted to and approved in writing by the Superintendent at least thirty days prior

to admittance. Transportation will be provided by the staff member. The continued enrollment of any nonresident student shall be contingent upon the student's maintenance of good standards of citizenship, academic standing and discipline, as well as family behavior toward school personnel and/or the needs of the district.

Change in Residence

Seniors who have completed their junior year in Ridgewood High School and whose parent(s) or legal guardian(s) change their residence out of the district after that time may finish their studies at Ridgewood High School on a tuition basis. Other students may finish the year on a tuition basis if parent(s) or legal guardian(s) change residence out of district February 1 or later. Students whose parent(s) or legal guardian(s) change residence after May 1 may continue schooling on a non-tuition basis for the remainder of the school year.

Other Nonresident Children

Other nonresident children, otherwise eligible for attendance, may be admitted to school in this district with payment of tuition if their admission is warranted by the inaccessibility of school in their home district, the singular availability of an appropriate educational program in this district, the avoidance of transfer and readmission of a child whose legal custody is shared by a parent(s) or legal guardian(s) residing in this district, or other good cause. The parent(s) or legal guardian(s) must submit an application to the Superintendent for review and consideration.

- a. An application for permission to enroll a child of a nonresident must be submitted to and approved in writing by the Superintendent at least thirty (30) days prior to admittance.
- b. Annually, the nonresident must submit a letter to the Superintendent requesting their child to be approved for admittance in the district in the subsequent school year. All such letters must be received by the Superintendent by May 15 of the current school year in order for the child to be considered for admittance in the following school year. The Superintendent will notify the nonresident of the decision, in writing, no later than June 15 of the current school year.
- c. Approval of enrollment shall be based on availability of space in the schools; the Superintendent shall review the availability of space on an annual basis.
- d. A contract for educational services must be signed.
- e. Enrollment can begin anytime during the school year. Tuition will be billed on a prorated basis.

- f. By August 1 preceding the new school year, all nonresident will be billed by the Business Office at the rates established prior to the end of the school year. Payment is due to the Business Office no later than the last Friday prior to the opening of school for students. If this payment is not received in a timely fashion, interest will be charged at a rate of 1% per month until payment is received. If payment is not received by the last Friday in January, the nonresident will be required to meet with the Superintendent to explain the reason for nonpayment. Within three days of that meeting, the Superintendent will issue, in writing, the decision concerning the continued enrollment of the nonresident student(s).
- g. Tuition will cover only the typical costs associated with an education in the Ridgewood School District. Any extraordinary costs will be borne 100% by the parent(s)/guardian(s). Examples of extraordinary costs include, but are not limited to, fees for OT/PT, aides, out-of-district tuition and transportation, etc. If a child's IEP can be reasonably accommodated, it will be provided by the District, however, if the IEP requires the hiring of additional staff or services not already offered by the District, the costs will be borne 100% by the parent/guardian.
- h. Tuition for nonresident parent(s)/guardian(s) shall be assessed at the Board approved out-of-district tuition rate.
- i. Responsibility for pupil transportation shall be assumed by the parent(s)/guardian(s).
- j. All discipline and other pupil records from a student's prior school shall be reviewed; the Superintendent and/or Board of Education may deny enrollment based on the discipline record of a nonresident student.
- k. The continued enrollment of any nonresident student, shall be contingent upon the student's maintenance of good standards of citizenship and discipline. Infractions of the student code of conduct may result in immediate disenrollment from the school district.

Children of District Employees

Children of nonresident permanent, salaried staff members of the Board of Education may be admitted to the schools of the district at a tuition rate, set annually by the Board of Education prior to the end of the school year, upon the recommendation of the Superintendent and the approval of the Board.

- a. A written request for permission to enroll a child of a nonresident staff member, including school preference, must be submitted to and approved in writing by the Superintendent at least thirty (30) days prior to admittance.
- b. Annually, the nonresident staff member must submit a letter to the Superintendent requesting their child to be approved for admittance in the district in the subsequent school year. All such letters must be received by the Superintendent by May 15 of the current school year in order for the child to be considered for admittance in the following school year. The Superintendent will notify the nonresident staff member of the decision, in writing, no later than June 15 of the

current school year.

- c. Approval of enrollment shall be based on availability of space in the schools; the Superintendent shall review the availability of space on an annual basis.
- d. A contract for educational services must be signed.
- e. Enrollment can begin anytime during the school year. Tuition will be billed on a prorated basis.
- f. By August 1 preceding the new school year, all nonresident staff members will be billed by the Business Office at the rates established , prior to the end of the school year. Payment is due to the Business Office no later than the last Friday prior to the opening of school for students. If this payment is not received in a timely fashion, interest will be charged at a rate of 1% per month until payment is received. If payment is not received by the last Friday in January, the nonresident staff member will be required to meet with the Superintendent to explain the reason for nonpayment. Within three days of that meeting, the Superintendent will issue, in writing, his decision concerning the continued enrollment of the staff member's child(ren).
- g. Tuition will cover only the typical costs associated with an education in the Ridgewood School district. Any extraordinary costs will be borne 100% by the employee. All district employees, even those district employees hired prior to June 30, 2022, shall pay 100% for any extraordinary costs including, but are not limited to, fees for OT/PT, aides, out-of-district tuition and transportation, etc. If a child's IEP can be reasonably accommodated, it will be provided by the district, however, if the IEP requires the hiring of additional staff or services not already offered by the district, the costs will be borne 100% by the employee.
- h. Tuition for children of any district employee hired after June 30, 2022 shall be assessed at 35% of the Board approved out-of-district tuition rate.
- i. Responsibility for pupil transportation shall be assumed by the employee.
- j. All discipline and other pupil records from a student's prior school shall be reviewed; the Superintendent and/or Board of Education may deny enrollment based on the discipline record of a nonresident student.
- k. This benefit shall not interfere with the before or after school responsibilities of the employee.
- l. The continued enrollment of any nonresident pupil, including that of the child of a staff member, shall be contingent upon the pupil's maintenance of good standards of citizenship and discipline. Infractions of the student code of conduct may result in immediate disenrollment from the school district.

Home Construction

Families domiciled in the school district for a minimum of 12 months and attending the Ridgewood Public Schools prior to major home renovations where the family must vacate the premises, must obtain Board of Education approval to continue attending the district schools free of charge for a period of 18 months with proof of building permits/documentation. After 18 months, a one-time extension for a period of 6 months can be obtained and will necessitate additional proof of building status and progress. The Board of Education will assess tuition for students after the initial 24-month period. The Board of Education will require proof of occupancy when residence is reoccupied.

F-1 and J-1 Visa Students

The school district is not required to, but may permit the attendance of F-1 and J-1 Visa students into the school district only with the payment of full tuition and a signed tuition contract. The district may require advance payment of full tuition before providing the requested I-20 Form, in accordance with the provisions of Federal regulation 8 CFR 214.3. An F-1 Visa is granted to a foreign student through an application process that must include, but is not limited to, signed approval by the receiving school district exhibiting the receiving school district will accept the foreign student for enrollment and the foreign student's proof of financial means to pay the full tuition to the receiving school district for the academic year. The host family must be domiciled in the school district and shall submit a request to the Superintendent of Schools with supporting documentation as determined by the Superintendent or designee. A student with an F-1 or J-1 Visa must be approved by the Board for attendance in the school district. The student's continued attendance in the school district shall be conditioned on a satisfactory attendance and disciplinary record.

N.J.S.A. 18A:38-1 et seq; 18A:38-3; 18A:38-3.1

N.J.A.C. 6A:14-3.3; 6A:17-2.1 et seq.; 6A:22-2.1 et seq. 8 CFR 214.3

Adopted: 7 December 2009

Revised: 19 July 2010

Revised: 18 March 2013

Revised: 26 August 2013

Revised: 27 January 2014

Revised: 18 July 2016

Revised: 6 March 2017

Revised: 01 April 2019

Revised: 05 October 2020

Revised:

POLICY

RIDGEWOOD BOARD OF EDUCATION

PROGRAM
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Emergency Virtual or Remote
Instruction Program
M

2425 EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM

The Board of Education is committed to providing a high quality educational program, virtually or remotely, in the event a school or the schools of the district are required to close for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure. The district's virtual or remote program of instruction shall be in accordance with N.J.S.A. 18A:7F-9.

In the event the school district is required to close a school or the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure, the Commissioner of Education shall allow the district to apply to the 180-day requirement established pursuant to N.J.S.A. 18A:7F-9, one or more days of virtual or remote instruction provided to students on the day or days the schools of the district were closed if the program of virtual or remote instruction meets such criteria as may be established by the Commissioner Education.

The Superintendent of Schools shall submit, with Board approval, the school district's program of virtual or remote instruction to the Commissioner of Education by no later than October 29, 2021 and annually thereafter.

A day of virtual or remote instruction, if instituted under the district's Commissioner of Education's approved program of virtual or remote instruction, shall be considered the equivalent of a full day of school attendance for the purposes of meeting State and local graduation requirements, the awarding of course credit, and other such matters as determined by the Commissioner of Education.

Any district program of virtual or remote instruction implemented for the general education students shall provide the same educational opportunities to students with disabilities. Special education and related services, including speech language services, counseling services, physical therapy, occupational therapy, and behavioral services, may be delivered to students with disabilities through the use of electronic communication or a virtual or online platform and as required by the student's Individualized Education Program (IEP), to the greatest extent practicable.



POLICY

RIDGEWOOD BOARD OF EDUCATION

PROGRAM

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Emergency Virtual or Remote
Instruction Program

In the event the State or local health department determines it is advisable to close or mandates closure of the schools of the district due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure, the Superintendent shall have the authority to implement the school district's program of virtual or remote instruction. The Superintendent shall consult with the Board prior to such decision, if practicable. The Superintendent shall ensure that students, parents, staff, and the Board are informed promptly of the Superintendent's decision.

Nothing in N.J.S.A. 18A:7F-9 and this Policy shall be construed to limit, supersede or preempt rights, privileges, compensation, remedies, and procedures afforded to public employees or a collective bargaining unit under Federal or State law or any provision of a collective bargaining agreement entered into by the school district.

In the event of the closure of a school or the schools of the district due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure for a period longer than three consecutive school days:

1. District employees shall be entitled to compensation, benefits, and emoluments pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(1) and (2).
2. The district shall continue to make payments of benefits, compensation, and emoluments pursuant to the terms of a contract with a contracted service provider in effect on the date of the closure as if the services for such benefits, compensation, and emoluments had been provided, and as if the school facilities had remained open pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(3).
3. The district shall be obligated to make payments for benefits, compensation, and emoluments and all payments required pursuant to N.J.S.A. 18A:6-51 et seq., to an educational services commission, county special services school district, and a jointure commission, and under any shared services agreement and cooperative contract entered into with any other public entity pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(4).
4. An educational services commission, county special services school district, and a jointure commission shall continue to make payments of benefits, compensation, and emoluments pursuant to the terms of a contract with a contracted service provider or a shared services agreement in effect on the date of the closure as if the services for such benefits, compensation, and emoluments had been provided, and as if the school facilities had remained open pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(4).



POLICY

RIDGEWOOD BOARD OF EDUCATION

PROGRAM
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Emergency Virtual or Remote
Instruction Program

The provisions of N.J.S.A. 18A:7F-9.e.(1) through (4) shall not apply to any employee whose weekly hours of work are reduced, and to whom unemployment benefits are provided, pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq. A contracted service provider, educational services commission, county special services school district, or jointure commission shall notify the district with which it has entered into a contract to provide services of its intent to reduce the hours of work of its employees pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq.

1. Notwithstanding the provisions of N.J.S.A. 18A:7F-9.e.(3), if a contracted service provider reduces the amount that it pays to its employees providing services to a school district, and that reduction is the result of a reduction of workhours of those employees made pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq., then the amount paid by the district to the contracted service provider shall be reduced by the same amount.
2. Notwithstanding the provisions of N.J.S.A. 18A:7F-9.e.(4), if an educational services commission, county special services school district, or jointure commission reduces the amount that it pays to its employees providing services to a school district, and that reduction is the result of a reduction of workhours of those employees made pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq., then the amount paid by the district to the educational services commission, county special services school district, or jointure commission shall be reduced by the same amount.

This Policy may be revised as necessary by the Superintendent in accordance with N.J.S.A. 18A:7F-9. The school district's emergency virtual or remote instruction program shall be available on the school district's website.

N.J.S.A. 18A:7F-9

Adopted:



POLICY

RIDGEWOOD BOARD OF EDUCATION

STUDENTS
5751/page 1 of 3
Sexual Harassment of Students
M

5751 SEXUAL HARASSMENT OF STUDENTS

The Board of Education will not tolerate sexual harassment of students by school employees, other students, or third parties. Sexual harassment of students is a form of prohibited sex discrimination. In accordance with Title IX of the Education Amendments of 1972 and the Code of Federal Regulations (CFR), 34 CFR §106, the school district adopts this Policy and implement practices to investigate and resolve allegations of sexual harassment of students engaged in by school employees, other students, or third parties pursuant to 34 CFR §106.3(c). In addition, reports of sexual harassment shall also be investigated in accordance with the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

For the purposes of Policy 5751 and in accordance with 34 CFR §106:

1. "Sexual harassment" (34 CFR §106.30(a)) means conduct on the basis of sex that satisfies one or more of the following:
 - a. An employee of the school district conditioning the provision of an aid, benefit, or service of the school district on a student's participation in unwelcome sexual conduct;
 - b. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the school district's education program or activity; or
 - c. "Sexual assault" as defined in 20 U.S.C. §1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. §12291(a)(10), "domestic violence" as defined in 34 U.S.C. §12291(a)(8), or "stalking" as defined in 34 U.S.C. §12291(a)(30).

Sexual harassment may take place electronically or on an online platform used by the school, including, but not limited to, computer and internet networks; digital platforms; and computer hardware or software owned or operated by, or used in the operations of the school.

In accordance with 34 CFR §106.8(a), any person may report sex discrimination, including sexual harassment using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.



POLICY

RIDGEWOOD BOARD OF EDUCATION

STUDENTS
5751/page 2 of 3
Sexual Harassment of Students

A school district with “actual knowledge” of sexual harassment in the educational program or activity of the school district against a student, must respond promptly in a manner that is not “deliberately indifferent”.

Any school employee who receives a complaint of sexual harassment or is aware of behavior that could constitute sexual harassment is required to report that information to the Title IX Coordinator in accordance with the provisions of 34 CFR §106.8(a) and B.1. of Regulation 5751. The district must report any potential child abuse in accordance with N.J.S.A. 18A:36-24; N.J.S.A. 18A:36-25; N.J.A.C. 6A:16-11.1; and Policy and Regulation 8462.

The Title IX Coordinator shall notify persons entitled to a notification pursuant to 34 CFR §106.8(a)(1) that the school district does not discriminate on the basis of sex in the education program or activity that it operates, and that it is required by Title IX and Policy and Regulation 5751 not to discriminate in such a manner in accordance with 34 CFR §106.8(b)(1).

The Title IX Coordinator shall prominently display the contact information required to be listed for the Title IX Coordinator pursuant to 34 CFR §106.8(b)(2)(i) on the school district’s website and in each handbook or catalog the school district makes available to persons entitled to a notification in accordance with 34 CFR §106.8(a). Policy and Regulation 5751 shall be prominently displayed on the district’s website and accessible to anyone.

Supportive measures shall be available to the Complainant, Respondent, and as appropriate, witnesses or other impacted individuals.

The school district shall use the grievance process outlined in 34 CFR §106.45 and Regulation 5751 to address formal complaints of sexual harassment. The school district shall offer both parties an appeal process as outlined in 34 CFR §106.45 and Regulation 5751 from a determination regarding responsibility for sexual harassment and from the Title IX Coordinator’s dismissal of a formal complaint or any allegations of sexual harassment.

The Title IX Coordinator shall be responsible for effective implementation of any remedies in accordance with 34 CFR §106.45(b)(7)(iv). The appropriate school official designated by the Superintendent, after consultation with the Title IX Coordinator, will determine sanctions imposed and remedies provided, if any.

Consistent with the laws of New Jersey a student’s parent must be permitted to exercise the rights granted to their child under this Policy, whether such rights involve requesting supportive measures, filing a formal complaint, or participating in a grievance process.



POLICY

RIDGEWOOD BOARD OF EDUCATION

STUDENTS
5751/page 3 of 3
Sexual Harassment of Students

The Superintendent or designee shall ensure that Title IX Coordinators, investigators, decision-makers, appeal officer, and any person who facilitates an informal resolution process, receive training in accordance with 34 CFR §106.45(b)(1)(iii).

The school district or any employee of the school district shall not intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or Policy 5751, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this Policy, in accordance with 34 CFR §106.71(a).

The school district shall maintain for a period of seven years records in accordance with the requirements of 34 CFR §106.45(b)(10). For each school district response to sexual harassment required under 34 CFR §106.44, the school district shall create and maintain for a period of seven years, records in accordance with 34 CFR §106.45(b)(10).

The Superintendent or designee shall consult with the Board Attorney to ensure the school district's response to allegations of sexual harassment and the school district's grievance process are in accordance with 34 CFR §106.44 and 34 CFR §106.45.

Any time a report is made to the Title IX Coordinator or formal complaint is filed pursuant to this Policy and in accordance with 34 CFR §106, the Title IX Coordinator shall forward the report or complaint to the Principal of the school building attended by the alleged victim for the Principal to follow the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

34 CFR §106

United States Department of Education, Office for Civil Rights – Questions and Answers on the Title IX Regulations on Sexual Harassment (July 20, 2021)

Adopted:



FIELD TRIPS FOR APPROVAL

January 31, 2022

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
1/29/22	RHS	West Orange HS Competition, West Orange, NJ	15 Winter Color Guard Members	4	0	0	\$750 (bus)	No	Yes
2/9/22	RHS	RISe Life Skills Trip, Paramus Park Mall, Paramus, NJ	4 RISe Students	4	0	0	\$0.00	No	Yes
2/13/22	RHS	Southern Regional HS Competition, Stafford Twsp, NJ	15 Winter Color Guard Members	4	0	0	\$750 (bus)	No	Yes
2/19/22	RHS	Council Rock HS South Competition, Holland, PA	15 Winter Color Guard Members	4	0	0	\$750 (bus)	No	Yes
New date: 3/3/22 (rescheduled from 2/3/22)	RHS	Metropolitan Musesum of Art, New York, NY	56 AHLISA Students	4	0	\$0	\$0	Yes	Yes
CANCELLED DUE TO COVID-3/4/22	Ridge	New Jersey Performing Arts Center, Newark, NJ	65 3rd Grade Students	5	1/2 day sub teacher	\$58	\$57.50 (sub teacher)	No	Yes
3/5/22	RHS	South Brunswick Regional HS Competition, Monmouth Junction, NJ	15 Winter Color Guard Members	4	0	0	\$750 (bus)	No	Yes
3/16/22	RHS	RISe Life Skills Trip, Paramus Park Mall, Paramus, NJ	4 RISe Students	4	0	0	\$0.00	No	Yes
4/2/22	RHS	Hillsborough HS Competition, Hillsborough Twsp, NJ	15 Winter Color Guard Members	4	0	0	\$750 (bus)	No	Yes
4/20/22	RHS	RISe Life Skills Trip, Paramus Park Mall, Paramus, NJ	4 RISe Students	4	0	0	\$0.00	No	Yes
4/23/22	RHS	MAIN Winter Guard Championships at South Brunswick HS, Monmouth Junction, NJ	15 Winter Color Guard Members	4	0	0	\$750 (bus)	No	Yes
5/11/22	Orchard	Turtle Back Zoo, West Orange, NJ	57 1st Grade Students	23	0	0	\$0.00	No	Yes
5/18/22	RHS	RISe Life Skills Trip, Paramus Park Mall, Paramus, NJ	4 RISe Students	4	0	0	\$0.00	No	Yes

6/9/22	RHS	RISe Life Skills Trip, Paramus Park Mall, Paramus, NJ	4 RISe Students	4	0	0	\$0.00	No	Yes
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**RIDGEWOOD COMMUNITY SCHOOL
NEW TRIPS & CLASSES FOR SPRING 2022**

Day Tours

Artistic Wonders - Wonderspaces & Woodmere
Group Tours & Travel LLC

The Fashion District of Philadelphia comes alive with 14 extraordinary artworks by various international artists at Wonderspaces. Join us for this immersive and intriguing experiential art installation and exhibits that are fascinating examples of how science and human creativity merge in beautiful ways. We will be wowed at every turn in this experience that will capture you in ways that are unique to you. Right around the corner is one of America's oldest public markets, Reading Terminal Market, in use since 1893. Meander through this vast food bazaar and browse everything from handmade imported crafts and American quilts to fresh produce, dairy products, exotic meats and seafood, freshly cut flowers, cookbooks, and expertly prepared food of any kind you can imagine. There will be time to explore, shop and find lunch on your own, either at the market or in the nearby Fashion District. Next, we will visit Philadelphia's Garden District, Chestnut Hill. Picture leafy streets lined with stately historic mansions and Victorian townhouses in a neighborhood with antique shops, art galleries, tearooms and farmers markets. This is where our next exploration of art will begin, in an elegant, 19th century stone mansion that houses the Woodmere Art Museum. Woodmere is dedicated to the art and artists of Philadelphia and brings art and nature together with its 8000 works of art, exhibits and outdoor sculptures. This small, artistic treasure awaits!

NYC Pizza Party - Pizza Tour Around Manhattan
Group Tours & Travel LLC

How much do you love New York style pizza? If your answer is, more than life itself, then this is the tour for you! Not only do we get to taste great pizza, but we also learn about the science, history, culture, people and of course the cheese. We spend the day traveling around Manhattan to four iconic pizzerias where we savor a slice, hear interesting stories, and tour each kitchen with its unique oven, some of which are over a century old and very rare. It will be amazing to learn how each pizzeria uses a different dough fermentation schedule, tomato selection, cheese preparation, and oven type to create a unique, and fantastic taste. Which will be your favorite and why? You'll receive a Pocket Pizza Journal to keep track of your tastings. At each of the four stops, included is a slice and soft drinks. Such a great way to support small businesses that do amazing things with dough, sauce, and cheese!

Dazzling Displays - Arcadia Earth & Artechouse
Group Tours & Travel LLC

Here's our chance to take an eye opening, inspirational, and magical journey through our home, planet Earth. At the visually stunning Arcadia Earth, we'll immerse ourselves in transcendent underwater worlds, primeval forests, mystical caves and fantasy lands created by advanced technological art installations. We'll wander through 15 immersive rooms that magically recreate our planet's landscapes and ecosystems, all shedding light on the ecological issues threatening our very existence which brings a new perspective on our current world situation

seen in a beautiful and positive way. You'll experience orbs of oxygen, floating sea creatures, close encounters with lions, a rainbow cave and more artistic expressions to awaken your consciousness through extraordinary fun. While the underlying message tells a disheartening story, each exhibit kindly offers suggestions of small lifestyle changes that each of us can take to positively impact the future of our planet. A portion of our ticket fee will go to Oceanic Global, plus a tree is planted for every ticket sold. Off to the iconic culinary destination, Chelsea Market, where you can choose from the diverse selection of marketplace vendors for a fantastic lunch on your own. Hidden underneath the market in the boiler room space we'll discover our second innovative art immersion exhibition, Artechouse. Similar to the Van Gogh Experience, here we'll witness the newest exhibit in this space in a total immersion of art, science and technology. Get ready to be dazzled!

Perfect Poetic Grandeur - Oheka Castle & Walt Whitman Birthplace Group Tours & Travel LLC

Imagine a magnificent Gold Coast Mansion resting on the highest point of Long Island and this is what you'll experience as we pull through the gated, tree-lined driveway of Oheka Castle. Oheka emanates an elegant refinement reminiscent of a French chateau that will immediately transport you to Europe. Built by financier and philanthropist Otto Hermann Kahn in 1919, this chateau remains the second largest private residence ever built in the U.S. During its heyday during the Gilded Age, the estate entertained Hollywood luminaries, esteemed heads of state, and distinguished royalty and today belongs to the elite group of Historic Hotels of America. Now we have the opportunity to step inside and explore all its grandeur as we tour the elegant public areas of the estate and its marvelously perfect landscaped grounds. Lunch will be included inside the estate at the charming OHK Bar & Restaurant. We go from *extravagance* to simple as we visit a small farmhouse right around the corner that just happens to be the birthplace of America's greatest poet, Walt Whitman. The story of this historic house will provide us with much insight into the poet's early childhood years, which had a profound influence on his poetry. We will explore his life through a series of exhibits that take you from his boyhood to his international prominence including an audio recording of the great poet made by Thomas Edison himself!

Landscapes of Brooklyn - Green-Wood Cemetery & DUMBO Group Tours & Travel LLC

Climb aboard a fascinating and memorable two-hour narrated trolley tour of Brooklyn's 478-acre Green-Wood Cemetery, listed on the National Register of Historic Places. As we ride through this National Historic Landmark, among its perfectly manicured landscape, our knowledgeable guide will provide us with fascinating stories of the cemetery's most famous and nearly forgotten permanent residents. Some of the most notable residents here include Leonard Bernstein, Samuel Morse, Horace Greeley along with baseball legends, politicians, artist, entertainers, inventors, and Civil War generals. The impressive architecture of the monuments and mausoleums dotting the rolling hills in Classical, Egyptian, Gothic, and Romanesque styles are a definite sight to see. Spectacular views of Manhattan await, and you'll stand in the same space where George Washington and his troops fought in the Battle of Brooklyn. This afternoon we visit Brooklyn's trendy historic, waterfront neighborhood, DUMBO (Down Under the Manhattan Bridge Overpass). There will be time to stroll the cobblestone streets, pop into the stylish converted warehouses that are now boutiques, take in fantastic views of the Manhattan skyline

and browse Brooklyn's largest flea market in between finding a great place for lunch on your own.

Mindfulness Among the Wildflowers - Forest Therapy Walk at Bowman's Hill Wildflower Preserve

Group Tours & Travel LLC

The treasures of spring are popping up all around us, so why not put your worries aside and try something new, something that leaves you feeling refreshed, relaxed and restored. During our peaceful, forest therapy walk at the beautiful Bowman's Hill Wildlife Preserve in the heart of Bucks County, PA, we'll enjoy the serenity of nature by connecting with the world that surrounds us in a way you have never experienced before. Forest Therapy is inspired by the Japanese practice of "shinrin yoku" which translates to "forest bathing". This is a gentle practice that involves moving very slowly and mindfully through nature, soaking it in with all our senses. Although our time outside in nature seems extensive, we walk no more than a quarter mile distance. So, leave those hiking boots at home! Our guide who earned a certificate in horticultural therapy will lead us through the ecologically diverse landscapes of the preserve helping us have the experience of being more present, awake, and peaceful amidst the quiet rhythm of nature. Studies have demonstrated a wide array of health benefits from these practices, especially in the cardiovascular and immune systems and for stabilizing and improving mood and cognition. After our walk and special surprise, we will enjoy a delicious, included lunch at nearby Bowman's Tavern. Practice your mindfulness while strolling in eclectic, downtown New Hope where you'll have time to wander and take in the scenic sights for a leisurely afternoon.

North Shore Treasures - Japanese Stroll Garden & Mill Neck Manor

Group Tours & Travel LLC

The Gold Coast of Long Island on the picturesque North Shore not only houses numerous grand mansions that are straight out of the pages of *The Great Gatsby* but is also home to a unique and historic gem of a Japanese landscape, the Humes Japanese Stroll Garden. This serene woodland is comprised of an impressive collection of North American and Asian plants that was inspired by a mountain setting by the sea and creates a meditative experience. Wander along the stunning stepping stone path that creates the intimacy of a mountain path as you gently climb through the woodland part of the garden leading to a "mountain peak". There you will meet a gravel path representing a stream that will guide you to an authentic pond side tea house. After our stroll, we'll visit quaint Oyster Bay with time for lunch and wandering. Next, we'll make our way through the lovely vistas of the village of Mill Neck to the exquisite Mill Neck Manor, a majestic Tudor Revival mansion set on an 86-acre estate overlooking Long Island Sound. This former private residence known as Sefton Manor, with over 34 family rooms and 16 bathrooms was purchased by Lutheran Friends of the Deaf and today is used as a school for the deaf. Here we'll have a guided tour and included lunch with time to stroll the beautiful gardens and take in the scenic views.

A Titanic Adventure - Village Teahouse

Group Tours & Travel LLC

Our very favorite teahouse is having a fun, special event! The Village Teahouse, situated in a 124-year-old Victorian home, has embraced the storied history of the West Point village in

Pennsylvania to create a tearoom full of character and elegance. It is here, among the two unique Victorian dining rooms where we embark on a one-of-a-kind adventure upon RMS Titanic, without the cold, fatal ending. Dress to impress in your Victorian best or Edwardian fashion of the nineteen-teens (optional) as we step aboard our luxury British ocean liner on its historic voyage across the Atlantic. Aboard, we will formally dine on authentic ship fare while sipping delicious tea and be entertained by recreations of passenger experiences with an historical interpretation of fact and fiction about the ship's last day at sea. Your all-inclusive ticket cost includes your boarding pass, passenger ticket, 8 course meal using authentic Titanic recipes, boarding photo and much more! Prizes will be awarded for best dressed and best passenger portrayal. Bring your sense of fun and adventure and don't miss out on this festive, spirited special event!

Purple Blooms of Summer - Peace Valley Lavender Farm & Village Teahouse
Group Tours & Travel LLC

Purple is the shade of the day as we visit fields of lavender growing on the rolling hills of Bucks County, PA. Tranquility awaits as we wander through the farm taking in the sights and scents surrounding us. Historically, lavender has been thought to stimulate and supplement the body's healing forces unmatched by modern pharmaceuticals. In the Middle Ages, evidence suggests that lavender field workers and perfumers survived the Black Death and other plagues due to its protection against bacterial pathogens and new scientific studies have confirmed these age-old beliefs. Lavender can stimulate the immune system but also soothes muscle aches and even take the pain out of insect bites. Another amazing finding with lavender is its ability to act as an anti-depressant that boosts your spirits and helps beat the blues. Our farm tour will include the history of lavender, information on different species and cultivars, how to plant, prune and harvest lavender, how to dry strip and store lavender buds, the process of lavender oil distillation, and how to use lavender in your everyday life. Pick your own bouquet and bring some purple peace home with you. Next, we step into the Victorian charm of the Village Teahouse for a fantastically delicious full tea lunch. With over 50 kinds of specialty teas to choose from, there will most definitely be one that's perfect for you. This 125-year-old home in which we'll sip tea offers a sweet, elegant space to relax and enjoy friendly conversation.

Nature's Art - Grounds for Sculpture & Raptor Trust
Group Tours & Travel LLC

We begin our day at a place where art and nature are always at play, New Jersey's own Grounds for Sculpture. Here, we'll find over 300 contemporary sculptures artistically displayed over 42 landscaped acres along with indoor exhibitions from established and emerging artists featured in six galleries. Take your time to stroll, wander, pause to take in the sculptures that capture your eye, and above all relax, unwind, and enjoy. Next, we step into nature at the Raptor Trust, a bird rehabilitation and education center located right here in New Jersey along the border of the Great Swamp National Wildlife Refuge. This haven for wildlife started as the result of one man's long-time interest in nature and passionate concern for birds of prey. Today the refuge is home to about 50 resident birds and serves as a rehab center for injured or orphaned wild birds. During our visit, we'll have an informative talk about the Trust, meet a live ambassador bird up close, visit the education center and stroll through the pathways that take us nearby the amazing resident raptors. Our time spent here will remind us how the role of every creature in nature helps create a better world for us all.

Multi Day Tours

Spring Celebration - Charleston & Beaufort, South Carolina

Group Tours & Travel LLC

There is no better place to celebrate spring than the two most beautiful and historic towns in South Carolina. Charleston, the bigger port city with its elegant French Quarter and Battery districts made up of cobblestone streets, pastel antebellum houses, and secret gardens has an historical beauty with an ever-changing cultural scene that has exploded citywide, leaving a lot to explore. Beaufort, a smaller version of Charleston, is a picture-perfect scene filled with horse drawn carriages, centuries old mansions, salty sea air and comfy chairs on sweeping verandas. As soon as we arrive, we will delve into the Southern comfort, hospitality and relaxed pace. With this as our guide, we'll spend several leisurely days enjoying everything these two cities have to offer, leaving us with a feeling of an intimate adventure. Highlights include: four nights at the Boutique Elliott House Inn Downtown Charleston, two nights in the historic Beaufort Inn, Fort Moultrie, Middleton Place, Calhoun Mansion, Charleston carriage ride sightseeing tour, Morris Island Lighthouse boat tour, Center For Birds of Prey, Sullivan's Island Lighthouse, Edmondston Alston House, Mrs. Whaley's Garden, Charleston Tea Plantation, Angel Oak Tree, The Kazoo Factory Tour, historic Beaufort trolley tour, Verdier House, Cypress Wetlands Boardwalk, Habersham Marketplace, free time to sightsee and browse downtown Charleston and Beaufort, all breakfasts, four lunches, one dinner, tour escort, and more.

A Taste of Victorian Charm - Saratoga Springs, New York

Group Tours & Travel LLC

Let's escape to a place filled with history, charm and natural wonders this spring! Wrapped around the northern corner of Saratoga Lake and hugging the west bank of Fish Creek sits Saratoga Springs, right at the base of the Adirondack Mountains. Known for its naturally carbonated mineral springs, thoroughbred horse racing and vibrant downtown, Saratoga Springs is a place where health, history and horses come together. Join us as we reside in Victorian splendor, taste from mineral springs, visit retired thoroughbreds, follow the local history trail and sip Saratoga wine this May. (*We've booked the entire Batcheller Mansion Inn which contains nine rooms. First registrations have first pick of rooms in this spectacular mansion. The mansion has 3 floors and no elevator, we will take care of your luggage. Once rooms are booked at the mansion, we will book you in the nearby, historic Inn of Saratoga.) Highlights include: three charming nights at the Victorian Batcheller Mansion Inn or Inn of Saratoga, Saratoga Spa State Park, Wilderstein Historic Site, Saratoga Springs History Museum, Old Friends at Cabin Creek Horse Farm, Lester Park's Fossilized Sea Bottom, Saratoga Springs Winery, vibrant downtown Saratoga Springs, all breakfasts, two lunches, one dinner, tour escort and more.

Beaches, Bluffs & Glorious Views - Block Island, Rhode Island

Group Tours & Travel LLC

Let's step out of the ordinary and through a door that will take us on an adventure to the peaceful and serene Block Island, Rhode Island. A high-speed ferry will whisk us across the sound to an island comprised of 17 miles of pristine beaches safely protected by lighthouses with spectacular bluffs surrounded by green rolling hills and winding paths. Here we'll have the quintessential island experience filled with food and drinks overlooking the ocean, boutique lined streets, picturesque lighthouses, unspoiled white sand beaches, charming streets, dramatic cliffs, and

wandering nature trails. What a perfect place to take a break from the world and find pure relaxation. There are few cars in use on the island and buses are restricted. The best way to get around and enjoy the sights and sounds of the island is by foot or bicycle. Mopeds are available to rent for those interested and taxis will take you anywhere you like to go. *There is more walking than usual on this tour, but as with all our tours, you may walk as much or as little as you like, as taxis are always available. Highlights include three serene nights at the Victorian National Hotel, high speed catamaran ferry ride, Mohegan Bluffs, Southeast Light, sunset cruise, North Light, Glass Floats Project, Rodman's Hollow, 1661 Inn Farm & Gardens, Painted Rock, Sacred Labyrinth, Vaill Beach, Native American Burial Ground, "Smilin' Through" Cottage, Block Island Historical Society, all breakfasts, two lunches, one dinner, tour escort and more.

Castles of Cape Ann - Hammond Castle, Castle Hill & Beauport, Massachusetts Group Tours & Travel LLC

Are you enticed by rugged cliffs, picturesque fishing villages and uncrowded seaside landscapes? Then Cape Ann is the perfect place for you! This birthplace of fried clams offers not only great seafood but tons of history including castles of all kinds and we intend to visit them all. The coastal communities of this area have drawn travelers from poets to painters to presidents so why not join us as we delve into the history, wander artsy seaside towns and sail the ocean blue out of Gloucester Harbor, and enjoy the magnificent view from the spectacular Ocean House at Bass Rocks. Highlights include three enchanting nights at the Ocean House Hotel at Bass Rocks, Hammond Castle, Beauport, The Sleeper McCann House, Bancroft Tower, Castle Hill, Schooner Sunset Sailing Cruise, Eastern Point Lighthouse, Towns of Rockport, Gloucester & Marblehead, all breakfasts, two lunches, two dinners, tour escort and more.

Walking on the Wild Side - The Adirondacks Group Tours & Travel LLC

Join us in discovering the breathtaking beauty of the Adirondacks this June! Countless adventures await as we travel north to the welcoming communities, mountains, lakes, verdant valleys, and steep cliffs of this New York region. There will be sculptures, walking on tops of trees, lake views with a cruise, nature's geology, historic forts, and if the weather permits, a clear night sky. All of our adventures will be enjoyed a short distance from our lovely lake front rooms at the newest lodge in Saranac Lake that was inspired by the surrounding Adirondacks. Highlights include: three lake front nights at the Saranac Waterfront Lodge, The Wild Center, Saranac Laboratory Museum, The Carillon Scenic Boat Tour, Fort Ticonderoga Gossip Tour, downtown historic Saranac Lake, Sacandaga River Sculpture Park, Natural Stone Bridge & Caves, Saranac Lake Riverwalk, Pig Rock, Hoss's Country Corner, all breakfasts, three lunches, one dinner, tour escort and more.

"Light" at Longwood Gardens - An Immersive Experience of Art & Light Group Tours & Travel LLC

This is one experience you just cannot miss! The imaginative, incredible Bruce Munro is returning to Longwood Gardens for his second dazzling art installation throughout the gardens at Longwood, "Light". The already beautiful Longwood Gardens will be transformed into an immersive scene of art and light, one you have never encountered before. This new exhibition features eight unique installations spanning Longwood's indoor spaces and outdoor vistas, all of which will enchant and amaze your senses. Our journey to experience this evening delight will

also take us on the path to more extraordinary wonders close by. We'll stroll two additional extravagant and elegant gardens plus tour a magnificent mansion once inhabited by the infamous du Pont family. Wondrous adventure awaits! Highlights include an overnight at the Fairfield Inn & Suites by Marriott, Kennett Square, evening "Light" Exhibition at Longwood Gardens, Marian Coffin Gardens, mansion & gardens of the Nemours Estate, historic New Castle, Delaware, Wilmington riverfront stroll, one breakfast, one lunch, one dinner, tour escort and more.

Sweeping Summer Vistas - New Hampshire Group Tours & Travel LLC

Join our summer getaway to the beautiful landscapes of New Hampshire! Nature awaits among the White Mountains where we'll experience amazing vistas, stunning gorges with glacial pools and cascading waterfalls. It is a place of poetry, historic towns and a dramatic ascent to the top of Mount Washington. Perhaps even more amazing than the sights we will see is where we will be privileged to spend our days and nights, the exceptional Mountain View Grand. An Historic Hotel of America, the Grand has been a place of warm hospitality since 1865 and today offers sweeping views of the distant White Mountains from the sprawling, yet cozy grand porch. Once you set eyes upon its classic beauty you'll clearly see how the Mountain View Grand is one of America's truly grand hotels. Highlights include four nights at the spellbinding Mountain View Grand Resort & Spa, Flume Gorge at Franconia State Park, Mount Washington Cog Railway scenic ride, The Frost Place, Café Lafayette Dinner Train, Pickity Place, downtown Littleton, Upper Ammonoosuc Falls, Shelburne Falls Glacial Potholes, historic Chutters Candy Store, Bridge of Flowers, the charming village of Shelburne Falls, daily activities at the Grand, all breakfasts, three lunches, one dinner, tour escort and more.

Blues, Brews & BBQ: Ledges Hotel, Poconos PA Group Tours & Travel LLC

Let's escape to the coolness of the Poconos! Settled between the flourishing natural beauty of rock ledges and Paupack High Falls, the luxury historic Ledges Hotel blends its contemporary design without sparing its rustic charm. As the former O'Connor Glass Factory built in 1890, the architectural design of Ledges harmonizes its distinct history with its picturesque natural setting. If that wasn't enough enticement, we'll spend our first night sitting back and enjoying live blues music by the falls featuring a local craft brewery and BBQ style outdoor dining. Slip away from the group and enjoy a cocktail on the serenity of the stargazing deck while hearing the music from afar. Further exploration of the area includes an historic walk along the towpath of the Delaware & Hudson Canal Park at Lock 31, spending time in an Old Stone Jail, cooling down at a natural ice harvest museum, wandering the ancestral home of one of America's greatest conservationists, gazing in awe at cascading waterfalls and sipping wine while relaxing among the foothills of the Hudson Valley. Highlights include: two nights at the Ledges Hotel, Hawley Silk Mill, D&H Canal Park at Lock 31, Old Stone Jail, Sculpted Ice Works Museum, Grey Towers, Shohola Falls, Warwick Valley Winery & Distillery, all breakfasts, three lunches, one BBQ dinner with live blues music, tour escort and more.

Lucille Ball Comedy Festival: Chautauqua & Niagara County, New York
Group Tours & Travel LLC

Let's laugh our way to Lucille Ball's annual Comedy Festival this August! Everyone remembers this famous funny gal as the crazy, accident prone, loveable Lucy who was always faced with a major catastrophe. Believe it or not, this same Lucy was first turned down by a dramatic school for being too shy. Learn other fun and interesting facts about Lucille and see her hometown of Jamestown, New York where we'll tour her old stomping grounds, explore the National Comedy Center, ride on an historic steamboat for a Lucy inspired luncheon cruise, dine at Ricky's Tropicana, and party down at an evening block party. There's not just comedy here. We'll also explore the wonders of Chautauqua and Niagara County including the amazing Panama Rocks, an exhilarating ride through the Niagara Gorge and Whirlpool, views of the majestic Niagara Falls and picturesque Dunkirk Lighthouse. Hold onto your ribs and get ready for a hilariously good time! Highlights include: four nights at the Wingate by Wyndham, Ellicottville, NY, Chautauqua Belle Lunch Cruise, Ricky Ricardo's Tropicana lunch, Lucille Ball's Hometown Tour, National Comedy Center, evening block party, Whirlpool Jet Boat Tour of Niagara Gorge, quaint downtown Lewiston, Niagara Falls Observation Tower, Dunkirk Lighthouse, downtown Ellicottville, lunch in the Cool Town, Owego, all breakfasts, two lunches, one dinner, tour escort and more.

019 - August 4-8, 2022

Career & Workplace

Resume Makeover Master Class

Jessica Warta

In this engaging workshop, we will review the optimized resume structure (of course Applicant-Tracking-System format friendly) and must-have sections of your most critical personal marketing tool. Your resume showcases your personal brand and career narrative functioning as a marketing tool. The singular goal of this tool is to land you an initial job interview at your target company. As such we will review best practices for choosing and building what career experiences to highlight and how best to showcase and position your employee value proposition and "super power" in the vast marketplace to spark interest from your target company's audience. You will be empowered and will walk away from the workshop with an actionable master resume structure with each of the above sections easily able to be completed and updated for your target role moving forward.

Becoming A LinkedIn All-Star: LinkedIn Profile Optimization & Best Practices

Jessica Warta

Has your LinkedIn profile attained "All-Star" Status and what exactly are the criteria required for this "strength" rating which fuels you to be 40x more likely to be contacted about job opportunities and enables you to be 18x more likely to show up in recruiter search results? In this course, we will review & share best practices for building your most critical digital personal marketing tool, your LinkedIn profile, and all the components to reach this LinkedIn user rewarded "All Star" Status. We will also review in depth the most heavily weighted aspects of the profile and how to powerfully summarize achievements for each role in your Work

Experience section. Optimizing your LinkedIn profile for keywords and searches is a must, but the easiest way to accelerate your visibility on LinkedIn is by engaging with the community. As such we will also review best practices for leveraging and building your network to harness the power of the world's largest 800M+ member professional career network platform!

One Session

Behavioral Interview: Best Practices & Story Toolkit Building

Jessica Warta

Do you have your targeted 60-90 second personal pitch ready for the ubiquitous “Tell me about yourself or Walk me through your resume” interview openers with HR professionals and the hiring team? In this 90-minute collaborative session, we will work on crafting your compelling and targeted 3-part “Tell me about yourself” response as well as build out your comprehensive story toolkit for the 5-main categories of questions that can be asked. Each registrant will be emailed the curated Behavioral Interview Guide that the instructor has created which features strengths-based and competency-based questions to guide our learning and discussion (a \$175 value).

Creative Arts

Arts in Health & Wellbeing

Janette Dishuk

This four-week course will cover several key areas of Arts in Health including: arts in healthcare & medicine; the arts for improving personal and public health; the creative, expressive, and healing arts for stress and pain management, burnout, resilience, and wellbeing. This course is presented by lecture, film/video, interactive discussion and experiential activities. Participants will engage in the art-making process and create individual and group pieces. Arts modalities may include: art, music, dance/movement, poetry/creative writing, drama/theatre, horticulture, and culinary arts. Guided relaxation, meditation, and breath-work may also be incorporated. A materials fee of \$35 is due to the instructor at class.

Performing for Adults

Elena Shaddow

In this 4-week course, we will read and act out different scenes from classic plays and break them down to understand the objectives of the characters and how they achieve what they want to achieve therein. Each class starts with warmups and exercises.

Culinary Arts

More Appealing Appetizers

Joseph Scillieri

You will be the hit of the party when you present your guest with these mouth-watering appetizers. You will fully participate in the preparation of eggplant rollatini made with a homemade tomato sauce, caponata (eggplant relish) and potato pie. A homemade pizza dough will be prepared for pepperoni bread and spinach stromboli. Please bring containers to class for leftovers. A food fee of \$25 is paid to the instructor at class.

Heart Warming Quiches

Joseph Scillieri

Quiche makes for an easy and soothing meal any time of year. You will participate and learn as we prepare asparagus bacon quiche, spinach quiche, quiche Lorraine, artichoke quiche and ham and swiss quiche. Preparation is easy and the presentation will be the key factor. Don't miss out on a fun night of learning and tasting everything prepared. Bring containers to class for leftovers. A food fee of \$25 is paid to the instructor at class.

Artichokes Simplified

Kim Hendrickson

Do artichokes scare you? Don't know what to do with the fresh artichokes or how to maximize their delicate flavor when you buy bags of frozen ones? Kim will walk you through the elements of artichoke prep and the class will prepare four different dishes using them. If Stuffed Artichokes or Artichoke Tart Tatin make you drool, sign up for this one-night class. Tuition includes a food fee of \$20. Please bring an apron, a kitchen towel, containers for leftovers, and a paring & chopping knife to class.

Marshmallows - Delicious and Simple

Kim Hendrickson

If you have never had hand crafted marshmallows you don't know what you are missing! We think of Peeps and the rubbery blobs we toast but handcrafted marshmallows are wonderful on their own. Kim will walk you through the process, then each person will choose a flavor: vanilla bean, mint, caramel, or chocolate and make a pan of their own marshmallows. Tuition includes a food fee of \$10. Please bring a 13 x 9 x 2" baking pan, an apron, a kitchen towel, and containers for leftovers to class.

Souffles - Sweet & Savory

Kim Hendrickson

Souffles sound scary, right? Beginning with the correct dish, which is included in the class tuition, we will go over the principles behind souffles and the class will prepare four different dessert souffles on night one and then four different savory souffles on night two. If Decadent Chocolate Souffle or Herbed Cheese Souffle sound appetizing, mark your calendar and join this class. Tuition includes a food fee of \$30. Please bring an apron, a kitchen towel, containers for leftovers to class.

Cream Puffs & Eclairs

Kim Hendrickson

Pâte à Choux (or cream puff pastry) is the miracle dough that make those light puffy desserts filled with different creams. Eclairs are just made in a different shape and with chocolate glaze. Kim will walk you through the basics of making perfect puffs then coach you on great custards and fillings for both. This is one dessert that you don't need to pay a lot for at a local bakery because with the few basics Kim will provide you will be making them often at home! Tuition includes a food fee of \$20. Please bring an apron, a kitchen towel, a hand mixer, and containers to take home your confections.

Millionaire Bars

Kim Hendrickson

A buttery shortbread crust with a thick caramel layer topped with chocolate is what makes these bars worth a million! Some are intimidated by the steps (especially the caramel) but Kim will share tips and advice to make these delicious bars at home for all to enjoy. After a basic demo, each person will make a 13 x 9" pan each. They store well, so you can distribute your sweets to all! Tuition includes a food fee of \$12. Please bring a 13 x 9" baking pan, an apron, and a kitchen towel to class.

Pad Thai – Learn to Make it at Home

Kim Hendrickson

Most of us wait until we go out to eat to have this dish, but with just a few basic steps and easy to find ingredients, making Pad Thai at home, whenever you crave it is easy. Kim will walk you through the basics and then the class will break into teams and prepare the dish themselves. Tuition includes a food fee of \$15. Please bring an apron, a kitchen towel, a container to bring leftovers home, a chopping & a paring knife.

Gallettes - Sweet & Savory

Kim Hendrickson

Gallettes are nothing more than a free-form pastry that contains a filling. Taking the place of structured tarts, this is an easy way to jazz up almost any filling: sweet or savory! If making a crust scares you, come to this class! If you think baking a tart is hard, come to this class! After some basic tips and tricks, each person will make a sweet galette one night and a savory one the next, both to take home and enjoy. Tuition includes a food fee of \$22. Please bring a baking sheet, an apron, a kitchen towel, a paring & a chopping knife to class.

Creating Brunch Cocktails at Home

Kathy Mahon

In this fun class, students will learn the science of selecting ingredients for making brunch cocktails at home like a professional. Knowing the science behind it will enable you to create your own special drinks. Topics covered include: how to garnish a cocktail, understanding which cocktail combinations should be stirred vs. shaken, proper use of the strainer and the shaker combo. Students will also be shown how to make three standard cocktails using three different spirits. Demonstrated will be cocktails such as: the Bloody Mary, Bellinis, a Pain Killer and Prosecco Punch. Required course tools: a large shaker with mixing glass, a strainer and a long handled stirring spoon. Students can purchase in kit form from the instructor or bring their own.

Creating an Organic Garden for Your Home

Stacey Antine, MS, RDN, HealthBarnUSA

Are you interested in growing your own organic food? This workshop is a must for beginners as well as seasoned gardeners who want to increase their yield. You will learn the basics of composting, soil management, seeds, seedlings, double digging, design, weed and animal management just in time for Spring 2022 planting season.

Cookie Decorating for Beginners

Loreen Lee

Spring has sprung! Welcome the new season by being a "whisk" taker and decorate some cookies. In this introductory class, you will learn basic cookie decorating techniques, how to use decorating tools, icing consistencies, and tips and tricks for making your own beautiful cookies. Then you can decorate your own cookies so you can impress family and friends for future events. A materials fee of \$20 is payable to instructor at class.

Three Restaurant Quality Soups

Chef David Ciccolella, Ya'Eat.tv

Have you ever had really good soup in a restaurant? What if you could make it at home and have it taste just as good, if not better? David will show some tricks of the trade and break down the techniques of how to make all three soups - Rotisserie Chicken and Rice Soup, New England Clam Chowder Soup, and Italian Minestrone Soup. Then each student can pick one to make and take home. We will also have a tasting of all the soups. Bring a 3-4-quart pot, chef knife, an apron, and a container to take the soup home. A food fee of \$25 is paid to the instructor at class.

Working with Dough... Pizza, Stromboli, Breadsticks

Chef David Ciccolella, Ya'Eat.tv

Do you want to know how to make really good pizza at home? Not only is it fun to make but you will wonder why you waited so long to learn how. We will make 3 types of dough using 00 flour, bread flour, and all-purpose flour. We will learn the difference between the three types of flour, the doughs aging process, and which makes the best pizza, stromboli and bread. We will be making Grandma Pizza, Pan Pizza, Breadsticks, and Stromboli with everything bagel seasoning. In session one, we will make all 3 types of dough and sauces for pizza and a pizza. We will age the other 2 types of dough for 24 hours and make grandma pizza, cast pan pizza, and breadsticks in session two. Bring an Apron, and a 2-quart plastic storage container to take the dough home. A food fee of \$25 is paid to the instructor at class.

Spring Cocktails

Steel Wheel Tavern Staff

The Steel Wheel Tavern's bartenders along with a representative from one of our preferred liquor vendors will take you behind the bar (figuratively speaking) and teach you how to make four spring inspired cocktails. The craft cocktail list will enhance the four-course meal which will be prepared by Bryan Tortorella, the Steel Wheel Tavern's Executive chef. The meal will include a salad, a starter, an entree and a dessert.

Dance

Intermediate Adult Tap

HeArt in Motion Studio Faculty

The class focuses on developing rhythmic patterns and classic tap progressions, with some former experience in tap dance. Former experience can be from childhood, since the class moves at a faster pace, after the warmup.

Adult Hip Hop

HeArt in Motion Studio Faculty

This open level teen/adult class is choreography-based to build dancers' movement vocabulary and personal style. After starting with a warm up, students will be guided through basic moves before learning a short combo to a new song each week. The goal of this class is for dancers to gain confidence, control movements, and make it their own. Whether you are a trained hip hop dancer or interested in getting into it, this class is for you! It is a space for beginners to grasp choreography and advanced dancers to add style to their movements.

Baroque Dance

HeArt in Motion Studio Faculty

Learn dances that were popular throughout the 18th century such as the minuet. No partner or dance experience is required. Learn the history and notation of, as well as choreography, to the style of dance that inspired ballet.

Ballroom Social Dancing Level II

Janette Dishuk

This eight-week course builds on the skills taught in the basic open-level class. Dances covered may include: Foxtrot, Waltz, Tango, Hustle (Disco), and Swing. By the end of the course, you will have the confidence to join your friends on the dance floor. Dances covered are at the discretion of the instructor and depend on the interest and ability of the class. Couples only.

Ballroom Latin Dancing Level II

Janette Dishuk

This eight-week course builds on the skills taught in the basic open-level class. Dances covered may include: Merengue, Salsa/Mambo, Bachata, Rumba, Cha Cha, and Samba. Dances covered are at the discretion of the instructor and depend on the interest and ability of the class. Couples only. \$180/couple

Contemporary/Country Line Dancing

Christopher Crevatas

A line dance is a choreographed routine done with a group of people that has a repeated sequence of steps. Line dancing is great fun because it can be danced with or without a partner and it is a great form of exercise! All Levels are welcome to this class. No partner is required.

Beginner Level East Coast Swing

Christopher Crevatas

Try your hand at this fun, energetic swing dance that was made popular in the 1940's in the Big Band Era. Couples Only.

Handcrafting

Introduction to Handcrafted Cold Porcelain/Polymer Clay/Air-Dry Clay Flowers

Pooja Dhawan

You will create long-lasting and beautiful flowers using air-dry clay in this class. You will learn how to texture petals and leaves to make a realistic bouquet of mixed flowers and foliage. Each session is paced in consideration of student abilities. Dogwoods, roses, cherry blossoms, peonies, daisies, eucalyptus, hydrangeas, sweet peas, leaves, berries and more will be covered. A \$25 materials fee (clay, wires, paints, floral tape, etc.) is payable to the instructor at the first class. A separate supply list will be emailed to students before the first class.

Fundamentals of Knotted Jewelry

Maya Oren-Dahan

Take your jewelry designs to a new level by learning how to make different types of functional and decorative knots. Explore different types of stringing materials like leather, cotton cord, Chinese knotting cord, Irish waxed linen and more. Use your new skills to make one of a kind necklaces, bracelets and earrings. Beginning and intermediate students are welcome. Supply list will be provided. Supply cost is approximately \$150. Optional kits can be ordered from the instructor.

Health

Spring into Action to Create Your Vision

Lois Kramer Perez

Join us for a fun and creative class that will help you to put your vision into action. Spring is the perfect time to begin a new action plan. Vision boards are a great way to get your energy moving and stimulate action. When you take action on a thought, you have the ability to create your own success. Your mind is very powerful. Create a conversation with your subconscious to stimulate your actions. In addition to creating your vision board, you will experience a manifest meditation. And the class doesn't end there - you will take home a 27-day ritual to support your vision and desires. Start collecting photographs, pictures, and objects that represent the life you desire! Bring your collection to class. Poster Board, Scissors, Glitter and Glue Provided. A \$5 cash material fee is due to instructor at the beginning of the class.

Paint the Gold Rocks for Prosperity

Lois Kramer-Perez

Let's have fun and paint some gold rocks for prosperity! Get your hands into this prosperity ritual. You will find out the best places to put your gold rocks for abundance. In addition, you will learn some feng shui secrets for stimulating abundance and prosperity and enjoy a guided meditation to seal the deal! Plus, you will receive a bonus prosperity crystal. Bring a shoe box to transport your painted rocks. Rocks, paint, wax paper and brushes are provided. A \$5 cash material fee is due to the instructor at the beginning of the class.

Heal the Past, Embrace the Present with Past Life Regression

Lois Kramer-Perez, C.Ht.

Have you ever sensed something familiar, like an instant connection, when visiting a place for the first time or when you meet someone new? Or you may have found yourself repeating the same pattern over and over again without any rhyme or reason. Or maybe you have recurring dreams that feel so real. We will talk about karma and what part it plays in your life today, tomorrow or the past. Join Lois for an experiential evening exploring the way to uncover, unravel or release. Trained by the Master, Brian L. Weiss MD., Lois guides you where it is important for you to go. Understanding the past opens your ability to embrace your present. There is nothing to prepare, just relax and enjoy your easy safe journey. Is this your first time? Beginners are welcomed. You will find this easy! Become more relaxed than you ever been.

Exploring Yoga in Four Ways

Jeff Coster & Stacie Greenhouse

Stacie and Jeff will offer an introduction to four different yoga class methods with each week focusing on one of the following four class methods. Yin Yoga is a style of yoga that is for every body. Yin yoga targets the connective tissue of the chest, hips, pelvis and lower spine through poses that are held for longer periods of time, up to five minutes, instead of the usual five to eight breaths. Vinyasa Flow for beginners is a practice linking breath and movement. In between each breath, students learn to hold postures for improving their balance, strength, flexibility and spatial awareness, and then in the next breath and movement *flow* into the next posture. YinYasa is a hybrid flow combining the poses from the longer holds of Yin practice with the movement of a Vinyasa series. Vinyasa Chair Yoga offers the benefits and pleasures of Vinyasa Yoga to people of all abilities. For people who are concerned that a traditional Vinyasa class might be too challenging for their balance or flexibility, the chair is a prop that increases stability and confidence. Each teacher will cover three classes.

Home

Organize, Create & Curate Your Dream Closet

Zahavi & Schwartz

Clothes can help us feel more confident and comfortable, and act as armor for the day. It can be frustrating when you can't find anything to wear because your closet isn't well organized. It is so important to put a little effort into planning your wardrobe. This does not mean going out and purchasing a bunch of random pieces just to fill your closet. But, an unorganized closet that gets built up, year after year, can leave you feeling overwhelmed. A smaller amount of clothing (that is well thought out) can actually mean you end up wearing more outfit combinations. You want your wardrobe to work for you! If your wardrobe doesn't do this for you, it's time to rebuild it properly into a wardrobe that embodies your fashion, contains all your essentials, and comes across as modern and exciting. A well-designed closet (with attractive, carefully planned rods, cubbies, shelves, drawers, and more) maxes out personalized, easy-access storage in the space. To achieve closet nirvana Zahavi & Schwartz will share their best practices and methods for cleaning out and re-organizing your closet.

Design for Aging in Place

Donald Rubin

Most of us would prefer to remain in the house or apartment that we live in even though many functions are becoming more difficult to perform as we grow older. Some limitations apply to people in wheelchairs, but there are others involving sight, strength, space, limitations of reach, mental ability and safety which may also be of concern. This course will focus on the spatial and physical aspects which can be modified to make our homes both easier to use and safer, some with minimal effort and cost, and some which can be made incrementally, as the needs arise.

Language

Sign Language 2

Carl Andreasen

This course is designed to continue development of American Sign Language expressive and receptive skills, grammar, vocabulary, cultural awareness, and related terminology.

Prerequisites: "American Sign Language 1" or permission from the instructor. Due to the nature of the class, if the mask mandate is still in effect, this class will be virtual.

Leisure & Personal Time

Beginner & Advanced Beginner Bridge

Pat & Fred Linnemeyer

Excellent opportunity for new players to learn the exciting game of bridge and for advanced beginners to improve their game and learn new conventions. We have a hands-on approach which makes it easy to learn and improve your game.

Intermediate Bridge

Pat & Fred Linnemeyer

Improve your basics, learn 2 over 1 and other conventions which will tremendously improve your game. Hand analysis after each play which will be extremely useful and help you become a better bridge player.

What is Your Body Type and How Do You Dress to Compliment It?

Zahavi & Schwartz

Have you always been told that you are a rectangle or an apple body shape? We are here to share an updated version of this outdated method. We want to help you dress for your body type based on The Kibbe body types. This is an array of 13 style types based on physical characteristics and personality essence. Unlike the traditional (fruit) body shape theory, which focuses on achieving balance and symmetry, Kibbe's archetypes are more in line with style essences theory. These theories aim at creating an overall harmonious style image of a person rather than focusing on styling individual body parts. We will offer tips on how to dress for individual body parts, but do it so it can align with your personal style. Also, Zahavi & Schwartz will help you find out your Kibbe Body Type, and get the equation to a great personal style. You will also learn what makes you feel your best, so you always step out feeling comfortable, confident, and put together.

Sustainable Style

Zahavi & Schwartz

The fashion industry has a large influence on the global economy and is more and more known for its social and environmental impact. As a consumer hearing about recycled materials and marketing that greenwashes this impact, we want to provide you with the facts on how to shop sustainably and maintain your clothes and accessories so they last longer. As stylists and tailors, we have learned how to mend, look for quality, and keep clothing for decades. We want to share our best wardrobe care practices with you. Also, we will share our best practices for shopping sustainably, as well as how to do it so it matches your personal style. In this class, you will walk away with our large list of sustainable and size-inclusive brands to shop for every occasion, tips and tricks for scoring the best vintage and thrift finds, a how to take your measurements (helpful for many reasons), a guide to caring for every piece of clothing or accessory, and ten tips on how to spot quality made goods.

Dining Etiquette

Messalina Morley-Alton

Learn how to be confident in any formal dining situation with a three-session course on dining etiquette. You will be guided as to how to lay a formal table and when to use which utensil. Polite conversation, when to use or not use your phone and how to enjoy Afternoon Tea will all be covered, and more.

Chess

International Chess Academy

Our chess program instructs students on how to think logically and creatively while under the pressure of competition. Students will partake in chess strategy lessons, solve problems to improve their tactical ability and foresight, and hone their skills with supervised practice games. There will also be opportunities for teamwork to emphasize the power and importance of respecting and building upon the ideas of others. Our coaches all have many years of experience in working with students of all ages and creating a fun and engaging atmosphere in which to teach chess. We'll make you love the game!

Liberal Arts & Music

Music Talks

Rock & Roll's Greatest Songwriters NEW!!

Roger Davidoff

Eight presentations, each exploring the greatest songs by the giants of Rock & Roll: Bob Dylan, John Lennon & Paul McCartney, Paul Simon, Pete Townshend, Jackson Browne, Randy Newman, Billy Joel and Bruce Springsteen. We will hear a chronologically selected survey of each songwriter's greatest songs, and discuss why each song has become important to the history of the genre. Join us in appreciating some of the most influential songs from our own time!

Sports

The Player's Club Virtual Golf

Player's Club Staff

Join us for a fun, state-of-the-art class in an amazing facility. The class will be taught by an instructor who will cover the basics of the game. Students will enjoy a mix of playing and practice time on the simulator, as well as chipping and putting drills. Please bring clubs if you have them, otherwise a rental fee of \$10 will apply and is paid at the facility. Advance notice is needed for use of clubs. Outdoor footwear in the facility is not allowed. Players must bring a clean pair of golf shoes or running shoes.

Junior Edition

The Player's Club Virtual Golf for Kids

Player's Club Staff

Join us for a fun, state-of-the-art class in an amazing facility. The class will be taught by an instructor who will cover the basics of the game. Students will enjoy a mix of playing and practice time on the simulator, as well as chipping and putting drills. Please bring clubs if you have them, otherwise a rental fee of \$10 will apply and is paid at the facility. Advance notice is needed for use of clubs. Outdoor footwear in the facility is not allowed. Players must bring a clean pair of golf shoes or running shoes.

Performing Basics – Grades K-2

Elena Shaddow

In this 4-week course, your child will dip a toe into the wonderful world of acting with a Broadway, stage and television actress (and mom). For children of all levels and devised by Elena herself, this curriculum includes Storytelling, Pretend Play, Theatre Games, Movement and Stagecraft.

Performing Basics - Grades 3-8

Elena Shaddow

In this fabulous, age-appropriate 4-week course, we explore ideas of acting, such as objectives and tactics, listening and responding, emotional recall, and much more. We will play theater games, do exercises, and take time to read lines and put our learning to practice.

Discover Magic After-School - Extraordinary Fun That Makes Great Kids Appear!

Magic Bob Ritchie, Party Magic Academy

The Discover Magic curriculum is designed to teach 8–12-year-olds important Life Skills that have been lost in our technologically-based world! In an age of virtual experiences, teaching a child to explore the physical world has never been more essential and more of a challenge! Our Discover Magic classes educate young minds using original content and custom magic props that your child will keep! This course is even designed to help all types of learners by providing live teaching instruction, written instruction, hands-on activities, peer-to-peer interaction, video instruction, fun practice time and even an online video vault. Help your child not only to "think outside the box", but to realize there is no box! Their imagination is their only limitation in life! A \$20 material fee is paid to the instructor at the first class.

Artists & Crafts

Jackie Carter

Artists & Crafts is a hands-on after-school class for grade school children. Each week we will focus on a famous artist, create a craft highlighting that artist, and encourage your child to experiment with a new art technique. We keep the students engaged with artwork bingo, songs, dance breaks, and plenty of conversation around the artist. A materials fee of \$25 is paid to instructor at first class.

Introduction to Drone Programming

Arena STEM Staff

Join us for our new drone programming course! Students will learn to code with drones in a fun and exciting way. Kids will use an easy to learn program to introduce the fundamentals of coding with drones! Topics covered will include: a flight pattern class, an advanced flight movements class, a conditionals class, a variables class and a loops class.

**RIDGEWOOD HIGH SCHOOL
 SPRING 2021-2022 COACHING ASSIGNMENTS ESTIMATE
 To be paid equal installments 4/15/22 AND 6/15/22
 Account: 11-402-100-101-00-10-034-001**

				Total	1/2 Salary	1/2 Salary
Name	Position	Step	Ratio*	Salary	4/15/2022	6/15/2022
Hommen, Kurt	Head Baseball	IV	0.095	8,891.00	4,445.50	4,445.50
TBD	Assistant Baseball	IV	0.065	6,083.00	3,041.50	3,041.50
Scevola, Adam	Assistant Baseball	IV	0.065	6,083.00	3,041.50	3,041.50
Ryan, Patrick	Head Boys Track	IV	0.095	8,891.00	4,445.50	4,445.50
Watson, Torre	Assistant Boys Track	IV	0.065	6,083.00	3,041.50	3,041.50
Wilson, Tim	Assistant Boys/Girls Track	IV	0.065	6,083.00	3,041.50	3,041.50
Saladino, Josh	Assistant Boy Track	IV	0.065	6,083.00	3,041.50	3,041.50
Sieck, Alison	Head Boys Tennis	IV	0.077	7,207.00	3,603.50	3,603.50
Staunton, Joseph	Assistant Boys Tennis	IV	0.060	5,616.00	2,808.00	2,808.00
Tobin, Deirdre	Assistant Boys Tennis	IV	0.060	5,616.00	2,808.00	2,808.00
Pounds, Michael	Head Boys Lacrosse	IV	0.095	8,891.00	4,445.50	4,445.50
Brooks, Richard	Assistant Boys Lacrosse	IV	0.065	6,083.00	3,041.50	3,041.50
Fritog, John	Assistant Boys Lacrosse	IV	0.065	6,083.00	3,041.50	3,041.50
Hurley, Daniel	Assistant Boys Lacrosse	IV	0.065	6,083.00	3,041.50	3,041.50
Bunzey, Craig	Head Softball	IV	0.095	8,891.00	4,445.50	4,445.50
Halm, Heather	Assistant Softball	IV	0.065	6,083.00	3,041.50	3,041.50
TBD	Assistant Softball	IV	0.065	6,083.00	3,041.50	3,041.50
Opremcak, Stephen	Head Girls Track	IV	0.095	8,891.00	4,445.50	4,445.50
Schoepfer, Warren	Assistant Girls Track	IV	0.065	6,083.00	3,041.50	3,041.50
Schulke, Kyle	Assistant Girls Track	IV	0.065	6,083.00	3,041.50	3,041.50
Henke, Elizabeth	Head Girls Lacrosse	IV	0.095	8,891.00	4,445.50	4,445.50
TBD	Assistant Girls Lacrosse	II	0.055	5,148.00	2,574.00	2,574.00
TBD	Assistant Girls Lacrosse	IV	0.065	6,083.00	3,041.50	3,041.50
TBD	Assistant Girls Lacrosse	IV	0.065	6,083.00	3,041.50	3,041.50
Knott, Ronald	Head Boys Golf	IV	0.077	7,207.00	3,603.50	3,603.50
Quirk, Brian	Head Girls Golf	IV	0.077	7,207.00	3,603.50	3,603.50
Totals				176,509.00	88,254.50	88,254.50
* Ratio is applied to the B.A. Maximum:			\$93,592			

Adult Education

Account #13-602-100-101-00-60-060-001

Abramenko, Emily
Andreasen, Carl
Antine, Stacey
Austin, Robert
Burke, Robert
Burns, Vivian
Calaski, James
Carter, Jackie
Chahine, Alain
Chahine, Martine
Christopher, Susan
Ciccolella, David
Costello, Mary Lee
Coster, Jeffrey
Crevatas, Christopher
Davidoff, Roger
Dhawan, Pooja
DiCostanzo, John
Dishuk, Janette
Dittmar, Dawn
Ermilio, Patricia
Ervolino, William (Bill)
Feingold, Richard
Feld, Ellen
Finnerty-Eagan, Karen
Fitzgerald, Mary
Fortunato, Irene
Greenhouse, Stacie
Medina, Julian Garcia
Michels, James
Gilbert, Kristen
Gross, Gwendolen
Hall, Burton
Hammond, Frederick
Hansen, Yasuko
Harrison, Amy
Helmy, Marize
Hendrickson, Kim
Herron, Jean Marie
Kirschner, Jonathan
Kovalcik, Terrance
Kramer-Perez, Lois
Larkin, Marya

Lee, Lauren
LeLuc, Isabel
Linnemeyer, Patricia
Livianos-Centauro, Karen
Livingstone, Robert
Mahon, Kathy
Maniaci, Angela
Manna, Michael
Marchese, Vincent
McKinnon, Evelyn
Michels, James
Morley-Alton, Messalina
Oren-Dahan, Maya
Papay, Eugene
Petretti, Myra
Petzold, Harold
Popadics, Joel
Porod, Jason
Rubin, Donald
Santoli, Eric
Schwartz, Zahava
Schwartzman, Marshall (MT)
Scillieri, Joseph
Secreti, Joanna
Shaddow, Elena
Sobel, Arlene
Soloman, Charles
Tyree, LaShondra
Valere, Neil
Vangieri, Patricia
Walker, Lorinda
Warta, Jessica
Winner, Anne
Zaitsev, Maksim

Adult cont.

*Related to staff member

Page 2 – RCS Spring 2022 Employees

Junior Edition

13-423-100-101-00-60-060-001

Alcaro, Annamaria
Alexander, Lisa
Beaumont, Megan
Bilyk, Matthew
Brescia, Kenneth
Burns, Vivian
Capalbo, Michele
Cheng, Zhe (Gil)
Conti, Eva
Cosco, Catherine
Eichmann, John
Fink, Gary
Goldberg, Daryl
Hankle, Benjamin
Landes, Gregory
Lazzara, Patricia
Livingstone, Robert
Neville, Benjamin
Reedy, Dana
Ritchie, Robert
Shaddow, Elena
Sullivan, Matthew
Troy, Michael
Zaitsev, Maksim

Driver Education

13-424-100-101-00-60-060-001

Cosgrove, James
Currier, Robert
Kay, Peter *
Knott, Ronald
Mitola, Candace
Ross, Jennifer
Watson, Andrea *

*Related to staff member

**Recommendations for Vendors of 2022-2023 E-Rate Eligible Services
Ridgewood Public Schools Board of Education January 31, 2022**

Category 2 - Wi-Fi Internal Connections						
	Service	Vendor	Total Points	Total Price	Notes: Points assigned based on price and criteria of RFPs	
District Wi-Fi Upgrade (E-rate 470 #: 220007634)	Wireless Equipment	Recommendation: CDW Government				
		CDW Government	100	\$ 292,921.14		
		SHI	95	\$ 312,575.59		
		Turn-Key Technology (Option 1)	89	\$ 344,642.95		
		Turn-Key Technology (Option 2)	84	\$ 359,806.45		
		JCT Solutions	80	\$ 370,703.34		
		Dyntek	65	\$ 482,194.10		
	Cabling Equipment	Recommendation: Dyntek				No other vendors submitted proposals.
		Dyntek	N/A	\$3,280.00		



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

February 14, 2022

Regular Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 21407450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 21407450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- I. CALL TO ORDER AND ROLL CALL Ms. Kwak
- II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE Ms. Kwak
- III. OPENING STATEMENT BY PRESIDING OFFICER Ms. Kwak
- IV. PRESENTATIONS Dr. Gorman
- A. Student Representative Report
- Owen Katz, Salma Masri, Aiden Park, Megan Schwartz, Willard Elementary School
- B. Asian American and Pacific Islander Legislation (AAPI)
- Christina Huang, Ridgewood High School
 - Medha Kirtane, Social Studies Teacher Ridgewood High School
 - Mark Ferreri, Supervisor of Humanities
- C. Student Representative Report
- Norah Train, Ridgewood High School
- V. COMMENTS FROM THE PUBLIC Ms. Kwak
- VI. PRESENTATIONS Dr. Gorman
- A. None at this time
- VII. SUPERINTENDENT REPORT Dr. Gorman
- VIII. CONSENT ITEMS: REGULAR AND ROUTINE ISSUES Dr. Gorman
- A. ATTENDANCE AT CONFERENCES
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on **Attachment A**.
- B. ADMINISTRATION
- i. Approval: Receipt of Suspensions and Harassment, Intimidation, and Bullying (HIB) Reports
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges it has received confidential information regarding suspensions and HIB reports that have occurred since the last Board meeting.
- ii. Approval: Second Reading and Adoption of New and Revised Policies/Regulations
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the first reading of the new/revised policies and regulation as listed below and in **Attachment B**.
- New
- Policy 2425 Emergency Virtual or Remote Instruction Program

Revised:

- Policy 5751 Sexual Harassment of Students

C. CURRICULUM & INSTRUCTION

i. Approval: Field Trips

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment C**.

D. HUMAN RESOURCES

i. Approval: Creation of Job Descriptions and Revision to Current Job Description

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the creation of job descriptions and revision of the job description below, and listed on **Attachment D**:

- **Grade 6-12 Summer School Supervisor**
- **Summer Adventure (K-5) Supervisor**
- **K-12 Summer School/Special Needs Summer School (ESY) Coordinator**

ii. Appointments

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Long-term Substitute

Revision: FEDER, Karen - Fourth Grade Teacher, Ridge Elementary School, **from** effective November 22, 2021 through April 20, 2022, approved by the Board at its meeting on, **to** effective November 22, 2021 through April 5, 2022, at a daily rate of \$150, until the assignment ends. Ms. Feder possesses a NJDOE Certificate of Eligibility with Advanced Standing as an Elementary School Teacher in Grades K-6. Ms. Feder will be registered into the NJDOE Provisional Teacher Program.

Field Placements

BYRNE, Erin - Montclair State University, Practicum, to shadow Jessica Maneri, School Psychologist, Hawes and Travell Elementary Schools, effective February 15, 2022 through April 8, 2022.

KRENTZMANN, Bonnie - Fairleigh Dickinson University, Practicum, to shadow Caitlin Scappi, First Grade Teacher, Hawes Elementary School, effective February 1, 2022 through May 30, 2022.

Classroom Aide

Infant/Toddler

KAWASH, Emily - Teacher Assistant Entry Level, effective February 15, 2022, or as soon after as possible, through June 30, 2022, 5 hours per day, 5 days per week, at an hourly rate of \$13.00.

Account #62-990-100-106-0062-060-001

Addition/Revision: Spring 2022 Coaching Assignments, approved by the Board at its meeting January 31, 2022

Assistant Boys Tennis Coach

Remove: **Staunton, Joseph**

Replace: **Neville, Ben**, Step I, total stipend of \$4,212.

Account #11-402-100-101-00-10-034-001

Assistant Baseball Coach

Remove: **TBD**

Replace: **Favieri, Marc**, Step III, total stipend of \$5,616.

Account #11-402-100-101-00-10-034-001

Assistant Softball Coach

Remove: **TBD**

Replace: **Tucker, Erika**, Step II, total stipend of \$5,148.

Account #11-402-100-101-00-10-034-001

Addition: RHS Volunteers

Girls Lacrosse

Petzold, Alexa

Putnum, Gretchen

Baseball

Cardew, Charlie

Softball Coach

Skettini, Kelly

Tennis Coach

Kirtane, Anirudh*

***Related to staff member**

iii. **Change of Assignments for the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 school year, as listed below.

BROWN, Ann - **from** 1.0 FTE Librarian/Media Specialist, George Washington Middle School, **to** 1.0 FTE Librarian/Media Specialist and .20 FTE District Testing Coordinator, George Washington Middle School, effective March 21, 2022 through May 31, 2022.

From: \$123,310 (\$114,632 + \$300 CP + \$1,500 longevity + \$6,878 ratio)

Cl. MA+45, St. 18

To: \$146,236 (\$137,558 + \$300 CP + \$1,500 longevity + \$6,878 ratio)

Cl. MA+45, St. 18

Account #11-000-222-104-00-09-019-000

CAROLLO, Erik - **from** 1.0 FTE English Teacher, Ridgewood High School, **to** 1.20 FTE English Teacher, Ridgewood High School, effective February 7, 2022 through February 25, 2022.

From: \$74,542 (\$74,242 + \$300 CP)

Cl. MA, St. 6

To: \$89,390 (\$89,090 + \$300 CP)

Cl. MA, St. 6

Account #11-140-100-101-03-10-019-000

DeTORA, Cynthia - **from** 1.0 FTE English Teacher, Ridgewood High School, **to** 1.20 FTE English Teacher, Ridgewood High School, effective February 7, 2022 through February 25, 2022.

From: \$80,867

Cl. MA, St. 11

To: \$97,040

Cl. MA, St. 11

Account #11-140-100-101-03-10-019-000

DOLBY, Luke - **from** 1.0 FTE English Teacher, Ridgewood High School, **to** 1.20 FTE English Teacher, Ridgewood High School, effective February 7, 2022 through February 25, 2022.

From: \$81,842 (\$81,542 + \$300 CP)

Cl. MA+45, St. 6

To: \$98,150 (\$97,850 + \$300 CP)

Cl. MA+45, St. 6

Account #11-140-100-101-03-10-019-000

DONNELLY, James - **from** 1.0 FTE English Teacher, Ridgewood High School, **to** 1.20 FTE English Teacher, Ridgewood High School, effective February 7, 2022 through February 25, 2022.

From: \$96,837 (\$96,537 + \$300 CP)

Cl. MA+30, St. 15

To: \$116,144 (\$115,844 + \$300 CP)

Cl. MA+30, St. 15

Account #11-140-100-101-03-10-019-000

MOSS-KELLER, Corrina - **from** 1.0 FTE Media Specialist, Ridgewood High School, **to** 1.0 FTE Media Special and .20 FTE District Testing Coordinator, Ridgewood High School, effective March 21, 2022 through May 31, 2022.

From: \$87,397 (\$82,167 + \$300 CP + \$4,930 ratio)

Cl. MA+30, St. 9

To: \$103,830 (\$98,600 + \$300 CP + \$4,930 ratio)

Cl. MA+30, St. 9

Account #11-000-222-104-00-10-019-000

PINCHES, Katherine - **from** 1.0 FTE English Teacher, Ridgewood High School, **to** 1.20 FTE English Teacher, Ridgewood High School, effective February 7, 2022 through February 25, 2022.

From: \$104,982

Cl. MA, St. 18

To: \$125,978

Cl. MA, St. 18

Account #11-140-100-101-03-10-019-000

iv. Changes in Salary Classification, effective February 1, 2022 through June 30, 2022, in accordance with the REA/Board Agreement

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the Changes in Salary Classification, effective February 1, 2021 through June 30, 2021, in accordance with the REA/Board Agreement, as listed on **Attachment E**.

v. Resignations

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations, as listed below.

Classroom Aides

BELISLE, Joel - Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, and Self Contained (LLD) Special Education Classroom Aide, Benjamin

Franklin Middle School, effective February 28, 2022.

ZANFORDINO, Amber - Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective February 2, 2022.

Infant/Toddler Development Center

HANLON, Emma - High School/College Aide, effective February 2, 2022.

Rescind Appointments

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves rescinding of the appointment of the employees listed below.

Classroom Aides

de LUCCAS, Maria - STEPSS Job Coach, Ridgewood High School, effective January 31, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

SARGENTI, Ava - Resource Room Special Education Classroom Aide, Ridge Elementary School, effective January 2, 2022 through April 19, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50 per hour.

vi. Administrative Leave of Absence

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the paid administrative leave of absences as listed below.

- Employee #3872, effective February 10, 2022, through **TBD**, with a reinstatement date of **TBD**.

vii. Leave of Absence

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absences, as listed below.

DRISCOLL, Samantha – Mathematics Teacher, Ridgewood High School, effective April 25, 2022 through June 13, 2022, with a reinstatement date of June 14, 2022 and September 1, 2022 through November 23, 2022, with a reinstatement date of November 28, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

FRIBERG, Honor – Coordinator Grant/Testing, effective March 21, 2022 through May 31, 2022, with a reinstatement date of June 1, 2022 and July 4, 2022 through August 19, 2022, with a reinstatement date of August 22, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

Revision: GIDICH, Casey – Fourth Grade Teacher, Ridge Elementary School **from**

effective November 22, 2021 through April 19, 2022, with a reinstatement date of April 20, 2022, approved by the Board on December 6, 2021, to effective November 22, 2022 through April 4, 2022, with a reinstatement date of April 5, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

viii. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Substitute Nurses Contact Tracing/Data Mining, as needed, to be funded by CRRSA ESSER II, each not to exceed 14.70 hours, each at the hourly rate of \$23.13 - February 15, 2022

- Byrne, Emily
- Canone, Camille
- Charles, Josie
- Coromilas, Lynn
- DeMaulo, Terry
- Giancarlo, Sandra
- Thurlow, Laura
- Eickmeyer-Tze, Denise

Account #20-483-213-104-00-22-022-001

Somerville Elementary School

Additional: Clubs and Activities for the 2021-2022 School Year

Creative Writing Club

- Kiernan, Meredith, for a total stipend of \$550.

Account #11-401-100-101-00-05-005-001

Ridgewood High School

Clock Operators, Ticket Trackers, Ticket Sellers at \$50 a game for up to 30 games

- Kay, Peter
- Lug, Raymond
- Mandle, Aaron
- Moscarello, Kenneth

Account #11-402-100-104-00-10-034-001

Fitness Center Supervision, each not exceed 50 hours, each at an hourly rate of \$40.17 (\$10,045)

- Kay, Peter
- McDermott, Michael
- McNamee, Richard
- Mitola, Candance
- Schick, Casey

Account #11-402-100-101-00-10-036-001

Varsity Baseball Pitch Counter at \$50 a game for up to 20 games

- Kay, Peter
- Lug, Raymond
- Mandel, Aaron
- McNamee, Richard

Account #11-402-100-104-00-10-034-001

Site Managers, each not to exceed 40 hours, each at the REA Contracted hourly rate of \$40.17

- Kay, Peter
- Lug, Raymond
- Mandel, Aaron
- Mende, Allison
- Watson, Andrea

Account #11-402-100-104-00-10-034-001

CPR Training for Staff (\$642.72)

- Kay, Peter, not to exceed 8 hour, at an hourly rate of \$40.17 (\$321.36).
- Mende, Allison, not to exceed 8 hour, at an hourly rate of \$40.17 (\$321.36).

Account #11-000-213-104-00-36-036-001

Curriculum, Instruction & Assessment

Revision: Extended-day Program to work with Identified Students - Funded by ESSER III, approved by the Board at its meeting on January 31, 2022

Ridge Elementary School, total not to exceed \$15,555

- Coppola, Michele, at an hourly rate of \$79.91.
- Wolman, Andie, at an hourly rate of \$41.09.

From: Account # 20-487-100-101-02-022-001

To: Account # 20-490-100-101-00-22-022-001

Willard Elementary School, total not to exceed \$15,555

- **Chanod, Margaret**, at an hourly rate of \$77.69.

From: Account # 20-487-100-101-02-022-001

To: Account #20-490-100-101-00-22-022-001

Benjamin Franklin Middle School, total not to exceed \$15,555

- **McCann, Marisa**, at an hourly rate of \$48.99.
- **Morris, Lori**, at an hourly rate of \$49.18.
- **Wearley, Meredith**, at an hourly rate of \$69.99.

From: Account # 20-487-100-101-02-022-001

To: Account #20-490-100-101-00-22-022-001

George Washington Middle School, total not to exceed \$15,555

- **DiModugno, Grace**, at an hourly rate of \$41.09.

From: Account # 20-487-100-101-02-022-001

To: Account #20-490-100-101-00-22-022-001

Revision: Community Outreach Program - Wellbeing Speaker Series - February 7, 2022, approved by the Board at its meeting on December 20, 2021

Remove: DeRoche, Andrew, not to exceed 3 hours, at an hourly rate of \$27.78 (\$41.67 time and a half not to exceed \$125.01).

Replace: Forfa, Jason, not to exceed 4 hours, at an hourly rate of \$28.26 (\$42.39 time and a half not to exceed \$169.56).

Account #11-000-230-104-00-45-045-001

Revision: Community Outreach Program - Wellbeing Speaker Series - February 7, 2022

- **Enmore, Jaeson**, **from** not to exceed 3 hours, at an hourly rate of \$53.07 (\$79.60 time and a half not to exceed \$238.80), approved by the Board at its meeting on January 10, 2022, **to** not to exceed 4 hours, at an hourly rate of \$53.07 (\$79.60 time and a half not to exceed \$318.40).

Account #11-000-230-104-00-45-045-001

Special Programs

ABA Training Completed and Certified – hourly rates from \$20.17 to \$21.23, effective January 27, 2022

- **Batawala, Yamuna**
- **Wilson, Marguerite**

Account #11-000-217-106-00-24-024-001

ix. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below.

Teachers: Albano, Alina; Maurer, Nicholas*; McCotter, Rose Mary; McCourt, Sarah; Sullivan, Kevin; Will, Samantha; and Yu, Kaitlyn

\$115 Daily Rate

***Related to staff member**

E. FINANCE

i. Acceptance of Restricted Donations:

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following restricted gifts for the **2021-2022** school year, to be used as indicated.

Donations			
Donor	Amount	Use	Account Number
Ridgewood High School Home and School Association	\$4,700	To be used to pay for the purchase and installation of windscreens for the RHS tennis courts.	20-025-100-610-00-10-034-003
Ridgewood High School Student Activity Account	\$866.90	To be used to pay for overnight chaperones for the Dippikill Downhill Cross Country Ski Trip. (1/28-1/30)	20-030-100-101-00-10-010-034 (\$800 Stipend) 20-030-200-220-00-10-010-034 (\$66.90 FICA)
Ridgewood High School Student Activity Account	\$866.90	To be used to pay for overnight chaperones for the Cross Country Ski Trip.	20-030-100-101-00-10-010-033 (\$800 Stipend) 20-030-200-220-00-10-010-033 (\$66.90 FICA)
Ridgewood High School Activity Account	\$340.29 (gift in kind)	A gift in kind of mixing bowls and stainless steel bowls for the food lab at Ridgewood High School.	N/A
Ridgewood High School	\$2,583.60	To be used to pay for overnight chaperones for the	20-030-100-101-00-10-010-035 (\$2,400 Stipend)

Activity Account		Advanced Marketing Disney Trip.	20-030-200-220-00-10-010-035 (\$183.60 FICA)
Ridgewood High School Student Activity Account	\$363.91 (gift in kind)	A gift in kind of cooking equipment (<i>cooking tools and gloves</i>) and three stools for the food lab at Ridgewood High School.	N/A
Ridgewood High School Student Activity Account	\$695.58 (gift in kind)	A gift in kind of classroom kitchen supplies for the food lab at Ridgewood High School.	N/A

ii. Approval: Transportation Contract for 2021-2022

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following parental transportation contract for the 2021-2022 school year.

Route #	Contractor	Rate	Annual Cost
9058	Parent	\$ 30 per day	\$3740

iii. Approval: Joint Transportation Agreement with the South Bergen Jointure Commission 2022-2023

BE IT RESOLVED that the Ridgewood Board of Education does hereby approve an agreement with the South Bergen Jointure Commission, a Coordinated Transportation Services Agency, for the purpose of transporting students in accordance with Chapter 53, P.L. 1997 for the 2022-2023 school year. The services to be provided include, but are not limited to, the coordinated transportation of public, non-public, and special education students.

BE IT RESOLVED, that the Ridgewood Board of Education agrees to abide by the Transportation Services Agreement as published by the South Bergen Jointure Commission and attached to this resolution.

The board has received background information.

iv. Approval: Joint Transportation Agreement with the South Bergen Jointure Commission 2022-2023 Addendum

WHEREAS, the South Bergen Jointure Commission SBJC and the Board of Education ("The Ridgewood Board") are parties to a 2022—2023 agreement for SBJC, an approved Coordinated Transportation Service Agency, to coordinate transportation services for the Board's students; and

WHEREAS, due to the current public health emergency, a number of school districts

were required to close for health-related reasons, with several of those school districts continuing to remain closed until further notice; and

WHEREAS, under N.J. S.A. 18A: 7F-9, if a school district is subject to a health-related closure for a period longer than three consecutive school days as a result of the current public health emergency, a jointure commission shall continue to make payments under the terms of a contract with a contracted service provider as if the school facilities remained open, and

WHEREAS, because of school closures as a result of the public health emergency, School districts may be required to close for health-related reasons; and

WHEREAS, under N.J. S.A. 18A: 7 F —9, if a school district is subject to a health-related closure for a period longer than three consecutive school days, a jointure commission shall continue to make payments under the terms of a contract with a contracted service provider as if the school facilities remained open, and

WHEREAS, SBJC's commitment to continue payment to those contracted transportation service providers is contingent upon the Board's continued payment to SBJC; and

WHEREAS, the SBJC is desirous of amending the terms of the Agreement to memorialize the Board's responsibility to continue its payment obligations to the SBJC in the event of school closures due to health-related reasons to ensure full compliance with N.J. S.A. 18A:7F-9.

Now, WHEREFORE, The parties agree as follows:

1. For the term of the 2022-2023 school year, if schools are closed and/or operating under virtual or remote instruction as a result of the current public health emergency, thereby not requiring transportation services for the Board's students, the Board shall continue to make payments under its Agreement with SBJC. as if the school facilities remained open, for SBJC to pay its contracted transportation service providers in accordance with N.J.S.A. 18A: 7F-9.
2. All other terms and conditions of the Agreement not addressed herein shall remain in full force and effect.

v. Approval: Budgeted Out-of-District Placement for the 2021-2022 Extended School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2021-2022 extended school year out-of-district budgeted tuition placement as listed below.

<u>2021-2022 Out-of-District Placement for Extended School Year</u>	
School	# of students
Bergen County Special Services, Paramus NJ	1

IX. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Dr. Gorman

None at this time.

X. APPROVAL OF BILLS Ms. Kwak

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below and reviewed by Ms. Kwak.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS
Jan 26	Columbia Bank On-Line	104754-104777	307,234.82
Feb 7	Columbia Bank On-Line	104778-104924	1,088,031.43
Feb 3	Electronic Transfer	L38426	2,552.90
Feb 7	Food Service	620370	77,617.73
Feb 2	Columbia Bank Void Check	104747	(213.24)
TOTAL			1,475,223.64

XI. BOARD MEMBER ANNOUNCEMENTS Ms. Kwak**XII. BOARD COMMITTEE REPORTS Ms. Kwak****XIII. DISCUSSION ITEMS Ms. Kwak****XIV. ACCEPTANCE OF MINUTES Ms. Kwak**

- December 20, 2021 Regular Public Meeting
- January 10, 2022 Executive Session Meeting
- January 10, 2022 Regular Public Meeting

XV. OTHER BUSINESS Ms. Kwak**XVI. COMMENTS FROM THE PUBLIC Ms. Kwak****XVII. MOTION TO GO INTO EXECUTIVE SESSION Ms. Kwak****XVIII. RECONVENED PUBLIC MEETING Ms. Kwak**

XX. ADJOURNMENT

Ms. Kwak

Upcoming Meetings

Tuesday, March 1, 2022
Special Public Meeting
6:00 p.m. Education Center

Monday, March 7, 2022
Regular Public Meeting
7:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Stacie Poeslra	Affirmative Action Office online certificate program New Jersey Principals and Supervisors Association/ Foundation for Educational Administration Virtual Self-Paced	Professional Development	\$500.00	0
Jennifer Thornton	K-5 Computer Science Standards Workshop Rutgers University, NJ Virtual 3/5/22 and 3/19/22	Professional Development	\$0.00	0
Stefanie Giganti	2022 NJECC Annual New Jersey Technology Conference New Jersey Educational Computing Cooperative, NJ Montclair, NJ 3/8/22	Professional Development	\$121.00	0
Stephen Polanin	2022 NJECC Annual New Jersey Technology Conference New Jersey Educational Computing Cooperative, NJ Montclair, NJ 3/8/22	Professional Development	\$110.00	1
Jean-Anne O'Neill	2022 NJECC Annual New Jersey Technology Conference New Jersey Educational Computing Cooperative, NJ	Professional Development	\$110.00	0

	Montclair, NJ 3/8/22			
Mary LeBlancq	2022 NJECC Annual New Jersey Technology Conference New Jersey Educational Computing Cooperative, NJ Montclair, NJ 3/8/22	Professional Development	\$110.00	1
Corrina Moss-Keller	2022 NJECC Annual New Jersey Technology Conference New Jersey Educational Computing Cooperative, NJ Montclair, NJ 3/8/22	Professional Development	\$110.00	1
Michele Coppola	2022 NJECC Annual New Jersey Technology Conference New Jersey Educational Computing Cooperative, NJ Montclair, NJ 3/8/22	Professional Development	\$110.00	1
Ann Brown	2022 NJECC Annual New Jersey Technology Conference New Jersey Educational Computing Cooperative, NJ Montclair, NJ 3/8/22	Professional Development	\$110.00	1
Carlin John	2022 NJECC Annual New Jersey Technology Conference New Jersey Educational Computing Cooperative, NJ Montclair, NJ 3/8/22	Professional Development	\$110.00	1

Julie-Anne Matthews	30th Annual Joint Virtual Conference: Constructing Reading Comprehension: A Blueprint and Instructional Tools Provided New Jersey Speech-Language-Hearing Association (NJSHA), NJ Virtual 3/9/22 and 3/16/22	Professional Development	\$115.00	0
Michelle Doris	Just School. Just Growth: The Path to Student Agency – Intersection of SEL & Equity: Close Opportunity Gaps TMI Education, NJ Mahwah, NJ 3/10/22	Professional Development	\$0.00	0
Mallory Stucke	Just School. Just Growth: The Path to Student Agency – Intersection of SEL & Equity: Close Opportunity Gaps TMI Education, NJ Mahwah, NJ 3/10/22	Professional Development	\$0.00	0
Steven Gross	Just School. Just Growth: The Path to Student Agency – Intersection of SEL & Equity: Close Opportunity Gaps TMI Education, NJ Mahwah, NJ 3/10/22	Professional Development	\$0.00	0
Colleen Gervolino	Just School. Just Growth: The Path to Student Agency – Intersection of SEL & Equity: Close Opportunity Gaps TMI Education, NJ Mahwah, NJ 3/10/22	Professional Development	\$0.00	0

Lori Morris	A New Place: Civics 2022 Conference Montclair State University Network for Education Renewal Montclair, NJ 3/10/22	Professional Development	\$0.00	0
Lauren Zielinski	A New Place: Civics 2022 Conference Montclair State University Network for Education Renewal Montclair, NJ 3/10/22	Professional Development	\$0.00	0
Courtney Weiss-Chromeck	Regulations: Assessment, Legal, and Social/Emotional Challenges New Jersey Association of Learning Consultants, NJ Virtual 4/8/22	Professional Development	\$100.00	0

POLICY

RIDGEWOOD BOARD OF EDUCATION

PROGRAM
2425/page 1 of 3
Emergency Virtual or Remote
Instruction Program
M

2425 EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM

The Board of Education is committed to providing a high quality educational program, virtually or remotely, in the event a school or the schools of the district are required to close for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure. The district's virtual or remote program of instruction shall be in accordance with N.J.S.A. 18A:7F-9.

In the event the school district is required to close a school or the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure, the Commissioner of Education shall allow the district to apply to the 180-day requirement established pursuant to N.J.S.A. 18A:7F-9, one or more days of virtual or remote instruction provided to students on the day or days the schools of the district were closed if the program of virtual or remote instruction meets such criteria as may be established by the Commissioner Education.

The Superintendent of Schools shall submit, with Board approval, the school district's program of virtual or remote instruction to the Commissioner of Education by no later than October 29, 2021 and annually thereafter.

A day of virtual or remote instruction, if instituted under the district's Commissioner of Education's approved program of virtual or remote instruction, shall be considered the equivalent of a full day of school attendance for the purposes of meeting State and local graduation requirements, the awarding of course credit, and other such matters as determined by the Commissioner of Education.

Any district program of virtual or remote instruction implemented for the general education students shall provide the same educational opportunities to students with disabilities. Special education and related services, including speech language services, counseling services, physical therapy, occupational therapy, and behavioral services, may be delivered to students with disabilities through the use of electronic communication or a virtual or online platform and as required by the student's Individualized Education Program (IEP), to the greatest extent practicable.



POLICY

RIDGEWOOD BOARD OF EDUCATION

PROGRAM

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Emergency Virtual or Remote
Instruction Program

In the event the State or local health department determines it is advisable to close or mandates closure of the schools of the district due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure, the Superintendent shall have the authority to implement the school district's program of virtual or remote instruction. The Superintendent shall consult with the Board prior to such decision, if practicable. The Superintendent shall ensure that students, parents, staff, and the Board are informed promptly of the Superintendent's decision.

Nothing in N.J.S.A. 18A:7F-9 and this Policy shall be construed to limit, supersede or preempt rights, privileges, compensation, remedies, and procedures afforded to public employees or a collective bargaining unit under Federal or State law or any provision of a collective bargaining agreement entered into by the school district.

In the event of the closure of a school or the schools of the district due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure for a period longer than three consecutive school days:

1. District employees shall be entitled to compensation, benefits, and emoluments pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(1) and (2).
2. The district shall continue to make payments of benefits, compensation, and emoluments pursuant to the terms of a contract with a contracted service provider in effect on the date of the closure as if the services for such benefits, compensation, and emoluments had been provided, and as if the school facilities had remained open pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(3).
3. The district shall be obligated to make payments for benefits, compensation, and emoluments and all payments required pursuant to N.J.S.A. 18A:6-51 et seq., to an educational services commission, county special services school district, and a jointure commission, and under any shared services agreement and cooperative contract entered into with any other public entity pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(4).
4. An educational services commission, county special services school district, and a jointure commission shall continue to make payments of benefits, compensation, and emoluments pursuant to the terms of a contract with a contracted service provider or a shared services agreement in effect on the date of the closure as if the services for such benefits, compensation, and emoluments had been provided, and as if the school facilities had remained open pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(4).



POLICY

RIDGEWOOD BOARD OF EDUCATION

PROGRAM

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Emergency Virtual or Remote
Instruction Program

The provisions of N.J.S.A. 18A:7F-9.e.(1) through (4) shall not apply to any employee whose weekly hours of work are reduced, and to whom unemployment benefits are provided, pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq. A contracted service provider, educational services commission, county special services school district, or jointure commission shall notify the district with which it has entered into a contract to provide services of its intent to reduce the hours of work of its employees pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq.

1. Notwithstanding the provisions of N.J.S.A. 18A:7F-9.e.(3), if a contracted service provider reduces the amount that it pays to its employees providing services to a school district, and that reduction is the result of a reduction of workhours of those employees made pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq., then the amount paid by the district to the contracted service provider shall be reduced by the same amount.
2. Notwithstanding the provisions of N.J.S.A. 18A:7F-9.e.(4), if an educational services commission, county special services school district, or jointure commission reduces the amount that it pays to its employees providing services to a school district, and that reduction is the result of a reduction of workhours of those employees made pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq., then the amount paid by the district to the educational services commission, county special services school district, or jointure commission shall be reduced by the same amount.

This Policy may be revised as necessary by the Superintendent in accordance with N.J.S.A. 18A:7F-9. The school district's emergency virtual or remote instruction program shall be available on the school district's website.

N.J.S.A. 18A:7F-9

Adopted:



POLICY

RIDGEWOOD BOARD OF EDUCATION

STUDENTS
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Sexual Harassment of Students
M

5751 SEXUAL HARASSMENT OF STUDENTS

The Board of Education will not tolerate sexual harassment of students by school employees, other students, or third parties. Sexual harassment of students is a form of prohibited sex discrimination. In accordance with Title IX of the Education Amendments of 1972 and the Code of Federal Regulations (CFR), 34 CFR §106, the school district adopts this Policy and implement practices to investigate and resolve allegations of sexual harassment of students engaged in by school employees, other students, or third parties pursuant to 34 CFR §106.3(c). In addition, reports of sexual harassment shall also be investigated in accordance with the requirements of New Jersey’s Anti-Bullying Bill of Rights Act and Policy 5512.

For the purposes of Policy 5751 and in accordance with 34 CFR §106:

1. “Sexual harassment” (34 CFR §106.30(a)) means conduct on the basis of sex that satisfies one or more of the following:
 - a. An employee of the school district conditioning the provision of an aid, benefit, or service of the school district on a student’s participation in unwelcome sexual conduct;
 - b. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the school district’s education program or activity; or
 - c. “Sexual assault” as defined in 20 U.S.C. §1092(f)(6)(A)(v), “dating violence” as defined in 34 U.S.C. §12291(a)(10), “domestic violence” as defined in 34 U.S.C. §12291(a)(8), or “stalking” as defined in 34 U.S.C. §12291(a)(30).

Sexual harassment may take place electronically or on an online platform used by the school, including, but not limited to, computer and internet networks; digital platforms; and computer hardware or software owned or operated by, or used in the operations of the school.

In accordance with 34 CFR §106.8(a), any person may report sex discrimination, including sexual harassment using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person’s verbal or written report.



POLICY

RIDGEWOOD BOARD OF EDUCATION

STUDENTS
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Sexual Harassment of Students

A school district with “actual knowledge” of sexual harassment in the educational program or activity of the school district against a student, must respond promptly in a manner that is not “deliberately indifferent”.

Any school employee who receives a complaint of sexual harassment or is aware of behavior that could constitute sexual harassment is required to report that information to the Title IX Coordinator in accordance with the provisions of 34 CFR §106.8(a) and B.1. of Regulation 5751. The district must report any potential child abuse in accordance with N.J.S.A. 18A:36-24; N.J.S.A. 18A:36-25; N.J.A.C. 6A:16-11.1; and Policy and Regulation 8462.

The Title IX Coordinator shall notify persons entitled to a notification pursuant to 34 CFR §106.8(a)(1) that the school district does not discriminate on the basis of sex in the education program or activity that it operates, and that it is required by Title IX and Policy and Regulation 5751 not to discriminate in such a manner in accordance with 34 CFR §106.8(b)(1).

The Title IX Coordinator shall prominently display the contact information required to be listed for the Title IX Coordinator pursuant to 34 CFR §106.8(b)(2)(i) on the school district’s website and in each handbook or catalog the school district makes available to persons entitled to a notification in accordance with 34 CFR §106.8(a). Policy and Regulation 5751 shall be prominently displayed on the district’s website and accessible to anyone.

Supportive measures shall be available to the Complainant, Respondent, and as appropriate, witnesses or other impacted individuals.

The school district shall use the grievance process outlined in 34 CFR §106.45 and Regulation 5751 to address formal complaints of sexual harassment. The school district shall offer both parties an appeal process as outlined in 34 CFR §106.45 and Regulation 5751 from a determination regarding responsibility for sexual harassment and from the Title IX Coordinator’s dismissal of a formal complaint or any allegations of sexual harassment.

The Title IX Coordinator shall be responsible for effective implementation of any remedies in accordance with 34 CFR §106.45(b)(7)(iv). The appropriate school official designated by the Superintendent, after consultation with the Title IX Coordinator, will determine sanctions imposed and remedies provided, if any.

Consistent with the laws of New Jersey a student’s parent must be permitted to exercise the rights granted to their child under this Policy, whether such rights involve requesting supportive measures, filing a formal complaint, or participating in a grievance process.



POLICY

RIDGEWOOD BOARD OF EDUCATION

STUDENTS
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Sexual Harassment of Students

The Superintendent or designee shall ensure that Title IX Coordinators, investigators, decision-makers, appeal officer, and any person who facilitates an informal resolution process, receive training in accordance with 34 CFR §106.45(b)(1)(iii).

The school district or any employee of the school district shall not intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or Policy 5751, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this Policy, in accordance with 34 CFR §106.71(a).

The school district shall maintain for a period of seven years records in accordance with the requirements of 34 CFR §106.45(b)(10). For each school district response to sexual harassment required under 34 CFR §106.44, the school district shall create and maintain for a period of seven years, records in accordance with 34 CFR §106.45(b)(10).

The Superintendent or designee shall consult with the Board Attorney to ensure the school district's response to allegations of sexual harassment and the school district's grievance process are in accordance with 34 CFR §106.44 and 34 CFR §106.45.

Any time a report is made to the Title IX Coordinator or formal complaint is filed pursuant to this Policy and in accordance with 34 CFR §106, the Title IX Coordinator shall forward the report or complaint to the Principal of the school building attended by the alleged victim for the Principal to follow the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

34 CFR §106

United States Department of Education, Office for Civil Rights – Questions and Answers on the Title IX Regulations on Sexual Harassment (July 20, 2021)

Adopted:



FIELD TRIPS FOR APPROVAL

February 14, 2022

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
2/18/22	RHS	Bowlero, Fairlawn, NJ	13 Resource Replacement 21st Century Work Skills Class Students	6	0	\$0	\$0	No	Yes
2/26/22	RHS	First Tech Challenge Robotics, Glen Rock HS, Glen Rock, NJ	14 Robotics Club Members	2	0	\$0	\$445.25 (Driver)	No	Yes
3/7/22	Orchard	Pipe Organ Trip, St. John's Memorial Church, Ramsey, NJ	60 4th Grade Students	6	1	\$57.50 (Sub)	\$57.50 (Sub)	No	Yes
3/21/22	RHS	Healthbarn USA, Ridgewood, NJ	8 RiSe Students	4	0	\$0	\$0	No	Yes
3/31/22	RHS	Medical Case Study/Bergen Community College, Paramus, NJ	24 RAHP 10th Grade Students	2	0	\$0	\$0	Yes	Yes
4/5/22	Ridge	Meadownlands Environmental Center, Lyndhurst, NJ	79 4th Grade Science Students	10	0	\$0	\$0	Yes	Yes
4/7/22	RHS	Lifetown, Livingston, NJ	8 RiSe Students	5	0	\$0	\$0	No	Yes
4/19/22	RHS	Chamber of Commerce, Ridgewood, NJ	9 Resource Replacement 21st Century Work Skills Class Students	3	0	\$0	\$0	No	Yes
5/26/22	RHS	Bow Tie Cinema, Ridgewood, NJ	13 RiSe & Resource Replacement 21st Century Work Skills Class Students	7	0	\$0	\$0	No	Yes
6/9/22	Travell	Woodmont Day Camp, New City, NY	62 5th Grade Students	12	0	\$0	\$0	No	Yes
6/13/22	Orchard	Graydon Pool, Ridgewood, NJ	42 5th Grade Students	6	0	\$0	\$0	Yes	Yes

OVERNIGHT FIELD TRIPS

Date	School	Location	Approx # and Group of Students	# of Unpaid Chaperones	# Paid Chaperones And # of Overnights for each	Anticipated Cost for Teacher/Nurse Chaperones @ \$200 per Overnight	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Est. Total Cost to District	Annual Event	Meets Requirements
3/2/22 - 3/5/22	RHS	NJSIAA Boys Individual State Championships, Atlantic City, NJ	3 Members of the Varsity Wrestling Team	2	3 (# of nights TBD)	\$0	0	\$0	From: \$0 To: \$1,500 (Hotel, Travel)	Yes	Yes
6/1/22 - 6/3/22	BF	Mystic Aquarium, Mystic Seaport, Old Sturbridge Village, Mystic, CT	226 8th Grade Students	0	23 (2 nights)	\$9,600	0	\$0	\$9,600	Yes	Yes

JOB DESCRIPTION

- I. Title: Grade 6-12 Summer School Supervisor
- II. Qualifications:
- A. Valid NJDOE Administrator Certificate (or Certificate of Eligibility) with a Principal endorsement.
 - B. Demonstrated leadership experience in regular and summer school educational programs.
 - C. Supervisory experience is preferred.
 - D. Knowledge of Ridgewood Public Schools summer school programming, as it relates to students in grades 6-12.
 - E. Ability to use the job-related software that is currently employed in the District.
 - F. Effective time-management, problem-solving, organizational, human relations, and written and verbal communication skills.
 - G. The abilities to communicate and work effectively with staff, administrators, students, parents/guardians, vendors/consultants/professionals and others in job-related areas. This includes effective public speaking skills.
 - H. The ability to function independently, as appropriate, analyze a situation accurately, and adopt and implement an effect course of action.
 - I. Such alternatives to the above qualifications may be allowed by law and acceptable to the Board.
- III. Position Summary:
- To provide operational supervision of Ridgewood Public Schools Summer School for grades 6-12
- IV. Reports to:
- Ridgewood High School Principal, Ridgewood Community School Coordinator and School Coordinator
- V. Major Duties and Responsibilities:
- A. Supervision of Summer Program Daily Operations:
 - 1. In collaboration with the Summer School Coordinator, make decisions about running or canceling programs based on enrollment and/or other factors that apply.
 - 2. Ensure that programs promote student safety and provide high quality educational and enrichment experiences.
 - 3. Keep the Superintendent, Ridgewood High School Principal and Summer School Coordinator informed of any pertinent information about the operation of the programs.
 - 4. Keep parents informed of any pertinent information about the operation of the programs, as needed.
 - 5. Monitor class size and class lists for accuracy.

- 6. Monitor staff attendance, arrange for substitutes, as needed, and maintain staff attendance records.
- 7. Regularly circulate through the building and solve daily problems, as they arise.
- 8. Conduct fire drills and other safety exercises, as needed.
- B. Annual Close-out Activities:
 - 1. Complete Program Reports, and submit information to the Summer School Coordinator and Ridgewood High School Principal.
- C. Other Duties:
 - 1. Perform such other duties, as may be assigned by the Summer School Coordinator and Ridgewood High School Principal.

VI. Terms of Employment:

The Grade 6-12 Summer School Supervisor shall be annually appointed by a majority vote of the Board of Education. This is a stipend position and is not eligible for tenure.

VII. Evaluation:

In accordance with New Jersey Administrative Code and Board of Education policy on evaluation of staff.

Thomas Gorman, Ed.D
Superintendent of Schools

Approved by Board: 02/14/2022

JOB DESCRIPTION

- I. Title: Summer Adventure (K-5) Supervisor
- II. Qualifications:
- A. Valid NJDOE Administrator Certificate (or Certificate of Eligibility) with a Principal endorsement.
 - B. Demonstrated leadership experience in regular and summer school educational programs.
 - C. Supervisory experience is preferred.
 - D. Knowledge of Ridgewood Public Schools summer school programming, as it relates to Summer Adventure.
 - E. Ability to use the job-related software that is currently employed in the District.
 - F. Effective time-management, problem-solving, organizational, human relations, and written and verbal communication skills.
 - G. The abilities to communicate and work effectively with staff, administrators, students, parents/guardians, vendors/consultants/professionals and others in job-related areas. This includes effective public speaking skills.
 - H. The ability to function independently, as appropriate, analyze a situation accurately, and adopt and implement an effect course of action.
 - I. Such alternatives to the above qualifications may be allowed by law and acceptable to the Board.
- III. Position Summary:
- To provide operational supervision of Summer Adventure Program
- IV. Reports to:
- Ridgewood Community School Coordinator and Summer School Coordinator
- V. Major Duties and Responsibilities:
- A. Supervision of Summer Program Daily Operations:
 - 1. In collaboration with the Ridgewood Community School Coordinator, make decisions about running or canceling programs based on enrollment and/or other factors that apply.
 - 2. Ensure that programs promote student safety and provide high quality educational and enrichment experiences.
 - 3. Keep the Superintendent and Ridgewood Community School Coordinator informed of any pertinent information about the operation of the programs.
 - 4. Keep parents informed of any pertinent information about the operation of the programs, as needed.
 - 5. Monitor class size and class lists for accuracy.
 - 6. Monitor staff attendance, arrange for substitutes, as needed, and maintain staff attendance records.

- 7. Regularly circulate through the building and solve daily problems, as they arise.
- 8. Conduct fire drills and other safety exercises, as needed.
- B. Annual Close-out Activities:
 - 1. Complete Program Reports, and submit information to the Summer School Coordinator and Ridgewood Community School Coordinator.
- C. Other Duties:
 - 1. Perform such other duties, as may be assigned by the Summer School Coordinator and Ridgewood Community School Coordinator.

VI. Terms of Employment:

The Summer Adventure Program Supervisor shall be annually appointed by a majority vote of the Board of Education. This is a stipend position and is not eligible for tenure.

VII. Evaluation:

In accordance with New Jersey Administrative Code and Board of Education policy on evaluation of staff.

Thomas Gorman, Ed.D
Superintendent of Schools

Approved by Board: 02/14/2022

JOB DESCRIPTION

- I. Title: K-12 Summer School Principal/Special Needs Summer School (ESY) Coordinator
- II. Qualifications:
- A. Valid NJDOE Administrator Certificate (or Certificate of Eligibility) with a Principal endorsement.
 - B. Demonstrated leadership experience in regular and summer school educational programs.
 - C. Supervisory experience is required.
 - D. Knowledge of RPS summer school programming as it relates to RHS Summer School, Summer Adventure and Special Needs Summer School (ESY).
 - E. Ability to use the job-related software that is currently employed in the District.
 - F. Effective time-management, problem-solving, organizational, human relations, and written and verbal communication skills.
 - G. The abilities to communicate and work effectively with staff, administrators, students, parents/guardians, vendors/consultants/professionals and others in job-related areas. This includes effective public speaking skills.
 - H. The ability to function independently, as appropriate, analyze a situation accurately, and adopt and implement an effect course of action.
 - I. Such alternatives to the above qualifications may be allowed by law and acceptable to the Board.
- III. Position Summary:
- To provide leadership, planning, and operational supervision of cost-effective and efficient summer programs for special needs and general student students grades Pre-K-12.
- IV. Reports to:
- Director of Special Programs, Ridgewood High School Principal, and Ridgewood Community School Coordinator
- V. Major Duties and Responsibilities:
- A. Annual Preparation Activities (beginning in December or January each year):
 - 1. Goal-setting for Summer Adventure Program brochure.
 - 2. Establish Summer Adventure Program course offerings, write course descriptions; and collaborate on brochure development with the Ridgewood Community School Coordinator.
 - 3. Complete state forms for all summer programs.
 - 4. Identify the program sites, and determine room allocations.
 - 5. Recruit, interview, and recommend summer program staff (e.g., supervisors, teachers, aides, secretary, nurse).
 - 6. Obtain Board of Education approval for programs and staff.

7. In collaboration with the Director of Special Services and Ridgewood High School Principal, identify and anticipate student "Summer Program" needs.
 8. Inform parents of district special needs students in self-contained classes of summer program opportunities.
 9. Establish and maintain communications with district LDT-Cs and Special Education teachers in the elementary schools and at other grades, as may be needed.
 10. Develop program budgets and obtain budget approvals, as appropriate.
 11. Order materials in accordance with approved budgets and ensure proper distribution to program staff.
 12. Conduct staff training, as needed.
 13. Promote summer programs in the schools and the community, and answer questions from staff members and parents.
 14. In collaboration with the Ridgewood Community School Coordinator, make decisions about running or canceling programs based on enrollment and/or other factors that apply.
 15. Troubleshoot at all locations.
- B. Supervision of Special Needs Summer School (ESY):**
1. Ensure that programs promote student safety and provide high quality educational and enrichment experiences.
 2. Keep the Superintendent and Principals informed of any pertinent information about the operation of the programs.
 3. Keep parents informed of any pertinent information about the operation of the programs, as needed.
 4. Coordinate operations between all summer program locations to maximize effectiveness and efficiency.
 5. Monitor class size and class lists for accuracy.
 6. Monitor staff attendance, arrange for substitutes, as needed, and maintain staff attendance records.
 7. Regularly circulate through all summer program locations, and solve daily problems, as they arise.
 8. Conduct fire drills and other safety exercises, as needed.
- C. Annual Close-out Activities:**
1. Complete Program Reports, and submit information to the Superintendent and Principals.
 2. Report to the Board of Education.
- D. Other Duties:**
1. Perform such other duties, as may be assigned by the Director of Special Program, Ridgewood High School Principal, and Ridgewood Community School Coordinator.

VI. Terms of Employment:

The Summer School Coordinator/Special Needs Summer Program Principal shall be annually appointed by a majority vote of the Board of Education. This is a stipend position and is not eligible for tenure.

VII. Evaluation:

In accordance with New Jersey Administrative Code and Board of Education policy on evaluation of staff.

Thomas Gorman, Ed.D
Superintendent of Schools

Approved by Board: 12/07/2009
Revised: 05/01/2017
Revised: 02/14/2022

Last Name	First Name	School	FTE	From Class	From Step REA	21-22 Base Salary	CP	Ratio	Longevity	Total Salary	To Class	To Step REA	New 21-22 Base Salary	New CP	New Ratio	New Longevity	New Total Salary
Ward	Tracy	Willard	1.0	BA	13	79,267				79,267	MA	13	86,367				86,367
Weiss-Chromeck	Courtney	George Washington Middle School	1.0	MA+30	5	76,092		3,805		79,897	MA+45	5	79,642		3,982		83,624



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

March 1, 2022

Special Public Meeting 6:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 30107450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 30107450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- I. CALL TO ORDER AND ROLL CALL Ms. Kwak
- II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE Ms. Kwak
- III. OPENING STATEMENT BY PRESIDING OFFICER Ms. Kwak
- IV. COMMENTS FROM THE PUBLIC Ms. Kwak
- V. PRESENTATIONS Dr. Gorman
 - A. New Jersey School Boards Training: Board Committees
 - Matt Lee
- VI. SUPERINTENDENT REPORT Dr. Gorman
- VII. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Ms. Kwak

A. **Approval: Award of Contract to Trane**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the award of a contract for the replacement and pipe in new evaporator coils at Benjamin Franklin Middle School, without publicly advertising for bids pursuant to the Public School Contracts Law, utilizing the extraordinary unspecifiable services exemption to public bidding set forth in N.J.S.A18A:18a-5(a)(2).

The contract has been awarded for an amount of \$70,359, with the award resolution and contracts available for public inspection at 49 Cottage Place, Ridgewood, NJ 07450 during the hours of 8:00 am to 4:00 pm.

The Board has received background information.

- VIII. DISCUSSION ITEMS Ms. Kwak
- IX. COMMENTS FROM THE PUBLIC Ms. Kwak
- X. ADJOURNMENT Ms. Kwak

Upcoming Meetings

Monday, March 7, 2022
Regular Public Meeting
7:00 p.m. Education Center

Monday, March 21, 2022
Regular Public Meeting
7:00 p.m. Education Center



BOARD OF EDUCATION
Education Center
49 Cottage Place, Ridgewood, New Jersey
EXECUTIVE SESSION AGENDA

March 7, 2022

6:15 p.m.

I. Negotiations

Dr. Gorman



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

March 7, 2022

Regular Public Meeting 7:00 p.m.

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- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
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- I. **CALL TO ORDER AND ROLL CALL** **Ms. Kwak**
- II. **FLAG SALUTE AND PLEDGE OF ALLEGIANCE** **Ms. Kwak**
- III. **OPENING STATEMENT BY PRESIDING OFFICER** **Ms. Kwak**
- IV. **PRESENTATIONS** **Dr. Gorman**
- A. **Recognition of Retirees**
- Laurie Ann DeGroat, George Washington Middle School
 - Diane Spino, Hawes Elementary School
 - Linda Ames, Ridgewood High School
 - Rosanne Mead, Travell Elementary School
 - Allan Martin, Education Center
- B. **Student Representative Report**
- Norah Train, Ridgewood High School
- C. **Youth Art Month Recognition**
- Christopher McCullough, District Supervisor of Visual & Performing Arts
- V. **COMMENTS FROM THE PUBLIC** **Ms. Kwak**
- VI. **PRESENTATIONS** **Dr. Gorman**
- A. **2020-2021 Audit Report**
- Lerch, Vinci & Higgins, LLP
- i. **Acceptance of the Audit Report for the 2020-2021 School Year**
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the acceptance of the Audit Report of the 2020-2021 School Year.
- VII. **SUPERINTENDENT REPORT** **Dr. Gorman**
- VIII. **CONSENT ITEMS: REGULAR AND ROUTINE ISSUES** **Dr. Gorman**
- A. **ATTENDANCE AT CONFERENCES**
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on **Attachment A**.
- B. **ADMINISTRATION**
- i. **Approval: Receipt of Suspensions and Harassment, Intimidation, and Bullying (HIB) Reports**
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges it has received confidential information regarding suspensions and HIB reports that have occurred since the last Board meeting.

ii. **Approval: Settlement Agreement SE#10/2021-2022**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Settlement Agreement SE#10/2021-2022 between the parents of Student #904455 and the Ridgewood Board of Education.

The Board has received background information.

iii. **Approval: 2023-2024 School Calendar**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2023-2024 school calendar, as listed on **Attachment B**.

iv. **Approval: ESL Three-Year Program for School Years 2021-2024**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the Bilingual/ESL Three-Year Program Plan for the school years 2021 through 2024.

The Board has received background information.

C. CURRICULUM & INSTRUCTION

i. **Approval: Field Trips**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment C**.

D. HUMAN RESOURCES

i. **Appointments**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Teacher

Revision: ZAMPINO, Erica - Physical Education Teacher (tenure track), Hawes Elementary School, **from** effective March 7, 2022, or sooner, through June 30, 2022, approved by the Board at its meeting on January 31, 2022, **to** effective February 16, 2022 through June 30, 2022. Ms. Zampino possesses a NJDOE Certificate of Eligibility with Advanced Standing as a Teacher of Health and Physical Education. Ms. Zampino will be registered into the NJDOE Provisional Teacher Program.

Salary: \$61,642 prorated
Cl. BA, St. 1

Account # 11-120-100-101-06-02-019-000

Field Placements

BISIG, Krystina* - Ramapo College, Internship, to shadow Stephanie McAloon, Social Worker, Orchard and Ridge Elementary Schools, effective September 1, 2022 through June 22, 2023.

ELLIOTT, Christopher - Rutgers University, Newark, observation with Scott Marzloff, Physics Teacher, Ridgewood High School, effective March 8, 2022.

KILDAY, Joseph* - Montclair State University, observation with Christina Jannone, Physical Education/Health Teacher, Ridgewood High School, effective March 11, 2022 through May 13, 2022.

Classroom Aides

KRASNIQI, Arizona - Self-Contained (RED) Special Education Classroom Aide, Glen Elementary School, effective March 8, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$15.01.

Account #11-216-100-106-00-01-024-001

Infant/Toddler Development Center

DONKERSLOOT, Jennifer - Teacher Assistant - Step I, effective March 8, 2022, or as soon after as possible, through June 30, 2022, 8 hours per day, 5 days per week, at an hourly rate of \$15.00.

Account # 62-990-100-106-00-62-060-001

Girls Flag Football Coaches, to be funded by JETS Foundation Grant

Head Coach

- **McDermott, Michael**, total stipend of \$3,700.

Account # 20-067-100-101-00-10-034-001

Assistant Coach

- **Mitola, Candace**, total stipend of \$2,300.

Account # 20-067-100-101-00-10-034-001

***Related to staff member**

RHS Volunteers

Boys and Girls Track

- **Wohner, John**

ii. **Additional: Changes in Salary Classification, effective February 1, 2022 through June 30, 2022, in accordance with the REA/Board Agreement**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the Changes in Salary Classification, effective February 1, 2022 through June 30, 2022, in accordance with the REA/Board Agreement.

ESCOBAR, Alejandro - Special Education (Social Studies) Teacher, Ridgewood High School, effective February 1, 2022 through June 30, 2022.

From: \$73,492
Cl. MA+30, St. 3
To: \$77,042
Cl. MA+45, St. 3

Account # 11-213-100-101-00-10-019-000

iii. **Change of Assignments for the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 school year, as listed below.

Revision: CAROLLO, Erik - **from** 1.0 FTE English Teacher, Ridgewood High School, **to** 1.20 FTE English Teacher, Ridgewood High School, **from** effective February 7, 2022 through February 25, 2022, approved by the Board at its meeting on February 14, 2022, **to** effective February 7, 2022 through February 28, 2022.

From: \$74,542 (\$74,242 + \$300 CP)
Cl. MA, St. 6
To: \$89,390 (\$89,090 + \$300 CP)
Cl. MA, St. 6

Account # 11-140-100-101-03-10-019-000

Revision: DeTORA, Cynthia - **from** 1.0 FTE English Teacher, Ridgewood High School, **to** 1.20 FTE English Teacher, Ridgewood High School, effective February 7, 2022 through February 25, 2022, approved by the Board at its meeting on February 14, 2022, **to** effective February 7, 2022 through February 28, 2022.

From: \$80,867
Cl. MA, St. 11
To: \$97,040
Cl. MA, St. 11

Account # 11-140-100-101-03-10-019-000

Revision: DOLBY, Luke - **from** 1.0 FTE English Teacher, Ridgewood High School, **to** 1.20 FTE English Teacher, Ridgewood High School, effective February 7, 2022

through February 25, 2022, approved by the Board at its meeting on February 14, 2022, **to** effective February 7, 2022 through February 28, 2022.

From: \$81,842 (\$81,542 + \$300 CP)

Cl. MA+45, St. 6

To: \$98,150 (\$97,850 + \$300 CP)

Cl. MA+45, St. 6

Account # 11-140-100-101-03-10-019-000

Revision: DONNELLY, James - **from** 1.0 FTE English Teacher, Ridgewood High School, **to** 1.20 FTE English Teacher, Ridgewood High School, effective February 7, 2022 through February 25, 2022, approved by the Board at its meeting on February 14, 2022, **to** effective February 7, 2022 through February 28, 2022.

From: \$96,837 (\$96,537 + \$300 CP)

Cl. MA+30, St. 15

To: \$116,144 (\$115,844 + \$300 CP)

Cl. MA+30, St. 15

Account # 11-140-100-101-03-10-019-000

HIGGINS, Dana - **from** 1.0 FTE Education Specialist, Ridge Elementary School, **to** 1.10 FTE Education Specialist, Ridge Elementary School, effective March 8, 2022 through **TBD**.

From: \$116,532 (\$114,632 + \$300 CP + \$1,600 longevity)

Cl. MA+45, St. 18

To: \$127,995 (\$126,095 + \$300 CP + \$1,600 longevity)

Cl. MA+45, St. 18

Account # 11-230-100-101-00-04-019-000

LAURITANO, Scott - **from** Applied Behavior Analyst Aide (ABA), Glen Elementary School, **to** Self-Contained (RED) Special Education Classroom Aide, Glen Elementary School, effective March 8, 2022 through June 22, 2022.

From: \$21.23 per hour

To: \$17.50 per hour

Account # 11-216-100-106-00-01-024-001

MOOMJY, Christine - **from** Applied Behavior Analyst Aide (ABA), Ridge Elementary School, 5.75 hours per day, 5 days per week, **to** Administrative Assistant to Principal, Ridge Elementary School, effective May 2, 2022 through June 30, 2022.

From: \$21.23 per hour

To: \$46,147

Cl. AA11, St. 3

Account # 11-000-240-105-00-04-019-000

Revision: PINCHES, Katherine - **from** 1.0 FTE English Teacher, Ridgewood High School, **to** 1.20 FTE English Teacher, Ridgewood High School, effective February 7, 2022 through February 25, 2022, approved by the Board at its meeting on February 14, 2022, **to** effective February 7, 2022 through February 28, 2022.

From: \$104,982

Cl. MA, St. 18

To: \$125,978

Cl. MA, St. 18

Account # 11-140-100-101-03-10-019-000

POLLOCK, Yanet - **from** Teacher Assistant (REACH), Glen Elementary School, **to** One-to-One Special Education Classroom Aide, Somerville Elementary School, effective March 8, 2022 through June 22, 2022, 5.75 hours per day, 5 days per week.

Hourly rate will remain the same - \$17.50

Account # 11-000-217-106-00-05-024-001

Revision: WEISS-CHROMECK, Courtney - **from** 1.0 FTE Learning Disabilities Teacher-Consultant, George Washington Middle School, **to** 1.0 FTE Learning Disabilities Teacher-Consultant and .20 FTE Science Teacher, George Washington Middle School, effective January 3, 2022 through **TBD**, approved by the Board at its meeting on January 10, 2022.

From: \$95,115 (\$91,310 + \$3,805 ratio)

Cl. MA+30, St. 5

To: \$99,552 (\$95,570 + \$3,982 ratio)

Cl. MA+45, St. 5

Account # 11-000-219-104-00-09-019-000

Account # 11-130-100-101-02-09-019-000

iv. **Resignations for the Purpose of Retirement**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations for the purpose of retirement, listed below.

Teachers

DeGROAT, Laurie Ann - Music Teacher, George Washington Middle, effective July 1, 2022, with twenty-eight years of Ridgewood service.

Laurie Ann DeGroat's career in Ridgewood:

- 1994-2022 - Music Teacher, George Washington Middle School

SPINO, Diane - Resource Room Teacher, Hawes Elementary School, effective July 1, 2022, with twenty-five and half years of Ridgewood service.

Diane Spino's career in Ridgewood:

- 1996-1997 - Leave of Replacement Resource Room Teacher (6 mos.), Hawes Elementary School
- 1997-2022 - Replacement Resource Room Teacher, Hawes Elementary School

Secretaries

AMES, Linda - Attendance Secretary, Ridgewood High School, effective July 1, 2022, with seventeen years of Ridgewood service.

Linda Ames' career in Ridgewood:

- 2005-2009 - Library Secretary, Ridgewood High School
- 2009-2010 - General Secretary, Travell Elementary School
- 2010-2012 - Part-time Library Secretary, Ridgewood High School
- 2012-2014 - Part-time Child Study Team Secretary, Orchard School and Part-time Attendance Secretary, Ridgewood High School
- 2014-2022 - Attendance Secretary, Ridgewood High School

MEAD, Rosanne - General Secretary, Travell Elementary School, effective July 1, 2022 with nineteen years of Ridgewood service.

Rosanne Mead's career in Ridgewood:

- 2003-2010 - Library Secretary, Ridge Elementary School
- 2010-2022 - General Secretary, Travell Elementary School

Support Staff

MARTIN, Allan - Manager Custodial/Maintenance, Education Center, effective July 1, 2022, with four years of Ridgewood service.

Allan Martin's career in Ridgewood:

- 2018-2022 - Manager Custodial/Maintenance, Education Center

v. Resignations

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations, as listed below.

Classroom Aide

NEWELL, Elizabeth - Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, effective March 4, 2022.

vi. Rescind Appointment

The Ridgewood Board of Education, upon the recommendation of the Superintendent

of Schools, approves rescinding of the appointment of the employees listed below.

Classroom Aide

PALAMATTOM, Jacobkutty - Applied Behavior Analyst Aide (ABA), Benjamin Franklin Middle School, effective February 2, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

vii. Leave of Absences

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absences, as listed below.

KAPLYSH, Ingrid – Spanish Teacher, George Washington Middle School, effective April 1, 2022 through June 30, 2022 and September 1, 2022 through September 30, 2022, with a reinstatement date of October 3, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

MIRKOVICH, Jessica – Mathematics Teacher, Ridgewood High School, effective June 6, 2022 through June 30, 2022 and September 1, 2022 through November 23, 2022, with a reinstatement date of November 28, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

TURCHIOE, Kristen – Collaborative Seventh Grade Teacher, Benjamin Franklin Middle School, effective June 1, 2022 through June 30, 2022 and September 6, 2022 through November 30, 2022, with a reinstatement date of December 1, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

WATKINS, Christopher – Social Studies Teacher, George Washington Middle School effective April 18, 2022 through June 30, 2022, with a reinstatement date of September 1, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

viii. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Ridge Elementary School

Additional: Clubs and Activities for the 2021-2022 School Year

Perennial Math Club

- **Higgins, Dana**, not to exceed 15 hours, at an hourly rate of \$40.17 (\$602.55).

Account # 11-401-100-101-00-04-004-001

Somerville Elementary School**Additional: Clubs and Activities for the 2021-2022 School Year****5th Grade Cursive Club**

- **Kiernan, Meredith; Marchioni, Alicen; and Pilkington, Jaclyn**, each for a total stipend of \$350 (\$1,050).

Account # 11-401-100-101-00-02-002-001

Additional: 2021-2022 Student Club Activity Advisors**Advisory for Book Club**

- **Papapietro, Meagan**, not to exceed 10 hours, at an hourly rate of \$40.17 (\$401.70).

Account # 11-401-100-101-00-02-002-001

Ridgewood High

Additional: Co-curricular Activity Advisors and Stipends for the 2021-2022 School Year, as listed (Remuneration in accordance with negotiated Agreement; ratio is applied to the 2021-22 BA Maximum of \$93,592).

National History Day

- **Moss-Keller, Corrina**, for a total stipend of \$749.

Account # 11-401-100-101-00-10-010-001

Students for Social Justice

- **Saladino, Allyson**, for a total stipend of \$749.

Account # 11-401-100-101-00-10-010-001

ix. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below.

Teachers: **Caban, Melissa; Gill, Mark; Stewart, John; Taylor, Caroline*; Tierney, Brian;** and **Trujillo, Karen**

\$115 Daily Rate

E. FINANCE**i. Acceptance of Restricted Donations:**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following restricted gifts for the **2021-2022** school year, to be used as indicated.

Donations			
Donor	Amount	Use	Account Number
Korean Parents Association	\$2,000	To be used for the Guidance Department Travel.	20-043-200-580-00-10-010-006
Ridgewood High School Student Activity Account	\$249 (gift in kind)	A gift-in-kind of a popcorn machine.	N/A
Ridgewood High School Student Activity Account	\$4,570.56	To be used to pay for chaperones for five ski trips for the season.	20-030-100-101-00-10-010-036 (\$4,200 Stipend) 20-030-200-220-00-10-010-036 (\$370.56- FICA)
Learning Services Home and School Association	\$345.00	To be used to pay for transportation costs for the trip to Lifestown.	20-039-200-580-00-10-010-003
Ridgewood High School Home and School Association	\$7,791.96	To be used for new courtyard tables and benches at Ridgewood High School	20-043-200-580-00-10-010-006
Learning Services Home and School Association	\$345.00	To be used to pay for transportation for the field trip to Health Barn on March 28, 2022.	20-039-200-580-00-12-024-004

ii. Approval: Transportation Contract for 2021-2022

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following parental transportation contract for the 2021-2022 school year.

Route #	Contractor	Rate	Annual Cost
9059	Parent	\$30 per day	\$2,760 <i>Based on actual # of days attended</i>

iii. Approval: Disposal of Equipment

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the disposal of equipment through ww.govdeals.net as listed below and on **Attachment D**. These items are inoperable and no longer needed.

Ridgewood High School

- One trap/deadlift weightlifting bar
- One squat rack from Body Master
- Three Vasa machines used for swimming dryland training

iv. Approval: Joint Transportation Agreement with Region 1/Mahwah Board of Education for the 2022-2023 school year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with Region 1/Mahwah Board of Education, a Coordinated Transportation Services Agency, for the purpose of transporting students in accordance with Chapter 53, P.L. 1997 for the 2022/2023 school year. The services to be provided include, but are not limited to, the coordinated transportation of public, non-public, and special education students.

Be it Resolved, that the Ridgewood Board of Education agrees to abide by the Region 1/ Mahwah Board of Education Transportation Services Agreement as published by the Region 1/Mahwah Board of Education.

The Board has received background information.

IX. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Dr. Gorman

A. Approval: Agreement with Amerex Borkers LLC

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with Amerex Energy Services as the Exclusive Energy Consultants for electric supply for Ridgewood Public Schools. There are no additional costs for this service.

The Board has received background information.

B. Approval: Agreement with Interstate Waste Management Services for Refuse and Commingling Removal Services

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with Interstate Waste Management Services of New Jersey, Inc. for Refuse and Commingling Recycling Removal Services, as per the open bidding process (bid contract #21-22-101) in the amount of \$97,191.24 for the period of July 1, 2022, through June 30, 2023, with an option for a one-year extension.

The Board has received background information.

X. APPROVAL OF BILLS**Ms. Kwak**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below and reviewed by Mr. Lembo.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS
Feb 16	Columbia Bank On-Line	104925-105015	772,635.12
Feb 28	Columbia Bank On-Line	105016-105111	654,285.55
Jan 30	Payroll Transfer	P38589	3,296,600.00
Jan 5	Electronic Transfer	C38711	721.97
Jan 7	Electronic Transfer	R38590-R38591	248.14
Jan 7	Electronic Transfer	C38710	5,403.86
Jan 31	Electronic Transfer	F38709	11,762.64
Feb 15	Electronic Transfer	H38684	1,056.10
Feb 15	Electronic Transfer	L38592	615.00
Feb 15	Electronic Transfer	B38578	260,875.00
Feb 18	Electronic Transfer	L38708	1,970.39
Feb 18	Electronic Transfer	R38707	24,840.00
Feb 28	Food Service	620371-620373	166,286.76
Feb 9	Columbia Bank Void Check	103945	(335.00)
TOTAL			5,196,965.53

- | | |
|--|-----------------|
| XI. BOARD MEMBER ANNOUNCEMENTS | Ms. Kwak |
| XII. BOARD COMMITTEE REPORTS | Ms. Kwak |
| XIII. DISCUSSION ITEMS
➤ Alternative School Start Schedules | Ms. Kwak |
| XIV. ACCEPTANCE OF MINUTES

➤ January 31, 2022 Regular Public Meeting
➤ February 14, 2022 Regular Public Meeting | Ms. Kwak |
| XV. OTHER BUSINESS | Ms. Kwak |
| XVI. COMMENTS FROM THE PUBLIC | Ms. Kwak |
| XVII. MOTION TO GO INTO EXECUTIVE SESSION | Ms. Kwak |
| XVIII. RECONVENED PUBLIC MEETING | Ms. Kwak |
| XX. ADJOURNMENT | Ms. Kwak |

Upcoming Meetings

Monday, March 14, 2022
Special Public Meeting
7:00 p.m. Education Center

Monday, March 21, 2022
Regular Public Meeting
7:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Shauna Stovell	Affirmative Action Officer Certificate New Jersey Principals and Supervisors Association / Foundation for Educational Administration Virtual Self Paced	Professional Development	\$500.00	0
Rachel Streitman	Just School. Just Growth: The Path to Student Agency TMI Education Ramapo College, Mahwah, NJ 3/10/22	Professional Development	\$0.00	0
Timothy Monahan	HIB Law Update New Jersey Principals and Supervisors Association / Foundation for Educational Administration / TMI Education Virtual 3/10/22	Professional Development	\$0.00	0
Scott Bisig	Purchasing New Jersey Association of Business Administrators, NJ Whippany, NJ 3/17/22	Professional Development	\$100.00	0
Kenneth Bovasso	Purchasing New Jersey Association of Business Administrators, NJ Whippany, NJ 3/17/22	Professional Development	\$167.00	0

Jaime Rosado	Purchasing New Jersey Association of Business Administrators, NJ Whippany, NJ 3/17/22	Professional Development	\$100.00	0
Kate Krsnak	NGSS: Argumentation, CER, and Phenomena Montclair State University Montclair, NJ 3/18/22	Professional Development	\$180.00	0
Janel Nese	NJCIE Inclusion Leadership Conference New Jersey Department of Education and Montclair State University Virtual 3/18/22	Professional Development	\$0.00	0
Laura Vargo	University of New Hampshire Counselor Visit University of New Hampshire, NH Durham, NH 3/29/22 - 3/30/22	Professional Development	\$0.00	0
Jeanette Nast	Regulations: Assessment, Legal, and Social/Emotional Challenges New Jersey Association of Learning Consultants, NJ Virtual 4/8/22	Professional Development	\$100.00	0
Marisa Martell	Telehealth in PT and Pelvic Girdle Pain Rutgers School of Health Professions Virtual 4/25/22	Professional Development	\$20.00	0

Lauren Imbruglia	FLENJ Annual Conference Foreign Language Teachers of NJ (FLENJ) Virtual 4/29/22	Professional Development	\$65.00	0
Christine Lee	FLENJ Annual Conference Foreign Language Teachers of NJ (FLENJ) Virtual 4/29/22	Professional Development	\$65.00	0
Barbara Barker	FLENJ Annual Conference Foreign Language Teachers of NJ (FLENJ) Virtual 4/29/22	Professional Development	\$65.00	0
Megan Rotella	FLENJ Annual Conference Foreign Language Teachers of NJ (FLENJ) Virtual 4/29/22	Professional Development	\$65.00	0
Beth Calamia Scheckel	FLENJ Annual Conference Foreign Language Teachers of NJ (FLENJ) Virtual 4/29/22	Professional Development	\$65.00	1
Celeste Riley	FLENJ Annual Conference Foreign Language Teachers of NJ (FLENJ) Virtual 4/29/22	Professional Development	\$65.00	1
Michelle Melucci	HIB Law Update LEGAL ONE In Partnership with Morris-Union Jointure Commission	Professional Development	\$150.00	1 Period only

	New Providence, NJ 5/18/22			
Monika Richarson	Collage Board AP CS Reading College Board Kansas City, MO 6/1/22 - 6/9/22	Professional Development	\$0.00	7
Rebecca Turano	California College Tour - Occidental College, USC, Loyola Marymount University, UC Irvine, Chapman University Occidental College, USC, Loyola Marymount University, UC Irvine, Chapman University Los Angeles, CA area 6/8/22 - 6/10/22	Professional Development	\$0.00	0
Angelica Cuellar	AP Reader College Board Cincinnati, OH 6/12/22 - 6/18/22	Professional Development	\$0.00	0

RIDGEWOOD PUBLIC SCHOOLS 2023-2024

Attachment B

Draft

	Prof. Development Day: No School for Students
	Opening & Closing Day for Students
	Schools Closed
	Minimum Day
	Schools may be closed per emergency days used

School Hours:	Full Day
Glen School	8:45-2:00
K-5	8:45-3:00
Gr 6-8	8:00-2:53
Gr 9-12	7:45-3:15
STEPPS	7:45-3:15

Minimum Day
8:45-12:45
8:45-12:45
8:00-12:15
7:45-12:10
7:45-12:10

August						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

31 Convocation: Professional Development

September						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 1 Professional Development
- 4 Labor Day: Schools Closed
- 5 Opening Day for students: minimum day
- 16 Rosh Hashanah
- 25 Yom Kippur: Schools closed

October						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

9 Columbus day - Professional Dev. Day

November						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- 9-10 NJEA convention – School closed
- 12 Diwali
- 22 Minimum Day
- 23-24 Thanksgiving Recess

December						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 22 Minimum Day
- 25 Christmas
- 25-29 December Recess

January						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- 1 December Recess
- 15 MLK Day – School Closed

February						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

- 10 Lunar New Year
- 19 Presidents day: February Recess
- 19-20 February Recess

March						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 25-29 Spring Recess
- 29 Good Friday
- 31 Easter

April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- 1 Professional Development Day: No School for Students
- 10 Eid-Al-Fitr Schools Closed

May						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 24, 28, 29 Schools may be closed per emergency days used: see note below
- 27 Memorial Day – Schools Closed

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- 19 Juneteenth – Schools Closed
- 20 Last day of instruction (minimum day)
- 20 RHS graduation
- 21 Closing Day for Teachers

DAYS IN SESSION

	Teachers	Students
August	1	0
September	19	18
October	22	21
November	18	18
December	16	16
January	21	21
February	19	19
March	16	16
April	21	20
May	22	22
June	14	13
Total Days	189	184

0 emergency days used: 3 days school closed

1 emergency day used: 2 days school closed (Thursday and Friday closed)

2 emergency days used: 1 day school closed (Friday closed)

3 or more emergency days used: 0 days closed *Spring recess may be subject to cancellation if more than 4 days used. 1st day to be used will be Monday March 29, 2021 and working forward.

FIELD TRIPS FOR APPROVAL

March 7, 2022

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
3/9/22	RHS	Brooklyn Museum, Brooklyn, NY	30 AP Studio Art Students	2	0	\$0	\$0	No	Yes
3/16/22	BFMS	Stop & Shop, Ridgewood, NJ	11 SAIL/RISe Students	10	1 Nurse	\$170	\$170 (Sub Nurse); \$161 (Driver)	No	Yes
3/18/22	Somerville	Meadowlands Environmental Center, Lyndhurst, NJ	47 1st Grade Students	13	0	\$0	\$0	No	Yes
3/29/22	RHS	Spring Concert Dress Rehearsal, West Side Presbyterian Church, Ridgewood, NJ	80 Symphonic Band, Concert Band and Wind Ensemble Members	6	0	\$0	\$550 (Bus)	No	Yes
3/30/22	BFMS	Renato's Pizza, Ridgewood, NJ	11 SAIL/RISe Students	10	1 Nurse	\$170	\$170 (Sub Nurse); \$161 (Driver)	No	Yes
4/5/22	RHS	West Side Presbyterian Church, Ridgewood, NJ	250 Orchestra and Choir Members	10	0	\$0	\$690 (Bus)	Yes	Yes
4/6/22	RHS	Chelsea Gallery Walk, New York, NY	30 AP Studio Art Students	2	0	\$0	\$0	No	Yes
4/6/22	BFMS	Raymond's Restaurant, Ridgewood, NJ	11 SAIL/RISe Students	10	1 Nurse	\$170	\$170 (Sub Nurse); \$161 (Driver)	No	Yes
4/20/22	BFMS	Stop & Shop, Ridgewood, NJ	11 SAIL/RISe Students	10	1 Nurse	\$170	\$170 (Sub Nurse); \$161 (Driver)	No	Yes
4/27/22	BFMS	The Daily Treat, Ridgewood, NJ	11 SAIL/RISe Students	10	1 Nurse	\$170	\$170 (Sub Nurse); \$161 (Driver)	No	Yes
4/28/22	Somerville	New York Botanical Garden, Bronx, NY	65 3rd Grade Students	20	0	\$0	\$0	Yes	Yes
5/25/22	Somerville	Museum Village, Monroe, NY	75 5th Grade Students	11	0	\$0	\$0	Yes	Yes
5/25/22	RHS	Performance on the USS Intrepid Sea, Air & Space Museum, New York, NY	110 Symphonic Bands, Concert Bands, Wind Ensemble Members	12	0	\$0	\$0	No	Yes
6/14/22	Somerville	Graydon Pool, Ridgewood, NJ	75 5th Grade Students	8	1 Nurse	\$170	\$170 (Sub Nurse)	Yes	Yes

3/23/24 - Trip that was previously approved on 11/15/21 agenda has been rescheduled to 6/15/22	BFMS	Mrs. Doubtfire - Stephen Sondheim Theater, New York, NY	50 7th and 8th Grade Broadway Bound Members	4	0	\$0	\$0	Yes	No		

OVERNIGHT FIELD TRIPS

Date	School	Location	Approx # and Group of Students	# of Unpaid Chaperones	# Paid Chaperones And # of Overnights for each	Anticipated Cost for Teacher/Nurse Chaperones @ \$200 per Overnight	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Est. Total Cost to District	Annual Event	Meets Requirements
4/7/22 - 4/10/22	RHS	Arcadia Invitational, Arcadia High School, Arcadia, CA	About 25 Varsity Boys and Girls Track & Field Members	2	0	\$0	\$0	\$0	\$2,700 (2 Rental Vans)	Yes	Yes
4/22/22 - 4/27/22	RHS	International Career Development Conference (DECA), Atlanta, GA	45 DECA Members	3	3 (5 nights each)	\$3,000	3 subs for 4/22, 4/25-4/27 (4 days each)	\$1,380	\$13,776.66 (Reg, Transp, Hotel, Meals, Chap & Subs)	Yes	Yes
4/28/22 - 4/30/22	RHS	Penn Relays, University of Pennsylvania, Philadelphia, PA	About 20 Varsity Boys and Girls Track and Field Team Members	2	0	\$0	\$0	0	Est. \$1,000 (Rental Van); \$400 (Driver)	Yes	Yes
6/16/22 - 6/19/22	RHS	Nike Nationals, University of Oregon, Eugene, OR	About 20 Varsity Boys and Girls Track and Field Team Members	2	0	\$0	\$0	0	\$2,400 (2 Rental Vans); \$240 (Airport Transport)	Yes	Yes

Asset	Model	Serial number
010329	Epson poerlite 53c	EYM0310682K
012048	dell 1720dn	
012050	dell 1720dn	
011863	hp 4050n	
012078	HP 1022	
010019	Epson 980	X4ZF7Y00234
	Chromebook 3100	9T7J2X2
	Chromebook 3100	CX2C2X2
	Chromebook 3100	BV18L33
	Chromebook 3100	3SWH2X2
	Chromebook 3100	5LFG2X2
	Chromebook 3100	JY682X2
	Chromebook 3100	F2KB2X2
	Chromebook 3100	HTQ62X2
	Chromebook 3100	672H2X2
	Chromebook 3100	2M4F2X2
	Chromebook 3100	9JXB2X2
	Chromebook 3100	C12J2X2
	Chromebook 3100	4MBPL33
	Chromebook 3100	JCT4733
	Chromebook 3100	JZ7G2X2
	Chromebook 3100	83Y62X2
	Chromebook 3100	DPW42X2
	Chromebook 3100	BN5DL63
	Chromebook 3100	HX0NL63
	Chromebook 3100	94FGL63
	Chromebook 3100	G7NC2X2
	Chromebook 3100	48PPL63
	Chromebook 3100	HPC2733
	Chromebook 3100	HPC2733
010741	Dell 5480	6C272G2
011623	Dell 5490	6NFRPN2
012011	HP LaserJet 2300	CNBCC39571
012235	Epson 83+	KM3F86C903L
012031	HP Laserjet 1300	CNCB219742
012403	Dell 1110	20KQ0C1
011888	HP Laserjet 2200	JPBGC26570
013121	HP Color LaserJet CP15	CNBF116024
	Chromebook 3100	76SD2X2
	Chromebook 3100	GFHLL63
1003791		5420 7R9RWL1
	Latitude E5430	8bhfmX1
	Latitude E5430	303BBT1
	Latitude E5430	303W9T1
	Latitude E5430	3027BT1
	Latitude E5430	3048BT1

	Latitude E5430	302T9T1
	Latitude E5430	3037BT1
	Latitude E5430	836hmx1
	Chromebook 3100	JX682X2
	Chromebook 3100	7X1J2X2
	Chromebook 3100TS	23GNL63
	Chromebook 3100	1L7X533
	Chromebook 3100	F70H2X2
	Dell E5480	1g272g2
012471	390 Dell desktop	28CD8V1
	Chromebook 3100	CXP4733
	Chromebook 3100	FZ082X2
	Chromebook 3100	B6NNL33
	Chromebook 3100	65SX533
	Chromebook 3100	9K372X2
	Chromebook 3100	CH7J2X2
	Chromebook 3100	GXM92X2
	Chromebook 3100TS	14JNL63
	Chromebook 3100TS	G0QFL63
	Chromebook 3100TS	3N2GL63
	Chromebook 3100TS	1FQNL63



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

March 14, 2022

Special Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 31407450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 31407450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- | | |
|--|-------------------|
| I. CALL TO ORDER AND ROLL CALL | Ms. Kwak |
| II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE | Ms. Kwak |
| III. OPENING STATEMENT BY PRESIDING OFFICER | Ms. Kwak |
| IV. COMMENTS FROM THE PUBLIC | Ms. Kwak |
| V. PRESENTATIONS | Dr. Gorman |
| A. Preliminary 2022-2023 Budget Review | |
| ➤ Scott Bisig | |
| VI. SUPERINTENDENT REPORT | Dr. Gorman |
| VII. DISCUSSION ITEMS | Ms. Kwak |
| VIII. COMMENTS FROM THE PUBLIC | Ms. Kwak |
| IX. ADJOURNMENT | Ms. Kwak |

Upcoming Meetings

Monday, March 21, 2022
Regular Public Meeting
7:00 p.m. Education Center

Monday, April 4, 2022
Regular Public Meeting
7:00 p.m. Education Center



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

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The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- I. CALL TO ORDER AND ROLL CALL Ms. Kwak
- II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE Ms. Kwak
- III. OPENING STATEMENT BY PRESIDING OFFICER Ms. Kwak
- IV. PRESENTATIONS Dr. Gorman
- A. Student Representative Report
- Zoey Auerbach, Raffaella Catanzaro, Olivia Hughes, Dahlia Penney, Giuliana Ramirez, Grace Tesseyman, Pia Thakur, Nikita Viswanathan, Travell Elementary School
- B. Student Representative Report
- Norah Train, Ridgewood High School
- V. COMMENTS FROM THE PUBLIC Ms. Kwak
- VI. PRESENTATIONS Dr. Gorman
- A. Preliminary 2022-2023 Budget Review
- Scott Bisig
- i. Approval: Resolution for Adoption of the 2022-2023 Proposed Preliminary Budget for Submission to the Executive County Superintendent of Schools**
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the submission of the 2022-2023 proposed preliminary budget for review by the Executive County Superintendent of Schools.
- VII. SUPERINTENDENT REPORT Dr. Gorman
- VIII. CONSENT ITEMS: REGULAR AND ROUTINE ISSUES Dr. Gorman
- A. ATTENDANCE AT CONFERENCES
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on **Attachment A**.
- B. ADMINISTRATION
- i. Approval: Receipt of Suspensions and Harassment, Intimidation, and Bullying (HIB) Reports**
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges it has received confidential information regarding suspensions and HIB reports that have occurred since the last Board meeting.
- C. CURRICULUM & INSTRUCTION

i. **Approval: Field Trips**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment B**.

D. HUMAN RESOURCES

i. **Appointments**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Long-term Substitute

FOERCH, Summer - Kindergarten Teacher, Hawes Elementary School, effective March 7, 2022 through April 29, 2022, at a daily rate of \$150 per day, until the assignment ends. Ms. Foerch possesses an NJDOE Standard Certificate as a Elementary School Teacher.

Account # 11-110-100-101-11-02-019-000

GERAGHTY, Laura - Eighth Grade English Teacher, Benjamin Franklin Middle School, effective March 28, 2022 through June 1, 2022, at a daily rate of \$150 per day, until the assignment ends. Ms. Geraghty possesses an NJDOE Standard Certificate as a Teacher of the Handicapped.

Account # 11-130-100-101-03-08-019-000

Classroom Aide

LEVANTI, Stamatina - Self-Contained PERL Special Education Classroom Aide, Somerville Elementary School, effective September 1, 2021 through June 22, 2022, 5.75 hours per day, 5 days per week, approved by the Board at its meeting on July 26, 2021, **from** hourly rate of \$17.50, **to** hourly rate of \$21.23.

Account #11-209-100-106-00-05-024-001

K-12 Summer School Principal/Special Needs Summer School (ESY) Coordinator

ADAY, Douglas - Principal/Coordinator of the 2022 Summer School/Special Needs Summer School.

Stipend: \$18,000

Account #11-212-100-101-66-04-024-000

Additional: 2022 Spring Ridgewood Community School

Adult Education

- Dorsey, Donna
- Levine, Margaret
- Ojeda, Matthew
- Peris, Lorena
- Skulskaia, Ekaterina
- Thompson, Akemi

Account #13-602-100-101-00-60-060-001

Junior Edition (Irish Basketball Clinic)

- DeRisi, Michael
- Sullivan, Matthew
- Troy, Michael

Account #13-423-100-101-0-60-060-001

Revision: Spring 2022 Coaching Assignments, approved by the Board at its meeting January 31, 2022

Assistant Lacrosse

Remove: TBD

Replace: Mitchell, Michael, Step II, total stipend \$5,148.

Remove: TBD

Replace: Putnam, Gretchen, Step II, total stipend \$5,148.

Account #11-402-100-101-00-10-034-001

RHS Volunteer**Track Coach**

- Ford, Josh

ii. **Change of Assignment for the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignment for the 2021-2022 school year, as listed below.

FINN, Kasey - **from** Resource Room Special Education Classroom Aide, Ridge Elementary School, 5.75 hours per day, 5 days per week, **to** Applied Behavior Analyst Aide (ABA), Somerville Elementary School, effective February 14, 2022 through June 22, 2022, 5.75 hours per day, 5 days per week.

From: \$17.50 per hour

To: \$21.23 per hour

Account #11-209-100-106-00-05-024-001

iii. Resignations for the Purpose of Retirement

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations for the purpose of retirement, listed below.

Teachers

ABBATIELLO, Diane - Seventh Grade Science Teacher, George Washington Middle School, with thirty-three years of Ridgewood service.

Diane Abbatiello's career in Ridgewood:

- 1989-2022 - Science Teacher, George Washington Middle School

RISPOLI, Karen - Computer Education Teacher, Benjamin Franklin Middle School, with thirty-two years of Ridgewood service.

Karen Rispoli's career in Ridgewood:

- 1990-2001 - Elementary School Teacher, Somerville Elementary School
- 2001-2004 - Elementary School Teacher, Hawes Elementary School and Willard Elementary School
- 2004-2005 - Elementary School Teacher, Hawes Elementary School
- 2005-2022 - Computer Education Teacher, Benjamin Franklin Middle School

iv. Resignations

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations, as listed below.

Administrator

GORMAN, Thomas - Superintendent, Education Center, effective July 1, 2022.

Teachers

BARBA, Ashley - Fourth Grade Teacher, Ridge Elementary School, effective July 1, 2022.

EIDSCHUN, Jillian - Guidance Counselor, Ridgewood High School, effective July 1, 2022.

GATTONI, Jessica - Mathematics Teacher, Ridgewood High School, effective July 1, 2021.

MAGER, Elyse - RISE Grades 4-5 Teacher, Ridge Elementary School, effective July 1, 2022.

MOLLEMA, Kristine - Resource Room Teacher, Willard Elementary School, effective

July 1, 2022.

Classroom Aide

MONTELBANO, Dean - One-to-One Special Education Classroom Aides, Benjamin Franklin Middle School, effective March 16, 2022.

v. Leave of Absences

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absences, as listed below.

ADAMS, Brianna – Special Education Grade Teacher, George Washington Middle School, effective May 12, 2022 through June 30, 2022 and September 1, 2022 through November 4, 2022, with a reinstatement date of November 7, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

BRUNNER, Adam – Data Coordinator, Ridgewood High School, effective May 31, 2022 through July 29, 2022, with a reinstatement date of August 1, 2022, utilizing the FMLA and/or NJFLA leave entitlement.

CUNEO, Tara – Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 30, 2022 and September 1, 2022 through June 30, 2023, with a reinstatement date of September 1, 2023, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

Revision: FRIBERG, Honor – Grant Coordinator, Education Center, **from** effective March 21, 2022 through May 31, 2022, with a reinstatement date of June 1, 2022 and July 4, 2022 through August 19, 2022, with a reinstatement date of August 22, 2022, approved by the Board on February 14, 2022, **to** effective March 14, 2022 through May 31, 2022, with a reinstatement date of June 1, 2022 and July 4, 2022 through August 19, 2022, with a reinstatement date of August 22, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

VAN HISE, Brian – Mathematics Teacher, Ridgewood High School, effective September 1, 2022 through November 9, 2022, with a reinstatement date of November 14, 2022, utilizing the FMLA and/or NJFLA leave entitlement.

vi. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Hawes Elementary School

Compensatory Services

- **Madison, Marissa**, not to exceed 15 hours, at an hourly rate of \$48.33 (\$724.95).

Account #11-401-100-101-00-02-002-001

Somerville Elementary School

Additional: Clubs and Activities for the 2021-2022 School Year

Broadway Bound Club

- **Carr, Lauren**, for a total stipend of \$450.

Account #11-401-100-101-00-05-005-001

Travell Elementary School

Additional: Clubs and Activities for the 2021-2022 School Year

Yoga Club

- **Lauro, Livia; and Tracy, Natalie**, each for an additional 8 hours, each at the hourly rate of \$40.17 (\$1,285.44).

Account #11-401-100-101-00-06-006-001

Benjamin Franklin Middle School

Additional: Intramural Activities for the 2021-2022 School Year

Girls Volleyball, Boys Volleyball, Track, Weight Lifting, Open Gym, not to exceed a total of 300 hours, each to receive an hourly rate of \$ 40.17 (\$12,000) Advisor: **Norcross, Garrett; Papapietro, Meagan; and Watson, Torrance**

Account #11-401-100-101-00-08-008-001

Additional: 2021-2022 Student Club Activity Advisors

You Be the Chemist Club

- **Krsnak, Kate**, not to exceed 12 hours, at an hourly rate of \$40.17 (\$482.04).

Account #11-401-100-101-00-08-008-001

Chess Club

- **Litvak, Roman**, not to exceed 10 hours, at an hourly rate of \$40.17 (\$401.70).

Account #11-401-100-101-00-08-008-001

Writing Club

- **Gilbert, Kristen**, not to exceed 10 hours, at an hourly rate of \$40.17 (\$401.70).

Account #11-401-100-101-00-08-008-001

Jewelry Making/Beading Club

- **Fontana, Elisabeth**, not to exceed 10 hours, at an hourly rate of \$40.17 (\$401.70).

Account # 11-401-100-101-00-08-008-001

Fishtank Club

- **Mahler, Craig**, not to exceed 10 hours, at an hourly rate of \$40.17 (\$401.70).

Account #11-401-100-101-00-08-008-001

Makers Club

- **Mahler, Craig**, not to exceed 10 hours, at an hourly rate of \$40.17 (\$401.70).

Account #11-401-100-101-00-08-008-001

George Washington Middle School

Ski/Snowboard Trip - January 28, 2022 and February 18, 2022

- **Chaperone: McKinnon, Evelyn**, not to exceed 30 hours, at an hourly rate of \$40.17 (\$1,205.10).

Account # 11-401-100-101-00-09-009-001

Ridgewood High School

Overnight Field Trip: Central Europe Tour - April 6-14, 2022

- **Six Chaperones: Chamesian, Linda; Gervolino, Colleen; Kneiss, Dana; McDonald, Gregory; Pizzuto, Basil; and Yannone, Michael**, each for 8 nights, each at \$200 per night (\$9,600), **Two Volunteer Chaperones: Gorman, Thomas; and O'Brien, Elizabeth**, overnight stipend of \$1,600 paid for by student funding.

Account: TBD

Advanced Marketing Orlando/Disney Trip, Orlando, Florida - January 27-30, 2022

- **Four Chaperones: Cronk, Paul; Kay, Peter; Mendez, Karen; and Stovell, Shauna**, each for 3 nights, each at \$200 per night (\$1,800).

Account # 20-030-100-101-00-10-010-035

DECA States, Atlantic City, New Jersey - February 28, 2022 through March 2, 2022

- **Five Chaperones: Kneis, Dana; Luo, Miles; Stucke, Mallory; Turano, Rebecca; and Watson, Andrea**, each for 2 nights, each at \$200 per night (\$2,000).

Account # 20-030-100-101-00-10-010-037

DECA ICDC, Atlanta, Georgia - April 22-27, 2022

- **Three Chaperones: McDonald, Gregory; Stovell, Shauna; and Watson, Andrea**, each for 5 nights, each at \$200 per night (\$3,000).

Account # 11-401-100-101-00-10-010-001

ACT Administrative Duties - October 21, 2021, February 12, 2022 and June 11, 2022

- **Valeri, Amanda**, for a total stipend of \$300.

Account # 11-000-218-104-00-10-010-001

Technology Support Alumni Dinner - March 23, 2022

- **Holand, Larry**, not to exceed 10 hours, at an hourly rate of \$44.68 (\$312.76).

Account #11-000-222-104-00-10-010-001

Curriculum, Instruction, and Assessment**Extended-day Program to work with Identified Students - Funded by ESSER III Grant**

Upon the depletion of account #20-490-100-101-00-22-022-001 (ARP Evidence-Based Comprehensive Beyond the School Day Activities Grant), all teachers approved to provide extended day services will be paid out of #20-487-100-101-00-22-022-001 (ARP ESSER III - main grant).

Librarian Curriculum/Lesson Planning - March 14, 2022 through April 8, 2022

- **Coppola, Michele**, not to exceed 12 hours, at an hourly rate of \$53.33 (\$639.96).
- **D'lorio, Linda**, not to exceed 6 hours, at an hourly rate of \$53.33 (\$319.98).
- **DeNunzio, Mary**, not to exceed 6 hours, at an hourly rate of \$53.33 (\$319.98).
- **Kaplan, Nancy**, not to exceed 6 hours, at an hourly rate of \$53.33 (\$319.98).
- **Thornton, Jennifer**, not to exceed 6 hours, at an hourly rate of \$53.33 (\$319.98).

Account # 11-000-221-104-00-22-022-001

Technology Support for Community Outreach Program - Wellbeing Speaker Series - May 16, 2022

- **DeRoche, Andrew**, not to exceed 4 hours, at an hourly rate of \$27.78 (\$41.67 time and a half not to exceed \$166.68).
- **Enmore, Jaeson**, not to exceed 4 hours, at an hourly rate of \$53.07 (\$79.60 time and a half not to exceed \$318.40).

Account #11-000-230-104-00-45-045-001

vii. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below.

Teachers: Haley, Patricia; Idone, Natalie; Jarvis, Ryan; Montelbano, Dean*; Mulkey, Samantha; Munro, Abigail; and Vehmas, Christopher*

\$115 Daily Rate

***Related to staff member**

E. FINANCE

i. Acceptance of Restricted Donations:

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following restricted gifts for the **2021-2022** school year, to be used as indicated.

Donations			
Donor	Amount	Use	Account Number
New Player's Company Association, Inc.	\$108,989.15 (gift in kind)	A gift in kind to pay for the production costs, staffing, scholarships, capital improvements, and other expenses of the New Players Company.	N/A
Special Olympics of New Jersey	\$8,555.09	To be used to enhance the District's Unified Champion school program.	20-035-100-101-00-10-010-003 (FICA - \$8,003.50) 20-035-200-220-00-10-010-003 (STIPEND - \$551.59)
Alison and Ted Stephens	\$24 (gift in kind)	A gift in kind of a robot distance sensor.	N/A

Ridgewood High School Student Activity Account	\$552.92	To be used to purchase lumber supplies for student labs.	20-030-100-610-00-10-010-034
Ridgewood High School Student Activity Account	\$2,153	To be used to pay for overnight chaperones for DECA.	20-030-100-101-00-10-010-037 (STIPEND - \$2,000) 20-030-200-220-00-10-010-037 (FICA - \$153)

ii. Approval: Disposal of Equipment

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the disposal of equipment as listed below through www.govdeals.net. These items are obsolete and no longer needed.

Somerville Elementary School

- 16 cafeteria tables

Education Center

- 1 desk
- 1 table
- 1 bookshelf
- 2 small file cabinets
- 3 large file cabinets

iii. Approval: Secretary’s Line Item Certification

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the Report of the Secretary for the month of **January 2022**,

WHEREAS, in compliance with N.J.A.C. 6:20-2A.10(d), the secretary has certified that, as of the date of the report(s), no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education, now, therefore, be it,

RESOLVED, the Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and Be it Further Resolved, in compliance with N.J.A.C. 6:20-A10(e), the Board of Education certifies that, after review of the secretary’s monthly financial reports (appropriate section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6:20-2A.10(a)(1), and that sufficient funds are available to meet the district’s financial obligations for the remainder of the school year.

The Board has received background information.

iv. Approval: Acceptance of the Board Secretary and Treasurer Report

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the report of the Secretary and Treasurer for the month of **January 2022**; now, therefore,

BE IT RESOLVED, the Board of Education accepts the above referenced reports and orders that it be attached to and made part of the official record of this meeting.

v. Approval: Budget Appropriation Transfers

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves transfers for **January 2022** as shown in the Journal Entry listing pursuant to Policy 6422.

The Board has received background information.

vi. Approval: Additional Contracted Provider to Provide Special Education Services for the 2021-2022 School Year

Approval of additional contracted therapists to provide special education services for the 2021-2022 school year, as listed below:

Contractor	Service	Schedule	Rates
Bliss A. Chalemian, MD	Psychiatric Evaluations	as needed	\$495/initial eval. \$123.75 every add'l 15 minutes

IX. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Dr. Gorman

A. None at this time.

X. APPROVAL OF BILLS

Ms. Kwak

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below and reviewed by Mr. Dani.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS
Mar 7	Columbia Bank On-Line	105112-105213	1,067,246.06
Mar 14	Columbia Bank On-Line	105214-105314	432,211.82
Feb 4	Electronic Transfer	R39027	328.77

Feb 7	Electronic Transfer	C39030	940.57
Feb 9	Electronic Transfer	C39029	6,491.78
Feb 9	Electronic Transfer	R39028	225.84
Mar 2	Electronic Transfer	L38826	5,588.80
Mar 3	Electronic Transfer	L38827	474.61
Mar 15	Electronic Transfer	B39025	2,238,425.00
Mar 15	Electronic Transfer	H39026	1,082,683.71
Mar 14	Food Service	620374-620375	92,936.94
Mar 1	Columbia Bank Void Check	104860	(500.00)
Mar 7	Columbia Bank Void Check	104163	(45.00)
Mar 7	Columbia Bank Void Check	105033	(305.08)
TOTAL			4,926,703.82

- XI. BOARD MEMBER ANNOUNCEMENTS** **Ms. Kwak**
- XII. BOARD COMMITTEE REPORTS** **Ms. Kwak**
- XIII. DISCUSSION ITEMS** **Ms. Kwak**
- XIV. ACCEPTANCE OF MINUTES** **Ms. Kwak**
- January 31, 2022 Regular Public Meeting
 - March 1, 2022 Executive Session Meeting
 - March 1, 2022 Special Public Meeting
- XV. OTHER BUSINESS** **Ms. Kwak**
- XVI. COMMENTS FROM THE PUBLIC** **Ms. Kwak**
- XVII. MOTION TO GO INTO EXECUTIVE SESSION** **Ms. Kwak**
- XVIII. RECONVENED PUBLIC MEETING** **Ms. Kwak**
- XX. ADJOURNMENT** **Ms. Kwak**

Upcoming Meetings

Monday, April 4, 2022
Regular Public Meeting
7:00 p.m. Education Center

Monday, April 25, 2022
Regular Public Meeting
7:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Rebecca Turano	HIB Law Update TMI Education, NJ Virtual 3/10/22	Professional Development	\$0.00	0
Andrew Raupp	Intermediate IMSE Orton Gillingham Training Institute for Multi-Sensory Education, MI Virtual 3/16/22	Professional Development	\$1,275.00	5
Jennifer Osenbruck	NJCIE Spring Inclusion Leadership Conference New Jersey Coalition for Continuing Education, NJ Virtual 3/18/22	Professional Development	\$0.00	1
Laura Vargo	University of New Hampshire Counselor Visit University of New Hampshire, NH Durham, NH 3/29/22 - 3/30/22	Professional Development	\$154.00 (updated from 3/7/22 agenda)	0
Suh Young Nam	Social-Emotional Character Development New Jersey State Bar Foundation, NJ Virtual 3/31/22	Professional Development	\$0.00	0

Thomas Trubac	Intermediate IMSE Orton Gillingham Training Institute for Multi-Sensory Education, MI Virtual 4/6/22, 4/20/22, 4/27/22, 5/4/22, 5/11/22	Professional Development	\$1,275.00	5
Ellen Raupp	Intermediate IMSE Orton Gillingham Training Institute for Multi-Sensory Education, MI Virtual 4/6/22, 4/20/22, 4/27/22, 5/4/22, 5/11/22	Professional Development	\$1,275.00	5
Holly Romanek	NJALC Spring Conference New Jersey Association of Learning Consultants, NJ Virtual 4/8/22	Professional Development	\$100.00	0
Ashley Pollitt	2022 American Educational Research Association (AERA) Meeting American Educational Research Association (AERA), DC Virtual 4/22/22	Professional Development	\$65.00	0

FIELD TRIPS FOR APPROVAL

March 21, 2022

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
3/23/22	RHS	TEEEM Student Leadership Symposium, Ramapo College, Mahwah, NJ	8 Cambodia Club/ TEEEM	3	0	\$0	\$290.00 (Driver)	Yes	Yes
3/23/22	RHS	TEEEM Student Leadership Symposium, Ramapo College, Mahwah, NJ	4 RHS TEEEM Members	1	0	\$0	\$0	Yes	Yes
3/24/22	RHS	"Grease" The Musical, Don Bosco Prep, Ramsey, NJ	26 High School RISE, Middle School RISE, Middle School SAIL, STEPSS Students	22	0	\$0	\$0	No	Yes
3/25/22	GW and BF	Bowlero Bowling Alley, Fair Lawn, NJ	21 Middle School Social Psychology Students	6-8	1 (1/2 day)	\$85.00	\$85.00 (Sub)	No	Yes
4/5/22	RHS	Cemetery Walk, Valleau Cemetery, Ridgewood, NJ	17 12th Grade Social Studies Students	1	0	\$0.00	\$0.00	Yes	Yes
4/21/22	RHS	Van Saun County Park, Paramus, NJ	4 RHS RISE Science Students	4-5	0	\$0.00	\$160.00 (Driver)	No	Yes
4/21/22	RHS	Ridgewood Historical Society, Ridgewood, NJ	17 12th Grade Social Studies Students	1	0	\$0.00	\$0.00	Yes	Yes
4/26/22	Somerville	Turtle Back Zoo, West Orange, NJ	57 2nd Grade Students	20	4/26 - Possible Nurse	\$170 (Possible Nurse)	\$170 (Possible Nurse)	Yes	Yes
Was 4/29/22 (approved 1/10/22), New Date 4/25/22	Willard	Fort Lee Historic Park, Fort Lee, NJ	22 5th Grade Students	4	0	\$0	\$0	Yes	Yes
4/30/22	RHS	NJ Symphony Orchestra, NJPAC, Newark, NJ	3 RHS Band Members	1	0	\$0	\$0	No	Yes
5/5/21	Orchard	Fort Lee Historic Park, Fort Lee, NJ	21 5th Grade Students	7	0	\$0	\$0	Yes	Yes
5/6/21	Orchard	Fort Lee Historic Park, Fort Lee, NJ	21 5th Grade Students	8	0	\$0	\$0	Yes	Yes
5/6/22	Hawes	Museum Village, Monroe, NY	72 3rd Grade Students	14	1 (Sub Nurse)	\$170.00	\$170 (Sub Nurse)	Yes	Yes

5/13/22 (Rain Date: 5/19/22)	RHS	Ridgewood Village Walk, Ridgewood, NJ	21 Digital Photography II Students	1	0	\$0	\$0	Yes	Yes		
5/19/22	RHS	Chinatown - A Walk Through History by MOCA, New York, NY	30 Chinese Club Members	2	0	\$0	\$0	Yes	Yes		
5/23/22	Willard	5th Grade Buddy Trip, Van Saun Park Zoo, Paramus, NJ	165 5th Grade and Kindergarten Students	41	0	\$0	\$0	Yes	Yes		
5/24/22	Hawes	Ellis Island, New York, NY	62 4th Grade Students	27	0	\$0	\$0	Yes	Yes		
6/7/22	Willard	Ellis Island, New York, NY	83 4th Grade Students	9	1 (Sub Nurse)	\$170.00	\$170 (Sub Nurse)	Yes	Yes		
6/14/22	RHS	RISe Work Skills and Resource Replacement Work Skills, 513 Spring Avenue, Ridgewood, NJ	13 RISe Students	6	0	\$0.00	\$0.00	No	Yes		

OVERNIGHT FIELD TRIPS

Date	School	Location	Approx # and Group of Students	# of Unpaid Chaperones	# Paid Chaperones And # of Overnights for each	Anticipated Cost for Teacher/Nurse Chaperones @ \$200 per Overnight	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Est. Total Cost to District	Annual Event	Meets Requirements
4/6/22 - 4/14/22	RHS	Tour of Berlin and Dresden, Germany, Prague, Czechoslovakia, and Krakow, Poland	75 Social Studies students (*previously approved on 4/12/21 agenda - updated head count)	3	Up to 6 (Paid out of student fundraising)	Up to \$9,600 (Paid out of student fundraising)	0	\$0	\$0	No	Yes



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

April 4, 2022

Regular Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 4407450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 4407450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- | | | |
|------|--|-------------------|
| I. | CALL TO ORDER AND ROLL CALL | Ms. Kwak |
| II. | FLAG SALUTE AND PLEDGE OF ALLEGIANCE | Ms. Kwak |
| III. | OPENING STATEMENT BY PRESIDING OFFICER | Ms. Kwak |
| IV. | PRESENTATIONS | Dr. Gorman |
| | A. Recognition of Retirees <ul style="list-style-type: none"> ➤ Diane Abbatiello, George Washington Middle School ➤ Carol Sharar, Benjamin Franklin Middle School | |
| | B. Student Representative Report <ul style="list-style-type: none"> ➤ Norah Train, Ridgewood High School | |
| V. | COMMENTS FROM THE PUBLIC | Ms. Kwak |
| VI. | SUPERINTENDENT REPORT | Dr. Gorman |
| VII. | CONSENT ITEMS: REGULAR AND ROUTINE ISSUES | Dr. Gorman |

A. ATTENDANCE AT CONFERENCES

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on **Attachment A**.

B. ADMINISTRATION

i. Approval: Receipt of Suspensions and Harassment, Intimidation, and Bullying (HIB) Reports

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges it has received confidential information regarding suspensions and HIB reports that have occurred since the last Board meeting.

ii. Approval: Submission of the High School Voter Registration Law Annual Statement of Assurance for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the submission of the High School Voter Registration Law Annual Statement of Assurance for the 2021-2022 school year.

The Board has received background information.

iii. Approval: Submission of the Comprehensive Equity Plan Statement of Assurance for the 2022-2023 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the submission of the Comprehensive Equity Plan Statement of Assurance for the 2022-2023 school year.

The Board has received background information.

C. CURRICULUM & INSTRUCTION**i. Approval: Field Trips**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment B**.

D. HUMAN RESOURCES**i. Appointments**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Long-term Substitutes

McCAMBRIDGE, Sarah - Social Studies Teacher, George Washington Middle School, effective April 7, 2022 through June 30, 2022, at a daily rate of \$150, until the assignment ends. Ms. McCambridge possesses a NJDOE Provisional Certificate as a Teacher of Social Studies.

Account #11-130-100-101-05-09-019-000

SALTALAMACCHIA, Julianne - Librarian/Media Specialist, Hawes Elementary School, effective April 19, 2022 through June 30, 2022, at a daily rate of \$150, until the assignment ends. Ms. Saltalamacchia possesses a NJDOE Certificate of Eligibility with Advanced Standing as an Elementary School Teacher in Grades K-6 and Teacher of Students with Disabilities.

Account #11-000-222-104-00-02-019-000

Permanent Substitute for the 2021-2022 School Year**STEPSS**

- **HILLER, Ari**, effective April 5, 2022 through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$24.35.

Account #11-212-100-106-00-12-024-001

Additional: 2022 Spring Ridgewood Community School**Adult Education**

- **Laub, Ashley**

Account #13-602-100-101-00-60-060-001

ii. Change of Assignments for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 school year, as listed below.

ARANA, Ada - **from** 1.0 FTE Eighth Grade Spanish Teacher, George Washington Middle School, **to** 1.10 FTE Eighth Grade Spanish Teacher and Conversational Spanish Teacher, George Washington Middle School, effective April 1, 2022 through June 30, 2022.

From: \$116,432 (\$114,632 + \$300 + \$1,500 longevity)

Cl. MA+45, St. 18

To: \$127,895 (\$126,095 + \$300 + \$1,500 longevity)

Cl. MA+45, St. 18

Account #11-130-100-101-07-09-019-000

BIAGI, ALEXIS - Permanent Substitute, K-5 Elementary Schools, **from** 5.75 hours per day, **to** 7.35 hours per day, effective March 28, 2022 through **TBD**.

Hourly rate will remain the same - \$24.35

Account #11-120-100-101-00-00-019-002

BRIGGS, Amy - **from** 1.0 FTE Seventh Grade Spanish Teacher, Benjamin Franklin Middle School, **to** 1.20 FTE Seventh Grade Spanish Teacher, Benjamin Franklin Middle School, effective April 1, 2022 through June 30, 2022.

From: \$95,192 (\$93,592 + \$1,600 longevity)

Cl. BA, St. 17

To: \$113,910 (\$112,310 + \$1,600 longevity)

Cl. BA, St. 17

Account #11-130-100-101-07-08-019-000

DEL ORBE-ANTHON, Ana - **from** 1.0 FTE Sixth Grade Spanish Teacher, Benjamin Franklin Middle School, **to** 1.0 FTE Sixth Grade Spanish Teacher and .02 FTE Eighth Grade Spanish Teacher, Benjamin Franklin Middle School, effective April 1, 2022 through June 30, 2022.

From: \$83,517

Cl. MA, St. 12

To: \$100,220

Cl. MA, St. 12

Account #11-130-100-101-07-08-019-000

FINUCANE, Melissa - **from** 1.0 FTE Education Specialist Teacher, Travell Elementary School, **to** 1.0 FTE Education Specialist Teacher and .20 FTE Resource Room Teacher, Travell Elementary School, effective March 28, 2022 through May 11,

2022.

From: \$111,612 (\$111,312 + \$300 CP)
Cl. MA+30, St. 18
To: \$133,874 (\$133,574 + \$300 CP)
Cl. MA+30, St. 18

Account #11-230-100-101-00-06-019-000
Account #11-000-217-106-00-06-019-000

McCULLOUGH, Amanda - **from** 1.0 FTE Mathematics Teacher, Ridgewood High School, **to** 1.20 FTE Mathematics Teacher, Ridgewood High School, effective June 6, 2022 through June 30, 2022.

From: \$116,432 (\$114,632 + \$300 CP + \$1,500 longevity)
Cl. MA+45, St. 18
To: \$139,358 (\$137,558 + \$300 CP + \$1,500 longevity)
Cl. MA+45, St. 18

Account #11-140-100-101-01-10-019-000

MELE, Lauren - **from** 1.0 FTE Mathematics Teacher, Ridgewood High School, **to** 1.20 FTE Mathematics Teacher, Ridgewood High School, effective June 6, 2022 through June 30, 2022.

From: \$91,117 (\$90,817 + \$300 CP)
Cl. MA+45, St. 12
To: \$109,280 (\$108,980 + \$300 CP)
Cl. MA+45, St. 12

Account #11-140-100-101-01-10-019-000

MINICHINI, Gina - **from** 1.0 FTE Special Education (Mathematics) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Mathematics) Teacher, effective April 25, 2022 through June 14, 2022.

From: \$69,742
Cl. MA, St. 3
To: \$83,690
Cl. MA, St. 3

Account #11-213-100-101-00-10-019-000

NYHUIS, Philip - **from** 1.0 FTE Special Education (Mathematics) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Mathematics) Teacher, effective April 25, 2022 through June 14, 2022.

From: \$84,917 (\$84,617 + \$300 CP)
Cl. MA+30, St. 10

To: \$101,840 (\$101,540 + \$300 CP)
Cl. MA+30, St. 10

Account #11-213-100-101-00-10-019-000

ROSENFELD, Lauren - **from** 1.0 FTE Special Education (Mathematics) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Mathematics) Teacher, effective April 25, 2022 through June 14, 2022.

From: \$114,932 (\$114,632 + \$300 CP)

Cl. MA+45, St. 18

To: \$137,858 (\$137,558 + \$300 CP)

Cl. MA+45, St. 18

Account #11-213-100-101-00-10-019-000

SCEVOLA, Adam - **from** 1.0 FTE Mathematics Teacher, Ridgewood High School, **to** 1.20 FTE Mathematics Teacher, Ridgewood High School, effective June 6, 2022 through June 30, 2022.

From: \$88,467 (\$88,167 + \$300 CP)

Cl. MA+45, St. 10

To: \$106,100 (\$105,800 + \$300 CP)

Cl. MA+45, St. 10

Account #11-140-100-101-01-10-019-000

SIERRA, Krysta - **from** Long-term Substitute, Kindergarten Teacher, Orchard Elementary School, **to** Kindergarten Teacher (non-tenure track), Orchard Elementary School, effective November 10, 2021 through June 30, 2022.

From: \$150 daily rate

To: \$61,642

Cl. BA, St. 1

Account #11-110-100-101-11-03-019-000

TRUNCALE, Lauren - **from** 1.0 FTE Mathematics Teacher, Ridgewood High School, **to** 1.20 FTE Mathematics Teacher, Ridgewood High School, effective June 6, 2022 through June 30, 2022.

From: \$91,117 (\$90,817 + \$300 CP)

Cl. MA+45, St. 12

To: \$109,280 (\$108,980 + \$300 CP)

Cl. MA+45, St. 12

Account #11-140-100-101-01-10-019-000

VAN HISE, Brian - **from** 1.0 FTE Mathematics Teacher, Ridgewood High School, **to**

1.20 FTE Mathematics Teacher, Ridgewood High School, effective June 6, 2022 through June 30, 2022.

From: \$93,967 (\$93,667 + \$300 CP)

Cl. MA+45, St. 13

To: \$112,700 (\$112,400 + \$300 CP)

Cl. MA+45, St. 13

Account #11-140-100-101-01-10-019-000

iii. **Resignations for the Purpose of Retirement**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations for the purpose of retirement, listed below.

Support Staff

STANTON, Michelle - Coordinator Ridgewood Community Schools, Education Center, effective November 1, 2022, with twenty-five years of Ridgewood service.

Michelle Stanton's career in Ridgewood:

- 1997-2022 - Coordinator Ridgewood Community Schools

Teacher

SHARAR, Carol - Music Teacher, Benjamin Franklin Middle School, effective August 1, 2022, with thirty-six and half years of Ridgewood service.

Carol Sharar's career in Ridgewood:

- 1985-2022 - Music Teacher, Benjamin Franklin Middle School

iv. **Resignations**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations, as listed below.

Long-term Substitute

LAVENDER, Raymond - Supplemental Mental Health Substitute, Orchard Elementary School, Ridge Elementary School, and Willard Elementary School, effective May 16, 2022.

Classroom Aides

BREITER, Lauren - Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective April 4, 2022.

v. **Leave of Absence**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absence, as listed below.

Revision: GRIBBEN, Hailey – Kindergarten Teacher, Orchard Elementary School, from effective November 15, 2021 through March 30, 2022, with a reinstatement date of March 31, 2022, approved by the Board on January 31, 2022, to effective November 15, 2021 through June 30, 2022, with a reinstatement date of September 1, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

vi. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Hawes Elementary School

Additional: MSR Instruction

- **Scappi, Caitlin**, not to exceed 3 hours, at an hourly rate of \$41.09 (\$123.27).

Account #11-000-221-104-00-24-024-001

Somerville Elementary School

Additional: Clubs and Activities for the 2021-2022 School Year

Boys Running Club

- **Oh, Justin**, for a total stipend of \$300.

Account #11-401-100-101-00-05-005-001

Willard Elementary School

Additional: Clubs and Activities for the 2021-2022 School Year

Drama Club

- **Connor, Danielle**, not to exceed 35 hours, at an hourly rate of \$40.17 (\$1,405.95).
- **Dolfi, Dawn-Lyn**, not to exceed 62 hours, at an hourly rate of \$40.17 (\$2,490.54).
- **McCoy, Lydia**, not to exceed 35 hours, at an hourly rate of \$40.17 (\$1,405.95).
- **Sweeney, Marcella**, not to exceed 25 hours, at an hourly rate of \$17.50 (437.50).

Account #11-401-100-101-00-07-007-001

Benjamin Franklin Middle School

Additional: Intramural Activities for the 2021-2022 School Year

Girls Volleyball, Boys Volleyball, Track, Weight Lifting, Open Gym, not to exceed a total of 300 hours, each to receive an hourly rate of \$ 40.17 (\$12,000) Advisor: **Brigg, Amy**, will join previously approved advisors to the allotted stipend.

Account #11-401-100-101-00-08-008-001

AP Proctoring - May 2-20, 2022

- **Cornell, Rebecca**, \$150 per administration and \$200 per extended time administration, not to exceed \$800.
- **Soluri, Brielle**, \$150 per administration and \$200 per extended time administration, not to exceed \$800.

Account #11-401-100-101-00-08-008-001

AP Administrative Duties - May 2-20, 2022

- **Salerno, Christine**, not to exceed 4 hours, at an hourly rate of \$60.36 (\$241.44).

Account #11-401-100-101-00-08-008-001

Special Programs

- **Nast, Jeanette**, Learning Disabilities Teacher-Consultant, to provide lesson plans for a substitute teacher for fifth grade students at Somerville Elementary School in the absence of Special Education Teacher, not to exceed 24 hours, at the contracted hourly rate of \$74.49 (\$1,787.76).

Account #11-213-100-106-00-05-024-001

ABA Training Completed and Certified – hourly rates from \$20.17 to \$21.23, effective March 22, 2022

- **Gamalath, Nirosha**
- **Lana, Paula**
- **Makdesi, Rim**

Account #11-000-217-106-00-24-024-001

vii. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below.

Teachers: Cho, Hannah; DeVincenzo, Kerry; Favieri, Marc*; Felipe, Brenda; Hiller, Ari; McCabe, Jennifer, Porfido, Joann; and Schwartz, Katherine

\$115 Daily Rate

B. Approval: School District Maximum Travel Expenditure

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

Be it resolved, that the Ridgewood Board of Education approves the maximum school district travel expenditure in the amount of \$220,000 for the 2022-2023 school year.

IX. APPROVAL OF BILLS**Ms. Kwak**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below and reviewed by Ms. Brogan.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS
Mar 28	Columbia Bank On-Line	105315-105412	661,396.87
Feb 15	Payroll Transfer	P39135	3,358,993.01
Feb 28	Payroll Transfer	P39136	3,324,114.16
Mar 31	Electronic Transfer	R39134	847,332.00
Mar 28	Food Service	620376-620378	167,221.81
Mar 15	Columbia Bank Void Check	104372	(1,030.19)
Mar 15	Columbia Bank Void Check	104558	(55.08)
Mar 22	Columbia Bank Void Check	105118	(8.00)
TOTAL			8,357,964.58

X. BOARD MEMBER ANNOUNCEMENTS**Ms. Kwak****XI. BOARD COMMITTEE REPORTS****Ms. Kwak****XII. DISCUSSION ITEMS****Ms. Kwak****XIII. ACCEPTANCE OF MINUTES****Ms. Kwak**

- March 1, 2022 Executive Session Meeting
- March 1, 2022 Special Public Meeting
- March 7, 2022 Executive Session Meeting
- March 7, 2022 Regular Public Meeting
- March 14, 2022 Special Public Meeting
- March 14, 2022 Executive Session Meeting

➤ March 21, 2022 Regular Public Meeting

- | | |
|---|-----------------|
| XIV. OTHER BUSINESS | Ms. Kwak |
| XV. COMMENTS FROM THE PUBLIC | Ms. Kwak |
| XVI. MOTION TO GO INTO EXECUTIVE SESSION | Ms. Kwak |
| XVII. RECONVENED PUBLIC MEETING | Ms. Kwak |
| XVIII. ADJOURNMENT | Ms. Kwak |

Upcoming Meetings

Monday, April 25, 2022
Regular Public Meeting
7:00 p.m. Education Center

Monday, May 9, 2022
Regular Public Meeting
7:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Gila Elbaum	Building Culturally Responsive Behavioral Interventions in Schools Rutgers University, NJ Virtual 4/29/22	Professional Development	\$75.00	0

April 4, 2022

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
4/7/22	Willard	Tenaflly Nature Center, Tenaflly, NJ	39 2nd Grade Students	11	1 (Sub Nurse)	\$170	\$170 (Sub Nurse)	No	Yes
4/21/22	RHS	Willard Elementary School, Ridgewood, NJ	16 Chamber Orchestra and Wind Ensemble Students	2	0	\$0	\$160 (Driver)	Yes	Yes
4/22/22	RHS	Ridge Elementary School, Ridgewood, NJ	16 Chamber Orchestra and Wind Ensemble Students	2	0	\$0	\$160 (Driver)	Yes	Yes
4/22/22	RHS	Storm King Arts Center, New Windsor, NY	49 Ceramics I Students	5	0	\$0	\$0	No	Yes
4/22/22	RHS	Junior Chef Competition, Bergen Community College, Paramus, NJ	8 Family & Consumer Science Students	1	0	\$0	\$0	Yes	Yes
5/3/22	Willard	Turtle Back Zoo, West Orange, NJ	79 1st Grade Students	29	1 (Sub Nurse)	\$170	\$170 (Sub Nurse)	Yes	Yes
5/13/22	Willard	Tenaflly Nature Center, Tenaflly, NJ	39 2nd Grade Students	12	1 (Sub Nurse)	\$170	\$170 (Sub Nurse)	No	Yes
5/24/22	Travell	Ridgewood Historical & Preservation Society, Ridgewood, NJ	21 3rd Grade Students	3	0	\$0	\$50 (Admission)	No	Yes
5/25/22	Travell	Ridgewood Historical & Preservation Society, Ridgewood, NJ	21 3rd Grade Students	3	0	\$0	\$50 (Admission)	No	Yes
5/25/22	Willard	Museum Village, Monroe, NY	84 3rd Grade Students	18	1 (Sub Nurse)	\$170	\$170 (Sub Nurse)	Yes	Yes

5/26/22	Travell	Ridgewood Historical & Preservation Society, Ridgewood, NJ	22 3rd Grade Students	3	0	\$0	\$50 (Admission)	No	Yes
6/3/22	Travell	Van Saun Park, Paramus, NJ	60 2nd Grade Students	16	0	\$0	\$600 (Admission)	No	Yes



BOARD OF EDUCATION
Education Center
49 Cottage Place, Ridgewood, New Jersey
EXECUTIVE SESSION AGENDA

April 25, 2022

6:00 p.m.

I. Personnel

Dr. Gorman



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

April 25, 2022

Regular Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)**
 - **Password: 42507450 (use “raise hand” button to make a comment)**
- **Phone at: 646-558-8656**
 - **Password: 42507450 (*press *9 to make a comment*)**
- **Streaming on the District website**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent's Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent's Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- I. CALL TO ORDER AND ROLL CALL Ms. Kwak
- II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE Ms. Kwak
- III. OPENING STATEMENT BY PRESIDING OFFICER Ms. Kwak
- IV. PRESENTATIONS Dr. Gorman
- A. Recognition of Retirees
- Ojetta Townes, Education Center
 - Paul Semendinger, Hawes Elementary School
- B. Student Representative Report
- Jonathan Tom, Benjamin Franklin Middle School
- C. Student Representative Report
- Norah Train, Ridgewood High School
- V. COMMENTS FROM THE PUBLIC Ms. Kwak
- VI. PRESENTATIONS Dr. Gorman
- A. 2022-2023 Preliminary Budget
- Dr. Gorman, Mr. Bisig, Ms. Poelstra
- VII. COMMENTS FROM THE PUBLIC ON THE PRELIMINARY BUDGET Ms. Kwak
- VIII. SUPERINTENDENT REPORT Dr. Gorman
- IX. CONSENT ITEMS: REGULAR AND ROUTINE ISSUES Dr. Gorman
- A. ATTENDANCE AT CONFERENCES
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on **Attachment A**.
- B. ADMINISTRATION
- i. Approval: Receipt of Suspensions and Harassment, Intimidation, and Bullying (HIB) Reports
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges it has received confidential information regarding suspensions and HIB reports that have occurred since the last Board meeting.
- C. CURRICULUM & INSTRUCTION
- i. Approval: Field Trips

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment B**.

D. HUMAN RESOURCES

i. Approval: Creation of Position for the 2022-2023 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the creation of a position for the 2022-2023 school year.

- Teacher of American Sign Language

ii. Appointments

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Long-term Substitute

CHO, Hannah - Fourth Grade Teacher, Somerville Elementary School, effective May 9, 2022 through June 30, 2022, at a daily rate of \$150, until the assignment ends.

Summer Adventure (K-5) Supervisor

ONG, Jerome - Summer Adventure (K-5) Supervisor.

Stipend: \$10,000

Account #13-422-200-103-00-60-060-001

Grade 6-12 Summer School Supervisor

CHAMESIAN, Linda - Grade 6-12 Summer School Supervisor.

Stipend: \$9,000

Account #11-000-240-103-00-65-050-001

Field Placement

CHAIKEN, Kamber - William Governors University, student teaching placement, to shadow Gilda Vasi, Special Education (SAIL) Teacher, Benjamin Franklin Middle School, effective April 26, 2022 through May 24, 2022.

Additional: Classroom/Lunchroom Aides for the 2021-2022 School Year

BAEK, Jihye - Applied Behavior Analyst Aide (ABA), RISE Glen Elementary School,

effective April 26, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 5.75 hours per day, 5 days per week, at an hourly rate of \$20.17.

Account #11-212-100-106-00-01-024-001

DABESTANI, Barbara - Lunchroom Aide, Orchard Elementary School, effective April 18, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account #11-000-262-107-00-03-003-001

FEDER, Karen - Resource Room Special Education Classroom Aide, Ridge Elementary School, effective April 5, 2022, or as soon after as possible, through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account #11-213-100-106-00-04-024-001

HILLMAN, Rosemary - Lunchroom Aide, Ridge Elementary School, effective April 26, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account # 11-000-262-107-00-04-004-001

Infant/Toddler Development Center

BERNINGER, Lisa - Teacher Assistant - Step I, effective April 26, 2022, or as soon after as possible, through June 30, 2022, 8 hours per day, 5 days per week, at an hourly rate of \$15.00.

Account #62-990-100-106-00-62-060-001

BIENERT, Charlotte - Aide (High School/College), effective April 26, 2022, or as soon after as possible, through June 30, 2022, 3 hours per day, 5 days per week, at an hourly rate of \$13.00.

Account #62-990-100-106-00-62-060-001

CHERBA, Sofia - Aide (High School/College), effective April 26, 2022, or as soon after as possible, through June 30, 2022, 3 hours per day, 5 days per week, at an hourly rate of \$13.00.

Account #62-990-100-106-00-62-060-001

KISSIL, IFAT - Teacher Assistant - Step I, effective April 26, 2022, or as soon after as possible, through June 30, 2022, 8 hours per day, 5 days per week, at an hourly rate of \$15.00.

Account #62-990-100-106-00-62-060-001

VELEBER, Grace - Aide (High School/College), effective April 26, 2022, or as soon after as possible, through June 30, 2022, 3 hours per day, 5 days per week, at an hourly rate of \$13.00.

Account #62-990-100-106-00-62-060-001

Additional: Home Instructors, on an as-needed basis, for the 2021-2022 School Year

Ridgewood High School

- **Besser, Lauren**, Social Studies Teacher, at an hourly rate of \$58.09.
- **Darakjy, Christa**, Science Teacher, at an hourly rate of \$59.36.
- **Polk, Laura**, World Language Teacher, at an hourly rate of \$60.32.

Account #11-150-100-101-00-24-024-001

Addition/Revision: Spring 2022 Coaching Assignments, approved by the Board at its meeting January 31, 2022

Head Boys Track

Remove: **Ryan, Patrick**

Replace: **Saladino, Joshua**, total stipend of \$8,891.

Account #11-402-100-101-00-10-034-001

Assistant Boy Track

Remove: **Saladino, Joshua**

Replace: **Ryan, Patrick**, total stipend of \$6,083.

Account #11-402-100-101-00-10-034-001

Assistant Girls Lacrosse

Remove: **TBD**

Replace: **Beilman, Alexandria**, total stipend of \$6,083.

Account #11-402-100-101-00-10-034-001

iii. Change of Assignments for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 school year, as listed below.

ADAY, Douglas - **from** 1.0 FTE Special Education (Social Studies) Teacher, Ridgewood High School, **to** 1.0 FTE Special Education (Social Studies) Teacher and

.20 FTE Special Education (Mathematics Teacher), Ridgewood High School, effective April 25, 2022 through June 14, 2022.

From: \$98,650 (\$93,667 + \$300 CP + \$4,683 ratio)

Cl. MA+45, St. 13

To: \$118,320 (\$112,400 + \$300 CP + \$5,620 ratio)

Cl. MA+45, St. 13

Account #11-213-100-101-00-10-019-000

BARKER, Barbara - **from** 1.0 FTE Spanish Teacher, Ridgewood High School, **to** 1.20 FTE Spanish Teacher, Ridgewood High School, effective March 31, 2022 through April 1, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 23, 2022, subject to change.

From: \$106,482 (\$104,982 + \$1,500 longevity)

Cl. MA, St. 18

To: \$127,478 (\$125,978 + \$1,500 longevity)

Cl. MA, St. 18 (March 31, 2022 through April 1, 2022, and April 18, 2022 through April 25, 2022)

To: \$148,475 (\$146,975+ \$1,500 longevity)

Cl. MA, St. 18 (April 25, 2022 through June 23, 2022)

Account #11-140-100-101-07-10-019-000

COUGHLIN, Wendy - **from** Resource Room Special Education Classroom Aide, Ridge Elementary School, **to** Applied Behavior Analyst Aide (ABA), RISE Program Ridge Elementary School, effective May 1, 2022 through June 22, 2022, 5.75 hours per day, 5 days per week.

From: \$17.50 per hour

To: \$21.23 per hour

Account # 11-212-100-106-00-05-024-001

CUELLAR, Angelica - **from** 1.0 FTE Spanish Teacher, Ridgewood High School, **to** 1.20 FTE Spanish Teacher, Ridgewood High School, effective March 31, 2022 through April 1, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 23, 2022, subject to change.

From: \$79,267

Cl. BA, St. 13

To: \$95,120

Cl. BA, St. 13 (March 31, 2022 through April 1, 2022, and April 18, 2022 through April 25, 2022)

To: \$110,974

Cl. BA, St. 13 (April 25, 2022 through June 23, 2022)

Account #11-140-100-101-07-10-019-000

Revision: FUNTSCH, Kaitlyn - **from** 1.0 FTE Special Education Teacher, George Washington Middle School, **to** 1.0 FTE Special Education Teacher and .20 FTE Mathematics Teacher, George Washington Middle School, **from** effective January 25, 2022 through May 2, 2022, approved by the Board at its meeting on January 31, 2022, **to** effective January 25, 2022 through April 8, 2022.

From: \$86,017 (\$85,717 + \$300 CP)

Cl. MA+45, St. 8

To: \$103,160 (\$102,860 + \$300 CP)

Cl. MA+45, St. 8

Account # 11-204-100-101-00-09-019-000Account # 11-130-100-101-01-09-019-000

GALASSO, Patricia - **from** 1.0 FTE Spanish Teacher, Ridgewood High School, **to** 1.20 FTE Spanish Teacher, Ridgewood High School, effective March 31, 2022 through April 1, 2022, and April 18, 2022 through June 23, 2022, subject to change.

From: \$76,417

Cl. BA, St. 12

To: \$91,700

Cl. BA, St. 12

Account #11-140-100-101-07-10-019-000

Revision: GARVIN, Natalie - **from** 1.0 FTE Special Education Teacher, George Washington Middle School, **to** 1.0 FTE Special Education Teacher and .20 FTE English Teacher, George Washington Middle School, **from** effective January 25, 2022 through May 2, 2022, approved by the Board at its meeting on January 31, 2022, **to** effective January 25, 2022 through April 8, 2022.

From: \$76,492 (\$76,192 + \$300 CP)

Cl. MA, St. 7

To: \$91,730 (\$91,430 + \$300 CP)

Cl. MA, St. 7

Account # 11-204-100-101-00-09-019-000Account # 11-130-100-101-03-09-019-000

KABASH, Vanessa - **from** 1.0 FTE Eighth Grade English Teacher, George Washington Middle School, **to** 1.20 FTE Eighth Grade English Teacher, George Washington Middle School, effective April 18, 2022 through June 22, 2022.

From: \$114,932 (\$114,632 + \$300 CP)

Cl. MA+45, St. 18

To: \$137,858 (\$137,558 + \$300)

Cl. MA+45, St. 18

Account #11-130-100-101-03-09-019-000

KADUS, Christopher - **from** 1.0 FTE Eighth Grade Social Studies Teacher, George Washington Middle School, **to** 1.0 FTE Eighth Grade Social Studies Teacher and .20 FTE English Teacher, George Washington Middle School, effective April 18, 2022 through June 22, 2022.

From: \$114,932 (\$114,632 + \$300 CP)

Cl. MA+45, St. 18

To: \$137,858 (\$137,558 + \$300 CP)

Cl. MA+45, St. 18

Account #11-130-100-101-05-09-019-000

Account #11-130-100-101-03-09-019-000

Revision: KEPPEL, Katherine - **from** 1.0 Special Education (LLD) Teacher, George Washington Middle School, **to** 1.0 FTE Special Education (LLD) Teacher and .20 FTE English Teacher, George Washington Middle School, **from** effective January 25, 2022 through May 2, 2022, approved by the Board at its meeting on January 31, 2022, **to** effective January 25, 2022 through 8, 2022.

From: \$86,017 (\$85,717 + \$300 CP)

Cl. MA+45, St. 9

To: \$103,160 (\$102,860 + \$300 CP)

Cl. MA+45, St. 9

Account #11-204-100-101-00-09-019-000

Account # 11-130-100-101-03-09-019-000

NEVILLE, Ben - **from** 1.0 FTE Seventh Grade Social Studies Teacher, George Washington Middle School, **to** 1.0 FTE Seventh Grade Social Studies Teacher and .20 FTE English Teacher, George Washington Middle School, effective April 18, 2022 through June 22, 2022.

From: \$69,742

Cl. MA, St. 3

To: \$83,690

Cl. MA, St. 3

Account # 11-130-100-101-05-09-019-000

Account # 11-130-100-101-03-09-019-000

OJEA, Christal - **from** 1.0 FTE Spanish Teacher, Ridgewood High School, **to** 1.20 FTE Spanish Teacher, Ridgewood High School, effective March 31, 2022 through April 1, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 23, 2022, subject to change.

From: \$71,317

Cl. BA, St. 9

To: \$85,580

Cl. BA, St. 9 (March 31, 2022 through April 1, 2022, and April 18, 2022 through April 25, 2022)

To: \$99,844

Cl. BA, St. 9 (April 25, 2022 through June 23, 2022)

Account #11-140-100-101-07-10-019-000

POROD, Jason - **from** 1.0 FTE Seventh Grade Science Elective Teacher, Benjamin Franklin Middle School and George Washington Middle School, **to** 1.0 FTE Seventh Grade Science Elective Teacher, Benjamin Franklin Middle School and George Washington Middle School and .20 FTE English Teacher, George Washington Middle School, effective April 18, 2022 through June 22, 2022.

From: \$116,432 (\$114,632 + \$300 CP + \$1,500 longevity)

Cl. MA+45, St. 18

To: \$139,358 (\$137,558 + \$300 CP + \$1,500 longevity)

Cl. MA+45, St. 18

Account # 11-130-100-101-01-08-019-000

Account # 11-130-100-101-01-09-019-000

Account # 11-130-100-101-03-09-019-000

PRIMAVERA, Michelle - **from** 1.0 FTE Seventh Grade English Teacher, George Washington Middle School, **to** 1.20 Seventh Grade English Teacher, George Washington Middle School, effective April 18, 2022 through June 22, 2022.

From: \$80,867

Cl. MA, St. 11

To: \$97,040

Cl. MA, St. 11

Account # 11-130-100-101-03-09-019-000

PURRINOS, Damary - **from** 1.0 FTE Spanish Teacher, Ridgewood High School, **to** 1.20 FTE Spanish Teacher, Ridgewood High School, effective March 31, 2022 through April 1, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 23, 2022, subject to change.

From: \$116,432 (\$114,632 + \$300 CP + \$1,500 longevity)

Cl. MA+45, St. 18

To: \$139,358 (\$137,558 + \$300 CP + \$1,500 longevity)

Cl. MA+45, St. 18 (March 31, 2022 through April 1, 2022, and April 18, 2022 through April 25, 2022)

To: \$162,285 (\$160,485 + \$300 CP + \$1,500 longevity)
Cl. MA+45, St. 18 (April 25, 2022 through June 23, 2022)

Account #11-140-100-101-07-10-019-000

iv. **Resignations for the Purpose of Retirement**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations for the purpose of retirement, listed below.

Administrators

SEMENDINGER, Paul - Elementary School Principal, Hawes Elementary School, effective September 1, 2022, with fourteen years of Ridgewood service.

Paul Semendinger's career in Ridgewood:

- 2008-2022 - Elementary School Principal, Hawes Elementary School

TOWNES, Ojetta - Human Resource Manager, Education Center, effective September 1, 2022, with nine years of Ridgewood service.

Ojetta Townes' career in Ridgewood:

- 2013-2022 - Human Resource Manager, Education Center

Teacher

KAY, James - Science Teacher, Ridgewood High School, effective July 1, 2022, with twenty-five years of Ridgewood service.

James Kay's career in Ridgewood:

- 1997-2022 - Science Teacher, Ridgewood High School

v. **Resignations**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations, as listed below.

Classroom Aides/Lunchroom Aides

DePEOLA, Rachel - Lunchroom Aide, Orchard Elementary School, effective January 14, 2022.

GOSSELIN, Linda - Resource Room Special Education Classroom Aide, Willard Elementary School, effective May 23, 2022.

ROSE, Elisabeth - Lunchroom Aide, Orchard Elementary School, effective April 8, 2022.

Infant/Toddler Development Center

TERRIN, Melissa - Teacher Assistant, effective January 4, 2022.

BERRIAN, Kristi - Teacher Assistant, effective April 18, 2022.

vi. Leave of Absence

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absence, as listed below.

FERRARI-KING, Gabrielle – Fourth Grade Teacher, Somerville Elementary School, effective May 4, 2022 through June 30, 2022, with a reinstatement date of September 1, 2022, utilizing FMLA and/or NJFLA leave entitlement.

GIZZI, Nicole – Resource Room Teacher, Willard and Travell Elementary Schools, effective April 27, 2022 through June 30, 2022 with a reinstatement date of September 1, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

POLLITT, Ashley – Special Education (English) Teacher, Ridgewood High School, effective June 21, 2022 through June 30, 2022 and September 1, 2022 through June 30, 2023, with a reinstatement date of September 1, 2023, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

Revision: SIMONE, Suzanne – Special Education Teacher, George Washington Middle School, **from** effective January 25, 2022 through April 28, 2022, with a reinstatement date of May 2, 2022, approved by the Board on January 31, 2022, **to** effective January 25, 2022 through April 15, 2022, with a reinstatement date of April 18, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

vii. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Somerville Elementary School

Additional: Clubs and Activities for the 2021-2022 School Year

Boys Running Club

- **Dembin, Ross**, for a total stipend of \$300.

Account #11-401-100-101-00-05-005-001

Benjamin Franklin Middle School

Additional: 2021-2022 Student Club Activity Advisors

Stage Crew - Musical

- **Fontana, Elisabeth**, not to exceed 20 hours, at an hourly rate of \$40.17

(\$803.40).

Account #11-401-100-101-00-08-008-001

George Washington Middle School

Revision: Co-curricular Activity Advisors and Stipends for the 2021-2022 School Year (Remuneration in accordance with negotiated Agreement; ratio is applied to the 2021-22 BA Maximum of \$93,592), approved by the Board at its meeting on September 20, 2021.

Musical Director

Remove: **DeGroat, Laurie**

Replace: **Kadus, Christopher**, for a total stipend of \$2,621.

Account #11-401-100-101-00-09-009-001

Musical Assistant/Orchestra

Remove: **Kadus, Christopher**

Replace: **Dimodugno, Grace**, for a total stipend of \$2,621.

Account #11-401-100-101-00-09-009-001

Ridgewood High School

Revision: Overnight Field Trip: Central Europe Tour - April 6-14, 2022

From: Six Chaperones: Chamesian, Linda; Gervolino, Colleen; Kneiss, Dana; McDonald, Gregory; Pizzuto, Basil; and Yannone, Michael, each for 8 nights, each at \$200 per night (\$9,600), **Two Volunteer Chaperones: Gorman, Thomas; and O'Brien, Elizabeth**, overnight stipend of \$1,600 paid for by student funding, approved by the Board March 21, 2022, **to Five Chaperones: Gervolino, Colleen; Kneiss, Dana; McDonald, Gregory; Pizzuto, Basil; and Kase, Sean**, each for 8 nights, each at \$200 per night (\$8,000), overnight stipend of \$1,600 paid for by student funding. **Two Volunteer Chaperones: Gorman, Thomas; and O'Brien, Elizabeth.**

Account #11-401-000-101-00-10-010-001

Curriculum, Instruction & Assessment

Lesson Plan Writing for Media Specialists - Hawes Elementary School and Orchard Elementary School

- **Coppola, Michele**, not to exceed 24 hours, at an hourly rate of \$53.33 (\$1,279.92).
- **DeNunzio, Mary**, not to exceed 12 hours, at an hourly rate of \$53.33 (\$639.96).

- **D'Iorio, Linda**, not to exceed 24 hours, at an hourly rate of \$53.33 (\$1,279.92).
- **Kaplan, Nancy**, not to exceed 12 hours, at an hourly rate of \$53.33 (\$639.96).

Account #11-401-000-101-00-10-010-001

Special Programs

Social/Learning Skills Transition to Middle School

- **Barba, Allison**, not to exceed 12 hours, at an hourly rate of \$40.17 (\$482.04).
- **DiModugno, Grace**, not to exceed 10 hours, at an hourly rate of \$40.17 (\$401.70).
- **Romano, Odalys**, not to exceed 10 hours, at an hourly rate of \$40.17 (\$401.70).
- **Weiss-Chromeck, Courtney**, not to exceed 12 hours, at an hourly rate of \$40.17 (\$482.04).

Account # 11-150-100-101-00-24-024-001

Special Olympics NJ Play Unified School Partnership

Spring Track

- **Gorman, Michelle**, Head Coach, for a total stipend of \$1,500.
- **Kilcullen, Michael**, Head Coach, for a total stipend of \$1,500.
- **Martel, Marisa**, Head Coach, for a total stipend of \$1,500.
- **Beyer, James**, Assistant Coach, for a total stipend of \$700.
- **Crabbe, Joseph**, Assistant Coach, for a total stipend of \$300.
- **Crawford, Ryan**, Assistant Coach, for a total stipend of \$300.
- **Eitner, Valerie**, Assistant Coach, for a total stipend of \$700.
- **Rinaldi, Robert**, Assistant Coach, for a total stipend of \$300.

Account #11-000-219-104-00-24-024-001

Human Resources Department

Clerical Support for Interim Superintendent of Schools Interview - April 20, 2022

- **Moynihan, Maryjane**, not to exceed 3 hours, at an hourly rate of \$39.87 (\$119.61).

Account #11-000-230-105-00-20-020-001

viii. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below.

Teachers: Brown, Randi; Frank, Noah; Lee, Sungsu; Walsh, Evan; and Zreik, Mielle

\$115 Daily Rate

E. FINANCE

i. Acceptance of Restricted Donations:

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following restricted gifts for the **2021-2022** school year, to be used as indicated.

Donations			
Donor	Amount	Use	Account Number
Ridge Student Activity Account	\$10,363.43	To be used to pay the GLEE stipend for two teachers.	20-030-100-101-00-04-004-008 (\$9,497.05 - Stipend) 20-030-200-220-00-04-004-008 (\$866.38 - FICA)
Ridge Student Activity Account	\$2,640	To be used to pay the Play Club Stipend for two teachers.	20-030-100-101-00-04-004-007 (\$2,419.30 - Stipend) 20-030-200-220-00-04-004-007 (\$220.70 - FICA)
Learning Services Home and School Association	\$350	To be used to pay for transportation costs for 25 students to go to Don Bosco Prep.	20-039-200-580-00-24-024-005
The Allstate Foundation	\$500	To be used to pay for Driver's Education supplies and/or services.	20-055-100-890-00-36-036-003
RHS Band Association	\$3,500	To be used to pay for the rental of lighting and staging equipment, including delivery and set up for the Jazz Ensemble's "Jazz in the Wood" concert.	20-053-100-610-00-10-010-001
Sustainable Jersey Corp	\$2,000	To be used for the Somerville Green Fair outdoor garden and composting.	20-036-100-610-00-05-005-001

X. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Dr. Gorman

A. Approval: Submission of the Preliminary 2022-2023 Budget

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

BE IT RESOLVED, that the Ridgewood Board of Education approves the 2022-2023 school district proposed preliminary budget, as follows, for submission to the Executive County Superintendent of Schools:

	Budget	Tax Levy
General Fund	\$118,864,395	\$101,198,061
Special Revenue Fund	\$1,417,674	\$0
Debt Service Fund	\$3,575,075	\$3,441,293
Total Budget	\$123,857,684	\$104,639,354

The District has proposed additional staffing, programs and services in addition to the Core Curriculum Content Standards adopted by the State Board of Education.

Information on this budget and the programs and services it provides is available from the school district.

The General Fund Tax Levy is \$101,198,061 for the ensuing School Year: (2022-2023).

CAPITAL RESERVE STATEMENT OF PURPOSE

Included in budget line 600, Budgeted Withdrawal from Capital Reserve - Excess cost & Other Capital Projects, is \$529,002 For the following other capital projects: (2022-2023)

- High School Woodshop Dust Collection System
- High School Foods Lab
- Educational Center Digital Controller Upgrade

B. Approval: Transportation Waiver Application

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the transportation waiver application for the purpose of enabling a parent to have a contract with \$15,000 in liability insurance per N.J.A.C. 6A:27-16 (a).

The Board has received background information.

C. Approval: Consulting Agreement with E-Rate Consulting, Inc.

The Ridgewood Board of Education upon the recommendation of the Superintendent of Schools approves the consulting agreement with E-Rate Consulting, Inc. to provide consulting services pursuant to NJSBA Procurement number #E-8801-ACES-CPS, as an independent contractor, from July 1, 2022 to June 30, 2023:

- a. Provide comprehensive compliance expertise on E-Rate Program rules and eligible equipment and services;
- b. Deliver efficient and effective customer service support on E-Rate related issues;

- c. Calculate enrollment data to determine the applicable discount rates and whenever possible, explore strategic alternatives to achieve a higher discount rate;
- d. Prepare FCC Forms 470 to request Category One and Category Two services and/or equipment;
- e. As requested, aggregate bids submitted by service providers in response to FCC Forms 470 and assist in bid analysis;
- f. Discuss procurement decisions relative to eligible equipment and services to ensure compliance with both E-Rate Program rules and the relevant provisions of the New Jersey Public School Contracts Law (Title 18A-18A-1 et seq.);
- g. Leverage knowledge of telecommunications market to evaluate bids and offer recommendations to ensure members receive optimal service at a fair and reasonable market rate;
- h. Manage preparation and submission of FCC Forms 471 and supporting documentation;
- i. When necessary, manage processes and procedures attendant to reviews by USAC Program Integrity Assurance and, in concert with district staff, formulate timely and accurate responses;
- j. Analyze Funding Commitment Decision Letters (“FCDLS”) to ensure all discounts due under E-Rate Program rules are received;
- k. Prepare and manage the submission of FCC Forms 486 and other post-commitment forms, which, depending on the circumstances, may include FCC Forms 472,473, and/or 500;
- l. Document retention relative to funding years covered by the Parties’ agreement;
- m. Manage any appeals stemming from funding request denials;

To perform the scope of services set forth above, the District shall compensate ERC as follows:

Category One Filing Fee	\$2,000 annual category one filing fee
Category Two and WAN Modulating Electronics	Minimum of \$3,500 (\$1,000 for 1st entry and \$2500 for the next 10 entries) <i>*if the District’s Category Two funding commitments exceed \$116,666.67, then an additional 3% fee to the additional committed amount will apply)</i>
Self-Provisioned or Dark Fiber Network	Minimum \$5,000 fee <i>(fee may increase based on the scope and complexity of the project)</i>
Services for Prior Funding Years	\$150 per hour <i>(prior funding year is defined as any funding application cycle for which ERC did not serve as the District’s E-rate consultant)</i>

The Board has received background information.

D. Approval: AME Inc. Change Order #1 for Travell and Orchard Elementary Schools

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the AME Inc. Change Order #1 in the amount of \$6,750 to retrofit/install three additional Alerton Controllers that were inadvertently overlooked during the initial planning stage to completely remove this outdated system of the District Energy Platform. This is in accordance with NJAC 5:30-11.4.

The Board has received background information.

E. Approval: Infant Toddler Development Center

WHEREAS, the Ridgewood Board of Education requested that the State of New Jersey Department of Children and Families permit its Infant Toddler Development Center ("ITDC") to participate in the Pilot Program in accordance with N.J.S.A. 30:5B-34; and

WHEREAS, by letter dated March 25, 2022, Assistant Commissioner Brian C. Ross, Esq. of the Department of Children and Families notified Ridgewood Board of Education that it would be eligible to participate in the Pilot Program in accordance with N.J.S.A. 30:5B-34, presuming that the ITDC is in compliance with applicable standards in the Manual of Requirements for Child Care Centers as set forth in N.J.A.C. 3A:52; and

WHEREAS, Assistant Commissioner Brian C. Ross, Esq. of the Department of Children and Families further advised the Ridgewood Board of Education that the ITDC can continue operating until September 25, 2022 when it is enrolled in the Pilot Program so long as it is in compliance with the applicable standards in the Manual of Requirements for Child Care Centers as set forth on N.J.A.C. 3A:52;

NOW THEREFORE BE IT RESOLVED THAT the Ridgewood Board of Education accepts the State of New Jersey Department of Children and Families permission to enroll in the Pilot Program pursuant to the provisions of N.J.S.A. 30:5B-34 and will fully comply with the applicable standards in the Manual of Requirements for Child Care Center in accordance with N.J.A.C. 3A:52 and has directed the Director of the ITDC to ensure full compliance with the Manual of Requirements for Child Care Centers in accordance with N.J.A.C. 3A:52 so that the ITDC Center can continue operating until September 25, 2022 when it is enrolled in the Pilot Program; and

Authorizes the Board Attorney to share this Resolution with the New Jersey Department of Children and Families to notify the Board's acceptance to be enrolled in the Pilot Program pursuant to the provisions of N.J.S.A. 30:5B-34 and that the ITDC will fully comply with the applicable standards in the Manual of Requirements for Child Care Center in accordance with N.J.A.C. 3A:52

XI. APPROVAL OF BILLS**Ms. Kwak**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below and reviewed by Mr. Mahmoud.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS
Mar 29	Columbia Bank On-Line	105413	6,286.09
Apr 6	Columbia Bank On-Line	105414-105502	984,626.42
Apr 18	Columbia Bank On-Line	105503-105569	681,829.86
Mar 15	Payroll Transfer	P39240	3,357,367.73
Mar 30	Payroll Transfer	P39241	3,379,603.88
Feb 28	Electronic Transfer	F39238	13,064.00
Mar 4	Electronic Transfer	R39357	2,245.24
Mar 7	Electronic Transfer	R39358	1,296.33
Mar 31	Electronic Transfer	R39245	53,817.21
Mar 31	Electronic Transfer	F39429	12,127.01
Mar 31	Electronic Transfer	R39134	847,332.00
Apr 15	Electronic Transfer	H39359	1,080,082.35
Apr 18	Food Service	620379-620380	181,934.15
Mar 29	Columbia Bank Void Check	104901	(6,286.09)
Apr 5	Columbia Bank Void Check	105327	(281.08)
TOTAL			10,595,045.10

XII. BOARD MEMBER ANNOUNCEMENTS **Ms. Kwak**

XIII. BOARD COMMITTEE REPORTS **Ms. Kwak**

XIV. DISCUSSION ITEMS **Ms. Kwak**

XV. ACCEPTANCE OF MINUTES **Ms. Kwak**

- March 14, 2022 Special Public Meeting
- March 21, 2022 Regular Public Meeting
- April 4, 2022 Regular Public Meeting

REGULAR PUBLIC MEETING

April 25, 2022

- | | |
|---|-----------------|
| XVI. OTHER BUSINESS | Ms. Kwak |
| XVII. COMMENTS FROM THE PUBLIC | Ms. Kwak |
| XVIII. MOTION TO GO INTO EXECUTIVE SESSION | Ms. Kwak |
| XX. RECONVENED PUBLIC MEETING | Ms. Kwak |
| XXI. ADJOURNMENT | Ms. Kwak |

Upcoming Meetings

Monday, May 9, 2022
Regular Public Meeting
7:00 p.m. Education Center

Monday, May 23, 2022
Regular Public Meeting
7:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Stefanie Gigante	American Classical League Diamond Jubilee Institute American Classical League, OH Charleston, SC 6/23/22 - 6/27/22	Professional Development	\$1624.00	0
Lori Morris	Implementing the Middle Schools Civics Mandate NJ Center for Civic Education, NJ Drew University, Madison, NJ 4/27/22	Professional Development	\$0.00	0
Laura Polk	Best, Most Powerful Strategies for Teaching World Languages Bureau of Education and Research, WA Virtual 5/6/22	Professional Development	\$279.00	0
Lindsay Rubin	Collaborative and Proactive Solutions Lives in the Balance, ME Virtual 5/5/22 and 5/6/22	Professional Development	\$203.97	0
Maria Sweeney	NJTESOL Spring Conference New Jersey Teachers of English to Speakers of Other Languages New Brunswick, NJ 6/2/22	Professional Development	\$274	0
Lisa Wiater	Anatomy of Medicine in the Nazi Period Seton Hall University, NJ Virtual 4/25/22	Professional Development	\$0.00	0
Suh Young Nam	Multi-Tiered Systems of Support: Effective Practices Summit New Jersey Principals and Supervisors Association, NJ Virtual 5/26/22	Professional Development	\$150.00	0

The total cost for these conferences is \$2,530.97. Upon Board approval of all of these conferences, the total expenditure for travel and conferences for 2021-22 will be \$66,165.13 leaving a balance of \$133,834.87 remaining in the \$200,000 approved by the Board for travel and conferences. The total cost of substitutes for these conferences is \$0. Upon Board approval of these conferences, the total expenditure for substitutes for travel and conferences for 2021-22 will be \$16,847.50.

FIELD TRIPS FOR APPROVAL

April 25, 2022

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
4/29/22	BF	Wawayanda State Park, Hewitt, NJ	9 LLD Students	3	0	\$0	\$241 (Driver)	No	Yes
5/4/22	RHS	Ridgewood In History Walking Tour, Ridgewood, NJ	17 12th Grade Social Studies Students	1	0	\$0	\$0	No	Yes
5/5/22	Travell	BFMS "Grease" Performance, Ridgewood, NJ	62 Grade 5 Students	4	0	\$0	\$0	No	Yes
5/5/22	Hawes	BFMS "Grease" Performance, Ridgewood, NJ							
5/5/22	RHS	38th Annual Chamber Music Society (CMS) of Lincoln Center Young Musicians Concert, New York, NY	5 11th and 12th Grade Visual and Performing Arts Students	2	0	\$0	\$745.73 (Bus)	No	Yes
5/10/22	RHS	Ridgewood In History Walking Tour, Ridgewood, NJ	17 12th Grade Social Studies Students	1	0	\$0	\$0	No	Yes
5/15/22	RHS	Brick House, Wyckoff, NJ	41 RHS Big Band & Jass Lab Ensemble Members	4	0	\$0	\$0	Yes	Yes
5/16/22	RHS	Ridgewood In History Walking Tour, Ridgewood, NJ	17 12th Grade Social Studies Students	1	0	\$0	\$0	No	Yes
5/18/22	RHS	It's Greek to Me, Ridgewood, NJ	10 Latin V AP Students	1	0	\$0	\$0	Yes	Yes

5/19/22	RHS	Rockland Boulders Baseball Game, Pomona, NY	4 RISE Students	5	0	\$0	\$201 (Driver)	No	Yes
5/20/22	RHS	Storm King Art Center, New Windsor, NY	56 11th and 12th Grade AHLISA Students	5	0	\$0	\$1,650 (Bus)	No	Yes
5/20/22	Travell	Ridgewood Social Studies Walking Trip, Ridgewood, NJ	64 3rd Grade Students	12	0	\$0	\$0	No	Yes
5/21/22	RHS	New Jersey Junior Classical League (NJJCL) State Convention, Franklin HS, Somerset, NJ	25 Latin Team/Latin Club Members	2	0	\$0	\$945 (Bus)	Yes	Yes
5/23/22	Willard	Meadowlands Environment Center, Lyndhurst, NJ	78 4th Grade Students	8	0	\$0	\$0	Yes	Yes
5/24/22	Somerville	Ridgewood Walking Tour, Ridgewood, NJ	63 3rd Grade Students	12	0	\$0	\$0	Yes	Yes
5/26/22	RHS	James Rose Center, Ridgewood, NJ	17 Ridgewood in History Students	1	0	\$0	\$0	Yes	Yes
6/1/22	Hawes	Amazing Race, Downtown Ridgewood, NJ	72 3rd Grade Students	24	1 (Sub Nurse)	\$170	\$170 (Sub Nurse)	Yes	Yes
6/1/22	Willard	4th Grade/ GWMS Link Up Concert, GWMS, Ridgewood, NJ	78 4th Grade Students	6	0	\$0	\$0	Yes	Yes
6/1/22	Ridge	Link Up!, Ridgewood, NJ	85 4th Grade Students	6	1/2 Day	\$58	\$58 (Sub Teacher)	Yes	Yes
6/2/22	Travell	Schoolhouse Museum, Ridgewood, NJ	21 5th Grade Students	5	0	\$0	\$50 (Donation)	No	Yes
6/3/22	RHS	Senior Prom, 14th Street Pier, Hoboken, NJ	Approximately 500 Students	23	0	\$0	\$0	Yes	Yes
6/3/22	Hawes	Storm King Art Center, New Windsor, NY	70 Kindergarten and 5th Grade Students	10	1 (Sub Nurse)	\$170	\$170 (Sub Nurse)	No	Yes

6/9/22	BF	Graydon Pool, Ridgewood, NJ	230 8th Grade Students	15	1 (Sub Nurse)	\$170	\$170 (Sub Nurse)	Yes	Yes
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RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

May 9, 2022

Regular Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 5907450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 5907450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- I. CALL TO ORDER AND ROLL CALL Ms. Kwak
- II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE Ms. Kwak
- III. OPENING STATEMENT BY PRESIDING OFFICER Ms. Kwak
- IV. PRESENTATIONS Dr. Gorman

A. Recognition of Retirees

- Ruth Parks, Ridgewood High School

B. Student Representative Report

- Norah Train, Ridgewood High School

- V. COMMENTS FROM THE PUBLIC Ms. Kwak

- VI. PRESENTATIONS Dr. Gorman

A. Innovations in Special Education Awards 2022

- Dr. Michelle Fenwick, Director of Special Programs

- VII. PUBLIC HEARING ON THE 2022-2023 BUDGET Dr. Gorman

A. BUDGET OVERVIEW

- Mr. Bisig

Dr. Gorman

B. COMMENTS FROM THE PUBLIC ON THE 2022-2023 BUDGET

Ms. Kwak

C. CLOSE PUBLIC HEARING ON THE 2022-2023 BUDGET

Ms. Kwak

i. Approval: Resolution for Adoption for the 2022-2023 Budget for Submission to the Executive County Superintendent of Schools

Dr. Gorman

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

BE IT RESOLVED, that the Ridgewood Board of Education, County of Bergen, approves the final 2022-2023 school year budget as follows for submission to the Executive County Superintendent of Schools:

	Budget	Tax Levy
General Fund	\$118,864,395	\$101,198,061
Special Revenue Fund	\$1,417,674	\$0
Debt Service Fund	\$3,575,075	\$3,441,293
Total Budget	\$123,857,684	\$104,639,354

The District has proposed additional staffing, programs and services in addition to the Core Curriculum Content Standards adopted by the State Board of Education.

Information on this budget and the programs and services it provides is available from the school district.

The General Fund Tax Levy is \$101,198,061 for the ensuing School Year: (2022-2023).

CAPITAL RESERVE STATEMENT OF PURPOSE included in budget line 600, Budgeted Withdrawal from Capital Reserve - Excess Cost & Other Capital Projects, is \$433,000 for the following capital projects: (2022-2023), additional Capital Outlay is \$100,902 for SY 2022-2023 for a combined total of \$533,902.

- High School Foods Lab \$170,000
- Educational Center Digital Controller Upgrade \$29,000
- High School Woodshop Air/Dust Collection System Upgrade \$234,000
- Capital Outlay -
- SDA Debt Service \$42,837
- B.F.M.S. \$53,165
- Interest \$4,900

VII. SUPERINTENDENT REPORT

Dr. Gorman

VIII. CONSENT ITEMS: REGULAR AND ROUTINE ISSUES

Dr. Gorman

A. ATTENDANCE AT CONFERENCES

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on **Attachment A**.

B. ADMINISTRATION

i. Approval: Receipt of Suspensions and Harassment, Intimidation, and Bullying (HIB) Reports

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges it has received confidential information regarding suspensions and HIB reports that have occurred since the last Board meeting.

ii. Approval: Revision to Regular Public Meeting Dates

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the revision of the following Regular Public Meeting Dates:

Cancel: June 27, 2022 Regular Public Meeting at 5:00 p.m.

Add: June 20, 2022 Regular Public Meeting at 7:00 p.m.

As listed in **Attachment B**.

C. CURRICULUM & INSTRUCTION

i. Approval: Field Trips

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment C**.

D. HUMAN RESOURCES

i. Approval: Submission of Contract for the Assistant Superintendent for Curriculum, Instruction and Assessment

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the submission of the contract for the Assistant Superintendent for Curriculum, Instruction and Assessment to the Executive County Superintendent for review and approval.

- Stacie Poelstra

The Board has received background information.

ii. Approval: Submission of Contract for the Business Administrator

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the submission of the contract for the Business Administrator to the Executive County Superintendent for review and approval.

- Scott Bisig

The Board has received background information.

iii. Ridgewood Public Schools Salary List for the 2022-2023 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the Ridgewood Public Schools Salary List for all known positions and staffing as of May 9, 2022 for the 2022-2023 school year, as listed on **Attachment D**.

iv. Renewals: Non-tenured Teachers, Administrators, and Staff Members for the 2022-2023 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the Renewals of the Non-tenured Teachers, Administrators, and Staff Members for the 2022-2023 school year, as listed on **Attachment E**.

v. Approval: 2023-2024 Holiday Calendar for 12-Month Employees

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2023-2024 Holiday Calendar for 12-Month Employees, as listed on **Attachment F**.

vi. Equal Educational Officer for the 2022-2023 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the Equal Education Officer for the 2022-2023 school year, as listed below.

- Ridgewood High School: Meredith Yannone, total stipend \$3,081.

The Board has received background information.

Account # 11-000-251-104-00-23-023-001

vii. Appointments

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Teacher

GILLIO, Alexis - School Nurse (tenure track), Travell Elementary School, effective June 1, 2022, or as soon after as possible, through June 30, 2022, pending verification of employment as outlined by Chapter 5. Ms. Gillio possesses an NJDOE Emergency Certification as a School Nurse Non Instructional.

Salary: \$70,892 prorated
Cl. BA+30, St. 6

Account #11-000-213-104-00-06-019-000

Long-term Substitute

CHUA, Kelly - Supplemental Mental Health Substitute, Education Center, effective May 17, 2022 through June 30, 2022, at a daily rate of \$150 per day, until the assignment ends, to be funded by ARP ESSER III NJTSS Mental Health Support Staffing grant funds to a maximum amount of \$5,636. Additional funding will move into the special education account line once the grant is exhausted. Ms. Chua possesses a NJDOE Standard Certificate as a Learning Disabilities Teacher-Consultant.

Account # 20-491-100-101-00-22-022-001

Account #

New Players Summer

VAN ZILE, Kelly - Director of New Players Summer 2022 Program, total stipend \$5,638.

Account # 11-401-100-101-00-10-010-001

Revision: 2022 Spring Ridgewood Community School, approved by the Board at its meeting on March 21, 2022

Junior Edition (Irish Basketball Clinic)

From:

- DeRisi, Michael
- Sullivan, Matthew
- Troy, Michael

To:

- Crane, Nicholas
- Rogers, Jordan
- Saraceno, Samuel
- Sullivan, Matthew
- Troy, Michael

Account # 13-423-100-101-00-60-060-001

Additional: Classroom/Lunchroom Aides for the 2021-2022 School Year

Infant/Toddler Development Center

PREZZIA, Julianna - Aide (High School/College), effective May 10, 2022, or as soon after as possible, through June 30, 2022, 6 hours per day, 5 days per week, at an hourly rate of \$13.00.

Account #62-990-100-106-00-62-060-001

viii. Change of Assignments for the 2022-2023 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2022-2023 School Year, as listed on **Attachment G**.

ix. Resignation for the Purpose of Retirement

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignation for the purpose of retirement, listed below.

Teacher

PARKS, Ruth - German Teacher, Ridgewood High School, effective July 1, 2022, with forty-five years of Ridgewood service.

Ruth Parks' career in Ridgewood:

- 1977-1983 - English Teacher, George Washington Middle School
- 1983-1984 - French Teacher, Ridgewood High School
- 1984-1986 - English Teacher, George Washington Middle School
- 1986-1989 - French Teacher, Ridgewood High School
- 1989-1991 - .40 FTE Executive Assistant to the Principal and .60 FTE French

- Teacher, Ridgewood High School
- 1991-1998 - .40 FTE French Teacher and .60 FTE German Teacher, Ridgewood High School
- 1998-2012 - .20 FTE French Teacher and .80 FTE German Teacher, Ridgewood High School
- 2012-2022 - German Teacher, Ridgewood High School

x. **Resignations**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations, as listed below.

Teachers

PAGLIARO, Kristen - Preschool Disabilities Teacher, Glen Elementary School, effective July 1, 2022.

VERES, William - STEPSS Teacher, Ridgewood High School, effective July 1, 2022.

xi. **Leave of Absence**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absence, as listed below.

MASSOUD, Erin – English Teacher, George Washington Middle School, effective September 1, 2022 through November 30, 2022, with a reinstatement date of December 1, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

xii. **Change of Assignments for the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 school year, as listed below.

CAFARO, Stephanie - **from** Aide (High School/College), Infant/Toddler Development Center, **to** Teacher Assistant, Step I, Infant/Toddler Development Center, effective May 11, 2022 through June 30, 2022, 8 hours per day, 5 days per week.

From: \$13.00 per hour

To: \$15.00 per hour

Account #62-990-100-106-00-62-060-001

FARRAR, Eva - **from** 1.0 FTE Special Education (English) Teacher, Ridgewood High School, **to** 1.0 FTE Special Education (English) Teacher, and .20 FTE Spanish Elective Teacher, effective April 26, 2022 through June 23, 2022.

From: \$86,367

Cl. MA, St. 13

To: \$103,640
Cl. MA, St. 13

Account # 11-213-100-101-00-10-019-000 (Special Education)
Account # 11-140-100-101-07-10-019-000 (Spanish)

GRBIC, Ella - **from** Aide (High School/College), Infant/Toddler Development Center, **to** Teacher Assistant, Step I, Infant/Toddler Development Center, effective May 16, 2022, 8 hours per day, 5 days per week.

From: \$13.00 per hour
To: \$15.00 per hour

Account # 62-990-100-106-00-62-060-001

xiii. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Travell Elementary School

Additional: Lunch Time Supervision

- **Romanek, Holly**, not to exceed 5 days per week, at an hourly rate of \$25.90.

Account #11-120-100-101-00-06-006-001

Willard Elementary School

Additional: Clubs and Activities for the 2021-2022 School Year

Drama Club

- **Sweeney, Marcella**, not to exceed 6 hours, at an hourly rate of \$17.50 (\$105).

Account # 11-401-100-101-00-07-007-001

George Washington Middle School

Spring Concert - May 17, 19, and 24, 2022

- **Eight Chaperones: Brown, Brian; Dabby, Maxwell; Feit, Deborah Ann; Kaukonen, Philip; King, Janelle; Pettitt, Carol; Thomas-Candrilli, Anna; and Walker, Christine**, each not to exceed 2 hours, each at an hourly rate of \$40.17 (\$964.08).

Account # 11-401-100-101-00-09-009-001

Benjamin Franklin Middle School

Additional: 2021-2022 Student Club Activity Advisors**Diversity Club**

- **Employee #6558**, not to exceed 10 hours, at an hourly rate of \$40.17 (\$401.70).

Account # 11-401-100-101-00-08-008-001

Eighth Grade Spring Dance

- **Five Chaperones: Ayes, Charlotte; Gilbert, Kristen; Gilfedder, Jaime; Miller, Danielle; and Ordini, Jason**, each not to exceed three hours, each at an hourly rate of \$40.17 (\$602.55).

Account #11-401-100-101-00-08-008-001

Ridgewood High School**Secretarial and Technology Support for 2022 Senior Awards Assembly – June 9, 2022, each not to exceed seven hours, each at the contracted hourly rate (\$1,595.16)**

- **Crocamo, Janet** - \$31.90 (\$223.30)
- **D’Amico, Ann** - \$34.15 (\$239.05)
- **Faccone, Jamie** - \$29.53 (\$206.71)
- **Kazmierczak, Jennifer** - \$32.87 (\$230.09)
- **Ortega, Celinett** - \$34.46 (\$241.22)
- **Quinones, Ramon** - \$28.57 (\$199.99)
- **Whyard, Lesley** - \$36.40 (\$254.80)

Account # 11-000-240-105-00-10-010-001

Secretarial and Technology Support for 2022 Graduation, June 22, 2022, each not to exceed six hours, each at the contracted hourly rate (\$1,909.14)

- **Altomare, Jacquelyn** - \$30.52 (\$183.12)
- **Crocamo, Janet** - \$31.90 (\$191.40)
- **D’Amico, Ann** - \$34.15 (204.90)
- **Holand, Larry** - \$44.68 (\$268.08)
- **Kazmierczak, Jennifer** - \$32.87 (\$197.22)
- **Michels, James** - \$44.64 (267.84)
- **Ortega, Celinett** - \$34.46 (\$206.76)
- **Quinones, Ramon** - \$28.57 (\$171.42)
- **Whyard, Lesley** - \$36.40 (\$218.40)

Account # 11-000-240-105-00-10-010-001

Music Support – Graduation – June 22, 2022, each not to exceed four hours, each at the contracted hourly rate (\$692.12)

- **Cardillo, Natalie** - \$41.43 (\$165.72)
- **Haas, Jeffrey** - \$77.69 (\$310.76)
- **Luckenbill, John** - \$53.91 (\$215.64)

Account #11-401-100-101-00-10-010-001

Senior Prom Cornucopia Cruise Line – June 3, 2022, to be funded by student fundraising

- **Four Chaperones: Bourque, Steven; Dolby, Luke; Farrar, Eva; and Reilly, Nancy**, for the district provided bus, each not to exceed 6 hours, each at an hourly rate of \$40.17 (\$964.08).
- **Eleven Chaperones: Jannone, Christina; Kase, Sean; Kay, Peter; Lynaugh, Sean; Mitola, Candace; Murtha, Depinto, Lauren; Timothy; Schaefer, Margaret; Turano, Rebecca; Yannone, Meredith; and Yannone, Michael**, each not to exceed 4 hours, each at an hourly rate of \$40.17 (\$1,767.48).

Account # TBD

Special Programs

Compensatory Services - April 26, 2022 through June 30, 2022

- **Reilly, Nancy**, at an hourly rate of \$70.99.

Account #11-150-100-101-00-24-024-001

Additional Coverage Hours

- **Collins, Carla**, STEPSS Job Coach, not to exceed 10 hours, at an hourly rate of \$20.17 (\$201.70).

Account # 11-212-100-106-00-12-024-001

xiv. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below.

Teachers: Fong, Man Luen*; and **Santos, Parker**

Nurse: Setoodeh, Cynthia

\$115 Daily Rate

\$170 Daily Rate

***Related to staff member**

E. FINANCE

i. **Acceptance of Restricted Donations:**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following restricted gifts for the **2021-2022** school year, to be used as indicated.

Donations			
Donor	Amount	Use	Account Number
Sustainable Jersey Corp	\$2,000	To be used to replace trees that were cut down due to an Emerald Ash Borer Infestation and for landscaping gear at Ridgewood High School.	20-036-100-610-00-10-010-002
DECA	\$109.97 (gift in kind)	A gift in kind of a garment rack for Ridgewood High School DECA store.	N/A
Somerville Girl Scouts	\$499.46 (gift in kind)	A gift in kind of an outdoor bench for the Somerville reading nook.	N/A
Sustainable Jersey Corp	\$2,000	To be used for the Travell Butterfly Garden.	20-036-100-610-00-06-006-000
Ridgewood High School Student Activity Account	\$8,669	To be used to pay for chaperone stipend of the Central Europe Trip.	20-030-100-101-00-10-010-038 (\$8,000 -STIPEND) 20-030-200-220-00-10-010-038 (\$669 - FICA)
Hawes Home and School Association	\$10,000	To be used to pay for Hawes' annual field trips.	20-025-100-890-00-02-002-004
Learning Services Home and School Association	\$445.25	To be used for transportation for the SAIL and RISE students between Benjamin Franklin Middle School and Hawes.	20-039-200-580-00-24-024-002
Orchard Home and School Association	\$3,000	To be used to pay for Orchard's annual field trips.	20-025-100-890-00-03-003-003

Ridgewood Alpine Race Team Inc.	\$16,112.44	To pay for one coach and buses related to the Alpine Ski Team 2021-2022 season.	20-027-100-101-00-10-034-002 (\$7,955-Stipend) 20-027-200-220-00-10-034-002 (\$608.56- FICA) 20-027-200-512-00-10-034-002 (\$7,548.88 - Transportation)
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ii. Approval: Disposal of Equipment

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the disposal of the items below. These items are no longer functional.

- Districtwide: 12 Medtronic LifePak CR Plus defibrillators

iii. Approval: Budgeted Out-Of-District Placement for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2021-2022 school year out-of-district budgeted tuition placement as listed below.

School	# of students
Bancroft, Cherry Hill, NJ	1

IX. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Dr. Gorman

A. Approval: Ridgewood High School Foods Lab Renovation Project

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools approves the Bid submission packet from Premier Building and Construction Management (“Premier”), 68 Hiawatha Court, Midland Park, New Jersey 07432 in accordance with the Public-School Contract Laws in the amount of \$462,025.00. The following Bid Contract includes the Base Bid Price of \$314,000.00, Alternate #1 in the amount of \$24,400.00, Alternate #2 in the amount of \$10,750.00, Alternate #3 in the amount of \$2,000.00, Alternate #4 in the amount of \$13,875.00, Alternate #5 in the amount of \$97,000.00, for a combined Bid Contract Total of \$462,025.00.

The Board has received background information.

X. APPROVAL OF BILLS

Ms. Kwak

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below and reviewed by Ms. Kwak.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS
Apr 22	Columbia Bank On-Line	105570-105623	408,093.14

May 2	Columbia Bank On-Line	105624-105705	933,604.08
Apr 25	Columbia Bank On-Line Unemployment	821118	889.17
Apr 28	Columbia Bank On-Line Unemployment	821119	96.84
May 2	Columbia Bank On-Line Scholarship	831564	307.55
Mar 7	Electronic Transfer	C39430-C39431	6,367.26
May 2	Food Service	620381-620382	88,029.37
TOTAL			1,437,387.41

- XI. BOARD MEMBER ANNOUNCEMENTS** **Ms. Kwak**
- XII. BOARD COMMITTEE REPORTS** **Ms. Kwak**
- XIII. DISCUSSION ITEMS** **Ms. Kwak**
- XIV. ACCEPTANCE OF MINUTES** **Ms. Kwak**
- March 1, 2022 Executive Session Meeting
 - March 14, 2022 Executive Session Meeting
 - April 25, 2022 Executive Session Minutes
- XV. OTHER BUSINESS** **Ms. Kwak**
- XVI. COMMENTS FROM THE PUBLIC** **Ms. Kwak**
- XVII. MOTION TO GO INTO EXECUTIVE SESSION** **Ms. Kwak**
- XVIII. RECONVENED PUBLIC MEETING** **Ms. Kwak**
- XIX. ADJOURNMENT** **Ms. Kwak**

Upcoming Meetings

Monday, May 23, 2022
Regular Public Meeting
7:00 p.m. Education Center

Wednesday, May 25, 2022
Special Public Meeting
5:00 p.m. Education Center

Monday, June 20, 2022

Regular Public Meeting
7:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Melissa Miller	Five Pathways to Becoming the Best Version of Oneself Institute for Brain Potential, NJ Pompton Plains, NJ 5/26/22	Professional Development	\$84.00	0
Mary Louise Handy	Implementing the Middle School Civics Mandate New Jersey Center for Civic Education, NJ Mahwah, NJ 5/26/22	Professional Development	\$0.00	1
Amy Bernard Mason	American Classical League Diamond Jubilee Institute American Classical League, OH Charleston, SC 6/23/22 - 6/27/22	Professional Development	\$1,512.00	0
Fred LaFemina	Teacher Symposium at Gettysburg College Gilder Lehrman Institute Gettysburg PA 7/9/22 - 7/12/22	Professional Development	\$653.00	0

The total cost for these conferences is \$2,249.00. Upon Board approval of all of these conferences, the total expenditure for travel and conferences for 2021-22 will be \$68,714.13 leaving a balance of \$131,285.87 remaining in the \$200,000 approved by the Board for travel and conferences. The total cost of substitutes for these conferences is \$115.00. Upon Board approval of these conferences, the total expenditure for substitutes for travel and conferences for 2021-22 will be \$16,962.50.

OFFICIAL NOTICE
Schedule of the Public Meetings
for the Village of Ridgewood Board of Education
July 2021 – June 2022

Pursuant to the requirements of the Open Public Meetings Act, Chapter 231, P.L. 1975, notice is hereby given of the schedule of Public Meetings of the Ridgewood Board of Education to be held from July 2021 through June 2022. All meetings will be held on Mondays at **7:00 p.m.** unless otherwise noted.

Executive Sessions will be held before the scheduled Regular Public Meetings at 5:00, 5:30, 6:00 or 6:30 pm if necessary. Based upon updates made to the Governor's Executive Order 104 citing the CDC's recommendations for cancellation or postponement of public gatherings, the Regular Public Meetings may be held utilizing videoconferencing or at the Education Center.

	July 26, 2021 *5:00 p.m. start time	Regular Public Meeting	Videoconference or Education Center
	August 30, 2021 *5:00 p.m. start time	Regular Public Meeting	Videoconference or Education Center
	September 13, 2021 September 20, 2021	Regular Public Meeting Regular Public Meeting	Videoconference or Education Center Videoconference or Education Center
	October 4, 2021 October 18, 2021	Regular Public Meeting Regular Public Meeting	Videoconference or Education Center Videoconference or Education Center
	November 1, 2021 November 15, 2021	Regular Public Meeting Regular Public Meeting	Videoconference or Education Center Videoconference or Education Center
	December 6, 2021 December 20, 2021	Regular Public Meeting Regular Public Meeting	Videoconference or Education Center Videoconference or Education Center
	January 10, 2022 January 31, 2022	Regular Public Meeting & Reorganization Meeting Regular Public Meeting	Videoconference or Education Center Videoconference or Education Center
	February 14, 2022	Regular Public Meeting	Videoconference or Education Center
	March 7, 2022 March 21, 2022	Regular Public Meeting Regular Public Meeting	Videoconference or Education Center Videoconference or Education Center
	April 4, 2022 April 25, 2022	Regular Public Meeting Regular Public Meeting	Videoconference or Education Center Videoconference or Education Center
	May 9, 2022 May 23, 2022	Regular Public Meeting Regular Public Meeting	Videoconference or Education Center Videoconference or Education Center
Add	June 13, 2022	Regular Public Meeting	Videoconference or Education Center
Cancel	June 20, 2022	Regular Public Meeting	Videoconference or Education Center
	June 27, 2022 *5:00 p.m. start time	Regular Public Meeting	Videoconference or Education Center

FIELD TRIPS FOR APPROVAL

May 9, 2022

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
5/14/22	RHS	Richard W. DeKorte Park, Lyndhurst, NJ	12 RHS Fishing Club Members	2	0	\$0	\$0	No	Yes
5/16/22	Orchard	Ridgewood Public Library, Ridgewood, NJ	53 3rd Grade Students	22	1 sub nurse	\$170	\$170 (sub nurse)	No	Yes
5/17/22	BF	Lifetown, Livingston, NJ	20 RISE Students	11	0	\$0	\$0	No	Yes
5/18/22	RHS	Lina's Ristorante, Bloomingdale, NJ	2	1	0	\$0	\$10.70 (Car)	Yes	Yes
5/18/22 (Was previously approved for 4/6/22 on the 1/10/22 agenda)	Willard	Fort Lee Historic Park, Fort Lee, NJ	21 5th Grade Students	4	1 sub nurse	\$170	\$170 (sub nurse)	Yes	Yes
5/20/22	Orchard	Thielke Arboretum, Glen Rock, NJ	42 5th Grade Students	5	1 sub nurse	\$170	\$170 (sub nurse)	Yes	Yes
5/20/22	Orchard	Thielke Arboretum, Glen Rock, NJ	59 Kindergarten Students	27	0	\$0	\$0	Yes	Yes
5/23/22	Ridge	Ridgewood Public Library, Ridgewood, NJ	67 3rd Grade Students	11	0	\$0	\$0	Yes	Yes
5/28/22	RHS	Richard W. DeKorte Park, Lyndhurst, NJ	12 RHS Fishing Club Members	2	0	\$0	\$0	No	Yes
5/31/22 (Was previously approved for 5/19/22 on the 3/21/22 agenda)	RHS	Chinatown - A Walk Through History by MOCA, New York, NY	30 Chinese Club Members	2	0	\$0	\$0	Yes	Yes
6/1/22	Orchard	Link-up Recorder Concert, George Washington Middle School, Ridgewood, NJ	65 4th Grade Students	10	0	\$0	\$0	Yes	Yes
6/1/22	Hawes, Willard, Ridge and Orchard	George Washington Middle School, Ridgewood, NJ	32 Special Education Students	6	0	\$0	\$0	Yes	Yes
6/3/22	RHS	Senior Prom, 14th Street Pier, Hoboken, NJ	Approximately 500 Students	REVISION: 6 unpaid and 14 paid	0	\$0	REVISION: \$964.08 (4 chaperones for up to 6 hours)	Yes	Yes

6/6/22	RHS	James Rose Center, Ridgewood, NJ	20 AHLISA Members	1	0	\$0	\$0	Yes	Yes		
6/6/22	GW	Ben & Jerry's Ice Cream, Ridgewood, NJ	19 Students (for Social Psychology Meet-up)	7	0	\$0	\$0	No	Yes		
6/7/22	Hawes	Ridgewood Link-up Ben Franklin Middle School, Ridgewood, NJ	62 4th Grade Students	5	0	\$0	\$0	Yes	Yes		
6/7/22	Hawes	Turtle Back Zoo, West Orange, NJ	59 2nd Grade Students	15	1 (Sub Nurse)	\$170	\$170 (Sub Nurse)	No	Yes		
6/9/22 (Was previously approved for 5/20/22 on the 4/25/22 agenda)	RHS	Storm King Art Center, New Windsor, NY	56 11th and 12th Grade AHLISA Students	5	0	\$0	\$1,650 (Bus)	No	Yes		
6/12/22	RHS	Richard W. DeKorte Park, Lyndhurst, NJ	12 RHS Fishing Club Members	2	0	\$0	\$0	No	Yes		

OVERNIGHT FIELD TRIPS - PAID

Date	School	Location	Approx # and Group of Students	# of Unpaid Chaperones	# Paid Chaperones And # of Overnights for each	Anticipated Cost for Teacher/Nurse Chaperones @ \$200 per Overnight	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Est. Total Cost to District	Annual Event	Meets Requirements
11/28/22 - 12/2/22	RHS	Disney Leadership Conference, Walt Disney Resort, Orlando, FL	16 exCELL Club Members	0	3 (4 nights each)	\$2,400.00	0	\$0.00	\$2,400.00	Yes	Yes
6/8/22 - 6/10/22	GW	Washington, DC	200 8th Grade Students	8	12 (2 nights each) plus 1 sub nurse	\$5,710 (\$4,800 + \$910)	0	\$0.00	\$5,710.00	Yes	Yes
6/12/22 - 6/13/22	RHS	The Mount, Lenox, MA	27 American Studies Students	0	2 (1 night each)	\$400.00	0	\$0.00	\$400.00	Yes	Yes
3/29/23 - 4/6/23	RHS	Athens, Greece and Sorrento, Rome and Pompeii, Italy	Estimated 24 Latin Students	0	3 (8 nights each)	\$4,800.00	0	\$0.00	\$4,800.00	No	Yes

	Last Name	First Name	CSI Category Name	Assignment	Location	FTE 22-23	Step 22-23	Class 22-23	Salary 21-22	Doct 21-22	Growth 21-22	Long 21-22	Ratio 21-22	Total Salary 21-22	New Salary 22-23	Doct 22-23	Growth 22-23	Long 22-23	Ratio 22-23	Total Salary 22-23
1	ABRUNZO	GEORGIA	SUPPRT	DATA SYSTEMS ADMINISTRATOR	ED CENTER	1.00			122,196					122,196	125,129					125,129
2	ACOSTA	KATHLEEN	TEACH	LDT-C	WILLARD	1.00	7	MA+30	77,992		300		3,900	82,192	85,945		300		4,078	85,945
3	ADAMS	BRIANNA	TEACH	SPECIAL EDUCATION	GWMS	1.00	6	MA	72,342		300			72,642	75,467		300			75,467
4	ADAY	DOUGLAS	TEACH	SPECIAL EDUCATION (SOCIAL STUDIES)	RHS	1.00	14	MA+45	93,667		300		4,683	98,650	98,252		300		4,913	103,465
5	AGNELLO	KERI	TEACH	REACH 4PK	GLEN	1.00	7	MA	74,242					74,242	77,417					77,417
6	ALEXANDER	MARIE	SEC12	TRANSPORT COORD	ED CENTER	1.00	13	DS12	65,029			1,951		66,980	65,754			1,973		67,727
7	ALEXANDER	ELIANNE	TEACH	SPEECH LANGUAGE SPECIALIST	HAWES	1.00	6	MA	72,342					72,342	75,467					75,467
8	ALGOR	MONICA	SUPPRT	REGISTERED NURSE	GLEN	1.00			54,526					54,526	55,835					55,835
9	ALDOMARE	JACQUELYN	SEC12	ADMIN ASST TO ASST PRIN	RHS	1.00	5	AA12	51,269					51,269	52,959					52,959
10	ALVAREZ	LISETTE	TEACH	SCHOOL PSYCHOLOGIST	RHS	1.00	13	DR	97,017				4,851	101,868	98,192		300		4,910	103,402
11	AMOS	CASSANDRA	TEACH	EDUCATION SPECIALIST	WILLARD	1.00	9	MA	78,417		300			82,017	82,017					82,017
12	ANDERSON	CHRISTINE	TEACH	MATHEMATICS	RHS	1.00	11	MA+45	88,167		300			88,467	92,277		300			92,577
13	APPEL	CHARLES	TEACH	SOCIAL STUDIES	RHS	1.00	14	MA	86,367				5,182	91,549	90,642					90,642
14	ARANA	ADA	TEACH	SPANISH	GWMS	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,500		117,582
15	ARANEO	ANGELA	TEACH	SPEECH LANGUAGE SPECIALIST	GLEN	1.00	6	MA	72,342					72,342	75,467					75,467
16	ARDESE	LYNN	SEC10	LEAD SECY - FINE/APPLIED ARTS	RHS	1.00	4	AS10	40,342					40,342	41,648					41,648
17	ARDITO	JESSICA	TEACH	GRADE 2	RIDGE	1.00	18	MA	100,052					100,052	106,132					106,132
18	AROMANDO	KAREN	TEACH	ENGLISH	RHS	1.00	18	MA	104,982			1,500		106,482	106,132			1,500		107,632
19	AZZOPARDI	DEIRDRE	TEACH	OT	GLEN/ORCHARD	1.00	19	DR	122,062		300			122,362	123,212		300			123,512
20	BAILEY	DAVID	ADMN12	HS ASST PRIN	RHS	1.00			131,072					131,072	131,072					131,072
21	BARBA	ALLISON	TEACH	SCHOOL PSYCHOLOGIST	GWMS	1.00	3	MA+30	72,992				3,650	76,642	75,117				3,756	78,873
22	BARCLAY	LINDSEY	SEC11	CST/GUIDANCE SECRETARY	GWMS	1.00	6	AA11	48,075					48,075	49,714					49,714
23	BARKER	BARBARA	TEACH	SPANISH	RHS	1.00	18	MA	104,982			1,500		106,482	106,132			1,500		107,632
24	BARNARD	ELIZABETH	TEACH	K-2 LLD	HAWES	1.00	3	MA	69,242					69,242	70,967					70,967
25	BARNETT	SHULA	TEACH	SPEECH	SOMERVILLE	0.95	18	MA+45	108,900		285			109,185	109,993		285			110,278
26	BATISTA	GISELLE	TEACH	SCHOOL PSYCHOLOGIST	RHS	1.00	8	DR	86,842		300		4,342	91,484	90,267		300		4,513	95,080
27	BERK	ASHLEY	TEACH	SPECIAL EDUCATION	BFMS	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082
28	BERNARD-MASON	AMY	TEACH	LATIN	BFMS/RHS	1.00	14	BA+30	83,817					83,817	88,302					88,302
29	BERRY	JULIEANNA	TEACH	GRADE 5	HAWES	1.00	16	MA+45	100,017		300			100,317	104,952		300			105,252
30	BESSER	LAUREN	TEACH	SOCIAL STUDIES	RHS	1.00	4	BA	62,642					62,642	64,867					64,867
31	BETRUS	ROBERT	TEACH	GRADE 8 MATHEMATICS	GWMS	1.00	18	MA+30	105,422		300			105,722	112,462		300			112,762
32	BETSTADT	MOLLY	TEACH	RESOURCE ROOM	RIDGE	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082
33	BIELICKY	KATHRYN	TEACH	GRADE 3	SOMERVILLE	1.00	11	MA	80,867					80,867	84,667					84,667
34	BISIG	SCOTT	CENTRL	SCHOOL BUSINESS ADMIN/BOARD SEC	ED CENTER	1.00			194,560					194,560	199,229					199,229
35	BLATT	NICOLE	TEACH	KINDERGARTEN	RIDGE	1.00	18	MA+30	111,312		300			111,612	112,462		300			112,762
36	BLOIS	KEVIN	TEACH	GRADE 5	WILLARD	1.00	16	MA+45	100,017		300			100,317	104,952		300			105,252
37	BODART	KRISTEN	TEACH	KINDERGARTEN	HAWES	1.00	18	MA	104,982			1,600		106,582	106,132			1,600		107,732
38	BODIWALA	TULSI	TEACH	BIOLOGY	RHS	1.00	8	MA+45	83,496		300			83,796	87,227		300		1,600	87,527
39	BONFANTI	JILL	TEACH	GRADE 3	ORCHARD	1.00	18	BA+30	101,662			1,500		103,162	102,812			1,500		104,312
40	BOSHART	JASON	TEACH	GRADE 3	TRAVELL	1.00	13	MA	83,517					83,517	87,542					87,542
41	BOSTLER	MONICA	SEC11	ADMIN ASST TO PRIN-EL	WILLARD	1.00	13	AA11	57,769			1,733		59,502	58,403			1,752		60,155
42	BOURQUE	STEVEN	TEACH	GRADE ADVISOR	RHS	1.00	11	MA	80,867				6,469	87,336	84,667				6,773	91,440
43	BOVASSO	KENNETH	SUPPRT	PURCHASING COORD	ED CENTER	1.00			72,820					72,820	74,568					74,568
44	BRADY	KATHERINE	TEACH	SPEECH	ORC/GLEN	1.00	12	MA+30	84,617		300			84,917	89,297		300			89,597
45	BRAY	ARIANA	TEACH	BEHAVIOR THERAPIST	RHS	1.00	4	MA	69,742				3,487	73,229	71,967				3,598	75,565
46	BRAY	NATALIE	TEACH	FAMILY & CONSUMER SCIENCE	RHS	1.00	6	DR	82,992		300			83,292	86,117		300			86,417
47	BIGGUS	AMY	TEACH	GRADE 8 SPANISH	BFMS	1.00	17	BA	93,592			1,600		95,192	94,742			1,600		96,342
48	EMPLOYEE #6558	EMPLOYEE #6558	TEACH	SPECIAL EDUCATION	BFMS	1.00	18	MA	104,982					104,982	106,132					106,132
49	BROWN	ANN	TEACH	LIBRARIAN/MEDIA SPECIALIST	GWMS	1.00	18	MA+45	114,632		300	1,500	6,878	123,310	115,782		300	1,500		117,582
50	BROWN	BRIAN	TEACH	MUSIC	GWMS	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082
51	BRUNNER	JULIANNE	SEC10	GENERAL SECRETARY-EL	RIDGE	1.00	10	AS10	46,727					46,727	48,616					48,616
52	BRUNNER	ADAM	SUPPRT	DATA COORD	RHS	1.00			71,608					71,608	73,327					73,327
53	BRUNNER	DINA	TEACH	RESOURCE ROOM	WILLARD	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082
54	BUNZEY	CRAIG	TEACH	PHYSICAL EDUCATION	RHS	1.00	18	MA+45	114,632		300	1,600		116,532	115,782		300	1,600		117,682
55	BURGER	REBECCA	SEC10	GENERAL SECRETARY-EL	RIDGE/WILLD	1.00	8	AS10	44,257					44,257	45,938					45,938
56	BUZZARD	MIA	TEACH	EDUCATION SPECIALIST	SOMERVILLE	1.00	16	MA+30	96,537		300			96,837	102,842		300			103,142
57	CAHILL	WILLIAM	TEACH	ESL	ORC/RIDGE	1.00	18	MA	104,982					104,982	106,132					106,132
58	CALAMAN	KERRY	TEACH	GRADE 2	SOMERVILLE	1.00	18	MA+45	114,632		300	1,600		116,532	115,782		300	1,600		117,682
59	CALAMIA SCHECKEL	BETH	TEACH	LATIN	BFMS/GWMS	0.80	9	MA+45	68,573					68,573	71,702					71,702
60	CALANDRA	LAURA	TEACH	GRADE 1	SOMERVILLE	1.00	6	MA	72,342		300			72,642	75,467		300			75,767
61	CALIENDO	THERESE	SEC12	CST/GUIDANCE	BFMS	1.00	10	AA12	57,894			1,158		59,052	60,184			1,204		61,388
62	CAMPBELL	BETH	TEACH	SPECIAL EDUCATION	BFMS	1.00	18	BA+30	96,762					96,762	102,812					102,812
63	CAPOLONGO	JUSTINE	TEACH	SPECIAL EDUCATION (Rise)	BFMS	1.00	3	MA	69,242					69,242	70,967					70,967
64	CARDILLO	NATALIE	TEACH	MUSIC	RHS	1.00	3	BA	62,142					62,142	63,867					63,867
65	CAROLLO	ERIK	TEACH	ENGLISH	RHS	1.00	7	MA	74,242		300			74,542	77,417		300			77,717
66	CARR	LAUREN	TEACH	GRADE 3	SOMERVILLE	1.00	17	MA	96,192				5,772	101,964	101,602					101,602
67	CARRERA	AMY	TEACH	REACH 3TK	GLEN	1.00	18	MA	104,982					104,982	106,132					106,132
68	CARROLL	WENDY	TEACH	KINDERGARTEN	RIDGE	1.00	18	MA+30	111,312		300			111,612	112,462		300			112,762
69	CARUSO	DEBRA	TEACH	RESOURCE ROOM	HAWES	1.00	18	MA+30	111,312		300			111,612	112,462		300			112,762
70	CASEY	KIM	TEACH	RESOURCE ROOM	TRAVELL	1.00	18	MA	104,982			1,500		106,482	106,132			1,500		107,632
71	CATALANO	NANCI	TEACH	GRADE 1	RIDGE	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,500		117,582
72	CATANZARO	BECKY	TEACH	GRADE 1	HAWES	1.00	16	MA	92,717					92,717	97,342					97,342
73	CENTRELLI	ERICA	TEACH	GRADE 6 SCIENCE	BFMS	1.00	8	BA	69,092					69,092	72,517					72,517
74	CERBAS	JOYCE	TEACH	GRADE 6 ENGLISH	GWMS	1.00	18	MA+30	111,312		300			111,612	112,462		300			112,762
75	CHAKONIS	ASHLEY	SEC12	ADMIN ASST TO PRIN-EL	SOMERVILLE	1.00	4	AA11	46,147					46,147	47,581					47,581
76	CHAMESIAN	LINDA	TEACH	SOCIAL STUDIES	RHS	1.00	7	MA+45	81,542		300			81,842	85,027		300			85,327
7																				

	Last Name	First Name	CSI Category Name	Assignment	Location	FTE	Step	Class	Salary 21-22	Doct	Growth	Long 21-22	Ratio 21-22	Total Salary 21-22	New Salary 22-23	Doct 22-23	Growth 22-23	Long 22-23	Ratio 22-23	Total Salary 22-23
78	CHEPLIC	MATTHEW	TEACH	ENGLISH	RHS	1.00	16	MA	92,717					92,717	97,342					97,342
79	CHIARAMONTE	MAUREEN	SEC12	SECY ATHLETIC DIR	RHS	1.00	10	AA12	57,894					57,894	60,184					60,184
80	CHICAS	CHRISTINA	TEACH	ART	ORC/WILLD	1.00	8	MA	76,192		300			76,192	79,617		300			79,617
81	CHRISTOPHER	SUSAN	SEC12	ADMIN ASST TO PRIN-MS	BFMS	1.00	13	AA12	62,929			3,146		66,075	63,654			3,183		66,837
82	GIGOLINI	LUCILLE	TEACH	GRADE 6 ENGLISH	BFMS	1.00	17	BA	93,592					93,592	94,742					94,742
83	CLARK	KELLY	TEACH	ART	BFMS/GWMS	0.40	17	BA	37,437					37,437	37,897					37,897
84	CLARKE	NOREEN	TEACH	SOCIAL STUDIES (ELECTIVE/BFBN)	BFMS	1.00	18	MA+30	111,312		300	1,600	6,679	119,891	112,462		300	1,600		114,362
85	COMMISSIONG	OLGA	TEACH	HEALTH	RHS	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082
86	CONNELLY	MATTHEW	TEACH	GRADE 4	TRAVELL	1.00	18	MA	100,052					100,052	106,132					106,132
87	CONNOR	DANIELLE	TEACH	GRADE 5	WILLARD	1.00	15	BA	82,367					82,367	86,792					86,792
88	CONSOL	MARY	TEACH	PE/HEALTH	RHS	1.00	6	MA	72,342					72,342	75,467					75,467
89	CONTRERAS	COLLEEN	TEACH	SE COLL (ENG)	RHS	1.00	17	BA	93,592					93,592	94,742					94,742
90	COOK	KEITH	ADMN12	SUPV ATHLETICS	RHS	1.00			151,710					151,710	151,710					151,710
91	COPPOLA	MICHELE	TEACH	LIBRARIAN/MEDIA SPECIALIST	RIDGE	1.00	18	MA+45	114,632		300	1,500	3,439	119,871	115,782		300	1,500		117,582
92	CORLETT	SUSAN	TEACH	SPECIAL EDUCATION (MATHEMATICS)	BFMS	1.00	17	MA+45	103,802		300			104,102	109,092		300			109,392
93	CORNACCHIA	VANESSA	TEACH	ENGLISH/BSI	RHS	1.00	18	MA	100,052					100,052	106,132					106,132
94	CORRELL	MOIRA	TEACH	NURSE/TEACHER	SOMERVILLE	1.00	17	BA	93,592					93,592	94,742					94,742
95	COUCH	ANDREW	TEACH	LATIN	GWMS	1.00	16	BA	85,617					85,617	90,242					90,242
96	CRAWFORD	RYAN	TEACH	ADAPTED PHYSICAL SAIL	GLEN/BFMS	1.00	4	BA	62,642					62,642	64,867					64,867
97	CROCAMO	JANET	SEC12	MAIN OFFICE-LEAD SECY	RHS	1.00	7	AA12	53,594					53,594	55,534					55,534
98	CRONK	PAUL	TEACH	ART	RHS	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082
99	CUELLAR	ANGELICA	TEACH	SPANISH	RHS	1.00	14	BA	79,267					79,267	83,542					83,542
100	CURCIO	JASON	TEACH	MUSIC	BFMS	1.00	18	MA	104,982				1,500	106,482	106,132			1,500		107,632
101	CURRIER	ROBERT	TEACH	PHYSICAL EDUCATION	GWMS	1.00	18	MA	104,982				1,600	106,582	106,132			1,600		107,732
102	DABBY	MAXWELL	TEACH	MUSIC	BFMS/GWMS	1.00	4	BA	62,642					62,642	64,867					64,867
103	DAIDONE	BRITTANY	TEACH	SPECIAL EDUCATION	GWMS	1.00	10	MA+45	85,717		300			86,017	89,627		300			89,927
104	D'AMICO	ANNA	SEC12	GUIDANCE/REGISTRAR	RHS	1.00	12	AS12	57,369					57,369	59,769					59,769
105	DANDREA	GABRIELLE	SUPPRT	ASSISTANT DATABASE SYSTEMS ADMINISTRATOR	ED CENTER	1.00			62,915					62,915	64,425					64,425
106	DARAKY	CHRISTA	TEACH	SCIENCE	RHS	1.00	3	MA	69,242					69,242	70,967					70,967
107	DASILVA	DANIEL	TEACH	ART	RHS	1.00	17	BA	93,592			1,500		95,092	94,742			1,500		96,242
108	DASTIS-BUCKLER	DARIEN	TEACH	GRADE 1	TRAVELL	1.00	18	BA+30	96,762					96,762	102,812					102,812
109	DeARAUJO	CHRISTIE	TEACH	MULTI-SENSORY READING	ED CENTER	1.00	14	MA+45	93,667		300		4,683	98,650	98,252		300		4,913	103,465
110	DeCROIX	KRISTEN	TEACH	GRADE 5	RIDGE	1.00	3	MA+30	72,992					72,992	75,117					75,117
111	DEL ORBE-ANTHON	ANA	TEACH	GRADE 7 SPANISH	BFMS	1.00	13	MA	83,517					83,517	87,542					87,542
112	DELANEY	CYNTHIA	SUPPRT	CONF ADMIN ASST TO HR	ED CENTER	1.00			59,059					59,059	60,476					60,476
113	DELANEY	LYNNE	TEACH	GRADE 1	RIDGE	1.00	17	BA	93,592					93,592	94,742					94,742
114	DELIA	EILEEN	TEACH	ENGLISH	RHS	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082
115	DELIA	SUSAN	TEACH	ENGLISH	GWMS	1.00	19	DR	117,422					117,422	123,212			300		123,512
116	DEMBIN	ROSS	TEACH	GRADE 3	SOMERVILLE	1.00	4	MA	69,742					69,742	71,967					71,967
117	DENUZIO	MARY	TEACH	LIBRARIAN/MEDIA SPECIALIST	TRAVELL	1.00	2	MA	68,742					68,742	70,467					70,467
118	DEPINTO	LAUREN	TEACH	CRIS INTERVEN COUNS/DISTRICT COORDINATOR SCHOOL BASED	BFMS/RHS	1.00	18	MA+45	107,542		300		12,905	120,747	115,782		300		13,894	129,976
119	DERENZO	KRISTEN	TEACH	MENTAL HEALTH SERVICES	GLEN	1.00	5	MA+45	78,042					78,042	81,177					81,177
120	DEROCHE	ANDREW	SUPPRT	SPECIAL EDUCATION (Rise ABA)	HAWES/SOMER/TRAL/GW	1.00			46,662					46,662	47,782					47,782
121	DESIMONE	ANGELO	SUPPRT	TECH/MEDIA TECH	ED CENTER	1.00			5,120					5,120	5,243					5,243
122	DETORA	CYNTHIA	TEACH	TREAS OF MONIES	RHS	1.00	12	MA	80,867					80,867	84,667					84,667
123	DEVANEY	EILEEN	TEACH	ENGLISH	WILLARD	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082
124	DIBRITA	CHRISTINE	TEACH	GRADE 1	RHS	0.50	3	MA	34,621					34,621	35,484					35,484
125	DIFARNECIO	SHANI	SUPPRT	TECH/MEDIA TECH	HAWES/SOMER/TRAL	1.00			44,000					44,000	45,056					45,056
126	DIMODUGNO	GRACE	TEACH	SPECIAL EDUCATION	GWMS	1.00	2	BA	61,642					61,642	63,367					63,367
127	DINO	DEANNA	TEACH	GRADE 4	ORCHARD	1.00	3	BA	62,142					62,142	63,867					63,867
128	DIORIO	LINDA	TEACH	LIBRARIAN/MEDIA SPECIALIST	WILLARD	1.00	18	BA+30	101,662					101,662	102,812					102,812
129	DISTEFANO	ALISSA	TEACH	SPECIAL EDUCATION (COLLAB)	GWMS	1.00	13	MA+45	90,817		300			91,117	95,152		300			95,452
130	DODD	REBECCA	TEACH	KINDERGARTEN	WILLARD	1.00	9	MA	78,417		300			78,717	82,017					82,017
131	DODD	STEPHANIE	TEACH	PE/HEALTH	GW/RIDGE/WILLD	1.00	8	MA	76,192		300			76,492	79,617		300			79,917
132	DOLBY	LUKE	TEACH	GRADE ADVISOR	RHS	1.00	7	MA+45	81,542		300			81,842	85,027		300		6,802	92,129
133	DOLFI	DAWN-LYN	TEACH	EDUCATION SPECIALIST	WILLARD	1.00	18	MA+30	111,312		300	1,500		113,112	112,462		300	1,500		114,262
134	DONNELLY	JAMES	TEACH	ENGLISH	RHS	1.00	16	MA+30	96,537		300			96,837	102,842		300			103,142
135	DONNELLY	TRECIA	TEACH	RESOURCE/SPECIAL EDUCATION	BFMS	1.00	18	MA	104,982					104,982	106,132					106,132
136	DONOVAN	SUZANNE	SUPPRT	SCHOOL NURSE/RN	RHS	1.00			56,375					56,375	57,728					57,728
137	DORIS	MICHELLE	TEACH	MATHEMATICS/BSI	RHS	1.00	18	MA+45	107,542					107,842	115,782		300			116,082
138	DOWNS	EMILY	TEACH	.20 FTE ART	BFMS	0.20	2	BA	12,328					12,328	12,673					12,673
139	DRISCOLL	SAMANTHA	TEACH	SPECIAL EDUCATION (MATHEMATICS)	RHS	1.00	9	MA	78,417		300			78,717	82,017					82,017
140	DROSKE	KATHRYN	TEACH	KINDERGARTEN	SOMERVILLE	1.00	15	MA	89,467					89,467	93,892					93,892
141	DURLING	DEREK	TEACH	GRADE 4	WILLARD	1.00	17	BA+30	93,852					93,852	98,312					98,312
142	ELBAUM	GILA	TEACH	SCHOOL PSYCHOLOGIST	ORCH/RIDGE	0.95	18	MA+45	108,900		285		5,445	114,630	109,993		285		5,500	115,778
143	ELKINS	JANET	TEACH	EDUCATION SPECIALIST	TRAVELL	1.00	15	MA+30	94,237		300			94,537	98,112		300			98,412
144	ENMORE	JAESON	SUPPRT	ASSOC SYSTEM ADM	ED CENTER	1.00			89,153					89,153	91,293					91,293
145	ENRIGHT	SUSAN	TEACH	GRADE 2	HAWES	1.00	18	MA	104,982					104,982	106,132					106,132
146	ESCOBAR	ALEJANDRO	TEACH	SPECIAL EDUCATION (SOCIAL STUDIES)	RHS	1.00	4	MA+45	77,042					77,042	79,577					79,577
147	FABISH	CASSANDRA	TEACH	RESOURCE ROOM	SOMERVILLE	1.00	17	MA	96,192					96,192	101,602					101,602
148	FABISH	CHRISTOPHER	TEACH	GUIDANCE COUNSELOR	RHS	1.00	17	MA+30	101,692		300		7,118	109,110	106,972		300		7,488	114,760
149	FACCONE	JAIME	SEC10	GUIDANCE/CST	RHS/SOMERVILLE	1.00	3	AA10	41,347					41,347	42,569					42,569
150	FANOS	JACLYN	TEACH	RESOURCE ROOM	TRAV/WILLD	1.00	17	MA+45	103,802		300			104,102	109,092		300			109,392
151	FARRAR	EVA	TEACH	SPECIAL EDUCATION (ENGLISH)	RHS	1.00	14	MA	86,367					86,367	90,642					90,642
152	FEDERICO	MILDRED	SEC12	LEAD SECY - C J & A	ED CENTER	1.00	13	AS12	60,829					60,829	61,554			1,231		62,785
153	FEELEY	KEVIN	TEACH	CRIS INTERVEN COUNS	GWMS/RHS	1.00	18	MA+30	111,312		300		5,566	117,178	112,462		300		5,623	118,385

	Last Name	First Name	CSI Category Name	Assignment	Location	FTE 22-23	Step 22-23	Class 22-23	Salary 21-22	Doct 21-22	Growth 21-22	Long 21-22	Ratio 21-22	Total Salary 21-22	New Salary 22-23	Doct 22-23	Growth 22-23	Long 22-23	Ratio 22-23	Total Salary 22-23
154	FEENEY	LYNNE	TEACH	SCIENCE	RHS	1.00	17	MA	96,192					96,192	101,602					101,602
155	FEIT	DEBORAH ANN	TEACH	GRADE 6 SCIENCE	GWMS	1.00	18	MA+45	114,632		300	1,600		116,532	115,782			300	1,600	117,682
156	FENWICK	MICHELLE	ADMN12	DIRECTOR SPECIAL PROGRAMS	DISTRICT	1.00			182,261	3,000				185,261	182,261	3,000				185,261
157	FERRARI KING	GABRIELLE	TEACH	GRADE 4	SOMERVILLE	1.00	18	MA	104,982			1,500		106,482	106,132			1,500		107,632
158	FERRERI	MARK	ADMN12	SUPV WORLD LANG/SS	RHS	1.00			166,350			1,600		167,950	166,350			1,600		167,950
159	FERRERI	MARY	ADMN12	EL PRIN	ORCHARD	1.00			173,807					173,807	173,807					173,807
160	FERRERI	TODD	TEACH	SPECIAL EDUCATION (LLD)	BFMS	1.00	18	MA	104,982					104,982	106,132					106,132
161	FEUILLY	LAUREN	TEACH	GRADE 2	TRAVELL	1.00	13	MA	83,517					83,517	87,542					87,542
162	FINK	GARY	TEACH	MUSIC	RHS	0.20	5	BA+30	13,478					13,478	14,123					14,123
163	FINK	SUSAN	TEACH	SOCIAL WORKER	HAWES/TRAV	1.00	18	MA+30	111,312		300	1,500	5,566	118,678	112,462		300	1,500	5,623	119,885
164	FINNEGAN	KATHELEN	TEACH	GUIDANCE COUNSELOR	SOMERVILLE	1.00	3	MA	69,242					69,242	70,967				4,968	75,935
165	FINUCANE	MELISSA	TEACH	EDUCATION SPECIALIST	TRAVELL	1.00	18	MA+30	111,312		300			111,612	112,462		300			112,762
166	FISCHER	KATHERINE	TEACH	GRADE 5	ORCHARD	1.00	9	MA	78,417					78,417	82,017					82,017
167	FISCHETTI	ELIZABETH	TEACH	GRADE 4	SOMERVILLE	1.00	18	MA	104,982					104,982	106,132					106,132
168	FISHER	ISABELLE	TEACH	SCHOOL PSYCHOLOGIST	BFMS	1.00	3	MA+45	76,622				3,831	80,453	78,577				3,929	82,506
169	FLEMING	DAWN	TEACH	GRADE 5	TRAVELL	1.00	18	MA+30	111,312		300			111,612	112,462		300			112,762
170	FONTANA	ELISABETH	TEACH	ART	BFMS	1.00	5	MA	70,742					70,742	73,567					73,567
171	FORFA	JASON	SUPPRT	TECH/MEDIA TECH	GWMS and BFMS	1.00			47,474					47,474	48,613					48,613
172	FORGASH	DREW	TEACH	SOCIAL STUDIES	RHS	1.00	2	MA	68,742					68,742	70,467					70,467
173	FOX	CHERYL	TEACH	KINDERGARTEN	HAWES	1.00	18	MA	104,982					104,982	106,132					106,132
174	FRIBERG	HONOR	SUPPRT	COORD GRANTS/TESTING	ED CENTER	1.00			70,255					70,255	71,941					71,941
175	FRIEL	DONALD	TEACH	GRADE 3	WILLARD	1.00	18	MA	100,052					100,052	106,132					106,132
176	FUNTSCH	KAITLYN	TEACH	SPECIAL EDUCATION	GWMS	1.00	9	MA+45	85,717		300			86,017	89,627		300			89,927
177	GALANTI	MEGAN	TEACH	LDT-C	ORCHARD	1.00	16	DR	103,367		300		5,168	108,835	107,992		300		5,400	113,692
178	GALASSO	PATRICIA	TEACH	SPANISH	RHS	1.00	13	BA	76,417					76,417	80,442					80,442
179	GALEAZZA	LUCIA	TEACH	GRADE 2	RIDGE	1.00	17	BA	93,592					93,592	94,742					94,742
180	GAO	JEANNE	TEACH	SCHOOL NURSE	HAWES	1.00	2	BA+30	65,392					65,392	67,517					67,517
181	GARVIN	NATALIE	TEACH	SPECIAL EDUCATION	GWMS	1.00	8	MA	76,192		300			76,492	79,617		300			79,917
182	GATHRIGHT	DONNA	SUPPRT	CONF ADMIN ASST TO HR	ED CENTER	1.00			56,320					56,320	57,672					57,672
183	GATTONI	REBECCA	TEACH	MATHEMATICS	RHS	1.00	18	MA+45	114,632		300	1,600		116,532	115,782		300	1,600		117,682
184	GELINIUS	MARIANNS	TEACH	LDT-C	BFMS	1.00	18	MA+45	114,632		300		5,732	120,664	115,782		300		5,789	121,871
185	GELLMAN	JENNIFER	TEACH	REACH 4PK	GLEN	1.00	17	BA	89,092					89,092	94,742					94,742
186	GERALD	JANE	TEACH	SOCIAL WORKER	SOM/WILLD	1.00	18	MA+30	105,422		300		5,271	110,993	112,462		300		5,623	118,385
187	GERARD	AMY	TEACH	SPECIAL EDUCATION (K-2)	WILLARD	1.00	18	MA+45	107,542		300			107,542	115,782		300			116,082
188	GERONIMO	KRISTI	TEACH	MUSIC	RHS	1.00	15	MA	89,467					89,467	93,892					93,892
189	GERVOLINO	COLLEEN	TEACH	SCIENCE	RHS	1.00	18	BA+30	96,762					96,762	102,812					102,812
190	GIANNANTONIO	FRANK	TEACH	PE/HEALTH	RHS	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082
191	GIANNETTI	COURTNEY	TEACH	GRADE 7 SCIENCE	GWMS	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,500		117,582
192	GIARDINO	STACY	TEACH	BEHAVIOR THERAPIST	DISTRICT	1.00	18	MA+30	111,312		300		5,566	117,178	112,462		300		5,623	118,385
193	GIDICH	CASEY	TEACH	GRADE 4	RIDGE	1.00	13	BA+30	80,967					80,967	85,202					85,202
194	GIGANTE	STEFANIE	TEACH	LATIN	RHS	1.00	18	MA+45	107,542		300		6,453	114,295	115,782		300			116,082
195	GILBERT	KRISTEN	TEACH	GRADE 7 SOCIAL STUDIES	BFMS	1.00	10	MA+45	85,717		300			86,017	89,627		300			89,927
196	GILFEDDER	JAIME	TEACH	PE/HEALTH	BFMS	1.00	8	MA+45	83,496		300			83,796	87,227		300			87,527
197	GILLIO	ALEXIS	TEACH	SCHOOL NURSE	TRAVELL	1.00	6	BA+30							72,517					72,517
198	GIORDANO	NICOLE	TEACH	GRADE 8 SCIENCE	BFMS	1.00	5	BA	63,642					63,642	66,467					66,467
199	GIZZI	NICOLE	TEACH	RESOURCE ROOM	TRAVELL/WILLD	1.00	18	MA+45	107,542		300			107,842	115,782		300			116,082
200	GOLDBERG	SARAH	TEACH	LDT-C	HAWES	1.00	3	MA	69,742				3,487	73,229	70,967				3,548	74,515
201	GORDON	JULIE	TEACH	SPECIAL EDUCATION (COLLAB - ENGLISH)	RHS	1.00	18	MA	104,982					104,982	106,132					106,132
202	GORMAN	BRANDI	TEACH	SPECIAL EDUCATION (LLD 3-5)	HAWES	1.00	13	MA	83,517					83,517	87,542					87,542
203	GORMAN	MICHELLE	TEACH	SPECIAL EDUCATION	RHS	1.00	5	MA	70,742					70,742	73,567					73,567
204	GOULD	ALEXANDRA	TEACH	GRADE 8 MATHEMATICS	GWMS	1.00	15	MA	89,467					89,467	93,892					93,892
205	GRASSO	LAURA	TEACH	PHYSICAL EDUCATION	GWMS	1.00	18	MA+45	114,632		300	1,600		116,532	115,782		300	1,600		117,682
206	GRAZIANO	NICOLE	TEACH	GRADE 5	TRAVELL	1.00	18	MA	104,982			1,600		106,582	106,132			1,600		107,732
207	GREGORY-FINK	DEBORAH	TEACH	MUSIC	HAWES	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082
208	GRIFFEN	HAILEY	TEACH	KINDERGARTEN	ORCHARD	1.00	6	MA	74,242		300			74,542	75,667		300			75,767
209	GRIFFITH	ROSANNA	SEC10	ENGLISH/SOC ST-LEAD SEC	RHS	1.00	7	AS10	43,126					43,126	44,724					44,724
210	GROSS	STEVEN	TEACH	SPECIAL EDUCATION (SCIENCE)	RHS	1.00	7	MA+30	77,992		300			78,292	81,567		300			81,867
211	GRUDZIEN	JAIMEE	TEACH	SPECIAL EDUCATION (Rise)	GLEN	1.00	17	BA	93,592					93,592	94,742					94,742
212	GYULAY	JOSEPH	TEACH	MATHEMATICS	RHS	1.00	18	MA	104,982					104,982	106,132					106,132
213	HAAS	JEFFREY	TEACH	MUSIC	RHS	1.00	18	MA+45	114,632		300	1,600		116,532	115,782		300	1,600		117,682
214	HACKETT	LOREN	TEACH	GRADE 8 ENGLISH	BFMS	1.00	13	MA+45	93,667		300			93,967	95,152		300			95,452
215	HALTER	WESLEY	TEACH	GRADE 4	WILLARD	1.00	10	MA+45	85,717		300			86,017	89,627		300			89,927
216	HANDY	MARY LOUISE	TEACH	GRADE 6 SOCIAL STUDIES	GWMS	1.00	18	MA+45	114,632		300	1,500	6,878	123,310	115,782		300	1,500		117,582
217	HANS	PATRICIA	TEACH	ENGLISH	RHS	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082
218	HARNEY	THOMAS	TEACH	GRADE 3	HAWES	1.00	13	MA	83,517					83,517	87,542					87,542
219	HEAD	EILEEN	TEACH	SPEECH LANGUAGE SPECIALIST	TRAVELL	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082
220	HEGEWALD	PATRICIA	TEACH	LDT-C	RHS	1.00	18	MA+45	114,632				5,732	120,664	115,782		300		5,789	121,871
221	HEIDER	ERIN	TEACH	GRADE 4	ORCHARD	1.00	14	MA+45	93,667		300			93,967	98,252		300			98,552
222	HIGGINS	PATRICIA	SEC10	GENERAL SECRETARY-EL	HAWES	1.00	13	AS10	50,944			2,547		53,491	51,521			2,576		54,097
223	HIGGINS	DANA	TEACH	EDUCATION SPECIALIST	RIDGE	1.00	18	MA+45	114,632		300	1,600		116,532	115,782		300	1,600		117,682
224	HOFF	ERICA	TEACH	EDUCATION SPECIALIST	ORCHARD	1.00	2	MA	68,742					68,742	70,467					70,467
225	HOFFMAN	CAROLINE	ADMN12	EL PRIN	WILLARD	1.00			183,185			1,600		184,785	183,185			1,600		184,785
226	HOFFMANN	RICHARD	SUPPRT	ADMIN APPLICATION COORD	ED CENTER	1.00			95,020					95,020	97,300					97,300
227	HOLAND	LARRY	TEACH	ART/TV PROD	RHS	0.70	17	BA	65,514			1,500		67,014	66,319			1,500		67,819
228	HOOPERHYDE	MICHAEL	TEACH	SPECIAL EDUCATION (COLLAB - SCIENCE)	RHS	1.00	18	MA+30	111,312		300			111,612	112,462		300			112,762
229	HORTON	CHRISTINA																		

	Last Name	First Name	CSI Category Name	Assignment	Location	FTE	Step	Class	Salary 21-22	Doct	Growth	Long 21-22	Ratio 21-22	Total Salary 21-22	New Salary 22-23	Doct 22-23	Growth 22-23	Long 22-23	Ratio 22-23	Total Salary 22-23	
231	IMBRUGLIA	LAUREN	TEACH	FRENCH	BFMS	1.00	18	BA+30	96,762					96,762	102,812					102,812	
232	INGOGUIA	BRENDA	TEACH	MATHEMATICS	RHS	1.00	18	MA+45	107,542		300			107,842	115,782		300			116,082	
233	JAMES	KIMBERLY	SEC11	ADMIN ASST TO PRIN-EL	TRAVELL	1.00	6	AA11	48,075					48,075	49,714					49,714	
234	JANNONE	CHRISTINA	TEACH	PE/HEALTH	RHS	1.00	3	BA	62,142					62,142	63,867					63,867	
235	JANOWSKI	ELIZABETH	TEACH	GRADE 1	SOMERVILLE	1.00	17	MA+45	103,802		300			104,102	109,092		300			109,392	
236	JAROSZ	KATHLEEN	TEACH	GRADE 2	RIDGE	1.00	15	BA+30	86,917					86,917	91,552					91,552	
237	JASINSKI	DANIELLE	TEACH	KINDERGARTEN	ORCHARD	1.00	16	MA	92,717					92,717	97,342					97,342	
238	JEREJIAN	LISBETH	TEACH	EDUCATION SPECIALIST	RIDGE/SOMERVILLE	1.00	18	BA+30	101,662			1,500		103,162	102,812			1,500		104,312	
239	JOHN	CARLIN	TEACH	ENGLISH	RHS	1.00	6	BA	65,242					65,242	68,367					68,367	
240	JONES	MICHELLE	TEACH	RESOURCE ROOM	ORCHARD	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300		1,500	117,682	
241	JOSEPH	ANDREA	TEACH	SCIENCE	RHS	1.00	18	MA	104,982			1,500		106,482	106,132			1,500		107,632	
242	JUNTA	SARAH	TEACH	GRADE 2	WILLARD	1.00	3	MA	69,242					69,242	70,967					70,967	
243	KABASH	VANESSA	TEACH	GRADE 8 ENGLISH	GWMS	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082	
244	KADUS	CHRISTOPHER	TEACH	GRADE 8 SOCIAL STUDIES	GWMS	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082	
245	KALEBIC	TAMARA	TEACH	SOCIAL STUDIES	RHS	1.00	18	MA+45	114,632		300	1,600		116,532	115,782		300	1,600		117,682	
246	KAPLAN	NANCY	TEACH	MEDIA SPECIALIST	SOMERVILLE	1.00	14	MA	86,367					86,367	90,642					90,642	
247	KAPLYSH	INGRID	TEACH	SPANISH	GWMS	1.00	6	BA	65,242					65,242	68,367					68,367	
248	KARAN	ELIZABETH	TEACH	SCIENCE	RHS	1.00	19	DR	122,062		300			122,362	123,212		300			123,512	
249	KARCH	ELISA	SEC12	ADMIN ASST TO PRIN-MS	BFMS	1.00	12	AA12	59,469			1,189		60,658	61,869				1,237	63,106	
250	KARTEN	ELAINE	TEACH	ENGLISH	RHS	1.00	18	MA	104,982			1,500		106,482	106,132			1,500		107,632	
251	KASE	SEAN	TEACH	BUSINESS EDUCATION	RHS	1.00	15	MA	89,467					89,467	93,892					93,892	
252	KASHMANIAN	KATHERINE	ADMN12	MS PRIN	GWMS	1.00			198,555	3,000				201,555	198,555	3,000				201,555	
253	KAWASH	JUSTINE	TEACH	MUSIC	BFMS	1.00	16	BA	85,617					85,617	90,242					90,242	
254	KAY	PETER	TEACH	PE/HEALTH	RHS	1.00	7	MA	74,242		300			74,542	77,417		300			77,717	
255	KAZMIERCZAK	JENNIFER	SEC10	ADMIN ASST TO ASST PRIN-HS	RHS	1.00	8	AA10	46,016					46,016	47,696					47,696	
256	KEARNS	CHRISTOPHER	TEACH	GRADE 1	WILLARD	1.00	18	BA+30	101,662					101,662	102,812					102,812	
257	KELLY	JOAN	TEACH	RESOURCE ROOM	TRAVELL	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,500		117,582	
258	KEPPEL	KATHERINE	TEACH	SPECIAL EDUCATION (LLD)	GWMS	1.00	10	MA+45	85,717		300			86,017	89,627		300			89,927	
259	KHALOVAN	SHIVA	TEACH	EDUCATION SPECIALIST	SOMERVILLE	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,500		117,582	
260	KIELY	MICHELE	TEACH	EDUCATION SPECIALIST	RIDGE	1.00	16	BA+30	90,047					90,047	95,002					95,002	
261	KIERNAN	MEREDITH	TEACH	GRADE 5	SOMERVILLE	1.00	15	MA+30	94,237		300			94,537	98,112		300			98,412	
262	KILCULLEN	MICHAEL	TEACH	TRANSITION COORD	RHS	1.00	12	MA	80,867					80,867	84,667					84,667	
263	KILDAY	DANIEL	ADMN12	SUPV WELLNESS	RHS	1.00			144,654					144,654	144,654					144,654	
264	KILLBY	KATE	TEACH	SCHOOL PSYCHOLOGIST	SOM/WILLD	1.00	11	DR	91,517				4,576	96,093	95,317				4,766	100,083	
265	KIM	LINDA	TEACH	GRADE 8 SOCIAL STUDIES	BFMS	1.00	16	BA	85,617					85,617	90,242					90,242	
266	KIMBELL	TRACEE	TEACH	GRADE 3	RIDGE	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,500		117,582	
267	KING	JANELLE	TEACH	MUSIC	GWMS	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082	
268	KIRTANE	MEDHA	TEACH	SOCIAL STUDIES	RHS	1.00	16	MA+45	100,017		300			100,317	104,952		300			105,252	
269	KLEIN-HELLMAN	LAUREN	TEACH	GUIDANCE COUNSELOR	RHS	1.00	16	MA	92,717				6,490	99,207	97,342				6,814	104,156	
270	KLION	DANIELLE	TEACH	SPECIAL EDUCATION	BFMS	1.00	8	BA+30	72,842					72,842	76,927					76,927	
271	KNEIS	DANA	TEACH	GUIDANCE COUNSELOR	GWMS	1.00	4	MA	69,742				4,882	74,624	71,967					77,005	
272	KNOTT	RONALD	TEACH	PE/HEALTH	RHS	1.00	18	MA+30	111,312		300	1,600		113,212	112,462		300	1,600		114,362	
273	KOROPCHAK	SABRINA	TEACH	GRADE 1	SOMERVILLE	1.00	3	BA	62,142					62,142	63,867					63,867	
274	KOTT	GREGGORY	TEACH	SCIENCE	RHS	1.00	18	BA+30	101,662			1,500		103,162	102,812			1,500		104,312	
275	KOWALCZYK	PATRICIA	SEC12	ADMIN ASST SPEC PRO (TECH ASST)	ED CENTER	1.00	13	AA12	62,929			1,888		64,817	63,654			1,910		65,564	
276	KOWALSKI	ALEXANDRA	TEACH	GRADE 2	SOMERVILLE	1.00	2	BA	61,642					61,642	63,367					63,367	
277	KREISMER	DREW	TEACH	MUSIC	ORC/WILLD	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,600		117,682	
278	KROKUS	ROBERT	TEACH	ART	WILLARD	1.00	17	BA	93,592					93,592	94,742					94,742	
279	KRSNAK	KATE	TEACH	GRADE 6 SCIENCE	BFMS	1.00	6	BA	65,242					65,242	68,367					68,367	
280	KUBO	TOMOHIRO	SUPPRT	TECH/MEDIA TECH	BFMS	1.00			50,765					50,765	51,983					51,983	
281	KUNZLE	SANDRA	TEACH	SCIENCE	RHS	1.00	18	MA	104,982			1,600	7,349	113,931	106,132			1,600	7,429	115,161	
282	LABENDA	CHARLENE	SUPPRT	PUBLIC INFO OFFICER AND SPECIAL PROJECTS	ED CENTER	1.00			84,935					84,935	86,973					86,973	
283	LABOWSKY	HSUAN	TEACH	SCIENCE	RHS	1.00	19	DR	117,422		300			117,722	123,212		300			123,512	
284	LAFFEMINA	FRED	TEACH	SOCIAL STUDIES	RHS	1.00	9	MA+30	82,167		300			82,467	86,167		300			86,467	
285	LAURO	LIVIA	TEACH	PHYSICAL EDUCATION	TRAVELL	1.00	16	MA	92,717					92,717	97,342					97,342	
286	LEBLANCQ	MARY	TEACH	GRADE 4	RIDGE	1.00	7	BA	67,142				2,015	69,157	70,317					70,317	
287	LEE	BRIAN	TEACH	ENGLISH	RHS	1.00	18	MA	104,982					104,982	106,132					106,132	
288	LEE	CHRISTINE	TEACH	CHINESE	RHS	1.00	11	MA+45	88,167		300			88,467	92,277		300			92,577	
289	LEE	KELLY	TEACH	ENGLISH (ELECTIVE)	BFMS	1.00	5	MA	70,742					70,742	73,567					73,567	
290	LEONARD	MARK	TEACH	SPECIAL EDUCATION (COLLAB)	BFMS	1.00	12	BA	73,767					73,767	77,567					77,567	
291	LETAVISH	KELLY	TEACH	REACH 4PK	GLEN	1.00	18	MA+30	111,312		300			111,612	112,462		300			112,762	
292	LIM	CHRISTINA	TEACH	GRADE 3	TRAVELL	1.00	3	BA	62,142					62,142	63,867					63,867	
293	LISA	ERICA	TEACH	RESOURCE ROOM	HAWES	1.00	10	MA+45	88,167		300			88,467	89,627		300			89,927	
294	LITVAK	ROMAN	TEACH	MATHEMATICS	BFMS/GWMS	1.00	18	BA+30	101,662					103,162	102,812			1,500		104,312	
295	LOCKER	ALYSSA	TEACH	SOCIAL WORKER	SOMERVILLE	0.05	3	MA	34,621				1,731	36,352	35,484					37,258	
296	LOHR	SARAH	TEACH	KINDERGARTEN	WILLARD	1.00	18	MA+45	107,542		300			107,842	115,782		300			116,082	
297	LORA	CINDY	TEACH	BEHAVIORIST ANALYST (K-12)/BEHAVIOR ANALYST/COORDINATOR	DISTRICT/ED CENTER	1.00	14	MA+45	93,667				11,240.00	104,907	98,252					11,791	110,043
298	LOWICKI	BONNIE	TEACH	NURSE/TEACHER	WILLARD	1.00	15	MA+30	94,237		300			94,537	98,112		300			98,412	
299	LUCCHESI	MICHAEL	TEACH	PHYSICAL EDUCATION	WILLARD	1.00	18	MA	104,982					104,982	106,132					106,132	
300	LUCKENBILL	JOHN	TEACH	MUSIC	RHS	1.00	11	MA	80,867					80,867	84,667					84,667	
301	LUO	MILES	TEACH	BIOLOGY	RHS	1.00	5	MA	70,742					70,742	73,567					73,567	
302	LUPIA	SCOTT	TEACH	GRADE 4	SOMERVILLE	1.00	18	MA+30	111,312		300	1,500		113,112	112,462		300	1,500		114,262	
303	LUTS	DANIEL	TEACH	ENGLISH	GWMS	1.00	7	MA	74,242		300			74,542	77,417		300			77,717	
304	LYLE	ROSHANAK	TEACH	GRADE 3	WILLARD	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,500		117,582	
305	LYNAUGH	SEAN	TEACH	SOCIAL STUDIES	RHS	1.00	15	BA+30	86,917					86,917	91,552					91,552	
306	LYONS	KELLY	TEACH	SPECIAL EDUCATION (3-5)	WILLARD	1.00	10	MA	78,417					78,717							

	Last Name	First Name	CSI Category Name	Assignment	Location	FTE	Step	Class	Salary 21-22	Doct	Growth	Long 21-22	Ratio 21-22	Total Salary 21-22	New Salary 22-23	Doct 22-23	Growth 22-23	Long 22-23	Ratio 22-23	Total Salary 22-23
307	MACOLINO	NADINE	SEC10	SECY	GLEN	1.00	8	AA10	46,016					46,016	47,696					47,696
308	MACRI	ELIZABETH	TEACH	RESOURCE ROOM	RIDGE	1.00	18	MA+45	114,632		300	1,600		116,532	115,782		300	1,600		117,682
309	MADISON	MARISSA	TEACH	RESOURCE ROOM	ORCHARD	1.00	2	MA+30	72,492					72,492	74,617					74,617
310	MAHLER	ALLISON	TEACH	KINDERGARTEN	TRAVELL	1.00	17	MA+45	103,802		300			104,102	109,092		300			109,392
311	MAHLER	CRAIG	TEACH	PE/HEALTH	BFMS	1.00	18	MA+45	114,632		300	1,600		116,532	115,782		300	1,600		117,682
312	MAHONEY	MARISA	TEACH	GRADE 7 GUIDANCE	BFMS	1.00	13	MA+45	90,817		300		6,357	97,474	95,152		300		6,661	102,113
313	MAIN	LAURIE	TEACH	LDT-C	RIDGE	1.00	15	MA+45	96,767		300		4,838	101,905	101,502		300		5,075	106,877
314	MAKSIMOV	MELISSA	TEACH	ENGLISH	RHS	1.00	18	MA+30	111,312		300			111,612	112,462		300			112,762
315	MANERI	JESSICA	TEACH	SCHOOL PSYCHOLOGIST	HAWES/TRAVELL	1.00	4	MA+30	73,492				3,675	77,167	76,117				3,806	79,923
316	MANKE	COLLEEN	TEACH	NURSE/TEACHER	RIDGE	1.00	18	MA	104,982				7,349	112,331	106,132				7,429	113,561
317	MANKE	JENNIFER	TEACH	ART	GWMS	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,500		117,582
318	MANNION	ERIN	SEC10	GENERAL SECRETARY-EL	SOMERVILLE	1.00	4	AS10	40,342					40,342	41,648					41,648
319	MANSBACH	MOLLY	TEACH	GRADE 1	ORCHARD	1.00	8	MA+30	79,942		300			80,242	83,767		300			84,067
320	MARCHIONI	ALICEN	TEACH	GRADE 5	SOMERVILLE	1.00	9	MA	78,417		300			78,717	82,017					82,017
321	MARGE	GEORGE	TEACH	SPEECH	WILLARD	1.00	18	MA+30	111,312		300	1,500		113,112	112,462		300	1,500		114,262
322	MARMO	JILL	TEACH	GRADE 5	RIDGE	1.00	17	MA+45	103,802		300			104,102	109,092		300			109,392
323	MARTELL	MARISA	TEACH	PT	GLEN/WILLD/RIDGE	1.00	19	DR	122,062		300			122,362	123,212		300			123,512
324	MARZLOFF	SCOTT	TEACH	PHYSICS	RHS	1.00	17	MA	96,192					96,192	101,602					101,602
325	MASSOUD	ERIN	TEACH	GRADE 7 ENGLISH	GWMS	1.00	8	MA	76,192		300			76,492	79,617		300			79,917
326	MATTHEWS	JULIE-ANN	ADMN12	SUPV ELEM ED ENGLISH, LANGUAGE ARTS, AND SOCIAL STUDIES	ED CENTER	1.00			120,000	3,000				123,000	120,000	3,000				123,000
327	MAURER	LISA	SEC12	ADMIN ASST TO PRIN-MS	GWMS	1.00	10	AA12	57,894					57,894	60,184					60,184
328	MAXWELL	ATHENA	TEACH	ART	RHS	1.00	12	MA+30	84,617		300			89,297	89,297		300			89,597
329	MCCALON	STEPHANIE	TEACH	SOCIAL WORKER	RIDGE/ORCH	1.00	8	MA	76,192		300			80,302	79,617		300		3,981	83,898
330	MCCANN	MARISA	TEACH	GRADE 6 ENGLISH	BFMS	1.00	4	MA+30	73,492					73,492	76,117					76,117
331	MCCANN	MEREDITH	TEACH	GRADE 8 MATHEMATICS	BFMS	1.00	8	MA+45	83,496		300			83,796	87,227		300			87,527
332	MCCOY	LYDIA	TEACH	GRADE 4	WILLARD	1.00	18	BA+30	101,662			1,600		103,262	102,812			1,600		104,412
333	MCCULLOUGH	CHRISTOPHER	ADMN12	SUPV FINE AND APPL ARTS	RHS	1.00			171,573			1,600		173,173	171,573			1,600		173,173
334	MCCULLOUGH	AMANDA	TEACH	MATHEMATICS	RHS	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,500		117,582
335	MCDERMOTT	MEGHAN	TEACH	GRADE 5	RIDGE	1.00	15	MA+45	96,767		300	1,500		98,567	101,502		300	1,500		103,302
336	MCDERMOTT	MICHAEL	TEACH	HEALTH/PE	RHS	1.00	3	MA	69,242					69,242	70,967					70,967
337	McGUIRE	ERIN	TEACH	BEHAVIORIST ANALYST	DISTRICT	1.00	4	MA	69,742				3,487	73,229	71,967				3,598	75,565
338	MCKINNON	EVELYN	TEACH	GRADE 6 SOCIAL STUDIES	GWMS	1.00	16	MA	92,717					92,717	97,342					97,342
339	MCNAMEE	RICHARD	TEACH	MATHEMATICS	RHS	1.00	19	DR	122,062		300			122,362	123,212		300			123,512
340	MEANY	JUDITH	TEACH	KINDERGARTEN	ORCHARD	1.00	8	BA+30	72,842					72,842	76,927					76,927
341	MELE	LAUREN	TEACH	MATHEMATICS	RHS	1.00	13	MA+45	90,817		300			91,117	95,152		300			95,452
342	MELLOZZO	KAREN	TEACH	SOCIAL WORKER	RHS	1.00	18	MA+45	114,632		300		5,732	120,664	115,782		300		5,789	121,871
343	MELUCCI	MICHELLE	ADMN12	MS ASST PRIN-MONROE HOUSE	GWMS	1.00			135,000					135,000	135,000					135,000
344	MENDE	ALLISON	TEACH	PE/HEALTH	RHS	1.00	6	MA	72,342					72,342	75,467					75,467
345	MENDEZ	KAREN	TEACH	BUSINESS EDUCATION	RHS	1.00	15	MA+45	96,767		300			97,067	101,502		300			101,802
346	MENZIES	LAUREN	TEACH	SPECIAL EDUCATION (ENGLISH)	BFMS	1.00	18	MA	104,982					104,982	106,132					106,132
347	MERHIGE-PETRICK	DONNA	TEACH	RESOURCE ROOM	SOMERVILLE	1.00	9	MA+30	82,167		300			82,467	86,167		300			86,467
348	MICHELS	JAMES	SUPPRT	TECHNOLOGY COORDINATOR - RIDGEWOOD HIGH SCHOOL	RHS	1.00			75,000					75,000	76,800					76,800
349	MILLER	MELISSA	TEACH	GUIDANCE COUNSELOR	TRAVELL	1.00	2	MA+30	72,492				5,074	77,566	74,617				5,223	79,840
350	MINICHINI	GINA	TEACH	SPECIAL EDUCATION (MATHEMATICS)	RHS	1.00	4	MA	69,742					69,742	71,967					71,967
351	MIRKOVICH	JESSICA	TEACH	MATHEMATICS	RHS	1.00	8	MA+45	83,496		300			83,796	87,227		300			87,527
352	MITCHELL	CHRISTOPHER	TEACH	SCIENCE	RHS	1.00	18	MA	104,982			1,500		106,482	106,132			1,500		107,632
353	MITCHELL	LINDSAY	TEACH	GUIDANCE COUNSELOR	RIDGE	1.00	14	MA+45	93,667		300		6,557	100,524	98,252		300		6,878	105,430
354	MITCHELL	MICHAEL	TEACH	GRADE 7 SOCIAL STUDIES	BFMS	1.00	10	MA+45	85,717		300			86,017	89,627		300			89,927
355	MITOLA	CANDACE	TEACH	PE/HEALTH	RHS	1.00	4	BA	62,642					62,642	64,867					64,867
356	MIXON	KARLA	TEACH	GRADE 7 SCIENCE	BFMS	1.00	18	MA	104,982			1,500		106,482	106,132			1,500		107,632
357	MONAHAN	TIMOTHY	ADMN12	MS ASST PRIN-GODWIN HOUSE	GWMS	1.00			128,000					128,000	128,000					128,000
358	MONNERAT	MARIA	SEC11	ADMIN ASST TO PRIN-EL	HAWES	1.00	10	AA11	53,147					53,147	55,219					55,219
359	MOOMY	CHRISTINE	SEC11	ADMIN ASST TO PRIN-EL	RIDGE	1.00	3	AA11							46,663					46,663
360	MORAN	KATHLEEN	SEC11	ADMIN ASST TO PRIN-EL	ORCHARD	1.00	4	AA11	46,147					46,147	47,581					47,581
361	MORGAN	MAUREEN	TEACH	NURSE	RHS	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082
362	MORHUN	SERHIY	SUPPRT	MGR IT	ED CENTER	1.00			150,173					150,173	153,777					153,777
363	MORRIS	KAREN	TEACH	OT	BFMS/GWMS/RHS	1.00	16	DR	103,367		300			103,667	107,992		300			108,292
364	MORRIS	LORI	TEACH	GRADE 6 SOCIAL STUDIES	BFMS	1.00	11	BA	73,767					73,767	77,567					77,567
365	MOSS-KELLER	CORRINA	TEACH	MEDIA SPECIALIST	RHS	1.00	10	MA+30	82,167		300		4,930	87,397	86,167		300			86,467
366	MOYER	PAMELA	SEC12	ADMIN ASST SPEC PRO (TECH ASST)	ED CENTER	1.00	7	AA12	53,594					53,594	55,534					55,534
367	MOYNIHAN	MARYJANE	SEC12	BENEFITS COORD	ED CENTER	1.00	13	DS12	65,029			1,951		66,980	65,754			2,630		68,384
368	MULLIN	MICHAEL	TEACH	GODWIN HOUSE GUIDANCE	GWMS	1.00	18	MA+30	111,312		300	1,600	7,792	121,004	112,462		300	1,600	7,872	122,234
369	MURO	DANIEL	TEACH	SOCIAL STUDIES	RHS	1.00	18	MA	104,982					104,982	106,132					106,132
370	MURPHY	LAURA	TEACH	OT	HAWES/SOMERVILLE	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,500		117,582
371	MURTHA	TIMOTHY	TEACH	BUSINESS EDUCATION	RHS	1.00	5	BA+30	67,392					67,392	70,617					70,617
372	NADI	PAOLA	TEACH	LIBRARIAN/MEDIA SPECIALIST	BFMS	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,500		117,582
373	NAGY	ZSUZSANNA	TEACH	ESL	TRAV/SOM	1.00	18	MA+45	107,542		300			107,842	115,782		300			116,082
374	NAM	SUH YOUNG	TEACH	GUIDANCE COUNSELOR	HAWES	1.00	3	MA	69,242				4,847	70,889	70,967				4,968	75,935
375	NAST	JEANETTE	TEACH	LDT-C	SOMERVILLE	1.00	18	MA	104,982			1,500	5,249	111,731	106,132			1,500	5,307	112,939
376	NEBBIA	CHARLES	TEACH	GRADE 5	HAWES	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,500		117,582
377	NESE	JANEL	ADMN12	SUPV SPEC ED	ED CENTER	1.00			154,940					154,940	154,940					154,940
378	NEVILLE	BEN	TEACH	GRADE 7 SOCIAL STUDIES	GWMS	1.00	4	MA	69,742					69,742	71,967		300			72,267
379	NEYLAND	MARIA	TEACH	KINDERGARTEN	WILLARD	1.00	6	MA	72,342		300			72,642	75,467		300			75,767
380	NICHOLAIDES	NIKITAS	TEACH	ATHLETIC TRAINER	RHS	1.00	18	MA	104,982					104,982	106,132					106,132
381	NIZZA	AMBER	TEACH	GRADE 7 ENGLISH	BFMS	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082
382	NOLAN	AMY																		

	Last Name	First Name	CSI Category Name	Assignment	Location	FTE 22-23	Step 22-23	Class 22-23	Salary 21-22	Doct 21-22	Growth 21-22	Long 21-22	Ratio 21-22	Total Salary 21-22	New Salary 22-23	Doct 22-23	Growth 22-23	Long 22-23	Ratio 22-23	Total Salary 22-23
383	NOLD	SUSAN	ADMN12	SUPV ENGLISH AND MEDIA	RHS	1.00			148,206					148,206	148,206					148,206
384	NOVAK	NICOLE	TEACH	SOCIAL STUDIES	RHS	1.00	16	MA+45	100,017		300			100,317	104,952		300			105,252
385	NUZZO	LAURA	SEC10	MEDIA SECRETARY	RHS	1.00	5	AS10	41,179					41,179	42,569					42,569
386	NYHUIS	JEFFREY	ADMN12	HS PRIN	RHS	1.00			183,400			1,600		185,000	183,400			1,600		185,000
387	NYHUIS	PHILIP	TEACH	SPECIAL EDUCATION (MATHEMATICS)	RHS	1.00	11	MA+30	84,617		300			84,917	89,297		300			89,597
388	OATES-SANTOS	LORNA JANE	ADMN12	EL PRIN	SOMERVILLE	1.00			191,855	3,000				194,855	191,855	3,000				194,855
389	OBRIEN	SHERYL	TEACH	SPEECH LANGUAGE SPECIALIST	GLEN/BFMS	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082
390	OH	JUSTIN	TEACH	PHYSICAL EDUCATION	SOMERVILLE	1.00	2	BA	61,642					61,642	63,367					63,367
391	O'HERLIHY	CHRISTOPHER	TEACH	GRADE 4	TRAVELL	1.00	8	MA	76,192		300			76,492	79,617		300			79,917
392	OJEA	CHRISTAL	TEACH	SPANISH	RHS	1.00	10	BA	71,317					71,317	74,917					74,917
393	ONEILL	JEAN-ANNE	ADMN12	SUPY ELEM ED MATH AND SCIENCE	ED CENTER	1.00			158,980					158,980	158,980					158,980
394	ONG	JEROME	TEACH	GRADE 5	WILLARD	1.00	15	MA+45	96,767		300		5,806	102,873	101,502		300			101,802
395	ORDINI	JASON	TEACH	ENGLISH (ELECTIVE)	BFMS	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082
396	ORFINI	CAITLIN	TEACH	SOCIAL STUDIES	RHS	1.00	9	MA+45	85,717		300			86,017	89,627		300			89,927
397	ORIONDO	JENNIFER	TEACH	PRESCHOOL DISABILITIES (RED)	GLEN	1.00	5	MA	61,642					61,642	73,567					73,567
398	ORSINI	ANTHONY	ADMN12	MS PRIN	BFMS	1.00			202,139			1,200		203,339	202,139		1,200			203,339
399	ORTEGA	CELINETT	SEC12	ADMIN ASST TO PRIN-HS	RHS	1.00	10	AA12	57,894					57,894	60,184					60,184
400	OSENBRUCK	JENNIFER	TEACH	SPECIAL EDUCATION (RED)	GLEN	1.00	11	BA+30	78,087					78,087	82,327					82,327
401	OTTERSTEDT	JOHN	TEACH	GRADE 3	HAWES	1.00	18	MA	104,982			1,500		106,482	106,132			1,600		107,732
402	OZAYDIN	MEAGHAN	TEACH	GRADE 8 ENGLISH	GWMS	1.00	18	MA+45	114,632		300			114,932	115,782			300		116,082
403	PADYKULA	WENDY	TEACH	SPEECH	BFMS/GWMS	1.00	18	MA+45	114,632		300			114,932	115,782			300		116,082
404	PALUMBO	HELENE	TEACH	FRENCH	RHS	1.00	13	MA	83,517					83,517	87,542					87,542
405	PAPAMICHAEL	LUCY	SUPPRT	EX CONF ADMIN ASST TO SUPT AND ASSISTANT BOARD SEGREARY	ED CENTER	1.00			77,441					77,441	79,300					79,300
406	PAPAPIETRO	MEAGAN	TEACH	GRADE 6 GUIDANCE COUNSELOR	BFMS	1.00	3	MA	69,242				4,847	74,089	70,967				4,968	75,935
407	PARIGI	JANE	SEC10	GENERAL SECRETARY-EL	WILLARD	1.00	13	AS10	49,449					49,449	51,521			1,030		52,551
408	PARRASCH	KELSEY	TEACH	GRADE 4	WILLARD	1.00	4	MA+45	77,042					77,042	79,577					79,577
409	PASPALAS	ALEXANDRA	SEC12	ADMIN ASST TO BUSINESS OFFICE	ED CENTER	1.00	3	AA12	49,369					49,369	50,859					50,859
410	PECORELLI	ANNMARIE	TEACH	MUSIC	RIDGE	1.00	18	MA+45	107,542		300			107,842	115,782		300			116,082
411	PEPE	MICHAEL	TEACH	GRADE 7 MATHEMATICS	GWMS	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,500		117,582
412	PERVIZI	ALIM	SUPPRT	WAN MGR	ED CENTER	1.00			122,279					122,279	125,214					125,214
413	PETTIT	CAROL	TEACH	GRADE 6 MATHEMATICS	GWMS	1.00	18	BA+30	101,662					101,662	102,812					102,812
414	PFEIFFER	DAVID	TEACH	GUIDANCE COUNSELOR	WILLARD	1.00	18	MA+45	114,632		300		8,024	122,956	115,782		300		8,105	124,187
415	PHELAN-HEBDITCH	ALICE	TEACH	GRADE 2	WILLARD	1.00	17	BA	93,592			1,600		95,192	94,742			1,600		96,342
416	PIA	SHANNON	TEACH	KINDERGARTEN	SOMERVILLE	1.00	18	MA+30	111,312		300	1,500		113,112	112,462		300	1,500		114,262
417	PIACENZA	MICHAEL	ADMN12	EL PRIN	RIDGE	1.00			164,500					164,500	164,500					164,500
418	PIFHER	ERIKA	TEACH	ART	TRAVELL/RIDGE	1.00	18	MA	104,982			1,500		106,482	106,132			1,500		107,632
419	PILKINGTON	JACLYN	TEACH	GRADE 5	SOMERVILLE	1.00	3	MA	69,242					69,242	70,967					70,967
420	PINCHES	KATHARINE	TEACH	ENGLISH	RHS	1.00	18	MA	104,982					104,982	106,132					106,132
421	PISANI	LAURIE	TEACH	GRADE 2	WILLARD	1.00	18	MA+30	111,312		300	1,500		113,112	112,462		300	1,500		114,262
422	PIZZUTO	BASIL	ADMN12	HS ASST PRIN	RHS	1.00			173,168				1,600	174,768	173,168			1,600		174,768
423	POELSTRA	STACIE	CENTRL	ASST SUPT C,I,A	ED CENTER	1.00			180,849					180,849	185,189					185,189
424	POLANIN	STEPHEN	TEACH	MUSIC	TRAVELL/RIDGE	1.00	11	MA	80,867				4,852	85,719	84,667					84,667
425	POLAY	JESSICA	TEACH	SPEECH LANGUAGE THERAPIST	RIDGE	1.00	4	MA	69,742					69,742	71,967					71,967
426	POLK	LAURA	TEACH	FRENCH	RHS	1.00	17	MA+45	103,802		300			104,102	109,092			300		109,392
427	PONCHAK	JAMES	TEACH	GRADE 7 MATHEMATICS	GWMS	1.00	18	BA+30	96,762					96,762	102,812					102,812
428	POROD	JASON	TEACH	GRADE 7 MATH/SCIENCE ELECTIVE	BFMS/GWMS	1.00	18	MA+45	114,632		300	1,500		116,432	115,782			300	1,500	117,582
429	POROD	LEIGH	TEACH	GRADE 6 ENGLISH	GWMS	1.00	18	MA+30	111,312		300	1,500		113,112	112,462		300	1,500		114,262
430	POSILICO	KERRY	TEACH	GRADE 2	TRAVELL	1.00	18	MA	104,982				1,600	106,582	106,132				1,600	107,732
431	POSISCHIL	LEANNE	TEACH	SAIL K-5	HAWES	1.00	6	MA	72,342					72,342	75,467					75,467
432	POULIS	DESPINA	TEACH	KINDERGARTEN	RIDGE	1.00	17	MA+45	103,802		300			104,102	109,092			300		109,392
433	POLUNDS	MICHAEL	TEACH	PHYSICAL EDUCATION	RHS	1.00	18	MA+30	111,312		300			111,612	112,462			300		112,762
434	PRICE	MEGAN	TEACH	LIBRARIAN/MEDIA SPECIALIST	ORCHARD	1.00	18	MA+45	114,632		300	1,500		116,432	115,782			300	1,500	117,582
435	PRIMAVERA	MICHELLE	TEACH	GRADE 7 ENGLISH	GWMS	1.00	12	MA	80,867					80,867	84,667					84,667
436	PURRINOS	DAMARY	TEACH	SPANISH	RHS	1.00	18	MA+45	114,632		300	1,500		116,432	115,782			300	1,500	117,582
437	QUINONES	RAMON	SUPPRT	TECH/MEDIA TECH	RHS	1.00			47,996					47,996	49,148					49,148
438	QUIRK	BRIAN	TEACH	PHYSICAL EDUCATION	RHS	1.00	18	MA+45	114,632		300	1,500		116,432	115,782			300	1,500	117,582
439	RAIANI	AMY	TEACH	SCIENCE	RHS	1.00	11	MA+45	88,167		300			88,467	92,277			300		92,577
440	RAN	BENJAMIN	TEACH	GRADE 7 SCIENCE	BFMS	1.00	18	MA+45	114,632		300			114,932	115,782			300		116,082
441	RAN	SALLIANN	TEACH	GRADE 3	WILLARD	1.00	4	MA	69,742					69,742	71,967					71,967
442	RANSOM	ROBERT	TEACH	PHYSICAL EDUCATION	GWMS	1.00	18	MA+30	111,312		300			111,612	112,462			300		112,762
443	RAPHAELS	JENNIFER	TEACH	SOCIAL STUDIES	RHS	1.00	17	MA	96,192					96,192	101,602					101,602
444	RATHGEBER	JOSEPH	TEACH	ENGLISH	RHS	1.00	9	MA	78,417		300			78,717	82,017					82,017
445	RAUPP	ANDREW	TEACH	GRADE 5	HAWES	1.00	18	MA	104,982					104,982	106,132					106,132
446	RAUPP	ELLEN	TEACH	GRADE 1	HAWES	1.00	18	MA	100,052					100,052	106,132					106,132
447	REDFERN	NICOLE	TEACH	GRADE 2	ORCHARD	1.00	14	MA+45	93,667		300		5,620	99,587	98,252			300		98,552
448	REILLY	KERRIANN	TEACH	NURSE	BFMS	1.00	18	BA+30	101,662					101,662	102,812					102,812
449	REILLY	NANCY	TEACH	SPECIAL EDUCATION (COLLAB - SCIENCE)	RHS	1.00	18	MA	104,982			1,500		106,482	106,132			1,500		107,632
450	REINKE	MICHAEL	SUPPRT	SCHOOL SAFETY SECURITY OFFICER	DISTRICT	1.00			46,269					46,269	47,379					47,379
451	RICHARDS	CAROLINE	TEACH	ENGLISH	RHS	1.00	18	MA	100,052					100,052	106,132					106,132
452	RICHARDSON	MONIKA	TEACH	COMPUTER SCIENCE/MATHEMATICS	RHS	1.00	18	MA+45	114,632		300			114,932	115,782			300		116,082
453	RILEY	CELESTE	TEACH	FRENCH	GWMS	1.00	18	MA+45	107,542		300			107,842	115,782			300		116,082
454	RINALDI	ROBERT	TEACH	PE/HEALTH	RHS	1.00	9	MA	78,417		300			78,717	82,017					82,017
455	RIRDAN	NICOLE	TEACH	SOCIAL STUDIES	RHS	1.00	18	MA+30	111,312		300	1,500		113,112	112,462			300	1,500	114,262
456	ROBERTS	DEIRDRE	TEACH	ESL	BFMS/GWMS	1.00	18	MA+45	114,632		300			114,932	115,782			300		116,082
457	ROCKEY	COLLEEN	TEACH	GRADE 3	WILLARD	1.00	8	BA	69,092					69,092	7					

	Last Name	First Name	CSI Category Name	Assignment	Location	FTE	Step	Class	Salary 21-22	Doct	Growth	Long 21-22	Ratio 21-22	Total Salary 21-22	New Salary 22-23	Doct 22-23	Growth 22-23	Long 22-23	Ratio 22-23	Total Salary 22-23
459	ROMANO	ODALYS	TEACH	SPECIAL EDUCATION (LD)	GWMS	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,500		117,582
460	ROMITO	ELLEN	TEACH	GRADE 1	ORCHARD	1.00	11	MA	80,867					80,867	84,667					84,667
461	ROONEY	MICHAEL	TEACH	SPECIAL EDUCATION	BFMS	1.00	15	MA+30	94,237		300			94,537	98,112		300			98,412
462	ROSENFELD	LAUREN	TEACH	SPECIAL EDUCATION (MATHEMATICS)	RHS	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082
463	ROSENFELD	PATRICIA	TEACH	SPECIAL EDUCATION (RED)	GLEN	1.00	18	BA+30	101,662					101,662	102,812					102,812
464	ROSOLANKO	KRISTEN	TEACH	GRADE 7 MATHEMATICS	BFMS	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,500		117,582
465	ROSS	BRIAN	ADMN12	EL PRIN	TRAVELL	1.00			160,768					160,768	160,768					160,768
466	ROSS	THERESA	TEACH	KINDERGARTEN	SOMERVILLE	1.00	18	MA+45	114,632		300	1,600		116,532	115,782		300	1,600		117,682
467	ROTA	JILL	TEACH	GRADE 1	HAWES	1.00	18	MA+45	114,632		300			114,932	115,782		300			116,082
468	ROTELLA	MEGAN	TEACH	SPANISH	RHS	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,500		117,582
469	ROTH	JESSICA	TEACH	ART	HAWES	1.00	5	MA	70,742					70,742	73,567					73,567
470	RUBIN	LINDSAY	TEACH	GUIDANCE COUNSELOR	ORCHARD	1.00	10	MA+45	85,717				6,000	91,717	89,627				6,274	95,901
471	RUSSO	JUDITH	SEC12	ADMIN ASST TO ACCOUNTS PAYABLE	ED CENTER	1.00	4	AA12	50,269					50,269	51,859					51,859
472	SABATINO	ROBERT	TEACH	GRADE 3	TRAVELL	1.00	18	MA+45	107,542					107,842	115,782		300			116,082
473	SAGLIMBENI	MARY	TEACH	GRADE 3	ORCHARD	1.00	9	MA	78,417		300			78,417	82,017					82,017
474	SALADINO	ALLYSON	TEACH	SOCIAL STUDIES	RHS	1.00	16	MA+45	100,017		300			100,317	104,952		300			105,252
475	SALERNO	CHRISTINE	TEACH	GUIDANCE COUNSELOR	RHS	1.00	12	MA+30	84,617				5,923	90,540	89,297				6,251	95,548
476	SANSONE	KIMBERLY	TEACH	OT	RIDGE/WILLARD	1.00	17	MA+45	103,802		300			104,102	109,092		300			109,392
477	SARGENTI	LISA	TEACH	GRADE 3	HAWES	1.00	17	BA	89,092					89,092	94,742					94,742
478	SASON	BETSY	TEACH	GRADE 2	RIDGE	1.00	18	MA	104,982			1,500		106,482	106,132			1,500		107,632
479	SCEVOIA	ADAM	TEACH	MATHEMATICS	RHS	1.00	11	MA+45	88,167		300			88,467	92,277		300			92,577
480	SCHAFFER	AMY	TEACH	GRADE 2	ORCHARD	1.00	18	MA	104,982			1,500		106,482	106,132			1,500		107,632
481	SCHEMMELE	RACHEL	TEACH	ENGLISH	GWMS	1.00	18	MA+45	107,542		300			107,842	115,782		300			116,082
482	SCHICK	CASEY	TEACH	GRADE 4	TRAVELL	1.00	9	BA	71,317					71,317	74,917					74,917
483	SCHMARAK	JONATHAN	TEACH	MUSIC	WILLD/RIDGE/HAW/ORC/SOM/TRAV	1.00	11	BA	73,767					73,767	77,567					77,567
484	SCHULKE	KYLE	TEACH	GRADE 8 SOCIAL STUDIES	BFMS	1.00	16	MA+30	96,537		300			96,837	102,842		300			103,142
485	SCIRE-BANCHITTA	VICTORIA	TEACH	GRADE 3	RIDGE	1.00	4	MA+30	73,492					73,492	76,117					76,117
486	SCRUDATO	LISA	TEACH	GUIDANCE (MONROE HOUSE)	GWMS	1.00	4	MA	69,742				4,882	74,624	71,967				5,038	77,005
487	SEMENDINGER	PAUL	ADMN12	EL PRIN	HAWES	1.00			204,337	3,000				207,337	204,337		3,000			207,337
488	SHAH	ANJALI	TEACH	SCIENCE	RHS	1.00	18	BA+30	101,662					101,662	102,812					102,812
489	SHEER	LARA	TEACH	GRADE 8 GUIDANCE	BFMS	1.00	18	MA	104,982			1,500		113,831	106,132			1,500	7,429	115,061
490	SHINE	KRISTEN	TEACH	SPECIAL EDUCATION	GWMS	1.00	15	MA	92,717					92,717	93,892					93,892
491	SIECK	ALISON	TEACH	SPECIAL EDUCATION (SOCIAL STUDIES)	RHS	1.00	10	MA+45	85,717		300			86,017	89,627		300			89,927
492	SILVERSTEIN	STACI	TEACH	GRADE 2	HAWES	1.00	7	BA	67,142					67,142	70,317					70,317
493	SIMONE	SUZANNE	TEACH	SPECIAL EDUCATION (COLLAB)	GWMS	1.00	11	BA	73,767					73,767	77,657					77,657
494	SIMPSON	VICTORIA	SEC12	ASST PAYROLL ACCOUNTANT	ED CENTER	1.00	13	AA12	62,929			1,888		64,817	63,654			2,546		66,200
495	SIOK	SUSAN	TEACH	MATHEMATICS	RHS	1.00	18	BA+30	101,662					101,662	102,812			1,500		104,312
496	SKETTINI	DONNA	TEACH	PE/HEALTH	BFMS	1.00	18	MA+30	111,312		300	1,600		113,212	112,462		300	1,600		114,362
497	SKETTINI	KELLY	TEACH	GRADE 7 MATHEMATICS	BFMS	1.00	5	MA	70,742					70,742	73,567		300			73,867
498	SPECTOR	STEFANIE	TEACH	MULTI-SENSORY READING	DISTRICT	1.00	9	MA+45	85,717		300			86,017	89,627		300			89,927
499	STADULIS	JULIE	TEACH	NURSE/TEACHER	GWMS	1.00	17	MA	96,192					96,192	101,602					101,602
500	STAHL	DAVID	TEACH	PHYSICAL EDUCATION	ORC/GLEN	1.00	11	MA+45	88,167		300			88,467	92,277		300			92,577
501	STANKIEWICZ	SAMANTHA	TEACH	ART	SOMERVILLE	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,600		117,682
502	STANTON	MICHELLE	SUPPRT	COORD RCS	ED CENTER	1.00			89,641					89,641	91,792					91,792
503	STAUNTON	JOSEPH	TEACH	GRADE 4	HAWES	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,500		117,582
504	STEWART	GAVIN	TEACH	ENGLISH	RHS	1.00	18	MA	104,982			1,600		106,582	106,132			1,600		107,732
505	STEWART	NICOLA	TEACH	ART	RIDGE	1.00	17	MA+45	103,802		300			104,102	109,092		300			109,392
506	STIPANOV	BARBARA	TEACH	GRADE 1	TRAVELL	1.00	18	MA+30	105,422		300			105,722	112,462		300			112,762
507	STOVELL	SHAUNA	ADMN12	MS ASST PRIN	BFMS	1.00			169,490			1,200		170,690	169,490			1,200		170,690
508	STREITMAN	RACHEL	TEACH	SPECIAL EDUCATION (MATHEMATICS)	RHS	1.00	7	MA+30	77,992		300			78,292	81,567		300			81,867
509	STUCKE	MALLORY	TEACH	CHEMISTRY	RHS	1.00	7	MA+30	77,992		300			78,292	81,567		300			81,867
510	SUDOL	ELIZA	SUPPRT	REGISTRAR RCS	ED CENTER	1.00			44,040					44,040	45,097					45,097
511	SULLIVAN	DOLORES	TEACH	GRADE 2	WILLARD	1.00	18	MA+30	111,312		300	1,500		113,112	112,462		300	1,500		114,262
512	SULLIVAN	JACQUELINE	TEACH	GRADE 3	RIDGE	1.00	10	MA	78,417		300			78,417	82,017					82,017
513	SUTERA	LISA	TEACH	SPECIAL EDUCATION	BFMS	1.00	18	MA+30	105,422		300			105,722	112,462		300			112,762
514	SWEENEY	MARIA	TEACH	ESL	HAWES	1.00	18	MA+45	114,632		300	1,600		116,532	115,782		300	1,600		117,682
515	SYVRET	MARK	TEACH	SCIENCE	RHS	1.00	18	MA	104,982					104,982	106,132			1,500		107,632
516	TAMUZZA	LINDSAY	TEACH	GRADE 5	WILLARD	1.00	6	BA	65,242					65,242	68,367					68,367
517	TAN	XUE	TEACH	EDUCATION SPECIALIST	ORCHARD	1.00	9	MA	78,417		300			78,717	82,017					82,017
518	TARULLI	MATTHEW	TEACH	GRADE 4	RIDGE	1.00	4	MA	69,742					69,742	71,967					71,967
519	TAYLOR	TARA	ADMN12	SUPV SCIENCE	RHS	1.00			154,940					154,940	154,940					154,940
520	TELL	JENA	TEACH	GRADE 4	ORCHARD	1.00	18	MA	100,052					100,052	106,132					106,132
521	THOMAS-CANDRILLI	ANNA	SEC12	ADMIN ASST TO PRIN-MS	GWMS	1.00	6	AA12	52,369					52,369	54,184					54,184
522	THURLOW	PATRICK	TEACH	SOCIAL STUDIES	RHS	1.00	4	MA	69,742					69,742	71,967					71,967
523	TOBIN	DEIRDRE	TEACH	PHYSICAL EDUCATION	RIDGE	1.00	18	MA+45	114,632		300	1,500		116,432	115,782		300	1,500		117,582
524	TOLVE	LAURA	TEACH	SPECIAL EDUCATION	RHS	1.00	11	MA+45	88,167		300			88,467	92,277		300			92,577
525	TORMEY	MELANIE	TEACH	KINDERGARTEN	TRAVELL	1.00	17	BA	93,592			1,600		93,592	94,742			1,600		96,342
526	TOWNES	OJETTA	CENTRL	MGR HUMAN RESOURCES	ED CENTER	1.00			163,841					163,841	167,773					167,773
527	TRACY	NATALIE	TEACH	GRADE 1	TRAVELL	1.00	11	MA	80,867					80,867	84,667					84,667
528	TREBLE	CAROLYN	TEACH	GRADE 2	TRAVELL	1.00	16	MA+45	100,017		300			100,317	104,952		300			105,252
529	TRINGALI	JUDITH	SEC10	CST	RHS	1.00	13	AA10	52,703			1,054		53,757	53,278			1,598		54,876
530	TROY	MICHAEL	TEACH	SOCIAL STUDIES	RHS	1.00	18	MA+45	114,632		300			114,932	115,782		300	1,500		117,582
531	TRUBAC	THOMAS	TEACH	GRADE 4	HAWES	1.00	15	MA	89,467				5,368	94,835	93,892					93,892
532	TRUNCALE	LAUREN	TEACH	MATHEMATICS	RHS	1.00	13	MA+45	90,817		300			91,117	95,152		300			95,452
533	TUCKER	ERIKA	TEACH	PE/HEALTH	GWMS	1.00	7	BA	67,142					67,142	70,317					70,317
534	TUFFY	MELISSA	TEACH	GRADE 2	HAWES	1														

RIDGEWOOD PUBLIC SCHOOLS
Ridgewood, New Jersey
Renewals – 2022-2023 - Nontenured Staff Members

Location	Staff Member	Assignment	Year - Tenure
Glen	Keri Agnello	REACH Teacher	03.30.23
	Angela Araneo	Speech Language Specialist	03.03.25
	Ryan Crawford (Glen/BFMS)	Adapted Physical Education SAIL	09.01.23
	Kristen DeRienzo	Special Education RISe ABA	09.01.23
	Jennifer Oriondo	PreSchool Disabilities (RED)	01.06.25
Hawes	Elianne Alexander (Hawes and RHS)	Speech Language Specialist	02.03.25
	Elizabeth Barnard	K-2 LLD	09.01.25
	Jeanne Gao	Nurse	09.01.25
	Sarah Goldberg	Learning Disabilities Teacher-Consultant	09.02.25
	Jessica Maneri (Hawes/Travell)	School Psychologist	09.02.24
	Suh Young Nam	Guidance Counselor	09.01.25
	Leanne Pospischil	SAIL K-2	09.02.23
	Jessica Roth	Art	09.01.23
	Melissa Tuffy	Kindergarten	09.02.22
Orchard	Deanna Dino	Grade 4	09.01.25
	Katherine Fischer	Grade 5	09.02.22
	Christina Horton	School Nurse	09.02.24
	Erica Hoff	Education Specialist	09.01.25
	Marissa Madison	Resource Room	09.01.25
	Judith Meany	Kindergarten	09.01.23
	Lindsay Rubin	Guidance Counselor	09.01.23
	Ridge	Kristen DeCroix	Grade 5
Lindsay Mitchell		Guidance Counselor	09.01.23
Jessica Polay		Speech Language Therapist	09.02.24
Victoria Scire-Banchitta		Grade 3	09.01.23
Matthew Tarulli		Grade 5	09.01.23
Somerville	Kate Killby (Somerville /Willard)	School Psychologist	12.19.22
	Ross Dembin	Grade 3	09.01.23
	Kathleen Finnegan	Guidance Counselor	09.01.25
	Nancy Kaplan	Media Specialist	09.01.23
	Alexandra Kowalski	Grade 2	09.01.25
	Sabrina Koropchak	Grade 1	09.02.24
	Alyssa Locker	0.50 FTE Social Worker	09.01.25
	Justin Oh	Physical Education	09.01.25
	Jaclyn Pilkington	Grade 5	09.01.25
	Alicia Vitale	Music	09.02.22
	Rae Wine	Special Education - PERL	09.01.25
Travell	Paige (Cattani) Walsh	Kindergarten	09.02.24
	Mary DeNunzio	Library Media Specialist	09.01.25
	Alexis Gillio	School Nurse	06.02.26
	Christina Lim	Grade 3	09.01.25
	Jessica Maneri (Hawes/Travell)	School Psychologist	09.02.24
	Melissa Miller	Guidance Counselor	09.01.25
Willard	Eileen Devaney	Grade 1	09.02.22
	Sarah Junta	Grade 2	09.01.25
	Kate Killby (Somerville /Willard)	School Psychologist	12.19.22
	Kelsey Parrasch	Grade 4	09.01.23
	Salliann Ran	Grade 3	09.01.23
BFMS	Charlotte Ayes	Science	01.19.26

Location	Staff Member	Assignment	Year - Tenure
	Amy Bernard-Mason (RHS/BFMS)	Latin	09.01.25
	Beth Calamia-Scheckel (BFMS/GWMS)	0.80 FTE Latin	09.18.25
	Justine Capolongo	RISe Special Education	10.15.25
	Ryan Crawford (Glen/BFMS)	Adapted Physical Education SAIL	09.01.23
	Maxwell Dabby (BFMS/GWMS)	Music	09.02.24
	Emily Downs	0.20 FTE Art	09.01.25
	Nicole (Derise) Giordano	Grade 8 Science	09.01.23
	Isabelle Fisher	School Psychologist	09.02.24
	Elisabeth Fontana	Art	09.02.24
	Kate Krsnak	Grade 6 Science	09.01.23
	Kelly Lee	English (Elective)	02.01.26
	Marisa McCann	Grade 6 English	09.01.23
	Meagan Papapietro	Guidance Counselor	09.01.25
	Kelly Skettini	Grade 7 Mathematics	09.02.22
	Lauren Zielinski	Grade 6 Social Studies	09.02.22
GWMS	Lisa (Alfuso) Scudato	Guidance Counselor	09.01.23
	Allison Barba	School Psychologist	09.02.24
	Beth Calamia-Scheckel (BFMS/GWMS)	0.80 FTE Latin	09.18.25
	Maxwell Dabby (BFMS/GWMS)	Music	09.02.24
	Grace DiModugno	Special Education	09.01.25
	Ingrid Kaplysh	Spanish	09.02.22
	Ben Neville	Grade 7 Social Studies	09.01.23
	Courtney Weiss-Chromeck	Learning Disabilities Teacher-Consultant	09.02.22
RHS	Elianne Alexander (Hawes and RHS)	Speech Language Specialist	02.03.25
	Amy Bernard-Mason (DHS/BFMS)	Latin	09.01.25
	Lauren Besser	Social Studies	09.01.23
	Ariana Bray	Behaviorist	09.01.23
	Natalie Cardillo	Music	09.01.25
	Mary Consol	Physical Education/Health	09.02.22
	Tara Cuneo	Spanish	09.01.23
	Christa Darakjy	Science	09.01.25
	Christine DiBrita	0.50 FTE Dance	11.12.24
	Alejandro Escobar	Special Education Social Studies	09.01.23
	Gary Fink	0.20 FTE Music	09.01.23
	Drew Forgash	Social Studies	09.01.25
	Michelle Gorman	Special Education	09.02.24
	Christina Jannone	Health and Physical Education	09.01.25
	Michael Kilcullen	Transition Coordinator	09.02.22
	Dana Kneis	Guidance Counselor	09.01.23
	Miles Luo	Biology Teacher	09.02.22
	Michael McDermott	Health/Physical Education	09.02.24
	Christine (McGovern) Salerno	Guidance Counselor	09.01.23
	Allison Mende	Physical Education/Health	09.02.22
	Gina Minichini	Special Education Mathematics	09.02.24
	Candace Mitola	Physical Education/Health	09.01.23
	Timothy Murtha	Business Education	09.02.22
	Carlin (O'Hagan) John	English	09.02.22
	Jennifer Raphaels	Social Studies	10.07.25
	Patrick Thurlow	Social Studies	09.02.24 ₈

Location	Staff Member	Assignment	Year - Tenure
	Laura Vargo	Guidance Counselor	09.01.25
	Ryan Van Treuren	Science	09.02.24
	Andrea Watson	Guidance Counselor	09.02.24
	John Wohner	STEAM/Technology & Innovation Teacher	09.02.22

Administrators

Location	Administrator	Assignment	Year - Tenure
District	Scott Bisig	School Business Administrator/Board Sec	12.20.23
	Michelle Fenwick	Director of Special Programs	08.23.23
	Julie-Anne Matthews	Supervisor of Elementary Education: English Language Arts and Social Studies	07.02.2.25
Ridge	Michael Piacenza	Principal	08.02.23
Travell	Brian Ross	Principal	07.22.24
GWMS	Michelle Melucci	Assistant Principal	09.02.25
	Timothy Monahan	Assistant Principal	08.03.23
RHS	David Bailey	Assistant Principal	07.05.22
	Jeffrey Nyhuis	Principal	07.03.23

Unaffiliated

Location	Staff Member	Assignment	Year - Tenure
Glen	Monica Algor	Registered Nurse	None
RHS	Susan Donovan	School Nurse/RN	None
Ed Center	Honor Friberg	Coordinator of Federal Grants & Standardized Testing	None
	Cindy Lora	Behaviorist Analyst (K-12)	None
	Erin McGuire	Behaviorist Analyst (K-12)	None

Secretaries

Location	Secretary	Assignment	Year - Tenure
Orchard Ridge	Kathleen Moran	Administrative Assistant to Principal	08.25.23
	Rebecca Burger (Ridge/Willard)	General Secretary	09.25.22
	Christine Moomjy	Administrative Assistant to Principal	05.05.25
Somerville	Ashley Chakonis	Administrative Assistant to Principal	04.15.24
	Erin Mannion	General Secretary	02.03.24
	Jaime (Okoszko) Faccone	Guidance Secretary/Child Study Team Secretary	09.02.24
Travell	Kimberly James	Administrative Assistant to Principal	12.18.22
Willard	Rebecca Burger (Ridge/Willard)	General Secretary	09.25.22
GWMS	Lindsey Barclay	CST/Guidance Secretary	08.20.22
RHS	Lynn Ardese	Lead Secretary Fine/Applied Arts	09.02.24
	Jacquelyn Altomare	Admin. Asst. Principal	09.01.23
	Rosanna Griffith	English/Social Studies Lead Sec.	12.19.22
	Laura Nuzzo	Library/Media Sec.	10.23.23
	Jaime (Okoszko) Faccone	Guidance Secretary/Child Study Team Secretary	09.02.25
	Nicole Wehmeyer	Math/Science Lead Secretary Sec.	12.19.22
Ed Center	Donna Gathright	Admin. Asst./ Conf. Secy HR	02.20.23
	Alexandra Paspalas	Admin. Asst. Business Office	07.21.24
	Judith Russo	Admin. Asst. Accounts Payable	07.09.23

2023-2024 Holiday Calendar

12 Month Employees

Tuesday, July 4, 2023	Independence Day
Monday, September 4, 2023	Labor Day
Monday, September 25, 2023	Yom Kippur
Thursday, November 9, 2023	NJEA Convention
Friday, November 10, 2023	NJEA Convention
Wednesday, November 22, 2023	Minimum Day - Education Center closes at 12:30 pm
Thursday, November 23, 2023	Thanksgiving Day
Friday, November 24, 2023	Thanksgiving Recess
Friday, December 22, 2023	Minimum Day - Education Center closes at 12:30 pm
Monday, December 25, 2023	Christmas Day
Tuesday, December 26, 2023	Christmas Eve (alternate)*
Friday, December 29, 2023	New Year's Eve (alternate)*
Monday, January 1, 2024	New Year's Day
Monday, January 15, 2024	Martin Luther King Jr. Day
Monday, February 19, 2024	President's Day
Friday, March 29, 2024	Good Friday
Wednesday, April 10, 2024	Eid-Al-Fitr Day
Monday, May 27, 2024	Memorial Day
Wednesday, June 19, 2024	Juneteenth

* As per the RAA Contract

Staff Member	From Location	From Assignment	To Location	To Assignment
Dolby, Luke	RHS	English	RHS	Grade Advisor
Kneis, Dana	RHS	GWMS	Guidance Counselor	Guidance Counselor
Nadi, Paola	BFMS	Grade 7 English	BFMS	Librarian/Media Specialist (pending issuances of Emergency Media Specialist Certification)
Porod, Leigh	Orchard Elementary	Grade 3	GWMS	Grade 6 English
Price, Megan	Orchard Elementary	Grade 2	Orchard Elementary	Librarian/Media Specialist (pending issuances of Emergency Media Specialist Certification)
Zlotkin, Amanda	Travell/Orchard/Somerville /Ridge/Haw/Willard Elementary Schools	Music	BFMS	Music



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

May 23, 2022

Regular Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 52307450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 523307450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- I. **CALL TO ORDER AND ROLL CALL** **Ms. Kwak**
- II. **FLAG SALUTE AND PLEDGE OF ALLEGIANCE** **Ms. Kwak**
- III. **OPENING STATEMENT BY PRESIDING OFFICER** **Ms. Kwak**
- IV. **PRESENTATIONS** **Dr. Gorman**

A. Student Representative Report

- Emily Grathwohl, Saige Rogers and Chloe Ten-Ami, George Washington Middle School

B. Resolution of Appreciation for Outgoing Ridgewood High School Student Representative

It is recommended that the Board approve the following resolution of appreciation in honor of Norah Train.

WHEREAS, Norah has served as the student representative to the Board of Education during the 2021-2022 school year; and

WHEREAS, It has been her responsibility to voice the student perspective to the Board at their public meetings and she has been diligent and conscientious in attending the Board of Education meetings; and

WHEREAS, Norah has conducted herself with poise and courtesy while listening attentively to many lengthy discussions pertaining to the governance of the school district; and

WHEREAS, Norah has presented thoughtful and informative reports to the Board of Education on issues and events at the high school; and

WHEREAS, Norah is a member of ClubexCELL, Mock Trial, and National Spanish Honor Society; and

WHEREAS, Norah is a student leader of the National Honor Society Chapter at RHS and RHS Ambassadors; and

WHEREAS, Norah co-founded the RHS College Club offering students the opportunity to connect with RHS alumni at various colleges; and

WHEREAS, Norah was selected as one of RHS' most promising student leaders, and participates in monthly leadership conferences; and

WHEREAS, Norah is the student liaison to the Ridgewood Education Foundation; and

WHEREAS, Norah will be attending Clemson Honors College in the fall to major in Criminal Justice and Anthropology, with a minor in Psychology; and

WHEREAS, Norah is recognized and appreciated for her genuine interest in the democratic process and her recognition of the importance of students as stakeholders in the district; and

WHEREAS Norah 's passion for this process elevated the role of the student representative on the Board, therefore, be it

RESOLVED, That the members of the Ridgewood Board of Education express their gratitude and appreciation to Norah Train for her service to the student body and Board of Education and send her their best wishes for success in all future endeavors; and be it further

RESOLVED, That this resolution be entered into the official minutes of the Board of Education meeting held on the 23rd day of May, 2022.

D. Introduction of New Ridgewood High School Student Representative

➤ Ava Martin

E. Student Representative Report

➤ Norah Train, Ridgewood High School

V. COMMENTS FROM THE PUBLIC

Ms. Kwak

VI. PRESENTATIONS

Dr. Gorman

A. Professional Development Training Guide for Board Members

➤ James Shoop, School Business Administrator (Ret.)

VII. SUPERINTENDENT REPORT

Dr. Gorman

VIII. CONSENT ITEMS: REGULAR AND ROUTINE ISSUES

Dr. Gorman

A. ATTENDANCE AT CONFERENCES

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on **Attachment A**.

B. ADMINISTRATION

i. Approval: Receipt of Suspensions and Harassment, Intimidation, and Bullying (HIB) Reports

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges it has received confidential information regarding suspensions and HIB reports that have occurred since the last Board meeting.

ii. Approval: Contract for the Manager of Human Resources

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following contract, effective July 1, 2022 through September 1, 2022.

- Ojetta Townes

The Board has received background information.

iii. **Approval: Contract for the Assistant Superintendent for Curriculum, Instruction and Assessment**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following contract, effective July 1, 2022 through June 30, 2023. This contract has been approved by the Executive County Superintendent as required by law.

- Stacie Poelstra

The Board has received background information.

iv. **Approval: Contract for the Business Administrator**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following contract, effective July 1, 2022 through June 30, 2023. This contract has been approved by the Executive County Superintendent as required by law.

- Scott Bisig

The Board has received background information.

v. **Approval: Appointment of Interim Superintendent**

The Ridgewood Board of Education, approves the appointment as listed below, effective July 1, 2022 through June 30, 2023. The contract has been approved by the Interim Executive County Superintendent as required by law, at a rate of \$860 per day.

- Dr. Leonard D. Fitts

Dr. Fitts credentials are as follows:

- Berlin Township Interim Superintendent, West Berlin, NJ, 2012-present
- Advisor-Excellence to Eminence, University of Pennsylvania, Philadelphia, Pennsylvania, 2009-2012
- Glassboro Public School District Interim Superintendent, Glassboro, NJ 2007-2009
- City of Camden Board of Education Interim Superintendent, Camden, NJ 1998-2000, 2006-2007
- Director of MSA Program/Advisor, Philadelphia, Pennsylvania, 2000-present
- Consultant - Drexel University, Mt. Laurel, NJ, 2000-present
- Interim Associate Dean Burlington County College, Mt. Holly, NJ, 2005-2006
- Charter School Director, Newark, NJ, 2001-2004
- Dean/Faculty School of Education, Newark, NJ, 2001-2004
- Dean/Faculty School of Education, Cheyney University of Pennsylvania, Cheyney, Pennsylvania, 1996-2000
- County Superintendent of Schools, Westfield, NJ, 1992-1996

- Superintendent of Schools, Penns Grove, NJ 1987-1992
- Assistant Superintendent, Atco, NJ, 1981-1987
- Director, Division of Special Services, Camden, NJ 1975-1981
- School Psychologist, Philadelphia, Pennsylvania 1971-1975
- Teaching Fellow, Philadelphia, Pennsylvania 1969-1971
- Administrator Equal Opportunity Programs, New York, NY 1968-1969
- Chief Guidance Counselor, Sparta, NJ 1967-1968
- Guidance Counselor, Sparta, Wisconsin 1966-1967
- National Defense Education Fellow, Boston Massachusetts 1965-1966
- Mathematics Coordinator and Associate Education Director, Tuskegee Institute, Alabama 1964-1965

Education:

- Ed.D., Educational Psychology, University of Pennsylvania
- M.B.A., Administration and Finance, Drexel University
- M.Ed., Administration and Counseling, Tuskegee University
- B.S., Science and Mathematics, Tuskegee University

Certifications:

- Diplomate - School Administration
- Diplomate - Vocational Knowledge
- National Register of Health Services Providers in Psychology
- Licensed Psychologist
- School Psychologist
- School Administrator
- Principal
- Supervisor
- Learning Disabilities Teacher Consultant
- School Psychologist
- Student Personnel Services
- Teacher of Mathematics
- Teacher of Science

vi. Approval: Continuation of Position of Student Representative to the Board

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the continuation of the position of student representative to the Board under the terms and conditions contained in Policy 0143.2, Pupil Representative to the Board of Education, as shown on **Attachment B**. The original proposal was approved on May 16, 1977. It is recommended that the student may leave at 10:00 p.m.

vii. Approval: Designation of Official Newspapers

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves The Record and The Ridgewood News as official newspapers for all legal advertisements and notices for the 2022-2023 school year.

viii. Approval: Appointment of Architect

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Ridgewood Board of Education requires the professional services of an Architect, and

WHEREAS, the nature of the services to be performed meet the definition of “professional services” set forth in the Public School Contract Law, and

WHEREAS, funds are available to obtain such professional services, and

WHEREAS, the Public School Contract Law N.J.S.A. 18A:18A-5 authorizes the awarding of contracts for professional services by resolution of the Board of Education without publicly advertised competitive bids;

ACCORDINGLY, the Ridgewood Board of Education at the public meeting held on May 23, 2022, authorizes the award of the following professional services appointment and contract:

That the firm of FKA Architects, Oakland, NJ, be appointed Board of Education Architect for the period July 1, 2022 through June 30, 2023, at fees negotiated for each individual project, and as per the rates listed on **Attachment C**, not to exceed \$50,000.

There is no increase in fee from the 2021-2022 school year.

This professional services contract is made and awarded without competitive bidding as the services will be rendered by persons experienced in the practice of a process requiring specialized knowledge and resources.

ix. Approval: Appointment of General Board Counsel

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Ridgewood Board of Education requires the professional services of Board Counsel, and

WHEREAS, the nature of the services to be performed meet the definition of “professional services” set forth in the Public School Contract Law, and

WHEREAS, funds are available to obtain such professional services, and

ACCORDINGLY, the Ridgewood Board of Education, at the public meeting held on May 23, 2022, authorizes the award of the following professional services appointment and contract:

Cleary, Giacobbe, Alfieri, & Jacobs LLC, Oakland, NJ, be appointed Board Counsel for the period July 1, 2022 through June 30, 2023, not to exceed \$125,000.

Hourly rates are as follows:

Partners and Counsel: \$175 per hour

Associates: \$165 per hour
All Law Clerks and Paralegals: \$90 per hour

There is a \$10 increase in the hourly fee for partners and counsel from the 2021-2022 school year.

This professional services contract is made and awarded without competitive bidding as the services will be rendered by the persons experienced in the practice of a process requiring specialized knowledge and resources.

x. Appointment of Bond Counsel

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Ridgewood Board of Education requires the professional services of Bond Counsel, and

WHEREAS, the nature of the services to be performed meet the definition of “professional services” set forth in the Public School Contract Law, and

WHEREAS, funds are available to obtain such professional services, and

ACCORDINGLY, the Ridgewood Board of Education, at the public meeting held on May 23, 2022, authorizes the award of the following professional services appointment and contract:

McManimon, Scotland, & Baumann, LLC, Roseland, NJ, be appointed Bond Counsel for the period July 1, 2022 through June 30, 2023, at the rate of \$215 per hour for attorney time and \$135 per hour for legal assistant time.

There is no increase in the hourly rate from the 2021-2022 school year.

This professional services contract is made and awarded without competitive bidding as the services will be rendered by the persons experienced in the practice of a process requiring specialized knowledge and resources.

xi. Appointment of Special Education Counsel

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Ridgewood Board of Education requires the professional services of Special Education Counsel, and

WHEREAS, the nature of the services to be performed meet the definition of “professional services” set forth in the Public School Contract Law, and

WHEREAS, funds are available to obtain such professional services, and

ACCORDINGLY, the Ridgewood Board of Education, at the public meeting held on May 23, 2022, authorizes the award of the following professional services appointment and contract:

That David B. Rubin, Esq., P.C., of David B. Rubin, P.C. and The Busch Law Group, Metuchen, NJ, be appointed Special Education Counsel for the period July 1, 2022 through June 30, 2023, at the rate of \$180 per hour, not to exceed \$110,000.

There is no increase in fee from the 2021-2022 school year.

These professional services contracts are made and awarded without competitive bidding as the services will be rendered by the persons experienced in the practice of a process requiring specialized knowledge and resources.

xii. Appointment of Conflict Special Education Counsel

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Ridgewood Board of Education requires the professional services of a Conflict Counsel for Special Education, and

WHEREAS, the nature of the services to be performed meet the definition of "professional services" set forth in the Public School Contract Law, and

WHEREAS, funds are available to obtain such professional services, and

ACCORDINGLY, the Ridgewood Board of Education, at the public meeting held on May 23, 2022, authorizes the award of the following professional services appointment and contract:

That Isabel Machado, Esq., of the Machado Law Group, Springfield, NJ, be appointed Conflict Counsel for Special Education for the period July 1, 2022 through June 30, 2023, at the rate of \$180 per hour, not to exceed \$25,000. There is no increase in fee from the 2021-2022 school year.

These professional services contracts are made and awarded without competitive bidding as the services will be rendered by the persons experienced in the practice of a process requiring specialized knowledge and resources.

xiii. Appointment of Continuing Disclosure Agent and Independent Registered Municipal Advisor of Record for the 2022-2023 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of Phoenix Advisors, LLC as the Continuing Disclosure Agent and Independent Registered Municipal Advisor of Record for the 2022-2023 School Year, at a base fee of \$1,100 and \$450 per issue set-up charge, discounted to \$200 if Phoenix Advisors serves as Municipal Advisor on the transaction.

There is a \$100 increase in the base fee from the 2021-2022 school year.

xiv. Appointment of Financial Advisor

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Ridgewood Board of Education requires the professional services of a Financial Advisor to advise the Board in connection with the issuance of Bonds and Notes and other matters relating to Fiscal Management, and

WHEREAS, the nature of the services to be performed meet the definition of “professional services” set forth in the Public School Contract Law, and

WHEREAS, funds are available to obtain such professional services, and

ACCORDINGLY, the Ridgewood Board of Education, at the public meeting held on May 23, 2022, authorizes the award of the following professional services appointment and contract:

That Phoenix Advisors LLC, 625 Farnsworth Avenue, Bordentown, NJ, be appointed Financial Advisor for the period July 1, 2022 through June 30, 2023 at the following compensation:

For Debt Issuance Advisory Services:

Bond Issuance

\$0.75 per \$1,000 of Bonds Issued, Minimum of \$12,500

No Additional Charge for Out of Pocket Expenses Fees are contingent upon a closing of the Bonds

Note Issuance

\$1,500 plus \$0.20 per \$1,000 issued

For Lease Financing Services

\$2,500 per Lease Financing up to \$1,000,000 Financed

\$3,500 per Lease Financing over \$1,000,000 Financed

There is one increase in fee 2021-2022 school year of \$500 for lease financing.

These professional services contracts are made and awarded without competitive bidding as the services will be rendered by the persons experienced in the practice of a process requiring specialized knowledge and resources.

xv. Approval: Consulting Agreement with IMAC Insurance Management & Consulting

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves a consulting agreement with IMAC Insurance Management & Consulting as the district Health Benefits Broker of Record, for the period October 1, 2022 through September 30, 2023, in the amount of \$29,500. There is no increase in fee from the 2021-2022 school year.

The Board has received background information.

xvi. Appointment of Board Secretary

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of Scott Bisig as Secretary to the Ridgewood Board of Education for the period July 1, 2022 through June 30, 2023.

xvii. Approval: Appointment of Qualified Purchasing Agent

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of Scott Bisig as the Qualified Purchasing Agent for the Ridgewood Public Schools, effective July 1, 2022 through June 30, 2023 in accordance with N.J.A.C. 5:35-5 et. seq.

xviii. Appointment of Public Agency Compliance Officer

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Board Secretary as the Public Agency Compliance Officer for the period July 1, 2022 through June 30, 2023.

xix. Approval: Open Public Meetings Act

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the Open Public Meetings Act as follows:

Section 1. Except as provided in Section 7b of the Act, all meetings of the Board shall be open to the public at all times.

Section 2. At every Regular Public Meeting, the public may actively participate during the time or times designated for that purpose in Order of Business and the Board might take formal action.

Section 3. At every meeting, the public may participate or be heard subject to the rules outlined in Policy #0162 of the Board, as shown on **Attachment D**.

Section 4. All public meetings, as set forth in the Annual Meeting Schedule below, shall be held in the designated location as indicated below. All meetings will be held on Mondays at 7:00 p.m., unless noted.

Official action may be taken at any public meeting to hold an executive session to handle matters which by law may be discussed in closed session. Such matters include negotiations, personnel, security, real estate, litigation, investments, residency hearings, and Harassment, Intimidation, and Bullying hearings.

The Board may take action in public session at any meeting scheduled as a public meeting for executive session.

Public comments are permitted at the beginning of the meeting and just prior to adjournment. At the discretion of the presiding officer, public comments may be permitted at other times.

All Regular Public Meetings will be aired live on television, Optimum Channel 77 and

FIOS Channel 33, and streamed via the “Link in Live” tab on the district website at www.ridgewood.k12.nj.us.

Executive Sessions will be held before the scheduled Regular Public Meetings at 5:00 p.m., 5:30 p.m., 6:00 p.m., or 6:30 p.m. if necessary. *Based upon updates made to the Governor’s Executive Order 104 citing the CDC’s recommendations for cancellation or postponement of public gatherings, the Regular Public Meetings may be held utilizing videoconferencing or at the Education Center.*

July 25, 2022 *5:00 p.m. start time	Regular Public Meeting	Ed Center
August 29, 2022 *5:00 p.m. start time	Regular Public Meeting	Ed Center
September 12, 2022	Regular Public Meeting	Ed Center
September 19, 2022	Regular Public Meeting	Ed Center
October 3, 2022	Regular Public Meeting	Ed Center
October 17, 2022	Regular Public Meeting	Ed Center
November 7, 2022	Regular Public Meeting	Ed Center
November 21, 2022	Regular Public Meeting	Ed Center
December 5, 2022	Regular Public Meeting	Ed Center
December 19, 2022	Regular Public Meeting	Ed Center
January 9, 2023	Regular Public Meeting	Ed Center
January 23, 2023	Regular Public Meeting	Ed Center
February 13, 2023	Regular Public Meeting	Ed Center
March 6, 2023	Regular Public Meeting	Ed Center
March 20, 2023	Regular Public Meeting	Ed Center
April 17, 2023	Regular Public Meeting	Ed Center
May 8, 2023	Regular Public Meeting	Ed Center
May 22, 2023	Regular Public Meeting	Ed Center
June 12, 2023	Regular Public Meeting	Ed Center
June 26, 2023 *5:00 p.m. start time	Regular Public Meeting	Ed Center

Section 5. Within 7 days following the adoption of this resolution and any revising or modifying resolution,

- a. A copy shall be filed with the Ridgewood Public Library.
- b. A copy shall be mailed to The Record and The Ridgewood News.
- c. A copy shall be filed with the Village Clerk of the Village of Ridgewood.

xx. Approval: District Organization Chart

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the District Organization Chart as listed on **Attachment E**.

xxi. Appointment: Affirmative Action Officer

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Superintendent of Schools as the Affirmative Action Officer for the Ridgewood Public Schools for the 2022-2023 school year.

xxii. Appointment: Equal Education Officers

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Equal Education Officers for the Ridgewood Public Schools for the 2021-2022 school year, as follows:

- tbd, elementary schools
- tbd, middle schools
- Meredith Yannone, high school

xxiii. Appointment: Title II ADA/Section 504 Coordinator

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Director of Special Programs as the Title II ADA/Section 504 Coordinator for the Ridgewood Public Schools for the 2022-2023 school year.

xxiv. Appointment: Homeless Children Liaison

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Director of Special Programs as the Homeless Children Liaison for the Ridgewood Public Schools for the 2022-2023 school year.

xxv. Appointments: Civil Rights Coordinators for the 2022-2023 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the Coordinators for the 2022-2023 school year, as listed below:

- Title IX: Manager of Human Resources
- Title IX: Student Athletic Issues: Athletic Director
- Title IX: Student Curricular Issues: Director of Special Programs
- Employee Disabilities Issues (Americans with Disabilities Act): Manager of Human Resources

xxvi. Appointment: Asbestos Hazard Emergency Response Act (AHERA) Coordinator

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Manager of Maintenance & Custodial Services as the AHERA Coordinator for the 2022-2023 school year.

xxvii. Appointment: Chemical Hygiene Officer

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Supervisor of Science as the Chemical Hygiene Officer for the 2022-2023 school year.

xxviii. Appointment: Custodian of Records

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Business Administrator/Board Secretary and the Manager of Human Resources as Custodians of Records for the Ridgewood Public Schools for the 2022-2023 school year.

xxix. Appointment: Data Coordinator

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of Georgia Abrunzo as the Data Coordinator for the 2022-2023 school year.

xxx. Appointment: Indoor Air Quality Designee

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Manager of Maintenance & Custodial Services as the Indoor Air Quality Designee for the 2022-2023 school year.

xxxi. Appointment: Integrated Pest Management Coordinator

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Manager of Maintenance & Custodial Services as the Integrated Pest Management Coordinator for the 2022-2023 school year.

xxxii. Appointment: Right to Know Officer

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Manager of Maintenance & Custodial Services as the Right to Know Officer for the 2022-2023 school year.

xxxiii. Appointment: School Safety Specialist

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the School Safety Security Officer as the School Safety Specialist for the 2022-2023 school year.

xxxiv. Appointment: Substance Awareness Coordinator

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Supervisor of Wellness as the Substance Awareness Coordinator for the 2022- 2023 school year.

xxxv. Appointment: Toxic Hazard Preparedness Officer

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Manager of Maintenance & Custodial Services as the Toxic Hazard Preparedness Officer for the 2022-2023 school year.

xxxvi. Approval: Authorization for the Superintendent to Hire Employees During the Summer Months

The Ridgewood Board of Education, upon the recommendation of the Superintendent

of Schools, approves the authorization for the Superintendent to hire employees during the summer months for existing positions with the approval of two Board members.

xxxvii. Approval: Continuation of Insurance Broker of Record for Property/Casualty Insurance and Risk Manager

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the continuation of The Burton Agency, Westwood, NJ, to be the insurance broker of record for property/casualty insurance and risk manager for the period July 1, 2022 through June 30, 2023.

The Board has received background information.

xxxviii. Approval: Renewal for Student Accident Insurance through Bob McClosky Insurance

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the renewal for student accident insurance through Bob McClosky Insurance for the period August 1, 2022 through August 1, 2023.

The Board has received background information.

C. CURRICULUM & INSTRUCTION

i. Approval: Field Trips

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment F**.

ii. Approval: School Transition and Employment Program for SAIL/RISe/STEPSS

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips within the Village of Ridgewood for the purpose of community based instruction and internships for students in the SAIL/RISe/STEPSS program for the 2022-2023 school year. Any opportunities that require transportation will be submitted for Board approval.

iii. Approval: Existing Curriculum for the 2022-2023 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

Resolved, that the Board of Education does hereby approve continuation of existing curriculum for high school, and middle schools' Program of Studies, and existing elementary curriculum, as per the courses of study listed on <https://sites.google.com/ridgewood.k12.nj.us/2022-2023programofstudieswebpa/home?authuser=0> and **Attachment G**, for the 2022-2023 school year, in accordance with N.J.S.A. 18A:33-1 and the Thorough and Efficient requirements; and be it further

Resolved that the curriculum may be modified on the recommendation of the Superintendent of Schools and the approval of the Board of Education.

iv. Approval: Textbooks for the 2022-2023 School Year

The Ridgewood Board of Education, upon the recommendation of the

Superintendent of Schools, resolved, that the Board of Education approves the list of new textbooks as listed on **Attachment H**, for the 2022-2023 school year, in accordance with N.J.S.A 18A:33-1 and the Thorough & Efficient Education requirements; and be it further

Resolved, that the textbook list may be modified on the recommendation of the Superintendent of Schools and the approval of the Board of Education.

v. Approval: Renewal of District Membership in the TMI Professional Learning Consortium for the 2022-2023 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the renewal of the district membership in the TMI Professional Learning Consortium for the 2022-2023 school year, in the amount of \$5,450. There is a \$500 increase from the 2021-2022 school year.

The Board has received background information.

vi. Approval: 2022 New Players Summer Program

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2022 New Players Summer Program, an intensive theater experience for students in Grades 4 through 12. The program will run June 27, 2022 through July 30, 2022. The Senior Company, a group of over 50 high school students, will produce two plays and a musical production.

The Junior Company, a group of up to 90 students in Grades 4 through 8, will produce original plays commissioned from New Players Alumni.

In addition, the Summer New Players Program provides employment for 25-30 students who work as lighting and set technicians, costume and sound assistants, and directors for the Junior Company.

This is a tuition-based program.

vii. Approval: 2022 Elementary Summer Enrichment Program

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2022 Elementary Summer Enrichment Program (Summer Adventure 2022) for Pre-Kindergarten through Grade 5 students. Classes to be offered include reading, writing, mathematics, science, children's theater, dance, computers, cooking, sporting activities, art and more.

The program will run five days a week from 8:30 a.m. to 3:00 p.m. for six weeks, June 27, 2022 through August 5, 2022, at Ridge School. There will be three sessions: each session is two weeks in duration.

The program is offered through the Ridgewood Community School. This is a tuition-based program.

viii. Approval: 2022 Middle School and High School Summer Enrichment Program (Ridgewood Summer Academies)

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2022 Middle School and High School Summer Enrichment Program (Ridgewood Summer Academies 2022) for Grades 6-12 students. Classes to be offered include language arts, mathematics, science, computer science, coding, art, business finance and more.

The program will run four days per week, (Monday -Thursday) from 8:30 a.m. to 3:30 p.m. for six weeks, June 27, 2022 through August 4, 2022, at Ridgewood High School. There will be three sessions: each session is two weeks in duration.

The program is offered through the Ridgewood Community School. This is a tuition-based program.

ix. Approval: 2022 Middle School Grades 6-8 Enrichment Summer Program

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2022 Middle School Enrichment Summer Program for students currently in Grades 6 through 8 in a special education program during the school year at BFMS and GWMS.

The program will run four days a week (Tuesday-Friday) from 8:30 am to 11:30 pm, for four weeks, June 28, 2022 through July 22, 2022.

This program will be held at Ridgewood High School and is tuition free.

x. Approval: 2022 Preschool Special Needs Summer Program

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2022 Preschool Special Needs Summer Program for students currently in the Preschool Special Needs Program.

The summer program will be held four hours per day, from 9:00 a.m. to 1:00 p.m., five days per week, for four weeks, from June 27, 2022 through July 22, 2022.

The program will be held at Glen School and is tuition free.

xi. Approval: 2022 Elementary K-5 Special Needs Summer Program

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2021 Elementary K-5 Special Needs Summer Program for students currently in Kindergarten through Grade 5.

The summer program will meet from 8:30 a.m. to 11:30 a.m., five days per week, for four weeks, June 27, 2022 through July 22, 2022.

This program will be held at Glen School and is tuition free.

xii. Approval: 2022 Middle School Grades 6-8 Special Needs Summer Program

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2022 Middle School Grades 6-8 Special Needs Summer Program for students currently in Grades 6 through 8 in self-contained programs during the school year at Benjamin Franklin and George Washington Middle Schools.

The summer program will meet at Ridgewood High School School from 8:30 a.m. to 11:30 a.m., five days per week, for four weeks, June 27, 2022 through July 22, 2022.

This program will be held at Ridgewood High School and is tuition free.

xiii. Approval: 2022 Grades K-8 Social Emotional Learning Summer Program

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2022 Grades K-8 Social Emotional Learning Program for students currently in Grades Kindergarten through 8.

The summer program will meet at Ridge School (grades K-5) and Ridgewood High School (Grades 6-8) from 8:30 a.m. to 11:30 a.m., five days per week, for four weeks, June 27, 2022 through July 22, 2022.

This program is tuition free.

xiv. Approval: 2022 Summer RISE Program/SAIL Program

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2021 Summer RISE Program/SAIL Program for students who are currently in the RISE Program/SAIL Program.

Classes for the Pre-K RED RISE program will meet at Glen School, five days per week, from 9:00 a.m. to 2:00 p.m., for six weeks, June 27, 2022 through August 5, 2022.

Classes for the elementary ABA RISE program will meet at Glen School, five days per week, from 8:30 a.m. to 1:30 p.m., for six weeks, June 27, 2022 through August 5, 2022.

Classes for the elementary SAIL program will meet at Glen School, five days per week, from 8:30 a.m. to 12:30 p.m., for five weeks, June 27, 2022 through July 29, 2022.

Classes for the middle school SAIL program will meet at Ridgewood High School, five days per week, from 8:30 a.m. to 12:30 p.m. for five weeks, June 27, 2022 through July 29, 2022.

Classes for the middle school RISE program will meet at Ridgewood High School, five days per week, from 8:30 a.m. to 1:30 p.m., for six weeks, June 27, 2022 through August 5, 2022.

Classes for the high school RISE program will meet at Ridgewood High School, five days per week, from 8:30 a.m. to 1:30 p.m. for six weeks, June 27, 2022 through August 5, 2022.

These programs are tuition free.

xv. Approval: 2022 Multisensory Reading Program

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2022 Multisensory Reading Program.

Classes for the K-5 Multisensory Reading Program will meet at Ridge School, four days per week (1.25 hours each session/per student), Monday through Thursday, from 9:15 a.m. to 12:00 p.m., for four weeks, June 27, 2022 through July 21, 2022.

Classes for the 6-12 Multisensory Reading Program will meet at Ridgewood High School, four days per week (1.25 hours each session/per student), Monday through Thursday, from 9:15 a.m. – 12:00 p.m., for four weeks, June 27, 2022 through July 21, 2022.

The program is tuition free.

xvi. Approval: 2022 Summer PERL Program

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2022 Summer PERL Program for students who are currently in the PERL Program.

Classes for the elementary PERL program will meet at Ridgewood High School, five days per week, from 8:30 a.m. to 11:30 a.m., for five weeks, June 27, 2022 through July 29, 2022.

The programs are tuition free.

xvii. Approval: 2022 Summer STEPSS (18-21) Program

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2022 STEPSS Program for students who are currently in the STEPSS Program.

Classes for the STEPSS program will meet at Ridgewood High School (week 1 only) and Oak Street (weeks 2-5), five days per week, from 8:30 a.m. to 12:30 p.m., for five weeks, June 27, 2022 through July 29, 2022.

The program is tuition free.

xviii. Approval: Agreement with ABA Clinic, LLC

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with ABA Clinic, LLC for the delivery of Applied Behavior Analysis services or the consultation regarding maintenance and delivery of ABA technologies through Extended School Year Services for STEPSS and PERL for the period June 27, 2022 through August 5, 2022 at the sum of \$105.00 per hour, up to 25 hours per week of BCBA Consultation Services through ESY Programming.

The Board has received background information.

xix. Approval: Service Agreement with CarePlus New Jersey

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves a service agreement with CarePlus New Jersey to provide school-based counseling and related behavioral healthcare services, at the high school

and middle schools, in the amount of \$225,000 for the period September 2022 through June 2023. There is a \$25,000 increase since the 2021-2022 school year.

The Board has received background information.

xx. Approval: Renewal of the Software Licensing Agreement with Rubicon, International for the Atlas Curriculum Management System

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the renewal of the software licensing agreement with Rubicon, International, for the Atlas Curriculum Management System for the period July 1, 2022 through June 30, 2025, in the total amount of \$62,106.

The Board has received background information.

D. HUMAN RESOURCES

i. Revision: Ridgewood Public Schools Salary List for the 2022-2023 School Year, approved by the Board at its meeting May 9, 2022

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the Ridgewood Public Schools Salary List for all known positions and staffing as of May 9, 2022 for the 2022-2023 school year.

DeSIMONE, Angelo - Treasury of Monies, Education Center, effective July 1, 2022 through June 30, 2023.

From: \$5,243

To: \$5,120

Account #11-000-230-104-00-45-019-000

KARAN, Elizabeth - Science Teacher, Ridgewood High School, effective September 1, 2022 through June 30, 2023.

From: \$123,512 (\$123,212 + \$300 CP)

Cl. DR, St. 19

To: \$125,012 (\$123,212 + \$300 CP + \$1,500 longevity)

Cl. DR, St. 19

Account #11-140-100-101-02-10-019-000

YANKUS, Wayne - School Physician, District, effective September 1, 2022 through June 30, 2023.

From: \$27,263

To: \$26,624

Account #11-000-213-104-00-00-019-000

ii. **Approval: Reaffirmation of Existing Job Descriptions for the 2022-2023 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the reaffirmation of existing job descriptions for the 2022-2023 school year.

iii. **2021-2022 Teacher Recognition Nominees**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following nominees for the 2021-2022 Teacher Recognition Program.

Educational Services Professional	Lindsay Mitchell
Glen Elementary School	Jennifer Osenbruck
Hawes Elementary School	Kristen Bodart
Orchard Elementary School	Nicole Redfern
Ridge Elementary School	Elyse Mager
Somerville Elementary School	Donna Merhige-Petrick
Travell Elementary School	Kim Casey
Willard Elementary School	Tracy Ward
Benjamin Franklin Middle School	Jason Ordini
George Washington Middle School	Andrew Couch
Ridgewood High School	Ashley Pollitt

The members of the panel which reviewed and approved the nominations were Ms. Mary Micale, Ms. Val Auyeung, Mr. Todd Rothman, Mr. Mark Ferreri, Ms. Jeannie O'Neill, Ms. Amber Nizza, Mr. Jerome Ong, Ms. Nancy Reilly and Ms. Ojetta Townes, Facilitator. The Ridgewood Teacher Recognition Award Reception will be held at the Benjamin Franklin Middle School Auditorium on Tuesday, June 14, 2022 at 7:00 pm for the award recipients, their families, school parents, teachers and friends. Each of the award recipients will receive a stipend of \$500 (\$250 awarded by the individual Home and School Association and \$250 by the Board) for use in their classrooms next year.

iv. **Appointments**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if

required.

Administrators

ONEMBO, Ashley - Supervisor of Mathematics & Computers Science, Ridgewood High School, effective August 8, 2022, or as soon after as possible, through June 30, 2023, pending verification of employment as outlined by Chapter 5.

Ms. Onembo's credentials are as follows:

- Mathematics Coordinator, Valley Middle School, Oakland, NJ, September 2015 to present
- Mathematics Teacher, Valley Middle School, Oakland, NJ, September 2012 to present
- Board of Education - Trustee, Ringwood School District, Ringwood, NJ, January 2014 to January 2017
- A+ Educators, June 2011 to June 2013
- Mathematics/Science Teacher, Assumption Academy, Emerson, NJ, September 2010 to June 2012

Education:

- William Paterson University, Master of Education, Educational Leadership, and Professional Studies, May 2020
- William Paterson University, Supervisory Endorsement, May 2015
- Quinnipiac University, Master's Degree, Elementary Education and Cross-endorsement in Secondary Education, May 2010
- Quinnipiac University, Bachelor of Arts, Mathematics, May 2009

Possesses the following New Jersey Standard Certificates:

- Supervisor
- Teacher of Mathematics
- Elementary School Teacher in Grades K-6

Possesses the following New Jersey Certificate of Eligibility

- Principal

Salary: \$120,000 pro-rated

Account #11-000-221-102-00-22-019-000

SMITH, Daimian - Manager of Custodial and Maintenance Services, effective July 1, 2022 through June 30, 2023.

Mr. Smith's credentials are as follows:

- District General Manager, Aramark, 2020 to present
- High School Building Manager, Aramark, 2016 to 2020
- Head Custodian, Aramack, 2015 to 2016
- Lead Custodian/Custodian, GCA, 2013 to 2015

Education and Training:

- Rutgers University, Certified Education Facility Manager, pending completion as of November 2022
- Associate Degree in Graphic Design, Passaic County Community College, pending completion as of May 2023
- Edna Manley College, Certificated Graphic Art Course II, December 2011
- Clantorft Institute for Continuing Education, December 2006
- Holmwood Technical High School, General Studies

Certification/Achievements:

- Maroon Excellence Award
- Achieved 100% in an inspection done by outside company
- Maintained over 90% standard district wide
- High School Diploma

Salary: \$105,000

Account #11-000-261-104-00-42-019-000

Teachers

ALPAUGH, Kristen - Guidance Counselor (tenure track), Ridgewood High School, effective September 1, 2022 through June 30, 2023. Ms. Alpaugh possesses a NJDOE Standard Certificate as a School Counselor.

Salary: \$77,005 (\$71,967 + \$5,038 ratio)
Cl. MA, St. 4

Account #11-000-218-104-00-10-019-000

AUER, Stephanie - Fifth Grade Teacher (tenure track), Orchard Elementary School, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5. Ms. Auer possesses a NJDOE Standard Certificate as an Elementary School Teacher in Grades K-5.

Salary: \$70,967
Cl. MA, St. 3

Account #11-120-100-101-09-03-019-000

BURKETT, Jessica - First Grade Teacher (tenure track), Orchard Elementary School, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5. Ms. Burkett possesses a NJDOE Certificate of Eligibility with Advanced Standing as an Elementary School Teacher in Grades K-6. Ms. Burkett will be registered into the NJDOE Provisional Teacher Program.

Salary: \$70,967
Cl. MA, St. 3

Account #11-120-100-101-09-03-019-000

CHUA, Kelly - Leave of Absence Replacement Learning Disabilities Teacher-Consultant (non-tenure track), Travell Elementary School, effective September 1, 2022 through June 30, 2023. Ms. Chua possesses a NJDOE Standard Learning Disabilities Teacher-Consultant Certification.

Salary: \$62,867
Cl. BA, St. 1

Account #11-000-219-104-00-06-019-000

DONOVAN, Jennifer - Special Education Teacher (tenure track), Ridgewood High School, effective September 1, 2022 through June 30, 2023. Ms. Donovan possesses a NJDOE Standard Certificate as a Teacher of the Handicapped.

Salary: \$70,467
Cl. MA, St. 2

Account #11-213-100-101-00-10-019-000

FANELLI, Alyssa - Mathematics Teacher (tenure track), Ridgewood High School, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5. Ms. Fanelli possesses a NJDOE Standard Certificate as a Teacher of Mathematics.

Salary: \$63,367
Cl. BA, St. 2

Account #11-140-100-101-01-10-019-000

GARLASCO, Casey - Chemistry Teacher (tenure track), Ridgewood High School, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5. Ms. Garlasco possesses a NJDOE Standard Certificate as a Teacher of Chemistry.

Salary: \$77,417
Cl. MA, St. 7

Account #11-140-100-101-02-10-019-000

GREENBERG, Abigail - Music Teacher (tenure track), George Washington Middle School, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5. Ms. Greenberg is pending issuance of an NJDOE Certificate of Eligibility with Advanced Standing as a Teacher of Music.

Salary: \$62,867
Cl. BA, St. 1

Account # 11-130-100-101-04-09-019-000

LIGNOS, Ashley - Sixth Grade Mathematics Teacher (tenure track), Benjamin Franklin Middle School, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5. Ms. Lignos possesses a NJDOE Standard Certificate as a Elementary School Teacher in Grades K-6 and Elementary School Teacher with Mathematics Specialization: in Grades 5-8.

Salary: \$63,867
Cl. BA, St. 3

Account #11-130-100-101-01-08-019-000

LINTNER, Jessica - Second Grade Teacher (tenure track), Orchard Elementary School, effective September 1, 2022 through June 30, 2023. Ms. Lintner possesses a NJDOE Standard Certificate as an Elementary School Teacher in Grades K-6.

Salary: \$70,467
Cl. MA, St. 2

Account #11-120-100-101-09-03-019-000

McKEARY, Julieann - Seventh Grade Science Teacher (tenure track), George Washington Middle School, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5. Ms. McKeary possesses a NJDOE Standard Certificate as an Elementary School Teacher with Mathematics Specialization: in Grades 5-8, Elementary School with Subject Matter Specialization: Science in Grades 5-8, Teacher of Students with Disabilities, and Elementary School Teacher in Grades K-6.

Salary: \$70,967
Cl. MA, St. 3

Account #11-130-100-101-02-09-019-000

POLICELLI, Amy - American Sign Language Teacher (tenure track), Ridgewood High School, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5. Ms. Policelli possesses a NJDOE Standard Certificate as a Teacher of American Sign Language.

Salary: \$74,917
Cl. BA, St. 9

Account #11-140-100-101-07-10-019-000

POWELL, Renee - Elective Teacher (tenure track), Benjamin Franklin Middle School, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5. Ms. Powell possesses a NJDOE Standard Certificate as a Elementary School Teacher with Mathematics Specialization: in Grades 5-8, Elementary School Teacher with Language Arts Specialization: in Grades 5-8 and Elementary School Teacher Grades K-5.

Salary: \$81,177
Cl. MA+45, St. 5

Account #11-130-100-101-03-08-019-000
Account #11-130-100-101-08-08-019-000

TANELLA, Annalyn - Sixth Grade Mathematics Teacher (tenure track), Benjamin Franklin Middle School, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5. Ms. Tanella possesses a NJDOE Standard Certificate as a Teacher of Mathematics.

Salary: \$70,467
Cl. MA, St. 2

Account #11-130-100-101-01-08-019-000

WOLMAN, Andie - Third Grade Teacher (tenure track), Ridge School, effective September 1, 2022 through June 30, 2023. Ms. Wolman possesses a Provisional Certificate as an Elementary School Teacher in Grades K-6 and Teacher of Students with Disabilities.

Salary: \$70,467
Cl. MA, St. 2

Account #11-120-100-101-09-04-019-000

WOODS, Jamie - Fourth Grade Teacher (tenure track), Orchard Elementary School, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5. Ms. Woods is pending issuance of a NJDOE Certificate of Eligibility with Advanced Standing as an Elementary School Teacher in Grades K-6 and a Teacher of Students with Disabilities. Ms. Woods will be registered into the NJDOE Provisional Teacher Program.

Salary: \$67,017
Cl. BA+30, St. 1

Account #11-120-100-101-09-03-019-000

Secretary

DeLUCCA, Brienne - General Secretary, Travell Elementary School, effective September 1, 2022 through June 30, 2023.

Salary: \$40,811
Cl. AS10, St. 3

Account #11-000-240-105-00-06-019-000

Long-term Substitute

SALADINO, Joshua* - Special Education Teacher, George Washington Middle School, effective May 18, 2022 through June 30, 2022, at a daily rate of \$150, until the assignment ends. Mr. Saladino possesses a NJDOE Standard Certificate as a Teacher of Social Studies and Certificate of Eligibility as a Teacher of Student with Disabilities.

Account #11-213-100-101-00-09-019-000

Field Placements

BERKNER, Krya - Dominican College, Physical Therapy Clinical Intern, to shadow Jessica Vasquez, District, effective September 6, 2022 through December 9, 2022.

MONNERAT, Brian* - Felician University, Clinical Practice I & II, to shadow Thomas Harney, Special Education Teacher, Hawes Elementary School, effective September 6, 2022 through December 16, 2022.

SEIDERS, Kaylee - Felician University, field experience, to shadow Casey Gidich, Fourth Grade Teacher, Ridge Elementary School, effective September 12, 2022 through December 9, 2022.

Additional: Classroom/Lunchroom Aides for the 2021-2022 School Year

MERHIGE, Marguerite - Lunchroom Aide, Ridge Elementary School, effective May 24, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account #11-000-262-107-00-04-004-001

SCHLETT, Scott - Lunchroom Aide, Ridge Elementary School, effective May 24, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

Account #11-000-262-107-00-04-004-001

WOOD, Noah* - Applied Behavior Analyst Aide (ABA), Glen Elementary School, effective May 24, 2022, or as soon after as possible, through June 22, 2022, 5.75 hours per day, 5 days per week, at an hourly rate of \$21.23.

Account #11-212-100-106-00-01-024-001

Additional: Home Instructors, on an as-needed basis, for the 2021-2022 School Year

George Washington Middle School

- **Tolve, Laura**, Special Education Teacher, at an hourly rate of \$60.32.

Account #11-219-100-101-00-24-024-001

***Related to staff member**

v. **Change of Assignments for the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 school year, as listed below.

Revision: BARKER, Barbara - **from** 1.0 FTE Spanish Teacher, Ridgewood High School, **to** 1.20 FTE Spanish Teacher, Ridgewood High School, **from** effective March 31, 2022 through April 1, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 23, 2022, subject to change, approved by the Board at its meeting of April 25, 2022, **to** effective March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 23, 2022.

From: \$106,482 (\$104,982 + \$1,500 longevity)

Cl. MA, St. 18

To: \$127,478 (\$125,978 + \$1,500 longevity)

Cl. MA, St. 18 (March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022)

To: \$148,475 (\$146,975+ \$1,500 longevity)

Cl. MA, St. 18 (April 25, 2022 through June 23, 2022)

Account #11-140-100-101-07-10-019-000

Revision: CUELLAR, Angelica - **from** 1.0 FTE Spanish Teacher, Ridgewood High School, **to** 1.20 FTE Spanish Teacher, Ridgewood High School, **from** effective March 31, 2022 through April 1, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 23, 2022, subject to change, approved by the Board at its meeting of April 25, 2022, **to** effective March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 23, 2022.

From: \$79,267

Cl. BA, St. 13

To: \$95,120

Cl. BA, St. 13 (March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022)

To: \$110,974

Cl. BA, St. 13 (April 25, 2022 through June 23, 2022)

Account #11-140-100-101-07-10-019-000

ELIZONDO-FALLAS, Sofia - **from** Aide (High School/College), Infant/Toddler Development Center, **to** Teacher Assistant, Step I, Infant/Toddler Development Center, effective May 11, 2022 through June 30, 2022, 8 hours per day, 5 days per week.

From: \$12.00 per hour

To: \$15.00 per hour

Account #62-990-100-106-000-62-060-001

Revision: FINUCANE, Melissa - **from** 1.0 FTE Education Specialist Teacher, Travell Elementary School, **to** 1.0 FTE Education Specialist Teacher and .20 FTE Resource Room Teacher, Travell Elementary School, **from** effective March 28, 2022 through May 11, 2022, approved by the Board at its meeting April 4, 2022, **to** effective March 28, 2022 through June 30, 2022.

From: \$111,612 (\$111,312 + \$300 CP)

Cl. MA+30, St. 18

To: \$133,874 (\$133,574 + \$300 CP)

Cl. MA+30, St. 18

Account #11-230-100-101-00-06-019-000

Revision: GALASSO, Patricia - **from** 1.0 FTE Spanish Teacher, Ridgewood High School, **to** 1.20 FTE Spanish Teacher, Ridgewood High School, **from** effective March 31, 2022 through April 1, 2022, and April 18, 2022 through June 23, 2022, subject to change, approved by the Board at its meeting on April 25, 2022, **to** effective March 31, 2022 through April 5, 2022, and April 18, 2022 through June 23, 2022.

From: \$76,417

Cl. BA, St. 12

To: \$91,700

Cl. BA, St. 12

Account #11-140-100-101-07-10-019-000

MACOLINO, Nadine - Secretary, Glen Elementary School, effective September 1, 2022 through June 30, 2022.

From: \$47,696

Cl. AA10, St. 8

To: \$52,283

Cl. AA11, St. 8

Account #11-000-219-105-00-01-019-000

Revision: OJEA, Christal - **from** 1.0 FTE Spanish Teacher, Ridgewood High School, **to** 1.20 FTE Spanish Teacher, Ridgewood High School, **from** effective March 31, 2022 through April 1, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 23, 2022, subject to change, approved by the Board at its meeting of April 25, 2022, **to** effective March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 23, 2022.

From: \$71,317

Cl. BA, St. 9

To: \$85,580

Cl. BA, St. 9 (March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022)

To: \$99,844

Cl. BA, St. 9 (April 25, 2022 through June 23, 2022)

Account #11-140-100-101-07-10-019-000

Revision: PURRINOS, Damary - **from** 1.0 FTE Spanish Teacher, Ridgewood High School, **to** 1.20 FTE Spanish Teacher, Ridgewood High School, **from** effective March 31, 2022 through April 1, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 23, 2022, subject to change, approved by the Board at its meeting of April 25, 2022, **to** effective March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 23, 2022.

From: \$116,432 (\$114,632 + \$300 CP + \$1,500 longevity)

Cl. MA+45, St. 18

To: \$139,358 (\$137,558 + \$300 CP + \$1,500 longevity)

Cl. MA+45, St. 18 (March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022)

To: \$162,285 (\$160,485 + \$300 CP + \$1,500 longevity)

Cl. MA+45, St. 18 (April 25, 2022 through June 23, 2022)

Account #11-140-100-101-07-10-019-000

vi. **Resignations for the Purpose of Retirement**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations for the purpose of retirement, listed below.

Teacher

KHALOYAN, Shiva - Education Specialist, Somerville Elementary School, effective July 1, 2022, with twenty five years of Ridgewood service.

Shiva Khaloyan's career in Ridgewood:

- 1997-1998 - Instructional Aide, Somerville Elementary School
- 1998-1999 - Instructional Aide, Somerville Elementary School
- 1999-2000 - Basic Skills Teacher, Somerville and Willard Elementary Schools
- 2000-2022 - Education Specialist, Somerville Elementary School

vii. **Resignations**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations, as listed below.

Teacher

RINALDI, Robert - Physical Education/Health Teacher, Ridgewood High School, effective July 1, 2022.

ROONEY, Michael - Special Education Teacher, Ridgewood High School, effective July 1, 2022.

Infant/Toddler Development Center

Classroom Aide

AVENDANO, Kayla - Teacher Assistant, effective May 9, 2022.

viii. **Leave of Absences**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absence, as listed below.

Revision: ADAMS, Brianna – Special Education Teacher, George Washington Middle School, **from** effective May 12, 2022 through June 30, 2022 and September 1, 2022 through November 4, 2022, with a reinstatement date of November 7, 2022, approved by the Board on March 21, 2022, **to** effective May 9, 2022 through June 30, 2022 and September 1, 2022 through November 4, 2022, with a reinstatement date of November 7, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

DODD, Stephanie – Health and Physical Education Teacher, Ridge Elementary School, effective September 6, 2022 through January 20, 2023, with a reinstatement date of January 23, 2023, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

STEWART, Nicola – Art Teacher, Ridge Elementary School, effective May 25, 2022 through May 26, 2022, with a reinstatement date of May 31, 2022, utilizing the FMLA and/or NJFLA leave entitlement.

ix. **Supplemental Pay Beyond Contract**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Ridge Elementary SchoolAdditional: Clubs and Activities for the 2021-2022 School YearGlee Club

- **Coughlin, Wendy**, not to exceed 12 hours, at an hourly rate of \$17.50 (\$210).
- **Minardi, Jacqueline**, not to exceed 12 hours, at an hourly rate of \$21.23 (\$254.76).

Account #11-401-100-101-00-04-004-001

Benjamin Franklin Middle SchoolMystic Seaport - June 1-3, 2022

- **Sixteen Chaperones (including one nurse): Briggs, Amy; Centrelli, Erica; Del Orbe-Anthon, Ana; Donnelly, Trecia; Gilbert, Kristen; Klion, Danielle; Menzies, Lauren; Nizza, Amber; Orsini, Anthony; Pfeiffer, Courtney; Rosolanko, Kristen; Stovell, Shauna; Sutera, Lisa; Watson, Torrence; and Wearley, Meredith**, each for 2 nights, each at \$200 per night (\$6,400); and **One Substitute Nurse, Eickmeyer-Tze, Denise**, for two nights, at \$200 per night (\$400) and at \$170 per day for three days (\$510), for a total of \$7,310.

Account #11-401-100-101-00-08-008-001

Eighth Grade Overnight Field Trip to Washington D.C. - June 8-10, 2022

- **Twelve Chaperones (including one nurse): Handy, Mary Lou; Kabash, Vanessa; Kashmanian, Katherine; Kneis, Dana; Monahan, Timothy; Neville, Ben; Pizzuto, Basil; Scudato, Lisa; Tucker, Erika; and Wood, Danielle; Zilvetti, Suzanne**, each for 2 nights, each at \$200 per night (\$4,800); and **One Substitute Nurse, TBD**, for two nights, at \$200 per night (\$400) and at \$170 per day for three days (\$510), for a total of \$5,710.

Account #11-401-100-101-00-08-008-001

Ridgewood High SchoolRevision: Senior Prom Cornucopia Cruise Line – June 3, 2022, to be funded by student fundraising, approved by the Board at its meeting on May 9, 2022

From: Eleven Chaperones: Depinto, Lauren; Jannone, Christina; Kase, Sean; Kay, Peter; Lynaugh, Sean; Mitola, Candace; Murtha, Timothy; Schaefer, Margaret; Turano, Rebecca; Yannone, Meredith; and Yannone, Michael, each not to exceed 4 hours, each at an hourly rate of \$40.17 (\$1,767.48).

To: Eleven Chaperones: Depinto, Lauren; Kase, Sean; Kay, Peter; Luo, Miles; Lynaugh, Sean; Murtha, Timothy; Schaefer, Margaret; Shah, Anjali; Turano, Rebecca; Yannone, Meredith; and Yannone, Michael, each not to exceed 4 hours,

each at an hourly rate of \$40.17 (\$1,767.48).

Account #TBD

Revision: Co-curricular Activity Advisors and Stipends for the 2021-2022 School Year, as listed (Remuneration in accordance with negotiated Agreement; ratio is applied to the 2021-22 BA Maximum of \$93,592, approved by the Board at its meeting on September 20, 2021

Debate Team

Remove: Clarke-Anderson, Kathleen

Replace: Commission, Olga, not to exceed 12.5 hours, at an hourly rate of \$40.17 (\$502.13).

Replace: LaFemina, Fred, not to exceed 23.5 hours, at an hourly rate of \$40.17 (\$944).

Account #11-401-100-101-00-10-010-001

Special Education

- Crawford, Ryan, to provide support for special educations participating in extracurricular and non academic school activities, not to exceed 40 hours, at an hourly rate of \$41.76 (\$1,670.40).

Account #11-000-219-104-00-24-024-001

- Miller, Danielle, to provide support for special educations participating in extracurricular and non academic school activities, not to exceed 40 hours, at an hourly rate of \$21.23 (\$849.20).

Account #11-000-219-104-00-24-024-001

E. FINANCE

i. Acceptance of Restricted Donations:

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following restricted gifts for the 2021-2022 school year, to be used as indicated.

Donations			
Donor	Amount	Use	Account Number
Federated Home and School Association	\$2,750	To be used to pay a \$250 stipend to each of the 2021-2022 Teacher Recognition Honorees.	20-056-100-890-00-24-024-003 20-056-100-890-00-01-001-003 20-056-100-890-00-02-002-003 20-056-100-890-00-03-003-003 20-056-100-890-00-04-004-003 20-056-100-890-00-05-005-003

			20-056-100-890-00-06-006-003 20-056-100-890-00-07-007-003 20-056-100-890-00-08-008-003 20-056-100-890-00-09-009-003 20-056-100-890-00-10-010-003
Ridgewood High School Home and School Association	\$5,993.27	To be used to purchase musical instruments.	20-025-100-610-00-10-010-007
Ridgewood High School Alumni Association	\$190,000	To be used for the Food Labs.	20-057-100-732-00-10-010-003

ii. **Approval Requisition of Taxes**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution,

Be it Resolved, that the amount of the district taxes needed to meet all obligations of the Ridgewood Board of Education for the 2022-2023 school year is \$104,639,354 and the Village of Ridgewood is hereby requested to place in the hands of the Treasurer of School Monies that amount in accordance with Title 54-4-75, as listed below:

Due Date	Amount Due	% Due
July 1, 2022	\$4,185,574	4%
July 15, 2022	\$4,185,574	4%
August 1, 2022	\$10,463,935	10%
September 2, 2022	\$10,463,935	10%
October 3, 2022	\$4,185,574	4%
October 14, 2022	\$4,185,574	4%
November 4, 2022	\$4,185,574	4%
November 18, 2022	\$4,185,574	4%
December 2, 2022	\$6,278,361	6%
January 5, 2023	\$5,231,968	5%
January 20, 2023	\$5,231,968	5%
February 1, 2023	\$8,371,148	8%

March 1, 2023	\$10,463,935	10%
April 3, 2023	\$2,092,787	2%
April 14, 2023	\$2,092,787	2%
May 1, 2023	\$6,278,361	6%
May 19, 2023	\$4,185,574	4%
June 2, 2023	\$8,371,148	8%
Total	\$104,639,354	
General Fund	\$101,198,061	
Debt Service Fund	\$3,441,293	

iii. **Approval: 2022-2023 Infant/Toddler Development Center (ITDC) Tuition Rates**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2022-2023 ITDC tuition rates, as listed on **Attachment I**.

iv. **Approval: Lease of Unused Classrooms for the 2022-2023 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the lease of unused classrooms for the 2022-2023 school year as listed on **Attachment J**. This reflects a 2% increase in the fees.

v. **Approval: Children of Non-Resident Employees Attending Ridgewood Public Schools**

Approval to allow 52 children of non-resident employees to attend Ridgewood Public Schools.

vi. **Approval: 2022-2023 Received Tuition Students Paid by Parents**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools approves the following received tuition students for the 2022-2023 school year, listed below. Tuition will be paid by the parents.

- 1 student attending Somerville Elementary School
- 6 students attending Ridgewood High School

vii. **Approval: Contracted Therapists to Provide Special Education Services for the 2022-2023 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves contracted therapists to provide special education services for the 2022-2023 school year, as listed on **Attachment K**.

viii.. **Approval of Depositories of School Funds**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following authorized accounts and the required signatures:

Depository	Required # of Signatures
<i>Columbia Bank</i> General Funds	Three: Board President and Business Administrator or Assistant Business Administrator and Treasurer of School Monies
<i>Columbia Bank</i> Salary Funds	One: Treasurer of School Monies
<i>Columbia Bank</i> Salary Deduction Funds	One: Treasurer of School Monies
<i>Columbia Bank</i> RHS Memorial Fund and other scholarship funds	Three: Board President and Business Administrator or Assistant Business Administrator and Treasurer of School Monies
<i>Columbia Bank</i> Ridgewood Public Schools Cafeteria Fund	Three: Board President and Treasurer of School Monies and Business Administrator or Assistant Business Administrator
<i>Columbia Bank</i> Employees' Share of State Unemployment Insurance Contributions	Three: Board President and Business Administrator or Assistant Business Administrator and Treasurer of School Monies
<i>Columbia Bank</i> RHS Athletic Department for Athletic Events	Two: Athletic Director and/or Business Administrator and Supervisor of Wellness
<i>Columbia Bank</i> RHS Athletic Department Hall of Fame Funds	Two of three: Business Administrator and/or Assistant Principal and/or Athletic Director
<i>Columbia Bank</i> Referendum Funds	Three: Business Administrator and Assistant Business Administrator and Treasurer of School Monies
<i>Columbia Bank</i> Capital Reserve Account	Three: Board President and Business Administrator or Assistant Business Administrator and Treasurer of School Monies
<i>Columbia Bank</i> Employees' Flexible Spending Plan	Three: Board President and Business Administrator or Assistant Business Administrator and Treasurer of School Monies
<i>Columbia Bank</i> Ridgewood High School Association Funds	Two: Principal and/or Assistant Principal for Guidance and/or Assistant to the Principal
<i>Columbia Bank</i>	Two: Principal and Secretary

BFMS Association Funds	
<i>Columbia Bank</i> BFMS Association Funds	Two: Principal and Secretary
<i>Columbia Bank</i> Hawes School Association Funds	Two: Principal and Secretary
<i>Columbia Bank</i> Orchard School Association Funds	Two: Principal and Secretary
<i>Columbia Bank</i> Ridge Schools Association Funds	Two: Principal and Secretary
<i>Columbia Bank</i> Somerville Schools Association Funds	Two: Principal and Secretary
<i>Columbia Bank</i> Travell Schools Association Funds	Two: Principal and Secretary
<i>Columbia Bank</i> Willard Schools Association Funds	Two: Principal and Secretary
<i>Columbia Bank</i> STEPSS 18-21 Program	Two: Special Programs Director or Supervisor and Secretary
<i>Columbia Bank</i> Ridgewood High School RISE Program	Two: Special Programs Director or Principal and Secretary
<i>Columbia Bank</i> BFMS RISE/SAIL Program	Two: Special Programs Director or Principal and Secretary

That Morgan Stanley be named administrator for the trust funds for the William E. Remington Memorial Scholarship Fund and the Kurth Scholarship Fund. Duties of the bank include safekeeping of all securities, income collection, disposition of income as directed, maintaining all records, and investment counseling. The bank’s fee for the service is 1% of market value annually, based on the first day of each calendar quarter charged at .25%.

BNY Mellon will act as Trustee for the Kraft Scholarship Fund.

ix. Authorization of Petty Cash Columbia Bank Checking Accounts

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following maximum amounts for petty cash Columbia Bank checking accounts with the following account signatories:

School/Department	Amount	Required # of Signatures
Benjamin Franklin Middle	\$1,000	Two: Principal or Assistant Principal and School

School		Secretary
George Washington Middle School	\$500	Two: Principal or Assistant Principal and School Secretary
Ridgewood High School	\$1,000	Two: Principal or Assistant Principal and Secretary
Hawes School	\$500	Two: Principal and School Secretary
Orchard School	\$500	Two: Principal and School Secretary
Ridge School	\$500	Two: Principal and School Secretary
Somerville School	\$500	Two: Principal and School Secretary
Travell School	\$500	Two: Principal and School Secretary
Willard School	\$500	Two: Principal and School Secretary
Infant Toddler Program	\$500	Two: Business Administrator and Director of Special Programs
Central Business Office	\$500	One: Business Administrator or Assistant Business Administrator
STEPSS 18-21 Program	\$1,000	Two: Special Programs Director or Supervisor and Secretary
Ridgewood High School RISE Program	\$500	Two: Special Programs Director or Principal and Secretary
BFMS RISE/SAIL Program	\$500	Two: Special Programs Director or Principal and Secretary

x. **Authorization to Use State and County Contracts and NJ and National Cooperative Purchasing Agreements**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, authorizes the Business Administrator to use New Jersey and Bergen County Purchasing Contracts and NJ and National Cooperative Purchasing Agreements whenever it is determined that this method of purchasing is in the best interest of the school district, as listed below.

New Jersey Cooperatives

- Hunterdon County Educational Services Commission
- Educational Data Services
- Educational Services Commission of New Jersey Cooperative
- Somerset County Purchasing
- Sterling High School Shared Services (SJTP)

National Cooperatives

- BuyBoard National Purchasing Cooperative
- E&I Cooperative Services
- Keystone Purchasing Network
- National IPA (an OMNIA Partner)
- U.S. Communities (an OMNIA Partner)
- Sourcewell Cooperative Purchasing
- PEPPM Purchasing
- The Interlocal Purchasing System (TIPS)

xi. Authorization for the Business Administrator/Board Secretary to Make Payments to Contractors During the Summer Months

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, authorizes the Business Administrator/Board Secretary to make payments to contractors between June 21, 2022 through August 30, 2022 after review by the Business Administrator and with approval of the Superintendent and both members of the Finance Committee, not to exceed \$44,000.

xii. Authorization for the Business Administrator/Board Secretary to Award Bids During the Summer

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, authorizes the Business Administrator/Board Secretary to award bids during the months of July and August to the lowest responsive bidder as needed, for projects not to exceed \$44,000. All awards will be placed on the next agenda for ratification.

xiii. Authorization to Secure Bids, Contracts, and Quotations

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, authorizes the Business Administrator, as the district's purchasing agent, to secure all bids, contracts, and quotations in compliance with Chapter 440, Law of 1999, and New Jersey Statute 18A:18A.

xiv. Approval: Bid and Quote Threshold for the 2022-2023 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the bid threshold of \$44,000 and quote threshold of \$6,000 in awarding contracts in accordance with N.J.S.A. 18A:18A-3a and N.J.A.C. 5-34.5 for the 2022-2023 school year.

xv. Approval of RAMM Environmental Services as Right-to-Know Consultant

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves RAMM Environmental Services, Fair Lawn, NJ, as the district's right-to-know consultant, for the 2022-2023 school year.

xvi. Approval of EnviroVision as Environmental Consultant

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves EnviroVision, Glen Rock, NJ, as the district's environmental consultant, for the 2022-2023 school year.

xvii. Approval: Tax Shelter Annuity Brokers for the 2022-23 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Tax Shelter Annuity Brokers for the 2022-2023 school year as listed below:

- Ameritas (Union Central)
- Equitable
- Franklin Templeton
- Lincoln Investment
- Omni Financial Group
- Prudential
- Security Benefit
- VALIC/AIG
- Invesco

xviii. Approval: Rental Fees for Use of Facilities

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves rental fees for the use of facilities for the 2022-2023 school year, as listed on **Attachment L**. This reflects a 2% increase in the fees.

xix. Approval: Report of Awarded Contracts

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution: Pursuant to PL 2015, Chapter 47, the Village of Ridgewood Board of Education intends to renew, award, or permit to expire the contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; New Jersey Title 18A:18, et. seq., N.J.A.C. Chapter 23, and Federal Procurement Regulations 2CFR Part 200.317 et. seq.

xx. Approval: Garden State Coalition of Schools Membership

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves membership in the Garden State Coalition of Schools for the 2022-2023 school year.

xxi. Approval: Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms at Glen and Willard Schools for the 2022-2023 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the use of the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3(h) 4ii and iii by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom for the Early Intervention, Pre-Kindergarten and Kindergarten Classrooms at Glen and Willard Schools.

xxii. Approval: Agreement with First Presbyterian Church for Use of Their Parking Lot

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves an agreement with First Presbyterian Church and the Ridgewood Board of Education to permit enrolled Ridgewood High School (RHS) students to park a maximum of seventy-two (72) automobiles in the parking lot, Monday through Friday, during which RHS is in session from September 1, 2022 to June 22, 2023, from 7:00 a.m. to 5:00 p.m., at a cost of \$38,500.

There is no increase in fee from the 2021-2022 school year. The fee is paid for by the students.

The Board has received background information.

xxiii. Approval: Student Activity Fee

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the student activity fee of \$100 at the middle schools and \$150 at the high school for those students who participate in any co-curricular activity for the 2022-2023 school year.

xxiv. Approval: Substitute Rates of Pay

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitute rates of pay for the 2022-2023 school year as listed below:

Teachers <i>(1st five days of one consecutive assignment)</i>	\$150 per diem
Daily/Permanent Teacher <i>(6th day of consecutive assignment in system)</i>	\$150 per diem
Long-term	\$150 per diem
Nurse	\$170 per diem
Secretaries	\$12.50 per hour
Former RAES/REAS members	\$13.25 per hour
Long-term	\$17.00 per hour

xxv. Approval Agreement with Bergen County Special Services School District for Services to Non-Public Schools Chapters 192-193 for the 2022-2023 School Year

Approval of an agreement between the Bergen County Special Services School District (BCSSSD) and the Ridgewood Public Schools, for services to non-public schools Chapters 192-193 for the 2022-2023 school year as listed below, at rates to be determined by the New Jersey Department of Education.

- A minimum of 30 minutes per week of compensatory education.
- A minimum of 30 minutes per week of ESL instruction.
- A minimum of 30 minutes per week of speech correction.
- A minimum of 30 minutes per week of supplemental instruction.
- Evaluation and Determination of eligibility as deemed necessary by the Child Study Team.
- Annual Review services deemed necessary by the Child Study Team.

- Maintenance/Mobile Vans
- Home Instruction

The Board has received background information.

xxvi. Approval: Secretary's Line Item Certification

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the Report of the Secretary for the month of **February and March 2022**,

WHEREAS, in compliance with N.J.A.C. 6:20-2A.10(d), the secretary has certified that, as of the date of the report(s), no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education, now, therefore, be it,

RESOLVED, the Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and Be it Further Resolved, in compliance with N.J.A.C. 6:20-A10(e), the Board of Education certifies that, after review of the secretary's monthly financial reports (appropriate section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

The Board has received background information.

xxvii. Approval: Acceptance of the Board Secretary and Treasurer Report

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the report of the Secretary and Treasurer for the month of **February and March 2022**; now, therefore,

BE IT RESOLVED, the Board of Education accepts the above referenced reports and orders that it be attached to and made part of the official record of this meeting.

xxviii. Approval: Budget Appropriation Transfers

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves transfers for **February and March 2022** as shown in the Journal Entry listing pursuant to Policy 6422.

The Board has received background information

xxix. Approval: Agreement with Valley Medical Group (VMG) to provide Drug and Alcohol Testing Services

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with Valley Medical Group (VMG) to provide drug

and alcohol testing services for the 2022-2023 school year.

The Board has received background information.

IX. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA **Dr. Gorman**

A. Approval: 2022-2023 Tax Levy Certification - Form A

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2021-2022 Tax Levy Certification - Form A in the amount of \$104,639,354.

X. APPROVAL OF BILLS

Ms. Kwak

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below and reviewed by Mr. Lembo.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS
May 16	Columbia Bank On-Line	105706-105824	655,058.40
Apr 15	Payroll Transfer	P39577	3,415,926.81
Apr 30	Payroll Transfer	P39578	3,298,680.97
Apr 6	Electronic Transfer	R39579	1,248.31
Apr 8	Electronic Transfer	R39580	722.05
May 9	Electronic Transfer	L39573	455,949.00
May 9	Electronic Transfer	R39574	13,600.00
May 15	Electronic Transfer	H39576	1,073,345.31
May 15	Electronic Transfer	B39575	78,600.00
May 16	Food Service	620383-620384	142,781.90
May 9	Columbia Bank Void Check	105675	(550.00)
TOTAL			9,135,362.75

XI. BOARD MEMBER ANNOUNCEMENTS

Ms. Kwak

REGULAR PUBLIC MEETING

May 23, 2022

- | | |
|--|-----------------|
| XII. BOARD COMMITTEE REPORTS | Ms. Kwak |
| XIII. DISCUSSION ITEMS | Ms. Kwak |
| XIV. ACCEPTANCE OF MINUTES | Ms. Kwak |
| ➤ April 25, 2022 Regular Public Meeting | |
| XV. OTHER BUSINESS | Ms. Kwak |
| XVI. COMMENTS FROM THE PUBLIC | Ms. Kwak |
| XVII. MOTION TO GO INTO EXECUTIVE SESSION | Ms. Kwak |
| XVIII. RECONVENED PUBLIC MEETING | Ms. Kwak |
| XIX. ADJOURNMENT | Ms. Kwak |

Upcoming Meetings

Wednesday, May 25, 2022
Special Public Meeting
5:00 p.m. Education Center

Monday, June 13, 2022
Regular Public Meeting
7:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Scott Bisig	NJASBO Conference New Jersey Association of School Business Officials (NJASBO), NJ Atlantic City, NJ 6/7/22 - 6/10/22	Professional Development	\$1,068.00	0
Christine Salerno (Note: This PD was already approved for Laura Vargo, who was not able to attend the event.)	University of New Hampshire Counselor Visit University of New Hampshire, NH Durham, NH 3/29/22 - 3/30/22	Professional Development	\$154.00 (already approved on 3/21/00 agenda so not included in total below)	0

The total cost for these conferences is \$1,068. Upon Board approval of all of these conferences, the total expenditure for travel and conferences for 2021-22 will be \$69,782.13 leaving a balance of \$130,217.87 remaining in the \$200,000 approved by the Board for travel and conferences. The total cost of substitutes for these conferences is \$0. Upon Board approval of these conferences, the total expenditure for substitutes for travel and conferences for 2021-22 will be \$16,962.50.

BYLAWS

RIDGEWOOD BOARD OF EDUCATION

BYLAWS

0143.2/page 1 of 2

Pupil Representatives to the Board of Education

0143.2 PUPIL REPRESENTATIVES TO THE BOARD OF EDUCATION

The Board recognizes that pupils are the primary reason for the existence of the school district. It considers the experience gained by pupils in the district to be a valued source for improving the operation of the school district. The Board is also desirous of furthering the experience of pupils in the governance process and providing opportunities for pupils to contribute to the future direction of the school district. To this end, the Board authorizes the appointment of one pupil representative to the Board.

Term

Pupil representatives to the Board shall serve a term of one year, and shall be limited to one term of service.

Each pupil representative shall be appointed by the High School Principal.

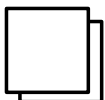
Appointment shall occur at least four weeks prior to the organizational meeting of the Board.

Pupil representatives shall attend all public meetings of the Board and shall be entitled to speak at the discretion of the Board President on all matters before the Board except as may be prohibited by New Jersey Statute or Code. Pupil representatives shall not be entitled to vote. All confidential information obtained by virtue of membership shall be held as such by pupil representatives. Pupil representatives shall be held to the same code of ethics as elected and appointed members of the Board.

Duties and Responsibilities

Pupil representatives:

1. Attend all public Board meetings.
2. Shall be excluded from executive sessions of the Board.
3. Represent the views of the student body.
4. Suggest through appropriate channels Board agenda items.
5. Participate in Board discussions and deliberations at the discretion of the Board President.



BYLAWS

RIDGEWOOD BOARD OF EDUCATION

BYLAWS

0143.2/page 2 of 2

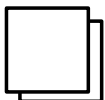
Pupil Representatives to the Board of Education

6. Serve on Board committees and attend committee meetings at the discretion of the Committee Chairperson.
7. Shall be excluded from sensitive and confidential discussions and communications (e.g. matters involving personnel, grievances, negotiations, litigation, real property purchase and other sensitive matters).
8. Receive all Board public agendas.
9. May attend the Board orientation sponsored by the New Jersey School Boards Association.
10. Perform such duties as determined by the Board President in consultation with the Superintendent.

Pupil representatives are expected to adhere to all bylaws, policies and regulations of the Board in their role. The Board in no way relinquishes any of its authority, powers, prerogatives or responsibilities but rather adds to its membership a non-voting pupil representative(s) for the mutual benefit of the Board, student body, and the school district.

Adopted: 7 December 2009

Revised: 5 October 2020



Rate Schedule through June 30, 2023



HOURLY BILLING RATES:

Principal	\$ 175 / hour
Associate	\$ 145 / hour
Project Manager	\$ 110 / hour
Job Captain	\$ 100 / hour
CAD Draftsperson	\$ 80 / hour
Clerical	\$ 60 / hour

SERVICES for NEW CONSTRUCTION & RENOVATIONS:

- ❑ Compensation for **Basic Services** would be negotiated with the Owner utilizing the following Fee Schedule as a starting point.
- ❑ See "Services Offered" Section for description of Basic Services.

	All New Construction	75% New 25% Renovated	50% New 50% Renovated	25% New 75% Renovated	All Renovations
Projects Under 150,000	<i>Negotiated</i>				
150,000 – 250,000	8.75%	9.00%	9.25%	9.50%	9.75%
250,000 – 500,000	8.50%	8.75%	9.00%	9.25%	9.50%
500,000 – 750,000	8.25%	8.50%	8.75%	9.00%	9.25%
750,000 - 1,000,000	8.00%	8.25%	8.50%	8.75%	9.00%
1,000,000	7.75%	8.00%	8.25%	8.50%	8.75%
2,000,000	7.50%	7.75%	8.00%	8.25%	8.50%
3,000,000	7.25%	7.50%	7.75%	8.00%	8.25%
4,000,000	7.00%	7.25%	7.50%	7.75%	8.00%
5,000,000	6.75%	7.00%	7.25%	7.50%	7.75%

REIMBURSABLE EXPENSES

- ❑ Out of pocket expenses associated with the above services (i.e.: reproduction costs, express mail, etc.) will be submitted to the Owner at cost plus a multiplier of 1.1 to cover administrative costs.
- ❑ Reimbursable expenses would be submitted monthly with our invoices.

Ridgewood Board of Education Architect of Record Services

Rate Schedule Submitted by:

Michael Bieri, AIA, PP
Vice President, FKA Architects

Accepted by:

Ridgewood Board of Education

BYLAWS

RIDGEWOOD BOARD OF EDUCATION

BYLAWS
0162/page 1 of 2
Notice of Board Meetings

0162 NOTICE OF BOARD MEETINGS

The Board of Education will give notice of all meetings in accordance with law.

Public Notice

The Board Secretary shall notify, in writing and no later than forty-eight hours in advance of the meeting, each Board member and each person who has duly requested such notification of the time, date, location, and, to the extent it is known, the agenda of any regular, special, or rescheduled meeting. Forty-eight hour notice shall also be posted in a public place reserved for such announcements, delivered to two newspapers designated by the Board, and filed with the clerk of the municipality, except that forty-eight hour notice is not required where the time, date, and location of the meeting has been published in the annual list of meetings approved by the Board in accordance with law.

Upon the affirmative vote of three-quarters of the members present, the Board may meet in the absence of adequate notice, provided that discussion and action is limited to specific and unforeseen or unforeseeable matters of such urgency and importance that delay for the provision of notice would be likely to result in substantial harm to the public interest and that notice is given as soon as possible after the call of the meeting in accordance with the provisions of law and this bylaw.

Personal Notice of Meeting

The Board shall provide personal notice in writing to an adult pupil, the parent(s) or legal guardian(s) of a minor pupil, an employee or officer of this district, or a prospective employee whose privacy may be invaded or whose employment may be affected by the Board's deliberations in private session. Such personal notice will include the date and time of the private meeting, the subject or subjects scheduled for discussion at the private meeting, and the right of the individual given notice to request that the discussions be conducted at a public meeting. Personal notice will be given no less than two days in advance of the private meeting.

A written request for public discussion must be signed by the person making the request and must be submitted to the Board Secretary prior to the commencement of the meeting. Any such properly submitted request will be granted. In the event that one or more, but fewer than all, of a group of persons whose employment will be discussed request a public meeting, the discussion regarding the person or persons who have submitted the request will be severed from the rest and will be conducted publicly.



BYLAWS

RIDGEWOOD BOARD OF EDUCATION

BYLAWS
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Notice of Board Meetings

A discussion held in public by reason of the written request of an individual will be conducted at a regularly scheduled meeting for which annual notice has been given or at a meeting for which adequate public notice has been given in accordance with law.

Nothing in this bylaw will permit an employee to request or the Board to grant the public discussion of tenure charges or permit the public disclosure of information regarding a disabled pupil.

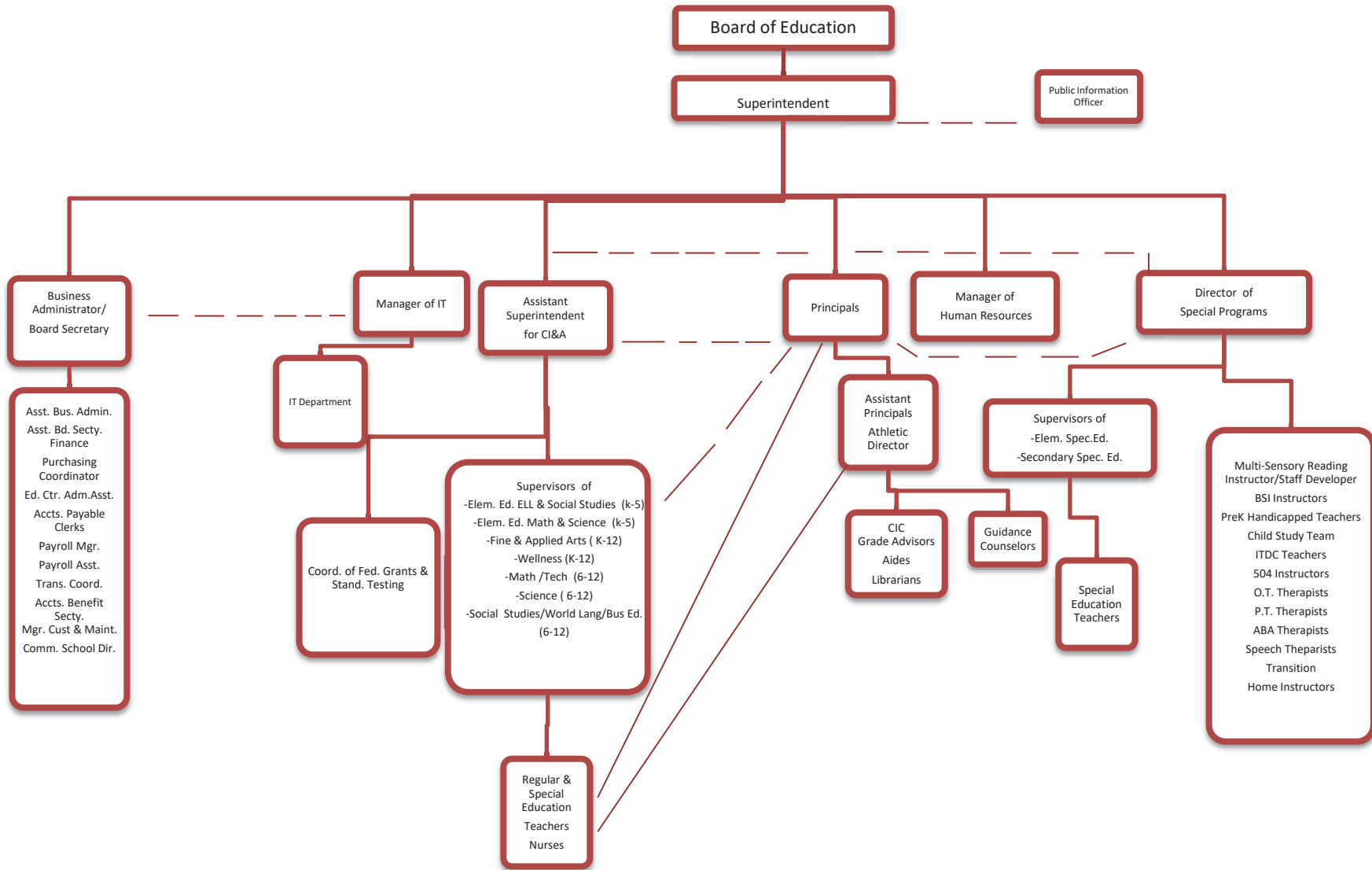
N.J.S.A. 10:4-6 et seq.; 10:4-8d; 10:4-9b

N.J.S.A. 18A:6-11; 18A:10-6

N.J.A.C. 6A:32-3.1

Adopted: 7 December 2009





FIELD TRIPS FOR APPROVAL

May 23, 2022

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
6/6/22	BF	BF Musical Performance, Juniper Village, Paramus, NJ	10 8th Grade BF Musical Members	4	0	\$0	\$0	No	Yes
6/7/22	Ridge	Walking tour of Ridgewood, Ridgewood, NJ	67 3rd Grade Students	14	0	\$0	\$0	Yes	Yes
6/8/22	GW	Graydon Pool, Ridgewood, NJ	9 LLD Students	3	0	\$0	\$0	No	Yes
6/8/22	GW	Fairy Trail, Millburn, NJ	9 LLD Students	3	0	\$0	\$0	No	Yes
6/9/22	GW	Turtle Back Zoo, West Orange, NJ	9 LLD Students	3	0	\$0	\$0	No	Yes
6/10/22	GW	Liberty Science Center, Jersey City, NJ	9 LLD Students	3	0	\$0	\$0	No	Yes
6/10/22	RHS	Ernst & Young, New York, NY	17 Accounting 2 Students	1	0	\$0	\$0	No	Yes
6/21/22	Somerville	5th Grade Visit to Ben Franklin Middle School, Ridgewood, NJ	75 5th Grade Students	6	0	\$0	\$0	Yes	Yes

OVERNIGHT FIELD TRIPS - PAID

Date	School	Location	Approx # and Group of Students	# of Unpaid Chaperones	# Paid Chaperones And # of Overnights for each	Anticipated Cost for Teacher/Nurse Chaperones @ \$200 per Overnight	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Est. Total Cost to District	Annual Event	Meets Requirements
6/8/22 - 6/10/22	GW	Washington, DC	200 8th Grade Students	Update: 9 (was 8 - previously board approved on 5/9/22 agenda)	12 (2 nights each) plus 1 sub nurse	\$5,710 (\$4,800 + \$910)	0	\$0.00	\$5,710.00	Yes	Yes

**RIDGEWOOD PUBLIC SCHOOLS
Elementary Program of Study
2022-2023**

Language Arts

Mathematics

Science

Social Studies

Spanish

Library

Music

Art

Physical Education

Health

Open Circle

English as a Second Language

RIDGEWOOD PUBLIC SCHOOLS
Middle Schools Program of Studies for 2022-23

SUBJECT	COURSE	GRADE	DURATION
Art			
Required	Art	6 and 7	quarter
Elective	2D Art	8	quarter
Elective	3D Art	8	quarter
Elective	Apprentice to Master I	8	quarter
Elective	Apprentice to Master II (Public Art)	8	quarter
Elective	Digital Imaging	8	quarter
English/Language Arts			
Required	English	6, 7 and 8	year
Required	Literary Analysis	6	quarter
Required	Word Study	6	quarter
Elective	A Study of Poetry	8	quarter
Elective	Creative Writing	7 or 8	quarter
Elective	Journalism and Newspaper Production	7 and 8	quarter
Elective	Mythology	7	quarter
Elective	Public Speaking	7 or 8	quarter
Elective	Shakespeare	8	quarter
Elective	Speech and Debate	8	quarter
Mathematics			
Required	Mathematics 6	6	year
Required	Pre-Algebra	6 or 7	year
Required	Mathematics 8	8	year
Required	Algebra	8	year
Required	Geometry	7 or 8	year
Elective	Math Activities	7	quarter
Music			
Required	Band, Orchestra, or Chorus	6 and 7	year
Elective	Soundology	7	semester
Elective	Band	8	year
Elective	Chorus	8	year
Elective	Orchestra	8	year
Science			
Required	Science	6, 7 and 8	year
Required	Environmental Science	6	quarter
Social Studies			
Required	Social Studies	6, 7 and 8	year

RIDGEWOOD PUBLIC SCHOOLS
Middle Schools Program of Studies for 2022-23

SUBJECT	COURSE	GRADE	DURATION
Technology Literacy			
Elective	Digital Citizenship	6	quarter
Elective	Multimedia	8	quarter
Elective	Technology Literacy	7	quarter
Wellness			
Required	Health	6, 7, and 8	quarter
Required	Physical Education or Adaptive Physical Education	6, 7 and 8	year
World Languages			
Required	Survey of French	6	quarter
Required	Survey of Latin	6	quarter
Required	Survey of Spanish	6	quarter
Required	French, Latin, Spanish or Conversational Spanish	7 and 8	year
Interdisciplinary			
Required	Primary Source Research and Analysis (required in Grade 8 eff. 2017-18)	8	quarter
Elective	Academic Skills (required if assigned)	6, 7 and/or 8	flexible
Elective	Dramatic Expressions	7 and 8	quarter
Elective	BFTV/GWTV	8	quarter
Elective	Broadcast News/BFBN/GWBN	7 and 8	semester
Elective	Peer Leadership	8	quarter
Elective	Creating By Design	7 or 8	quarter
Elective	Systems Design	8	quarter
Learning Center			
Elective	Learning Center (required if assigned)	6, 7 and/or 8	flexible
Special Programs			
Elective	ESL (required if assigned)	6, 7 and/or 8	year
Elective	Resource Center Replacement (required if assigned)	6, 7 and/or 8	year
Elective	Social Psychology (required if assigned)	6, 7 and/or 8	flexible

Mathematics**Advanced Algebra/Trigonometry - Grades 11 & 12**

Algebra and Trigonometry 2e, by Jay Abramson, Publisher: Open Stax, Copyright 2021

World Language**American Sign Language - Grades 9, 10, 11, 12**

Master ASL! Level One, by Jason E. Zinza, Publisher: Sign Media Inc., Copyright 2006

Latin I - Grades 9, 10, 11, 12

Suburani, Publisher: Hands Up, Copyright: 2020

Science**Biology Advanced - Grades 10 & 11**

Campbell Biology: Concepts & Connections, 10th Edition with Mastering Biology eText, by Taylor et al, Publisher: Savvas, Copyright: 2021

Environmental Science - Grade 9

Environmental Science 2021, by Jay Withgott, Publisher: Savvas, Copyright: 2021

AP Environmental Science - Grade 12

Environment: The Science Behind the Stories, by Withgott & LoPosata, Publisher: Savvas, Copyright: 2021

Genetics & Biotechnology - Grades 11 & 12

Human Genetics: Concepts and Applications, 13th Edition, by Ricki Lewis, Publisher: McGraw Hill, Copyright: 2021

Chemistry - Grades 10 & 11

Chemistry: Atoms First, by Flowers, Neth, Robinson, Publisher: Open Stax, Copyright: 2016

Physics Honors - Grades 11 & 12

College Physics, by Paul Peter Urone & Roger Hinrichs, Publisher: Open Stax Copyright: N/A

English**English 10 CP / English 10 Honors**

Long Way Down, by Jason Reynolds, Publisher: Atheneum/Caitlyn Dlouhy, Copyright: 2019

English 10 Prep

Long Way Down Graphic Novel, by Jason Reynolds, Publisher: Atheneum, Caitlyn Dlouhy, Copyright 2019

English 11 / English 11 Honors

Disability Visibility, by Alice Wong, Publisher: Knopf Doubleday, Copyright: 2020

English 12 / English 12 Honors

Crying in H Mart, by Michelle Zauner, Publisher: Knopf Doubleday, Copyright 2021

Philosophy & Literature Honors / Philosophy of Race CP & Honors

Interior Chinatown, by Charles Yu, Publisher: Knopf Doubleday, Copyright 2020

American Humanities

The Lines We Cross, by Abdel-Fattah, Randa, Publisher: Scholastic, Copyright 2018

Poet X, by Elizabeth Acevedo, Publisher: Harper Teen, Copyright: 2020

Sea Prayer, by Khaled Hosseini, Publisher: Penguin, Copyright: 2018

Tell Me Your Story - All Core ELA Courses

One Life, by Megan Rapinoe, Publisher: Penguin, Copyright 2020

The Closer, by Mariano Rivera, Publisher: Little Brown & Co., Copyright 2014

Broken Places, Outer Spaces, By Nnedi Okorafor, Publisher: Ted eBooks, Copyright: 2019

Almost American Girl: An Illustrated Memoir, by Robin Ha, Publisher: Balzer and Bray, Copyright: 2020

Funny, You Don't Look Autistic, by Michael McCreary, Publisher Annick Press, Copyright: 2019

Infant/Toddler Development Center

A Program of the Ridgewood Board of Education

865 East Glen Avenue

Ridgewood, New Jersey 07450

201-445-0642 FAX 201-493-8790

itdc@ridgewood.k12.nj.us

2022 - 2023 Tuition Schedule 7:00-6:30

INFANTS (6 weeks +)		
TODDLERS (1 year)	Five days	\$1,940.00
	Four days	1,614.00
	Three days	1,218.00
	Extra day rate	92.00
TWOS	Five days	1,815.00
	Four days	1,506.00
	Three days	1,130.00
	Extra day rate	90.00
THREES/FOURS	Five days	1,688.00
	Four days	1,459.00
	Three days	1,050.00
	Extra day rate	87.00

(2) Sibling full time discounts on two (or more) children enrolled is \$50.00 per mo./per child.

(1) Sibling part time discount on two (or more) children enrolled is \$50.00 per/month.

Tuition is due on the first of the month with a grace period until the 10th.

A \$30.00 late fee will apply after the 10th.

The Center reserves the right to make changes to tuition rates on an annual basis

***Registration Deposits:**

A \$50.00 registration fee and tuition deposit is required per child at the time of registration.

Full time - \$500.00 Part time - \$300.00

***DEPOSIT AND FEES ARE NON-REFUNDABLE AND ARE NOT TRANSFERABLE FOR FUTURE SEMESTER ENROLLMENT.**

Tuition fees are effective as of July 1, 2022

Infant Toddler Development Center
A Program of the Ridgewood Board of Education
itdc@ridgewood.k12.nj.us

**RIDGEWOOD BOARD OF EDUCATION
DISTRICT EMPLOYEE TUITION 2022-2023**

Infants/Toddlers	\$1,650.00
Twos	\$1,542.00
Threes/Fours	\$1,435.00

Rates only apply for full time enrollment (5 days)
No other discounts apply on employee tuition rates

***Military Discount**

**Military families will receive same discount as district employee.
(applied when family is not receiving subsidized military fee assistance)**

**Revised Rent
2% Increase**

Leases for 2022-2023								
	2021-2022				2022-2023			
	School/ Square Foot	Rate per Square Foot	Monthly Rent	Annual Rent	School/ Square Foot	Rate per Square Foot	Monthly Rent	Annual Rent
Infant Toddler	Glen School 3,782	\$25.71	\$8104.26	\$97,251.10	Glen School 3,782	\$26.22	\$8,263.67	\$99,164.04
Ridgewood Community School	Various	n/a	\$9,759.17	\$117,109.99	Various	n/a	\$9,954.26	\$119,451.18
						TOTALS	\$18,217.93	\$218,861.22

Contracted Therapists/ Providers for Special Education Student Services for the 2022- 2023 School Year			
Contractor	Service	Schedule	Rates
ABA Clinic	ABA services for the STEPSS & PERL Programs	2022-2023	\$105/hr
Bayada Home Health Care	Nursing Services, 1:1 & Home Health Aide	2022-2023	\$46 - LPN, \$55 - RN, \$24 - HHA
Care Plus, NJ Inc	Licensed Therapists @ RHS, BFMS & GWMS	2022-2023	\$22,500/month
New Jersey Coalition for Inclusive Education	Onsite/Virtual coaching/consulting	2022-2023	\$1,600 per full day

RENTAL FEES FOR USE OF FACILITIES

2022-2023

RENTAL FEES FOR USE OF FACILITIES

Classroom and Elementary Auditorium fees are not inclusive of applicable temperature control and monitoring fees.

- Auditorium at Benjamin Franklin Middle School - \$805 for use of the auditorium. In the event air conditioning is installed, a separate charge will be instituted. (tech support fee included)

Additional fee for use of classrooms – \$66 per room per hour.

Auditorium rental fee is for a four-hour period; additional charges prorated.
Use of concert grand piano: \$267 including tuning.

- Other Auditoriums

George Washington Middle School \$495 (tech support fee included)

Elementary Auditoriums \$244

Auditorium rental fee is for a four-hour period; additional charges prorated.

- Libraries

Fee: \$278

Library rental fee is for a four-hour period; additional charges prorated.

- Cafeterias

George Washington Middle School, Benjamin Franklin Middle School, and Ridgewood High School

Fee: \$172 with auditorium rental

\$334 without auditorium rental

Cafeteria rental fee is for a four-hour period; additional charges prorated.

All foods served from school kitchens must be prepared by the authorized food provider for the district. Arrangements may be made through the Business Office.

- Gymnasiums

The rental of school gymnasiums for groups under proper supervision is on the basis of use during regular custodial working hours with no additional overtime costs and assumes a three-hour maximum use.

High School Gym #1	\$428
High School Gym #2	\$239
High School Gym #3	\$239
Benjamin Franklin Middle School	\$239
George Washington Middle School (New)	\$428
George Washington Middle School (Old)	\$239
Elementary Schools	\$172

- Other Facilities

Board Room – Education Center \$200

Classroom \$66/hour

*The Custodial Overtime fee is \$30/hour.



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

May 25, 2022

Special Public Meeting 5:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 52507450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 52507450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

SPECIAL PUBLIC MEETING

May 25, 2022

- | | |
|--|-------------------|
| I. CALL TO ORDER AND ROLL CALL | Ms. Kwak |
| II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE | Ms. Kwak |
| III. OPENING STATEMENT BY PRESIDING OFFICER | Ms. Kwak |
| IV. COMMENTS FROM THE PUBLIC | Ms. Kwak |
| V. PRESENTATIONS | Dr. Gorman |
| A. Superintendent Search Firm Interviews | |
| VI. SUPERINTENDENT REPORT | Dr. Gorman |
| VII. DISCUSSION ITEMS | Ms. Kwak |
| VIII. COMMENTS FROM THE PUBLIC | Ms. Kwak |
| IX. MOTION TO GO INTO EXECUTIVE SESSION | Ms. Kwak |
| X. RECONVENED PUBLIC MEETING | Ms. Kwak |
| IX. ADJOURNMENT | Ms. Kwak |

Upcoming Meetings

Monday, June 13, 2022
Regular Public Meeting
7:00 p.m. Education Center

Monday, June 20, 2022
Regular Public Meeting
7:00 p.m. Education Center



**BOARD OF EDUCATION
Education Center
49 Cottage Place, Ridgewood, New Jersey
EXECUTIVE SESSION AGENDA**

June 13, 2022

6:00 p.m.

I. Personnel

Dr. Gorman



RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

June 13, 2022

Regular Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 61307450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
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MEETING REGULATIONS

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6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- I. CALL TO ORDER AND ROLL CALL Ms. Kwak
- II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE Ms. Kwak
- III. OPENING STATEMENT BY PRESIDING OFFICER Ms. Kwak
- IV. PRESENTATIONS Dr. Gorman
- A. West Point - Dwight D. Eisenhower Leadership Award
- Presented by Kirsten Dickson
 - Award Recipient: Emily Schmitt
- B. RAHP Student Presentation: Use of EHR Data to Identify the Influence of Pre-existing Conditions on COVID-19 Outcomes
- Anisha Tehim, RAHP Senior Student Representative
- C. Student Representative Report
- Norah Train, Ridgewood High School
- V. COMMENTS FROM THE PUBLIC Ms. Kwak
- VI. SUPERINTENDENT REPORT Dr. Gorman
- VII. CONSENT ITEMS: REGULAR AND ROUTINE ISSUES Dr. Gorman
- A. ATTENDANCE AT CONFERENCES
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on **Attachment A**.
- B. ADMINISTRATION
- i. Approval: Receipt of Suspensions and Harassment, Intimidation, and Bullying (HIB) Reports
- The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges it has received confidential information regarding suspensions and HIB reports that have occurred since the last Board meeting.
- ii. Approval: Settlement Agreement SE#11/2021-2022
- The Ridgewood Board of Education upon the recommendation of the Superintendent of Schools, approves Settlement Agreement SE#11/2021-2022 between the parents of Student #910449 and the Ridgewood Board of Education.
- The Board has received background information.
- iii. Approval: Settlement Agreement SE#12/2021-2022
- The Ridgewood Board of Education upon the recommendation of the Superintendent of Schools, approves Settlement Agreement SE#12/2021-2022 between the parents of Student #902647 and the Ridgewood Board of Education.

The Board has received background information.

iv. **Approval: Settlement Agreement SE#13/2021-2022**

The Ridgewood Board of Education upon the recommendation of the Superintendent of Schools, approves Settlement Agreement SE#13/2021-2022 between the parents of Student #506139 and the Ridgewood Board of Education.

The Board has received background information.

C. CURRICULUM & INSTRUCTION

i. **Approval: Field Trips**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment B**.

ii. **Approval: Professional Development Workshop Proposal from Pamela Koutrakos**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves a professional development k-5 workshop proposal from Pamela Koutrakos for eight days of literacy professional development from July 11, 2022 through July 14, 2022 and from July 18, 2022 through July 22, 2022 in the amount of \$16,000. This professional development will be paid for with ESSER III Educator Support funds.

The Board has received background information.

iii. **Approval: Professional Development Workshop Proposal from Amy E. Herman, The Art of Perception, Inc.**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves a professional development workshop proposal from Amy E. Herman, The Art of Perception Inc. for one day of professional development titled "New Lenses for Effective Problem Solving" on July 19, 2022 in the amount of \$7,500. This professional development will be paid for with ESSER III Educator Support funds.

The Board has received background information.

iv. **Approval: 2022 High School Grades 9-12 Special Needs Summer Program**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2022 High School Grades 9-12 Special Needs Summer Program for students currently in Grades 9 through 12 in self-contained programs during the school year at Ridgewood High School.

The summer program will meet at Ridgewood High School from 8:30 a.m. to 11:30 a.m., five days per week, for four weeks, June 27, 2022 through July 22, 2022.

This program is tuition free.

v. **Approval: Professional Development Workshop Proposal from Seattle Girls' School, Rosetta Lee**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves a professional development workshop proposal from Seattle Girls' School, Rosetta Lee. Ms. Lee will provide two days of diversity, equity, and inclusion professional development on August 1, 2022 and August 2, 2022 for the amount of \$6,000. This professional development will be paid for with ESSER III Educator Support funds.

The Board has received background information.

D. HUMAN RESOURCES

i. **Approval: Revision to Current Job Description and Title Change**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the revision to current job description, and revision to the current job description and title change, as listed below and on **Attachment C**.

From: Manager of Human Resources

To: Manager of Human Resources/Director of Human Resources

ii. **Appointments**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Administrator

CANGIALOSI-MURPHY, Jaime - Director of Human Resources, Education Center, effective September 15, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5.

Ms. Cangialosi-Murphy's credentials are as follows:

- Director of Human Resources, Fort Lee Public Schools, January 2016 to present
- Assistant Principal, Great Falls Academy, Paterson Public Schools, August 2015 to December 2015.
- Director of Human Resources Services, Paterson Public Schools, December 2012 to August 2015.
- Interim Director of Human Resource Services, Paterson Public Schools, August 2012 to December 2012.
- Supervisor Human Resource Services, Paterson Public Schools, February 2011 to July 2012.
- Certification Coordinator (part-time), Paterson Public Schools, January 2011 to February 2011.
- Guidance Counselor (evening), Silk City 2000 Academy, Paterson Public

Schools, September 2008 to December 2010.

- Clinician, New Bridge Services, July 2006 to November 2008.
- Guidance Counselor, Paterson Adult GrHigh School, September 2006 to December 2010.
- Social Studies Teacher, Silk City 2000 Academy, Paterson Public Schools, September 2000 to June 2008.
- ESL Citizenship Teacher, Paterson Adult High School, January 2001 to June 2002.

Education:

- Montclair State University, Master of Education, Educational Leadership, 2010-2012
- Montclair State University, Master's Degree, School Counselor and Individual Clinical Counseling, 2002-2006
- Muhlenberg College, Bachelor of Arts, History/Social Studies and Secondary Education Certification, 1996-2000

Possesses the following New Jersey Standard Certificates:

- School Administrator Certification
- Supervisor Certification
- Director of Student Personnel Services/Guidance Certification
- School Counselor Certification
- Social Studies Certification

Possesses the following New Jersey Certificate of Eligibility

- Principal Certification
- School Business Administrator

Salary: \$155,000 pro-rated

Account #11-000-251-104-00-23-019-000

Teachers

BUCKLE, Vijay - English Teacher (tenure track), Ridgewood High School, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5. Mr. Buckle possesses a NJDOE Certificate of Eligibility as a Teacher of English. Mr. Buckle will be registered into the NJDOE Provisional Teacher Program.

Salary: \$67,017

Cl. BA+30 , St. 1

Account #11-140-100-101-03-10-019-000

LEVY, Daniela - Leave of Absence Replacement First Grade Teacher (non-tenure track), Hawes Elementary School, effective September 1, 2022 through June 30, 2023. Ms. Levy possesses a NJDOE Provisional Certificate as an Elementary School Teacher. Ms. Levy will be registered into the NJDOE Provisional Teacher

Program.

Salary: \$62,867
Cl. BA, St. 1

Account #11-120-100-101-09-02-019-000

MAKHLOUF, Nehrin - German Teacher (tenure track), Ridgewood High School, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5. Ms. Makhlof possesses a NJDOE Standard Certificate as a Teacher of German.

Salary: \$79,617
Cl. MA, St. 8

Account #

OSSO, Susan - Special Education (RISe) Teacher (tenure track), Ridgewood High School, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5. Ms. Osso possesses a NJDOE Standard Certificate as a Teacher of the Handicapped and Elementary School Teacher.

Salary: \$77,717
Cl. MA+30, St. 5

Account #11-212-100-101-00-10-019-000

SALADINO, Joshua* - Social Studies Teacher (tenure track), Ridgewood High School, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5. Mr. Saladino possesses a NJDOE Standard Certificate as a Teacher of Social Studies.

Salary: \$70,967
Cl. MA, St. 3

Account #11-140-100-101-05-10-019-000

SARGENTI, Ava* - Third Grade Teacher (tenure track), Ridge Elementary School, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5. Ms. Sargenti possesses a NJDOE Provisional Certificate as an Elementary School Teacher in Grades K-6. Ms. Sargenti will be registered into the NJDOE Provisional Teacher Program.

Salary: \$62,867
Cl. BA, St. 1

Account #11-120-100-101-09-04-019-000

Long-term Substitute

GERAGHTY, Laura - Special Education Teacher, Benjamin Franklin Middle School, effective May 31, 2022 through June 30, 2022, at a daily rate of \$150, until the assignment ends. Ms. Geraghty possesses a NJDOE Standard Certificate as a Teacher of the Handicapped.

Account #11-213-100-101-00-08-019-000

Field Placements

CORNELL, Rebecca - William Paterson University, practicum placement, to shadow Andra Watson, Ridgewood High School, Guidance Counselors, and Michael Mullin, Guidance Counselors, Benjamin Franklin Middle School, effective September 1, 2022 through May 15, 2023.

JACKSON, Shannon - Montclair State University, Clinical Practice I & II, to shadow Elizabeth Janowski, First Grade Teacher, Somerville Elementary School, effective September 1, 2022 through May 5, 2023.

Revision: MONNERAT, Brian* - Felician University, Clinical Practice I & II, to shadow Thomas Harney, Special Education Teacher, Hawes Elementary School, **from** effective September 6, 2022 through December 16, 2022, approved by the Board at its meeting on May 23, 2022, **to** effective September 6, 2022 through June 22, 2023.

SMITH, Kelly - Montclair State University, Clinical Practice I & II, to shadow Lauren Carr, Fifth Grade Teacher, Somerville Elementary School, effective September 6 through May 5, 2023.

VASOLL, Janna - Montclair State University, Clinical Practice I & II, to shadow Kerry Calaman, Second Grade Teacher, Somerville Elementary School, effective September 6 through May 5, 2023.

VENDITTI, Nicole - Montclair State University, Clinical Practice I & II, to shadow Meredith Kiernan, Fifth Grade Teacher, Somerville Elementary School, effective September 6 through May 5, 2023.

Additional: Classroom/Lunchroom Aides for the 2021-2022 School Year

Infant/Toddler Development Center

DICUFFA, Cara - Aide (High School/College), effective June 14, 2022, or as soon after as possible, through June 30, 2022, 5 hours per day, 5 days per week, at an hourly rate of \$13.00.

Account #62-990-100-106-62-60-001

2022 Summer School Special Programs Staffing

As listed on Attachment D.

2022 Ridgewood High School Summer School Staffing

As listed on **Attachment E**.

2022 Summer Ridgewood Community School Employees

As listed on **Attachment F**.

***Related to staff member**

iii. **Change of Assignments for the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2021-2022 school year, as listed below.

Revision: ADAY, Douglas - **from** 1.0 FTE Special Education (Social Studies) Teacher, Ridgewood High School, **to** 1.0 FTE Special Education (Social Studies) Teacher and .20 FTE Special Education (Mathematics Teacher), Ridgewood High School, **from** effective April 25, 2022 through June 14, 2022, approved by the Board at its meeting on April 25, 2022, **to** effective April 25, 2022 through June 30, 2022.

From: \$98,650 (\$93,667 + \$300 CP + \$4,683 ratio)

Cl. MA+45, St. 13

To: \$118,320 (\$112,400 + \$300 CP + \$5,620 ratio)

Cl. MA+45, St. 13

Account #11-213-100-101-00-10-019-000

Revision: BARKER, Barbara - **from** 1.0 FTE Spanish Teacher, Ridgewood High School, **to** 1.20 FTE Spanish Teacher, Ridgewood High School, **from** effective March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 23, 2022, approved by the Board at meeting on May 23, 2022, **to** effective March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 3, 2022, and 1.20 FTE Spanish Teacher, Ridgewood High School, effective June 6, 2022 through June 23, 2022.

From: \$106,482 (\$104,982 + \$1,500 longevity)

Cl. MA, St. 18

To: \$127,478 (\$125,978 + \$1,500 longevity)

Cl. MA, St. 18 (March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022)

To: \$148,475 (\$146,975+ \$1,500 longevity)

Cl. MA, St. 18 (April 25, 2022 through June 3, 2022)

To: \$127,478 (\$125,978 + \$1,500 longevity)

Cl. MA, St. 18 (June 6, 2022 through June 23, 2022)

Account #11-140-100-101-07-10-019-000

COUGHLIN, Wendy - **from** Applied Behavior Analyst Aide (ABA), Ridge Elementary School, **to** One-to-One Special Education Classroom Aide, Ridge Elementary, effective May 1, 2022, 5.75 hours per day, 5 days per week.

From: \$21.23 per hour

To: \$17.50 per hour

Account #11-000-217-106-00-04-024-001

Revision: CUELLAR, Angelica - **from** 1.0 FTE Spanish Teacher, Ridgewood High School, **to** 1.20 FTE Spanish Teacher, Ridgewood High School, **from** effective March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 23, 2022, approved by the Board at meeting on May 23, 2022, **to** effective March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 3, 2022, and 1.20 FTE Spanish Teacher, Ridgewood High School, effective June 6, 2022 through June 23, 2022.

From: \$79,267

Cl. BA, St. 13

To: \$95,120

Cl. BA, St. 13 (March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022)

To: \$110,974

Cl. BA, St. 13 (April 25, 2022 through June 3, 2022)

To: \$95,120

Cl. BA, St. 13 (June 6, 2022 through June 23, 2022)

Account #11-140-100-101-07-10-019-000

Revision: GALASSO, Patricia - **from** 1.0 FTE Spanish Teacher, Ridgewood High School, **to** 1.20 FTE Spanish Teacher, Ridgewood High School, **from** effective March 31, 2022 through April 5, 2022, and April 18, 2022 through June 23, 2022, approved by the Board at its meeting on May 23, 2022, **to** effective March 31, 2022 through April 5, 2022, and April 18, 2022 through June 6, 2022.

From: \$76,417

Cl. BA, St. 12

To: \$91,700

Cl. BA, St. 12

Account #11-140-100-101-07-10-019-000

Revision: MINICHINI, Gina - **from** 1.0 FTE Special Education (Mathematics) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Mathematics) Teacher, **from** effective April 25, 2022 through June 14, 2022, approved by the Board at its meeting on April 4, 2022, **to** effective April 25, 2022 through June 30, 2022.

From: \$69,742

Cl. MA, St. 3

To: \$83,690

Cl. MA, St. 3

Account # 11-213-100-101-00-10-019-000

Revision: NYHUIS, Philip* - **from** 1.0 FTE Special Education (Mathematics) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Mathematics) Teacher, **from** effective April 25, 2022 through June 14, 2022, approved by the Board at its meeting on April 4, 2022, **to** effective April 25, 2022 through June 30, 2022.

From: \$84,917 (\$84,617 + \$300 CP)

Cl. MA+30, St. 10

To: \$101,840 (\$101,540 + \$300 CP)

Cl. MA+30, St. 10

Account # 11-213-100-101-00-10-019-000

Revision: OJEA, Christal - **from** 1.0 FTE Spanish Teacher, Ridgewood High School, **to** 1.20 FTE Spanish Teacher, Ridgewood High School, **from** effective March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 23, 2022, approved by the Board at meeting on May 23, 2022, **to** effective March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 3, 2022, and 1.20 FTE Spanish Teacher, Ridgewood High School, effective June 6, 2022 through June 23, 2022.

From: \$71,317

Cl. BA, St. 9

To: \$85,580

Cl. BA, St. 9 (March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022)

To: \$99,844

Cl. BA, St. 9 (April 25, 2022 through June 3, 2022)

To: \$85,580

Cl. BA, St. 9 (June 6, 2022 through June 23, 2022)

Account #11-140-100-101-07-10-019-000

Revision: PURRINOS, Damary - **from** 1.0 FTE Spanish Teacher, Ridgewood High School, **to** 1.20 FTE Spanish Teacher, Ridgewood High School, **from** effective March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 23, 2022, approved by the Board at meeting on May 23, 2022, **to** effective March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022, and 1.40 FTE Spanish Teacher, Ridgewood High School, effective April 25, 2022 through June 3,

2022, and 1.20 FTE Spanish Teacher, Ridgewood High School, effective June 6, 2022 through June 23, 2022.

From: \$116,432 (\$114,632 + \$300 CP + \$1,500 longevity)

Cl. MA+45, St. 18

To: \$139,358 (\$137,558 + \$300 CP + \$1,500 longevity)

Cl. MA+45, St. 18 (March 31, 2022 through April 5, 2022, and April 18, 2022 through April 24, 2022)

To: \$162,285 (\$160,485 + \$300 CP + \$1,500 longevity)

Cl. MA+45, St. 18 (April 25, 2022 through June 23, 2022)

To: \$139,358 (\$137,558 + \$300 CP + \$1,500 longevity)

Cl. MA+45, St. 18 (June 6, 2022 through June 23, 2022)

Account #11-140-100-101-07-10-019-000

Revision: ROSENFELD, Lauren - **from** 1.0 FTE Special Education (Mathematics) Teacher, Ridgewood High School, **to** 1.20 FTE Special Education (Mathematics) Teacher, effective April 25, 2022 through June 14, 2022, approved by the Board at its meeting on April 4, 2022, **to** effective April 25, 2022 through June 30, 2022.

From: \$114,932 (\$114,632 + \$300 CP)

Cl. MA+45, St. 18

To: \$137,858 (\$137,558 + \$300 CP)

Cl. MA+45, St. 18

Account # 11-213-100-101-00-10-019-000

***Related to staff member**

iv. **Change of Assignments for the 2022-2023 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2022-2023 school year, as listed below.

JEREJIAN, Lisbeth - **from** Education Specialist, Ridge Elementary School and Somerville Elementary School, **to** Special Education Teacher, Benjamin Franklin Middle School, effective September 1, 2022 through June 30, 2023.

Salary will remain the same.

\$104,312 (\$102,812 + \$1,500 longevity)

Cl. BA+30, St. 18

Account #11-213-100-101-00-08-019-000

LAURO, Livia - **from** Physical Education, Travell Elementary School, **to** Physical Education, Ridgewood High School, effective September 1, 2022 through June 30,

2023.

Salary will remain the same.

\$97,342

Cl. MA, St. 16

Account #11-140-100-101-06-10-019-000

Revision: MACOLINO, Nadine - Secretary, Glen Elementary School, **from** effective September 1, 2022 through June 30, 2022, approved by the Board at its meeting on May 23, 2022, **to** effective September 1, 2022 through June 30, 2023.

From: \$47,696

Cl. AA10, St. 8

To: \$52,283

Cl. AA11, St. 8

Account # 11-000-219-105-00-01-019-000

MARCHIONI, Alicen - **from** Fifth Grade Teacher, Somerville Elementary School, **to** Education Specialist, Somerville Elementary School, effective September 1, 2022 through June 30, 2023.

Salary will remain the same.

\$82,017

Cl. MA, St. 9

Account # 11-213-100-101-00-09-019-000

POSPISCHIL, Leanne - **from** SAIL K-5 Teacher, Hawes Elementary School, **to** Preschool Disabilities Teacher, Glen Elementary School, effective September 1, 2022 through June 30, 2023.

Salary will remain the same.

\$75,467

Cl. MA, St. 6

Account #11-216-100-101-00-019-000

v. **Resignations**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations, as listed below.

Classroom Aide/Lunchroom Aide

CIVITA, Alyce, Lunchroom Aide, Ridge Elementary School, effective May 23, 2022.

GOODMAN, Nancy - Resource Room Special Education Classroom Aide, George Washington Middle School, effective June 13, 2022.

Infant/Toddler Development Center

Classroom Aides

KISSIL, Ifat - Teacher Assistant, effective May 24, 2022.

VELEBER, Grace - Teacher Aide, effective May 9, 2022.

Permanent Substitute

TAYLOR, Marcee - Permanent Substitute, George Washington Middle School, effective June 3, 2022.

vi. Rescind Appointments

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves rescinding of the appointments of the employee listed below.

Lunchroom Aide

MERHIGE, Marguerite - Lunchroom Aide, Ridge Elementary School, effective May 24, 2022, or as soon after as possible, through June 22, 2022, pending verification of employment as outlined by Chapter 5, 2 hours per day, 5 days per week, at an hourly rate of \$17.50.

vii. Leave of Absences

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absences, as listed below.

Revision: ADAMS, Brianna – Special Education Teacher, George Washington Middle School, **from** effective May 12, 2022 through June 30, 2022 and September 1, 2022 through November 4, 2022, with a reinstatement date of November 7, 2022, approved by the Board on March 21, 2022, **to** effective May 9, 2022 through June 30, 2022 and September 1, 2022 through November 18, 2022, with a reinstatement date of November 21, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

Revision: DRISCOLL, Samantha – Mathematics Teacher, Ridgewood High School, **from** effective April 25, 2022 through June 13, 2022, with a reinstatement date of June 14, 2022 and September 1, 2022 through November 23, 2022, with a reinstatement date of November 28, 2022, approved by the Board on February 14, 2022, **to** effective April 25, 2022 through June 23, 2022 and September 1, 2022 through November 23, 2022, with a reinstatement date of November 28, 2022, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

viii. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Glen Elementary School**2022 Summer Secretarial Support**

- **Macolino, Nadine**, not to exceed 45 hours, at an hourly rate of \$32.87 (\$1,479.15).

Account #11-000-219-105-00-01-024-001

Hawes Elementary School**2022 Summer Secretarial Support**

- **Higgins, Patricia**, not to exceed 20 hours, at an hourly rate of \$38.21 (\$764.20).

Account # 11-000-240-105-00-02-002-001

2022 Summer Hours - Nurse

- **Gao, Jeanne**, not to exceed 20 hours, at an hourly rate of \$43.59 (\$871.80).

Account # 11-000-213-104-00-02-002-001

Guidance Department – 2022 Summer Hours

- **Nam, Suh Young**, not to exceed 20 hours, at an hourly rate of \$46.31 (\$926.20).

Account # 11-000-218-104-00-02-002-001

Moving Classroom

- **Head, Eileen**, not to exceed 12 hours, at an hourly rate of \$40.17 (\$482.04).

Account # 11-120-100-101-00-02-002-001

Orchard Elementary School**2022 Summer Hours - Nurse**

- **Horton, Christina**, not to exceed 20 hours, at an hourly rate of \$41.76 (\$835.20).

Account # 11-000-213-104-00-03-003-001

Guidance Department – 2022 Summer Hours

- **Rubin, Lindsay**, not to exceed 20 hours, at an hourly rate of \$57.32 (\$1,146.40).

Account # 11-000-218-104-00-03-003-001

Moving Classrooms, each not to exceed 12 hours, each at an hourly rate of \$40.17 (\$3,856.32)

- **Azzopardi, Deirdre**
- **Cahill, William**
- **Heider, Erin**
- **Hoff, Erica**
- **Jones, Michelle**
- **Madison, Marissa**
- **Price Megan**
- **Tan, Zue**

Account # 11-120-100-101-00-03-003-001

Ridge Elementary School

2022 Summer Hours - Nurse

- **Manke, Colleen**, not to exceed 20 hours, at an hourly rate of \$74.89 (\$1,497.80).

Account # 11-000-213-104-00-04-004-001

Guidance Department – 2022 Summer Hours

- **Mitchell, Lindsay**, not to exceed 20 hours, at an hourly rate of \$62.83 (\$1,256.60).

Account # 11-000-218-104-00-04-004-001

2022 Summer Library Organization and Media Specialist

- **Coppola, Michele**, not to exceed 6 hours, at an hourly rate of \$79.91 (\$479.46).
- **Marmo, Jill**, not to exceed 6 hours, at an hourly rate of \$69.40 (\$416.40).
- **McDermott, Meghan**, not to exceed 6 hours, at an hourly rate of \$65.71 (\$394.26).

Account # 11-120-100-101-00-04-004-001

Additional: 2021-2022 Student Club Activity Advisors

Play Club

- **Dodd, Stephanie;** and **Tobin, Deirdre**, each not to exceed 30 hours, each at

an hourly rate of \$40.17 (\$2,410.20).

Account # 11-401-100-101-00-04-004-001

Moving Classrooms, each not to exceed 12 hours, each at an hourly rate of \$40.17 (\$2,410.20)

- **Betstadt, Molly**
- **Kiely, Michele**
- **Petitt, Carol**
- **Scire-Banchitta, Victoria**
- **Wolman, Andie**

Account # 11-120-100-101-00-04-004-001

Somerville Elementary School

2022 Summer Secretarial Support

- **Mannion, Erin**, not to exceed 20 hours, at an hourly rate of \$28.82 (\$576.40)

Account # 11-000-240-105-00-05-005-001

2022 Summer Hours - Nurse

- **Correll, Moira**, not to exceed 20 hours, at an hourly rate of \$62.39 (\$1,247.80).

Account # 11-000-213-104-00-05-005-001

Guidance Department – 2022 Summer Hours

- **Finnegan, Kathleen**, not to exceed 20 hours, at an hourly rate of \$46.16 (\$923.20).

Account # 11-000-218-104-00-05-005-001

2022 Summer CST/Library Secretary and Media Specialist

- **Faccone, Jamie**, not to exceed 15 hours, at an hourly rate of \$29.53 (\$442.95).
- **Kaplan, Nancy**, not to exceed 15 hours, at an hourly rate of \$57.58 (\$863.70).

Account #11-000-222-104-00-05-005-001

2022 Summer Website Maintenance/Upgrade

- **Carr, Lauren**, not to exceed 6 hours, at an hourly rate of \$67.98 (\$407.88),

Account #11-000-223-104-00-22-022-001

Moving Classroom

- **Carr, Lauren**, not to exceed 12 hours, at an hourly rate of \$40.17 (\$482.04).

Account # 11-120-100-101-00-05-005-001

Travell Elementary School

2022 Summer Hours - Nurse

- **Gillio, Alexis**, not to exceed 20 hours, at an hourly rate of \$47.26 (\$945.20).

Account # 11-000-213-104-00-06-006-001

Guidance Department – 2022 Summer Hours

- **Miller, Melissa**, not to exceed 20 hours, at an hourly rate of \$48.48 (\$969.60).

Account # 11-000-218-104-00-06-006-001

Moving Classroom

- **Alexander, Elianne**, not to exceed 12 hours, at an hourly rate of \$40.17 (\$482.04).

Account # 11-120-100-101-00-06-006-001

Additional: 2021-2022 Student Club Activity Advisors

Kindness Club

- **Tormey, Melanie**, additional 8 hours, at an hourly rate of \$40.17 (\$321.36).

Account #11-401-100-101-00-06-006-001

Willard Elementary School

2022 Summer Secretarial Support

- **Parigi, Jane**, not to exceed 12 hours, at an hourly rate of \$35.32 (\$423.84).

Account # 11-000-240-105-00-07-007-001

2022 Summer Hours - Nurse

- **Lowicki, Bonnie**, not to exceed 20 hours, at an hourly rate of \$63.02 (\$1,260.40).

Account # 11-000-213-104-00-07-007-001

Guidance Department – 2022 Summer Hours

- **Pfeiffer, David**, not to exceed 20 hours, at an hourly rate of \$76.85 (\$1,537).

Account #11-000-218-104-00-07-007-001

Additional: 2021-2022 Student Club Activity Advisors

Drama Club

- **Dolfi, Dawn-Lyn**, not to exceed 3 hours, at an hourly rate of \$40.17 (\$120.51).

Account #11-401-100-101-00-07-007-001

Moving Classrooms

- **Blois, Kevin**, not to exceed 12 hours, at an hourly rate of \$40.17 (\$482.04).
- **Dodd, Rebecca**, not to exceed 12 hours, at an hourly rate of \$40.17 (\$482.04).
- **Lyons, Kelly**, not to exceed 6 hours, at an hourly rate of \$40.17 (\$241.02).
- **Halter, Wasley**, not to exceed 12 hours, at an hourly rate of \$40.17 (\$482.04).

Account #11-120-100-101-00-07-007-001

Benjamin Franklin Middle School

2022 Summer Hours - Nurse

- **Reilly, Kerriann**, not to exceed 55 hours, at an hourly rate of \$67.77 (\$3,727.35).

Account # 11-000-213-104-00-08-008-001

Guidance Department – 2022 Summer Hours

- **Gelenius, Mariann**, not to exceed 30 hours, at an hourly rate of \$75.42 (\$2,262.60)
- **Papapietro, Meagan**, not to exceed 110 hours, at an hourly rate of \$46.31 (\$5,094.10).

Account # 11-000-218-104-00-08-008-001

Spring Concerts

- **Four Chaperones:** 6th Grade Concert, May 12, 2022: **Christopher, Susan; Curcio, Jason; Morris, Lori; and Ran, Benjamin**, each not to exceed 2 hours, each at an hourly rate of \$40.17 (\$321.36).
- **Three Chaperones:** 7th Grade Concert, May 25, 2022: **Dabby, Maxwell; Gilbert, Kristen; and Sharar, Carol**, each not to exceed 2.5 hours, each at an hourly rate of \$40.17 (\$301.28).
- **Three Chaperones:** 8th Grade Concert, May 18, 2022: **Christopher, Susan;**

Gilbert, Kristen; and **Litvak, Roman**, each not to exceed 3 hours, each at an hourly rate of \$40.17 (\$361.53).

- **Four Chaperones:** Chamber & Jazz Machine Concert, June 9, 2022: **Employee # 6558; Gilbert, Kristen; Kawash, Justine;** and **Skettini, Kelly;** each not to exceed 2.5 hours, each at an hourly rate of \$40.17 (\$401.70).

Account #11-401-100-101-00-08-008-001

Moving Classrooms, each not to exceed 12 hours, each at an hourly rate of \$40.17 (\$3,856.32)

- **Ayes, Charlotte**
- **Giordano, Nicole**
- **Lee, Kelly**
- **Mitchell, Michael**
- **Morris, Lori**
- **Nadi, Paola**
- **Schulke, Kyle**
- **Zielinski, Lauren**

Account # 11-120-100-101-00-08-008-001

George Washington Middle School

2022 Summer Hours - Nurse

- **Stadulis, Julie**, not to exceed 55 hours, at an hourly rate of \$64.13 (\$3,527.15).

Account # 11-000-213-104-00-09-009-001

Guidance Department – 2022 Summer Hours

- **Mullin, Michael**, not to exceed 55 hours, at an hourly rate of \$75.63 (\$4,159.65).
- **Scudato, Lisa**, not to exceed 55 hours, at an hourly rate of \$46.64 (\$2,565.20).
- **Weiss-Chromeck, Courtney**, not to exceed 30 hours, at an hourly rate of \$49.94 (\$1,498.20).

Account # 11-000-218-104-00-09-009-001

Revision: Eighth Grade Overnight Field Trip to Washington D.C. - June 8-10, 2022, approved by the Board at its meeting on May 23, 2022

From: Twelve Chaperones (including one nurse): **Handy, Mary Lou; Kabash, Vanessa; Kashmanian, Katherine; Kneis, Dana; Monahan, Timothy; Neville, Ben; Pizzuto, Basil; Scudato, Lisa; Tucker, Erika;** and **Wood, Danielle; Zilvetti, Suzanne**, each for 2 nights, each at \$200 per night (\$4,800); and **One Substitute Nurse, TBD**, for two nights, at \$200 per night (\$400) and at \$170 per day for three

days (\$510), for a total of \$5,710.

To: Thirteen Chaperones (including one nurse): Handy, Mary Lou; Kabash, Vanessa; Kashmanian, Katherine; Kneis, Dana; Monahan, Timothy; Neville, Ben; Ozaydin, Meaghan; Pizzuto, Basil; Scrudato, Lisa; Tucker, Erika; Wood, Danielle; and Zilvetti, Suzanne, each for 2 nights, each at \$200 per night (\$5,200); and One Substitute Nurse, Wong, Emily, for two nights, at \$200 per night (\$400) and at \$170 per day for three days (\$510), for a total of \$6,110.

Account #11-401-100-101-00-09-009-001

Revision: Spring Concert - May 17, 19, and 24, 2022, approved by the Board at its meeting on May 9, 2022

From: Eight Chaperones: Brown, Brian; Dabby, Maxwell; Feit, Deborah Ann; Kaukonen, Philip; King, Janelle; Petitt, Carol; Thomas-Candrilli, Anna; and Walker, Christine, each not to exceed 2 hours, each at an hourly rate of \$40.17 (\$642.72).

To: Nine Chaperons: Brown, Brian; Dabby, Maxwell; Feit, Deborah Ann; Kaukonen, Philip; King, Janelle; Petitt, Carol; Thomas-Candrilli, Anna; Sharar, Connie; and Walker, Christine, each not to exceed 2 hours, each at an hourly rate of \$40.17 (\$723.06).

Account #11-401-100-101-00-09-009-001

Ridgewood High School

2022 Summer Secretarial Support

- **Ardese, Lynn**, not to exceed 40 hours, at an hourly rate of \$28.82 (\$1,152.80).
- **Griffith, Rosanna**, not to exceed 40 hours, at an hourly rate of \$30.80 (\$1,232).
- **Kazmierczak, Jennifer**, not to exceed 60 hours, at an hourly rate of \$32.87 (\$1,972.20).
- **Tringali, Judith**, not to exceed 40 hours, at an hourly rate of \$38.40 (\$1,536).
- **Wehmeyer, Nicole**, not to exceed 60 hours, at an hourly rate of \$30.80 (\$1,848).

Account # 11-000-221-105-00-10-010-001

2022 Summer Hours - Nurse

- **Donovan, Suzanne**, 50 hours not to exceed, at an hourly rate of \$37.58 (\$1,879).
- **Morgan, Maureen**, 50 hours not to exceed, at an hourly rate of \$76.62 (\$3,831).

Account # 11-000-213-104-00-10-010-001

Guidance Department – 2022 Summer Hours

- **Alpaugh, Kristen**, not to exceed 20 hours, at an hourly rate of \$47.16 (\$943.20).
- **Fabish, Christopher**, not to exceed 60 hours, at an hourly rate of \$68.19 (\$4,091.40).
- **Klein-Hellman, Lauren**, not to exceed 50 hours, at an hourly rate of \$62.00 (\$3,100).
- **Salerno, Christine**, not to exceed 35 hours, at an hourly rate of \$56.59 (\$1,980.65).
- **Turano, Rebecca**, not to exceed 50 hours, at an hourly rate of \$51.14 (\$2,557).
- **Watson, Andrea**, not to exceed 25 hours, at an hourly rate of \$51.52 (\$1,288).

Account # 11-000-218-104-00-10-010-001

2022 Project Graduation - June 22, 2022

- **Ten Chaperones: Bourque, Steven; Contreras, Colleen; Cronk, Paul; Dolby, Luke; Fabish, Christopher; Mendez, Karen; Minichini, Gina; Schaefer, Margaret; Tolve, Laura; and Yannone, Meredith**, each not to exceed 6 hours, each at an hourly rate of \$40.17 (\$2,410.20).

Account # 11-401-100-101-00-10-010-001

World Language Honor Society Induction Ceremony - May 18, 2022

- **Two Chaperones: Lee, Christine, and Parks, Ruth**, each not to exceed 4 hours, each at an hourly rate of \$40.17 (\$321.36).

Account # 11-401-100-101-00-10-010-001

ACT Administrative Duties - October 22, 2022, February 11, 2023, & June 10, 2023

- **Valerie, Amanda**, total stipend of \$300 per date (\$900).

Account #11-000-218-104-00-10-010-001

Freshman Mixer - May 26, 2022

- **Five Chaperones: Darakjy, Christa; Comissiong, Olga; Fabish, Christopher; John, Carlin; and Murtha, Timothy**, each not to exceed 3 hours, each at the hourly rate of \$40.17 (\$602.55), to be paid for by student funding.

Account #20-030-100-101-00-10-010-042

Curriculum, Instruction & Assessment**Summer Professional Development (Presenter), to be funded by the American Rescue Plan (ESSER III)**

- Staff members as listed on **Attachment G**.

Proctors for Seal of Bi-Literacy Exam - May 21, 2022

- **Griffith, Rosanna**, not to exceed 4 hours, at an hourly rate of \$30.80 (\$123.20).

Account #11-000-223-104-00-22-022-001

Special Programs**STEPSS Job Coach**

- **Collins, Carla**, not to exceed 15 hours, at an hourly rate of \$20.17 (\$302.55).

Account #11-212-100-106-00-12-024-001

Information Technology Department**IT Support for Seal of Bi-Literacy Exam - May 21, 2022**

- **Michels, James**, not to exceed 4 hours, at an hourly rate of \$44.64 (\$178.56).

Account #11-000-252-104-08-31-031-001

Custodial and Maintenance Department - June 20-25, 2022

- **Smith, Daimian**, not to exceed 35 hours, at a daily rate of \$437.50 (\$2,187.50).

Account #11-000-262-104-00-42-048-001

Superintendent of School Department - June 14, 2022, June 15, 2022 & June 20, 2022

- **Dr. Fitts**, not to exceed 21 hours, at a daily rate of \$860 (\$2,580).

Account #11-000-230-104-00-20-019-000

ix. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below.

Teacher: Goodman, Nancy; Sharar, Connie*; and Taylor, Marcee

Nurse: Wong, Emily

\$115 Daily Rate

\$170 Daily Rate

***Related to staff member**

E. FINANCE

i. Acceptance of Restricted Donations:

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following restricted gifts for the **2021-2022** school year, to be used as indicated.

Donations			
Donor	Amount	Use	Account Number
Clyde Spotts	\$2,500 (gift in kind)	A gif of a Yamaha Drum Set to be used at Ridgewood High School.	N/A
Ridgewood Ice Hockey Foundation Inc.	\$45,632.44	To be used to cover ice hockey expenses for the 2021/2022 season.	20-025-200-220-00-10-034-148 (FICA \$1,917.32) 20-025-200-512-00-10-034-148 (Busing- \$14,992.40) 20-025-100-890-00-10-034-148 (Fees - \$990) 20-025-100-101-00-10-034-148 (Salaries - \$25,063.02) 20-025-100-340-00-10-034-148 (Officials - \$2,669.70)
Ridgewood High School Student Activity Account	\$3,467.60	To be used to pay overnight chaperones for the ALPS summer trip.	20-030-100-101-00-10-010-039 (Stipend - \$3,200) 20-030-200-220-00-10-010-039 (FICA - \$267.60)
Ridge Student Activity Account	\$12,892.42	To be used to pay for Glee Club teachers	20-025-100-101-00-04-004-009 (Stipend - \$11,906.15) 20-025-200-220-00-04-004-009 (FICA - \$986.27)
Ridgewood High School Activity Account	\$433.45	To be used to pay for Erin McAlister as an overnight chaperone for Alps Farm trip. (May 6 - 8)	20-030-100-101-00-10-010-040 (Stipend - \$400) 20-030-200-220-10-010-040 (FICA \$33.45)

Ridgewood High School Activity Account	\$433.45	To be used to pay for Erin McAlister as an overnight chaperone for the Alps Whitewater trip. (May 20-22)	20-030-100-101-00-10-010-041 (Stipend - \$400) 20-030-200-220-10-010-041 (FICA \$33.45)
GENYouth/A CME Foundation Program	\$2,500 (gift in kind)	A gift in kind of ACME gift cards.	N/A
Orchard Student Activity Account	\$799.95	To be used to purchase a bluetooth speaker for Orchard Elementary School.	20-030-100-890-00-03-003-002

ii. **Approval: 2022-2023 Additional Received Tuition Students Paid by Parents**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools approves the following received tuition students for the 2022-2023 school year, listed below. Tuition will be paid by the parents.

- 3 students attending Ridgewood High School

iii. **Approval: Shared Services Agreement with the Glen Rock Board of Education for Landscaping, Tree Removal, Snow Removal, and Storm Clean up Services**

WHEREAS, the Ridgewood Board of Education (“Board”) desires to procure landscaping, tree and snow removal, and storm-clean up services for the 2022-2023 school year; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-42, the Board is authorized to renew for a one-year term its existing landscape contract with Monello Landscape Industries, LLC (“Monello Landscape”); and

WHEREAS, pursuant to N.J.S.A. 18A:18A-42 and the parties’ agreed-upon terms, the contract rate for the 2022-2023 school year will reflect a 6% increase in the amount of **\$7,649.04**; and

WHEREAS, pursuant to N.J.S.A. 40A:65-1 et seq., the Board desires to enter into a shared services agreement with the Glen Rock Board of Education (“Glen Rock”) for the provision of landscape services; and

WHEREAS, Glen Rock has agreed to reimburse the Board an amount equivalent to thirty-six percent (36%) of the total costs associated with the procurement of the landscape services, as well as thirty-six (36%) percent of any applicable attorneys’ fees.

NOW, THEREFORE BE IT RESOLVED, on behalf of the Ridgewood Board of Education, that the Business Administrator, is hereby authorized to execute a renewal for a one-year term of the Board’s landscape contract with Monello Landscape in the

amount of \$135,133.05,

BE IT FURTHER RESOLVED, that the Business Administrator, is hereby authorized to execute the shared services agreement with Glen Rock for the provision of landscape services.

iv. Approval: Disposal of Equipment

The Ridgewood Board of Education, upon the recommendation of the recommendation for the Superintendent of Schools, approves the disposal of the items listed below. These items are no longer functional.

Districtwide:

- John Deere 2720 tractor
- John Deere 2720 2 snow blower attachments
- John Deere 2720 1 snow plow attachment

VIII. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Dr. Gorman

A. Approval: DETERMINING TO ACQUIRE AND TO FINANCE EQUIPMENT BY MEANS OF A LEASE PURCHASE FINANCING IN AN AMOUNT NOT EXCEEDING \$940,000, AUTHORIZING AN ADVERTISEMENT FOR BIDS TO FINANCE THE EQUIPMENT IF NECESSARY, DELEGATING THE AWARD OF THE BID, AUTHORIZING THE EXECUTION OF THE LEASE AND RELATED DOCUMENTS AND AUTHORIZING OTHER ACTIONS NECESSARY TO COMPLETE THE TRANSACTION

WHEREAS, The Board of Education of the Village of Ridgewood in the County of Bergen, New Jersey (the "Board") is created and is charged by law with the responsibility of providing a system of public education within the school district over which it has jurisdiction and to acquire equipment therefor; and

WHEREAS, the Board has determined to fund the acquisition and as necessary installation of various technology and computer equipment consisting of computers, network/VoIP infrastructure, projectors, audio equipment, printers, security/building access equipment and other similar IT equipment, including financing and incidental or related costs (the "Equipment") by means of a lease purchase financing for a term that does not exceed five (5) years pursuant to the provisions of *N.J.S.A. 18A:20-4.2(f)* and *N.J.S.A. 18A:18A-1 et seq.*; and

WHEREAS, the Board has selected Phoenix Advisors, LLC as municipal advisor (the "Municipal Advisor") and McManimon, Scotland & Baumann, LLC as special counsel (the "Special Counsel") for the purpose of advising and assisting with the proposed lease purchase financing of the Equipment; and

WHEREAS, in accordance with the procedures set forth in *N.J.S.A. 18A:18A-1 et seq.* (the "Public School Contract Law") and the regulations promulgated thereunder, a notice of the bid will be published if required and bids or quotes (hereinafter simply referred to as bids) are scheduled to be returned to the Business Administrator/Board Secretary, who, with the assistance of the Special Counsel and the Municipal Advisor, will

determine the lowest responsive and responsible bidder to purchase the Lease (as hereinafter defined) from the Board (hereinafter referred to as the "Purchaser"); and

WHEREAS, the Board will enter into a lease purchase agreement (the "Lease") and other related documents with the Purchaser in an amount not to exceed \$940,000 to finance the Equipment; and

WHEREAS, the Board desires to authorize the delegation of the award of the bid to the Business Administrator/Board Secretary and further authorizes the Board President, Business Administrator/Board Secretary, Municipal Advisor and Special Counsel to prepare and to execute the Lease and certain other documents and agreements necessary or incidental to the transactions contemplated thereby;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE VILLAGE OF RIDGEWOOD IN THE COUNTY OF BERGEN, NEW JERSEY as follows:

Section 1. The Board hereby determines to finance the Equipment by means of a lease purchase financing in a principal amount not exceeding \$940,000 in accordance with the requirements of the Public School Contracts Law. The Business Administrator/Board Secretary, the Municipal Advisor, the Special Counsel and other appropriate representatives of the Board are hereby authorized to prepare the necessary timetables and bid documents and other related documents as may be necessary and to take other steps necessary to prepare for and to implement the proposed financing.

Section 2. The Board hereby authorizes the publication of a request for bids if required in accordance with the Public School Contracts Law or the solicitation of quotes in order to prepare for the proposed transaction.

Section 3. The Board President and/or the Business Administrator/Board Secretary and/or the Assistant Business Administrator are authorized to award the bid and the Lease in accordance with the terms of this resolution to the lowest bidder in accordance with the bid proposals or quotes submitted to the Business Administrator/Board Secretary/Assistant Business Administrator, which winning bid proposal or quote will be retained on file in the Business Administrator/Board Secretary's office. The Purchaser's interest rate will be held fixed for a period of thirty (30) days from the date of the bid or as may be set forth in the bid specifications. If the closing does not occur within thirty (30) days of the date of the bid, the interest rate will be calculated in accordance with the index rate suggested by the Municipal Advisor as may be set forth in the bid specifications.

Section 4. The Board President and/or the Business Administrator/Board Secretary are hereby authorized to negotiate, execute and deliver, subject to the review of Special Counsel, the Lease, an agent or an escrow agreement, an assignment agreement, if necessary, and such other documents as may be necessary to consummate the transaction. Specifically, the Board authorizes the Board President or the Business Administrator/Board Secretary to establish an escrow account for the deposit of the Lease proceeds and to direct the deposit and investment of the Lease proceeds in the escrow for the term of the Lease in accordance with the requirements of law. The Board

hereby authorizes and directs the Board President or the Business Administrator/Board Secretary to approve any changes, additions, or deletions to the Lease or such other documents as may, in the judgment of Special Counsel, be necessary or advisable, such approval to be evidenced by the execution of the Lease or such other documents by the Board President or the Business Administrator/Board Secretary. The Business Administrator/Board Secretary is also authorized to pay any agreed upon fees of the escrow agent, if any. The Board President and/or Business Administrator/Board Secretary are also authorized and directed to take on behalf of the Board such other actions as shall be necessary and appropriate to accomplish the lease purchase financing for the Equipment in accordance with the terms of the Lease and this resolution and pursuant to the terms of the agreements and instruments authorized to be prepared hereby and to accomplish the performance of the obligations of the Board in respect thereto.

Section 5. The payment of rent or other monies due under the Lease shall be made only from the General Fund of the Board. Neither the Board, nor any agency, department or political subdivision thereof shall be obligated to pay any sum to the Purchaser under the Lease from any taxing source for the payment of any sums due under the Lease unless an appropriation is made in a duly approved budget of the Board. The obligations of the Board shall not constitute indebtedness of the Board or of the Village of Ridgewood or of any department, agency or political subdivision thereof. The Lease shall set forth the term of the lease purchase agreement for the Equipment, the rental payments to be paid by the Board in respect thereof and the dates on which such rent shall be due and payable.

Section 6. The Board hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on the Lease, including the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Lease, if applicable. The Board authorizes the Business Administrator/Board Secretary to act and determine on behalf of the Board whether the Lease will be designated as "bank qualified" within the meaning of Section 265 of the Code. The Board hereby declares its intent to issue the Lease in the expected maximum principal amount of the Lease set forth herein and to use the proceeds of the Lease to pay or to reimburse expenditures for the costs of the purpose for which the Lease is authorized herein. This resolution is a declaration of intent within the meaning and for the purposes of Treasury Regulations Section 1.150-2 or any successor provisions of federal income tax law.

Section 7. The reference to officers of the Board herein and in actions taken on behalf of the Board includes any assistant, interim, acting or successor officers holding those positions, and any action taken prior hereto with respect to the actions authorized herein are hereby ratified and deemed taken pursuant to this resolution.

Section 8. This resolution shall take effect immediately.

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below and reviewed by Mr. Dani.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS
May 23	Columbia Bank On-Line	105825-105894	639,743.82
June 1	Columbia Bank On-Line	105895-105941	102,915.74
June 6	Columbia Bank On-Line	105942-106034	1,488,228.51
Apr 30	Electronic Transfer	C39741-39742	9,347.06
Apr 30	Electronic Transfer	F39738	11,196.17
Apr 30	Electronic Transfer	R39737	29,019.04
May 17	Electronic Transfer	L39704-39705	294,455.99
May 19	Electronic Transfer	L39736	35,580.00
May 20	Electronic Transfer	R39739-39740	13,000.00
June 2	Electronic Transfer	L39860	21,700.00
	Columbia Bank Void Check		
TOTAL			2,773,244.71

X. BOARD MEMBER ANNOUNCEMENTS

Ms. Kwak

XI. BOARD COMMITTEE REPORTS

Ms. Kwak

XII. DISCUSSION ITEMS

Ms. Kwak

A. New Policies/Regulations and Revisions to Policies/REgulations as listed below and in Attachment H:

New:

- Regulation 2460.30: Additional/Compensatory Special Education and Related Services
- Policy 5541: Anti-Hazing
- Policy 1648.15: Recordkeeping for Healthcare Settings in School Buildings-COVID-19
- Policy 2416.01: Postnatal Accommodations for Students

Revised:

- Policy 2415.05: Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment
- Policy and Regulation 2431.4: Preventions and Treatment of Sports-Related Concussions and Head Injuries
- Policy and Regulation 2622: Student Assessment
- Policy 3233: Political Activities
- Policy 5460: High School Graduation
- Policy and Regulation 8465: Bias Crimes and Bias-Related Acts
- Policy 9560: Administration Of School Surveys
- Policy 2417: Student Intervention and Referral Services
- Policy 3161: Examination for Cause
- Policy 4161: Examination for Cause
- Policy 5512: Harassment, Intimidation, and Bullying
- Policy 7410: Maintenance and Repair
- Regulation 7410.01: Facilities Maintenance, Repair Scheduling, and Accounting
- Policy 8420: Emergency and Crisis Situations
- Policy and Regulation 9320: Cooperation with Law Enforcement Agencies

Abolished:

- Policy 1648.14: Safety Plan for Healthcare Settings in School Buildings - COVID-19

XIII. ACCEPTANCE OF MINUTES	Ms. Kwak
<ul style="list-style-type: none"> ➤ May 9, 2022 Regular Public Meeting ➤ May 25, 2022 Special Public Meeting 	
XIV. OTHER BUSINESS	Ms. Kwak
XV. COMMENTS FROM THE PUBLIC	Ms. Kwak
XVI. MOTION TO GO INTO EXECUTIVE SESSION	Ms. Kwak
XVII. RECONVENED PUBLIC MEETING	Ms. Kwak
XVIII. ADJOURNMENT	Ms. Kwak

Upcoming Meetings

Monday, June 20, 2022
 Regular Public Meeting
 7:00 p.m. Education Center

Monday, July 25, 2022
 Regular Public Meeting
 5:00 p.m. Education Center

2021-2022 CONFERENCES FOR APPROVAL

Staff Member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Jennifer Raphaels	AP Macroeconomics Exam Reading Educational Testing Service, Cincinnati, OH 6/2/22 - 6/10/22	Professional Development	\$0	7
Jamie Woods	Morphology Plus Virtual Institute for Multisensory Education, Virtual 6/27/22-7/1/22	Professional Development	\$1275	0
Laura Vargo	Boston Area College Visits Bentley University, Waltham, MA 6/16/22-6/17/22	Professional Development	\$527	0

The total cost for these conferences is \$1802. Upon Board approval of all of these conferences, the total expenditure for travel and conferences for 2021-22 will be \$71,584.13 leaving a balance of \$128,415.87 remaining in the \$200,000 approved by the Board for travel and conferences. The total cost of substitutes for these conferences is \$0. Upon Board approval of these conferences, the total expenditure for substitutes for travel and conferences for 2021-22 will be \$154.50.

2022-2023 CONFERENCES FOR APPROVAL

Staff Member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Stephanie Auer	Comprehensive Orton-Gillingham Training Institute for Multi-Sensory Education, Virtual 9/19/22-9/30/22	Professional Development	\$1275	0
Ariana Bray	Handle With Care Instructor Recertification Handle With Care Behavior Management System, Gardiner, NY 8/4/22	Professional Development	\$492	0
Jessica Burkett	Comprehensive Orton-Gillingham Training Institute for Multi-Sensory Education, Virtual 7/18/22-7/29/22	Professional Development	\$1275	0
Jessica Lintner	Comprehensive Orton-Gillingham Training Institute for Multi-Sensory Education, Virtual 7/18/22-7/29/22	Professional Development	\$1275	0

Cindy Lora	Handle With Care Instructor Recertification Handle With Care Behavior Management System, Gardiner, NY 8/4/22	Professional Development	\$492	0
Erin McGuire	Handle With Care Instructor Recertification Handle With Care Behavior Management System, Gardiner, NY 8/4/22	Professional Development	\$511	0

The total cost for these conferences is \$5,320.00. Upon Board approval of all of these conferences, the total expenditure for travel and conferences for 2022-23 will be \$5320.00 leaving a balance of \$194,680.00 remaining in the \$200,000 approved by the Board for travel and conferences. The total cost of substitutes for these conferences is \$0. Upon Board approval of these conferences, the total expenditure for substitutes for travel and conferences for 2022-23 will be \$0.

FIELD TRIPS FOR APPROVAL

June 13, 2022

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
5/30/22	RHS	Memorial Park at Van Neste Square, Ridgewood, NJ	40 9-12th Grade Students	3	0	0	0	Yes	Yes
6/2/22	RHS	Kasschau Memorial Band Shell at Veterans Field, Ridgewood, NJ	160 9-12th Grade Students	10	0	0	0	Yes	Yes
6/6/22	Somerville	PERL trip to Ridgewood High School, Ridgewood, NJ	4 PERL Students	5	0	\$0	\$0	No	Yes
6/7/22	Travell	Ridgewood Recorder LinkUp, Ben Franklin Middle School, Ridgewood, NJ	62 4th Grade Students	6	1 - 1/2 Day	\$57.50	\$57.50 (Sub)	Yes	Yes
6/15/21	RHS	Graduation /End of Year Trip, PF Changs, Hackensack, NJ	5 RISe Students	5	0	\$0	\$121.00 (Driver)	No	Yes
6/17/22	Somerville	Bow Tie Cinema, Ridgewood, NJ	75 5th Grade Students	6	0	\$0	\$0	No	Yes
6/17/22 (was previously approved for 6/10/22 on the 12/6/21 agenda)	Ridge	Graydon Pool, Ridgewood, NJ	70 5th Grade Students	5	0	\$0	\$0	Yes	Yes
6/20/22	RHS	Student Congress Senior Delegate Dinner, Mt. Fuji, Hillburn, NY	16 Members of Student Congress	4	0	0	0	Yes	Yes
6/21/22	Travell	6th Grade Orientation, Ben Franklin Middle School, Ridgewood, NJ	62 5th Grade Students	6	0	0	0	Yes	Yes

OVERNIGHT FIELD TRIPS											
Date	School	Location	Approx # and Group of Students	# of Unpaid Chaperones	# Paid Chaperones And # of Overnights for each	Anticipated Cost for Teacher/Nurse Chaperones @ \$200 per Overnight	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Est. Total Cost to District	Annual Event	Meets Requirements
2/17/23 - 2/26/23	RHS	Spanish Trip 2013, Sevilla, Cádiz and Granada, Spain	30 Mixed level Spanish 2CP-5H/AP Students	0	3	\$5,400 (Paid out of student fundraising)	0	\$0	\$800 (Bus)	No	Yes

JOB DESCRIPTION

- I. Title: Manager of Human Resources/Director of Human Resources
- II. Qualifications:
 - A. Undergraduate degree required.
 - B. Graduate work preferred.
 - C. Broad human resources experience including contract negotiations, related federal/state law and mandates, contract management, and health benefits administration required.
 - D. Director must hold School Administrator endorsement
- III. Position Summary:

To plan, administer, and supervise the operations of the Personnel/Human Resources department of the Ridgewood Public Schools.
- IV. Reports to: Superintendent
- V. Supervises: Human Resources Department staff
- VI. Major Duties and Responsibilities:
 - A. Monitors staff evaluation program, assesses effectiveness of evaluation practices in local schools, and ensure compliance of the district's policies and standards on staff evaluation.
 - B. Plans, directs, and participates in the recruitment, selection, and assignment of all professional and non-certificated personnel.
 - C. Develops job descriptions and vacancy announcements for position openings.
 - D. Maintains contact with school placement officials through active participation in state, regional, and national associations.
 - E. Determines personnel needs of the district through cooperation with building principals and central office administrators, and helps develop the annual school budget.
 - F. Supervises the development and maintenance of all personnel records, including personnel data stored by computer services for active and former employees.
 - G. Supervises the program of fringe benefits.
 - H. Monitors course enrollments and the tuition refund program.
 - I. Organizes, supervises, and evaluates the substitute service program for professional and secretarial staff.
 - J. Issues contracts or salary notifications to staff, recommends personnel for appointment in accordance with approved procedures, certifies salary classifications, and verifies eligibility for salary guide adjustments.
 - K. Supervises the processing of applications for New Jersey teacher and substitute certification in accordance with state codes.
 - L. Establishes and monitors the provisional program.

- M. Prepares statistical data relevant to negotiations, assists in the drafting of board proposals, plans negotiation strategies, and serves as a Board negotiator.
 - N. Administers contracts negotiated with all employee associations.
 - O. Authorizes the monthly payroll including adjustments, deductions, and substitute payment.
 - P. Monitors staff absences.
 - Q. Updates policies and contracts to conform to the Board action and/or negotiated agreements.
 - R. Maintains district enrollment data and projections.
 - S. Serves as a continuing member of the Personnel Policies Council and Superintendent's Cabinet.
 - T. Participates in Board meetings, and advises the Superintendent and Board in areas of responsibility.
 - U. Responds to surveys requesting information on the district's personnel program and to requests of district personnel on matters not clearly covered by regulation, policy, or legislation.
 - V. Supports the Superintendent in his overall administrative efforts; interprets his ideas and decisions to staff and public; keeps him informed of pertinent personnel developments; and seeks his counsel or decision, as necessary.
 - W. Advocates and promotes the rights of all persons, with particular reference to the personnel department activities.
 - X. Assumes responsibility for staff development in relation to acclimating new staff in consultation with the Assistant Superintendent.
 - Y. Coordinates the application and selection process for Governor's Teacher Recognition Award and Lloyd Ashby Award.
 - Z. Oversees district compliance with PEOSHA blood borne pathogens and other mandated training requirements.
 - AA. Chairs the committees for calendar development and career leaves.
 - BB. Works with Business Administrator in area of Payroll and benefits.
 - CC. Performs other duties or responsibilities, as assigned by the Superintendent of Schools.
- VII. Terms of Employment: Twelve months
- VIII. Evaluation:
- In accordance with New Jersey Administrative Code and Board of Education policy on evaluation of staff.

IX. Salary: Competitive and negotiable

Thomas Gorman, Ed.D
Superintendent of Schools

Approved by Board: 10/26/2009
Revised: 05/01/2017
Revised 06/13/2022

		2021-22	Sum.School	Hourly	Sum. School
Teacher	Assignment	Salary	Full Salary	Rate	Salary
Glen School 11-212-100-101-66-01-024-001					
Pira, Carolyn (169 Hrs.)	RISe Program	---	---	\$50.00	\$8,450
Kreisler, Alexis (169 Hrs.)	RISe Program	---	---	\$42.00	\$7,098
Grudzien, Jaimee (100 Hrs.)	RED Program	\$93,592	\$8,423	\$56.16	\$5,616
An, Yeon Gyeong (100 Hrs.)	RED Program	---	---	\$36.99	\$3,699
Classroom Aides					
Lauritano, Scott	RED Program			\$17.50	T/C
LaChapelle, Victoria	RED Program			\$17.50	T/C
TBD	RED Program				T/C
TBD	RED Program				T/C
Amaral, Carla	RED RISe Program			\$21.23	T/C
Yucis, Jessica	RED RISe Program			\$20.00	T/C
Burgess, Jennifer	RED RISe Program			\$20.00	T/C
Coughlin, Ryan	RED RISe Program			\$20.00	T/C
Manzelli, Teri	RED RISe Program			\$20.00	T/C
Hong, Yong	RED RISe Program			\$21.23	T/C
Baloch, Fahad	RED RISe Program			\$20.00	T/C
Kim, Tae Young	RED RISe Program			\$20.00	T/C
Dohi, Nao	RED RISe Program			\$20.00	T/C
TBD	RED RISe Program				T/C
TBD	RED RISe Program				T/C
TBD	RED RISe Program				T/C
Glen School 11-212-100-101-00-24-024-001					
Gemignani, Laura (169 Hrs.)	RISe Program - K-2 Grades		---	\$46.00	\$7,774
Sosa, Anthony (169 Hrs.)	RISe Program - 3-5 Grades		---	\$42.00	\$7,098
Classroom Aides					
Minardi, Jacqueline	RISe Program			\$21.23	T/C
Cancio, Josylin	RISe Program			\$20.00	T/C
Taylor, Caroline	RISe Program			\$20.00	T/C
Tarulli, Matthew	RISe Program			\$21.23	T/C
Fierro, Judy	RISe Program			\$21.23	T/C
Hamilton, Elizabeth	RISe Program			\$21.23	T/C
Barclay, Andrea	RISe Program			\$20.00	T/C
Nelson, Madison	RISe Program			\$20.00	T/C
TBD	RISe Program				T/C
TBD	RISe Program				T/C
TBD	RISe Program				T/C
Glen School 11-204-100-101-00-04-024-001					
Barnard, Elizabeth (74 Hrs.)	LLD Special Needs - K-2 Grades	\$69,242	\$6,232	\$41.55	\$3,074
Simone, Suzanne (74 Hrs.)	LLD Special Needs - 3-5 Grades	\$73,767	\$6,639	\$44.26	\$3,275
McGinnis, Lauren (74 Hrs.)	SEL Club - K-5 Grades	---	---	\$45.00	\$3,330
TBD (74 Hrs.)	SEL Club - K-5 Grades	---	---	\$0.00	\$0
Classroom Aides					
Fischer, Susan	LLD Special Needs - K-5 Grades			\$17.50	T/C
Glen/BF Middle School 11-204-100-101-66-04-024-001					
Saltalamacchia, Julianne (117 Hrs.)	SAIL Program - K-5 Grades	---	---	\$36.99	\$4,328
Brophy, Nancy (117 Hrs.)	SAIL Program - 6-8 Grades	\$104,982	\$9,448	\$62.99	\$7,370
Classroom Aides					
Chaiken, Kamber	SAIL Program			\$20.00	T/C
Elmoazz, Karima	SAIL Program			\$20.00	T/C
Sand, Grace	SAIL Program			\$20.00	T/C
TBD	SAIL Program				T/C
TBD	SAIL Program				T/C
TBD	SAIL Program				T/C
TBD	SAIL Program				T/C
Ridgewood High School					
Wine, Rae (95 Hrs.)	PERL Program - K-5 Grades	68,742	\$6,187	\$41.25	\$3,918
Classroom Aides					
Finn, Kasey				\$21.23	T/C
TBD					T/C
Ridge School 11-212-100-101-00-10-024-001					
DeAraujo, Christie (80 Hrs.)	Multisensory Reading Program	\$98,650	\$8,879	\$59.19	\$4,735
Keppel, Katie (70 Hrs.)	Multisensory Reading Program	\$86,017	\$7,742	\$51.61	\$3,613
Ridgewood High School 11-204-100-101-66-10-024-001					
Garvin, Natalie (55 Hrs.)	ELA/Math Enrichment - Grades 6-8	\$76,492	\$6,884	\$45.90	\$2,524
Ridgewood High School 11-204-100-101-66-10-024-001					
Romano, Odalys (74 Hrs.)	Special Needs - Grade 6	\$104,982	\$9,448	\$62.99	\$4,661

Teacher	Assignment	Salary	Full Salary	Rate	Salary
Gordon, Julie (74 Hrs.)	Special Needs - Grades 7-8	\$104,982	\$9,448	\$62.99	\$4,661
Classroom Aides					
Tucker, Anette	Special Needs - Grade 6			\$15.01	T/C
<u>Ridgewood High School</u>	11-204-100-101-66-10-024-001				
Donnelly, Trecia (74 Hrs.)	Special Needs - Grades 9-12	\$104,982	\$9,448	\$62.99	\$4,661
Classroom Aides					
Siohan, Chloe	RISe Program			\$20.00	T/C
<u>Ridgewood High School</u>	11-204-100-101-66-10-024-001				
Minichini, Gina (150 Hrs.)	RISe Program Grades 6-8	\$69,742	\$6,277	\$41.85	\$6,277
Classroom Aides					
Cardew, Charlie	RISe Program			\$20.17	T/C
Carpentieri, Anthony	RISe Program			\$20.00	T/C
Rocque-Seraphin, Diamond	RISe Program			\$20.00	T/C
Connelly, Molly	RISe Program			\$20.17	T/C
<u>Ridgewood High School</u>	11-204-100-101-66-10-024-001				
Donovan, Jennifer (150 Hrs.)	RISe Program Grades 9-12	\$61,642	\$5,548	\$36.99	\$5,548
Classroom Aides					
Crabbe, Joseph	RISe Program			\$21.23	T/C
Shovlin, Emily	RISe Program			\$21.23	T/C
Florida, Sophia	RISe Program			\$20.00	T/C
Moran, Christ	RISe Program			\$20.00	T/C
<u>Oak Street Location</u>	11-204-100-101-66-10-024-001				
Tolve, Laura (100 Hrs.)	STEPPS Program (18-21)	\$88,467	\$7,962	\$53.08	\$5,308
Classroom Aides					
Hiller, Ari	STEPPS Program			\$21.23	T/C
Cardew, Cate	STEPPS Program			\$20.00	T/C
TBD	STEPPS Program				T/C
TBD	STEPPS Program				T/C
	11-204-100-101-00-66-050-001				
Kilcullen, Michael (85 Hrs.)	Transition Coordinator	\$80,867	\$7,278	\$48.52	\$4,124
Crawford, Ryan (60 Hrs.)	Physical Education (RISe/SAIL)	\$62,642	\$5,638	\$37.59	\$2,255
Armstrong, Tara (100 Hrs.)	BCBA		\$0	\$105.00	\$10,500
Lora, Cindy (70 Hrs.)	BCBA	\$104,907	\$9,442	\$62.94	\$4,406
Bray, Ariana (100 Hrs.)	BCBA	\$73,229	\$6,591	\$43.94	\$4,394
Manke, Colleen (214 Hrs.)	Nurse	\$104,982	\$9,448	\$62.99	\$13,480
Clunie, Eureka (214 Hrs.)	Nurse	---	---	\$31.95	\$6,837
Charles, Josiane (214 Hrs.)	Nurse	---	---	\$31.95	\$6,837
Aday, Douglas	Summer Programs Coordinator	---	---	---	\$18,000
Calculated at Summer School hourly rate: Annex 13 REA Agreement					
MA Max \$104,982					
Substitutes					
Wang, Jue					
Student Volunteers					

Name	Assignment	Hours	Prep Hours	# of Classes	Salary	Salary	Hourly Rate	School
Appel, Charles	World History (Remedial)	60	15	0.50	91,549	8,239	54.93	4,119.71
Appel, Charles	US History I (Remedial)	60	15	0.50	91,549	8,239	54.93	4,119.71
Appel, Charles	US History II (Remedial)	60	15	0.50	91,549	8,239	54.93	4,119.71
Farrar, Eva	College Essay Writing (Enrichment)	12	3	0.12	86,367	7,773	51.82	777.30
Farrar, Eva	Creative Writing (Enrichment)	12	3	0.12	86,367	7,773	51.82	777.30
Farrar, Eva	SAT PREP - Verbal	12	3	0.12	86,367	7,773	51.82	777.30
Farrar, Eva	SAT PREP - Verbal	12	3	0.12	86,367	7,773	51.82	777.30
Gyulay, Joseph	Honors Algebra II (New Credit)	120	30	1.0	104,982	9,448	62.99	9,448.38
Kase, Sean	Intro to Marketing (New Credit)	30	7.5	0.25	89,467	8,052	53.68	2,013.01
Kase, Sean	Intro to Marketing (New Credit)	30	7.5	0.25	89,467	8,052	53.68	2,013.01
Kase, Sean	Entrepreneurship (New Credit)	30	7.5	0.25	89,467	8,052	53.68	2,013.01
Kase, Sean	Entrepreneurship (New Credit)	30	7.5	0.25	89,467	8,052	53.68	2,013.01
Maxwell, Athena	Art 101 (Enrichment)	12	4	0.12	84,917	7,643	50.95	815.20
Maxwell, Athena	Fundamentals of Painting (Enrichment)	12	4	0.12	84,917	7,643	50.95	815.20
Maxwell, Athena	STEAM Maker Camp - Grades 6-7 (Enrichment)	12	4	0.12	84,917	7,643	50.95	815.20
Maxwell, Athena	STEAM Maker Camp - Grades 8-9 (Enrichment)	12	4	0.12	84,917	7,643	50.95	815.20
Mendez, Karen	Intro to Business (New Credit)	30	7.5	0.25	97,067	8,736	58.24	2,184.01
Mendez, Karen	Intro to Business (New Credit)	30	7.5	0.25	97,067	8,736	58.24	2,184.01
Mendez, Karen	Intro to Business (New Credit)	30	7.5	0.25	97,067	8,736	58.24	2,184.01
Mendez, Karen	Finance (New Credit)	30	7.5	0.25	97,067	8,736	58.24	2,184.01
Murtha, Timothy	Finance (New Credit)	30	7.5	0.25	67,392	6,065	40.44	1,516.32
Murtha, Timothy	Finance (New Credit)	30	7.5	0.25	67,392	6,065	40.44	1,516.32
Nyhuis, Philip	Geometry (Remedial)	60	15	0.50	84,917	7,643	50.95	3,821.27
Nyhuis, Philip	Algebra I (Remedial)	60	15	0.50	84,917	7,643	50.95	3,821.27
Nyhuis, Philip	Algebra II (Remedial)	60	15	0.50	84,917	7,643	50.95	3,821.27
Pinches, Katharine	English 9 (Remedial)	60	15	0.50	104,982	9,448	62.99	4,724.19
Pinches, Katharine	English 10 (Remedial)	60	15	0.50	104,982	9,448	62.99	4,724.19
Pinches, Katharine	English 11 (Remedial)	60	15	0.50	104,982	9,448	62.99	4,724.19
Van Hise, Brian	Algebra I (New Credit)	120	30	1.0	93,967	8,457	56.38	8,457.03
Van Hise, Brian	Algebra II (New Credit)	120	30	1.0	93,967	8,457	56.38	8,457.03
Van Hise, Brian	Honors Geometry (New Credit)	120	30	1.0	93,967	8,457	56.38	8,457.03
TBD	Intro to Algebra I (Enrichment)	12	3	0.12		0	-	-
TBD	Intro to Algebra II (Enrichment)	12	3	0.12		0	-	-
TBD	Intro to Geometry (Enrichment)	12	3	0.12		0	-	-
TBD	Biology (Remedial)	60	15	0.50		0	-	-
TBD	Chemistry (Remedial)	60	15	0.50		0	-	-
TBD	Physics (Remedial)	60	15	0.50		0	-	-
TBD	Intro to Chemistry (Enrichment)	12	3	0.12		0	-	-
TBD	Intro to Biology (Enrichment)	12	3	0.12		0	-	-
TBD	Wellness (Remedial)	15	4	0.13		0	-	-
TBD	Wellness (Remedial)	15	4	0.13		0	-	-
TBD	Wellness (Remedial)	15	4	0.13		0	-	-
TBD	Learn to Code (Enrichment)	12	3	0.12		0	-	-
TBD	Creative Coding (Enrichment)	12	3	0.12		0	-	-
TBD	Intro to Computer Programming (Enrichment)	12	3	0.12		0	-	-
TBD	SAT PREP - Math	12	3	0.12		0	-	-
TBD	SAT PREP - Math	12	3	0.12		0	-	-
Demirjian, Linda	Principal							9,000.00

Adult Education

Account #13-602-100-101-00-60-060-001

DiCostanzo, John
Livingstone, Robert

Summer Music Academy

Account #13-423-100-101-00-60-060-001

Alcaro, Annamaria
Brescia, Kenneth
Curcio, Jason
Gregory-Fink, Deborah*
Fink, Gary*
Friedman, Mark
Haas, Cynthia*
Luckenbill, John
Rimelis, David
Sharar, Carol
Shore, Trey
Zlotkin, Amanda

Driver Education

Account #13-424-100-101-00-60-060-001

Cosgove, James
Currier, Robert
Kay, Peter*
Mitola, Candace
Knott, Ronald
Ransom, Robert
Ross, Jennifer
Watson, Andrea *

Summer Camps

Account #13-423-100-101-00-60-060-001

Aday, Douglas
Blaskovic, Jett
Brewer, Luke
Buchsbaum, Jarret
Bunzey, Craig
Burns, Vivian
Choong, Ronan
Consul, Mary
Currier, Robert
DeLucca, Shane
Gelshenen, Katie

Geraghty, Michael
Gilfedder, Jaime
Green, Todd
Halm, Heather
Harney, Thomas
Jackson, John
Kaczmarski, Brady
Kadus, Christopher
Kim, Braden
Kirtane, Medha
Lah, Ian
Luther, Vincent
McHugh, Peter
Mitchell, Michael
Mitola, Candace
Nesland, Tyler
Neville, Benjamin
O'Reilly, Evan
Pelekis, Andreas
Phillips, Marcus
Quirk, Brian
Reid, Evan
Rogers, Jordan
Saraceno, Samuel
Schick, Casey
Sieck, Alison
Skettini, Donna*
Skettini, Kelly
Skoric, Joseph
Son, Rick
Tobin, Deirdre
Troy, Michael
Trubac, Thomas
Tucker, Erika
Walsh, Aidan
Watson, Torrance
Zaitsev, Maksim

Summer Volunteers

Hogan, Kathryn
Kearny, Clare
Pires, Lauren
Reilly, Morgan
Tornatore, Paisley

*related to a staff member

Summer Adventure

Account # 13-422-100-101-00-60-060-001

- Batista, Giselle *
- Brusey, Sheana
- Bukowski, Stacey
- Cancio, Josilyn
- Champy-Adams, Brianna
- Chanod, Margaret
- Contreras, Colleen
- Coughlin, Wendy
- Dariento, Robert
- Dariento, Shea
- Dodd, Rebecca*
- Dodd, Stephanie*
- Dorsey, Jennifer
- Escobar, Alejandro*
- Gilbert, Kristen
- Halter, Wesley
- Jones, Michelle
- Kearns, Christopher
- Krsznak, Kate
- Lauro, Liv*
- Linton, Kris
- Mendez, Karen
- Montelbano, Tara
- Prod, Jason *
- Raupp, Ellen *
- Rosolanko, Kaitlyn*
- Rosolanko, Kristin
- Schaffer, Amy
- Schaffer, Emily*
- Stahl, David
- Strickland, Linda
- Tormey, Melanie
- Watson, Torrance

Account # 13-422-200-104-00-60-060-001

- Manke, Colleen

Ridgewood Summer Academies

Account # 11-000-240-103-00-65-050-001

- Demirjian, Linda

Account #13-422-200-103-00-60-060-001

- Aday, Douglas
- Ong, Jerome

Account # 13-422-200-105-00-60-060-001

- Chicas, Christina
- Collins, Carla

***related to a staff member**

2022 Summer Professional Development Program			
Elementary Literacy Boot Camp		18 hours each @ \$53.33 per hour = \$959.94	
Name	School		
Auer, Stephanie	Orchard		
Brunner, Dina	Willard		
Burkett, Jessica	Orchard		
Carroll, Wendy	Ridge		
Chanod, Margaret	Willard		
Connor, Danielle	Willard		
Delaney, Lynne	Ridge		
Dino, Deanna	Orchard		
Enright, Susan	Hawes		
Friel, Donald	Willard		
Higgins, Dana	Ridge		
Hoff, Erica	Orchard		
Kowalski, Alexandra	Somerville		
LeBlancq, Mary	Ridge		
Lintner, Jessica	Orchard		
Lyle, Roshanak	Willard		
Mahler, Allison	Travell		
McDermott, Meghan	Ridge		
Pilkington, Jaclyn	Somerville		
Pisani, Laurie	Willard		
Ran, Salliann	Willard		
Rockey, Colleen	Willard		
Walsh, Paige	Travell		
Woods, Jamie	Orchard		
Teacher-Led Workshops		6 hours each @ \$53.33 per hour = \$319.98	
Azzopardi, Deirdre	Glen/Orchard		
Bielicky, Kathryn	Somerville		
Coppola, Michele	Ridge		
DeAraujo, Christie	Ed Center		
DePinto, Lauren	BFMS/RHS		
Farrar, Eva	RHS		
Finnegan, Kathleen	Somerville		
Hans, Patricia	RHS		
Lauro, Livia	Travell		
Lohr, Sarah	Willard		
Luo, Miles	RHS		
Maxwell, Athena	RHS		
Neyland, Maria	Willard		

Name	School		
Parrasch, Kelsey	Willard		
Saladino, Allyson	RHS		
Scire-Banchitta, Victoria	Ridge		
Tucker, Erika	GWMS		
Valentine, Christa	Willard		
Ward, Tracy	Willard		
Watkins, Christopher	GWMS		
Wohner, John	RHS		
Zielinski, Lauren	BFMS		
Proficiency PLCs	18 hours each @ \$53.33 per hour = \$959.94		
Bodiwala, Tulsi	RHS		
Darakjy, Christa	RHS		
Droskey, Kathryn	Somerville		
Feeney, Lynne	RHS		
Gervolino, Coflleen	RHS		
Giordano, Nicole	BFMS		
Joseph, Andrea	RHS		
Kimbell, Tracee	Ridge		
Kott, Gregory	RHS		
Luo, Miles	RHS		
McCoy, Lydia	Willard		
McKreary, Julieann	GWMS		
Mixon, Karla	BFMS		
Raiani, Amy	RHS		
Reilly, Nancy	RHS		
Stucke, Mallory	RHS		
Van Treuren, Ryan	RHS		
Zilvetti, Suzanne	GWMS		
Barker, Barbara	RHS		
Del Orbe-Anthon	BFMS		
Galasso, Patricia	RHS		
Ojea, Christal	RHS		
Polk, Laura	RHS		
Purrinos, Damary	RHS		
Rotella, Megan	RHS		
Appel, Charles	RHS		
Besser, Lauren	RHS		
Catalano, Nancy	Ridge		
Dembin, Ross	Somerville		
Marmo, Jill	Ridge		
Orfini, Caitlin	RHS		
Thurlow, Patrick	RHS		

Name	School		
Brown, Ann	GWMS		
Coppola, Michele	Ridge		
D'Iorio, Linda	Willard		
Denunzio, Mary	Travell		
Kaplan, Nancy	Somerville		
Moss-Keller, Corrina	RHS		
Nadi, Paola	BFMS		
Price, Megan	Orchard		
Calaman, Kerry	Somerville		
Cerbasi, Joyce	GWMS		
D'Elia, Eileen	RHS		
Donnelly, James	RHS		
Farrar, Eva	RHS		
Hackett, Loren	BFMS		
John, Carlin	RHS		
Kabash, Vanessa	GWMS		
Lee, Kelly	BFMS		
McCann, Marisa	BFMS		
Menzies, Lauren	BFMS		
Nizza, Amber	BFMS		
Ozaydin, Meaghan	GWMS		
Primavera, Michelle	GWMS		
Sansone, Kimberly	Ridge/Willard		
Wearley, Meredith	BFMS		
Dabby, Maxwell	BFMS/GWMS		
Hutchison, Tara	Willard		
Maxwell, Athena	RHS		
Pecorelli, Annie	Ridge		
Roth, Jessica	Hawes		
Vitale, Alicia	Somerville		
Wohner, John	RHS		
Bray, Natalie	RHS		
Mitola, Candace	RHS		
Anderson, Christine	RHS		
McNamee, Richard	RHS		
Walker, Christine	GWMS		

PROGRAM

2415.05/page 1 of 7

Student Surveys, Analysis, ~~and/or~~ Evaluations,
Examinations, Testing, or Treatment
M

2415.05 STUDENT SURVEYS, ANALYSIS, AND/OR EVALUATIONS, EXAMINATIONS, TESTING, OR TREATMENT

The Protection of Pupil Rights Amendment (PPRA) (20 USC §1232h; 34 CFR Part 98) applies to school districts that receive funding from the United States Department of Education (USDOE). The PPRA requires written consent from parents or the emancipated student the opportunity to opt out of participation in a survey, analysis, evaluation, examination, testing, or treatment funded in whole or in part by a program of the United States Department of Education that concerns one or more of the areas outlined in this Policy.

A. Definitions

“Instructional material” means instructional content that is provided to a student, regardless of its format, including printed or representational materials, audiovisual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments. 20 USC §1232h(c)(6)(A).

“Invasive physical examination” means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening. 20 USC §1232h(c)(6)(B).

“Prior consent” means prior consent of the student, if the student is an adult or emancipated minor or prior written consent of the parent, if the student is an unemancipated minor. 34 CFR §98.4(b).

“Psychiatric or psychological examination or test” means a method of obtaining information, including a group activity, that is not directly related to academic instruction and that is designed to elicit information about attitudes, habits, traits, opinions, beliefs, or feelings. 34 CFR §98.4(c)(1).



PROGRAM

2415.05/page 2 of 7

Student Surveys, Analysis, ~~and/or~~ Evaluations, Examinations, Testing, or Treatment

“Psychiatric or psychological treatment” means an activity involving the planned, systematic use of methods or techniques that are not directly related to academic instruction and that is designed to affect behavioral, emotional, or attitudinal characteristics of an individual or group. 34 CFR §98.4(c)(2).

“Research or experimentation program or project” means any program or project in any program that is funded in whole or in part by the Federal Government and is designed to explore or develop new or unproven teaching methods or techniques. 34 CFR §98.3(b).

B. Parents’ or Emancipated Students’ Right to Inspection of Materials - 34 CFR §98.3 and 20 USC §1232(c)

1. All instructional material, including teachers’ manuals, films, tapes, or other supplementary instructional material which will be used in connection with any survey, analysis, or evaluation as part of any applicable program or any research or experimentation program or project shall be available for inspection by the parents of the children engaged in such program or project in accordance with 20 USC §1232h(a) and 34 CFR §98.3(a).

a. The district shall provide reasonable access to instructional material within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(C)(ii).

2. The parent shall have the right, upon request, to inspect a survey created by a third party before the survey is administered or distributed to their student pursuant to 20 USC §1232h(c)(1)(A)(i).

a. The district shall provide reasonable access to such survey within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(A)(ii).



PROGRAM

2415.05/page 3 of 7

Student Surveys, Analysis, ~~and/or~~ Evaluations, Examinations, Testing, or Treatment

3. The parent shall have the right, upon request, to inspect any instrument used in the collection of personal information from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose), before the instrument is administered or distributed to their student pursuant to 20 USC §1232h(c)(1)(F)(i).
 - a. The district shall provide reasonable access to such instrument within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(F)(ii).
- C. Protection of Students' Privacy in Examination, Testing, or Treatment with Prior Consent - 34 CFR §98.4
1. In accordance with 34 CFR §98.4(a) no student shall be required, as part of any program funded in whole or in part by a program of the USDOE, to submit without prior consent to psychiatric examination, testing, or treatment, or psychological examination, testing, or treatment, in which the primary purpose is to reveal information concerning one or more of the following:
 - a. Political affiliations;
 - b. Mental and psychological problems potentially embarrassing to the student or the student's family;
 - c. Sex behavior and attitudes;
 - d. Illegal, anti-social, self-incriminating, and demeaning behavior;
 - e. Critical appraisals of other individuals with whom the student has close family relationships;
 - f. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers; or



PROGRAM

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Student Surveys, Analysis, ~~and/or~~ Evaluations,
Examinations, Testing, or Treatment

- g. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program.
- D. Protections of Students' Rights for Surveys, Analysis, or Evaluation - 20 USC §1232h
- 1. In accordance with 20 USC §1232h(b) no student shall be required, as part of any applicable program, to submit to a survey, analysis, or evaluation, without prior consent, that reveals information concerning:
 - a. Political affiliations or beliefs of the student or the student's parent;
 - b. Mental and psychological problems of the student or the student's family;
 - c. Sex behavior or attitudes;
 - d. Illegal, anti-social, self-incriminating, or demeaning behavior;
 - e. Critical appraisals of other individuals with whom the student has close family relationships;
 - f. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
 - g. Religious practices, affiliations, or beliefs of the student or student's parent; or
 - h. Income, (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program).
 - 2. Parents' or Emancipated Students' Right to Opt Out - 20 USC §1232h(c)(2)



PROGRAM

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Student Surveys, Analysis, ~~and/or~~ Evaluations, Examinations, Testing, or Treatment

- a. The district shall provide notice and offer an opportunity for parents to opt their student out or for emancipated students to opt out of participation in the following activities:
 - (1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose).
 - (2) The administration of any survey containing one or more of the items listed in D.1. above.
 - (3) Any nonemergency, invasive physical examination or screening that is:
 - (a) Required as a condition of attendance;
 - (b) Administered by the school and scheduled by the school in advance; and
 - (c) Not necessary to protect the immediate health and safety of the student, or of other students.
 - b. The district shall directly notify parents at least annually at the beginning of the school year of the specific or approximate dates during the school year when activities described in D.2.a. above are scheduled or expected to be scheduled in accordance with 20 USC §1232h(c)(2)(B).
3. Exceptions – 20 USC §1232h(c)(4)
- a. The provisions of 20 USC §1232h do not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as the following:



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Student Surveys, Analysis, ~~and/or~~ Evaluations,
Examinations, Testing, or Treatment

- (1) College or other postsecondary education recruitment, or military recruitment in accordance with Policy 9713;
 - (2) Book clubs, magazines, and programs providing access to low-cost literary products;
 - (3) Curriculum and instructional materials used by schools in the district;
 - (4) Tests and assessments used by schools in the district to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments;
 - (5) The sale by students of products or services to raise funds for school-related or education-related activities; and
 - (6) Student recognition programs.
- b. The provisions of this Policy:
- (1) Shall not be construed to preempt applicable provisions of New Jersey law that require parental notification; and
 - (2) Do not apply to any physical examination or screening that is permitted or required by an applicable New Jersey law, including physical examinations or screenings permitted without parental notification.



PROGRAM

2415.05/page 7 of 7

Student Surveys, Analysis, ~~and/or~~ Evaluations,
Examinations, Testing, or Treatment

4. Policy Adoption or Revision – 20 USC §1232h(c)(2)(A)(i)

The district shall provide this Policy to parents and students at least annually at the beginning of the school year, and provide notice within a reasonable period of time after any substantive change is made to this Policy.

E. Student Privacy – 20 USC §1232h and 34 CFR §98

The district shall ensure a student's privacy is protected regarding any information collected in accordance with this Policy.

F. Violations of the PPRA – 20 USC §1232h and 34 CFR §98

Parents or students who believe their rights under PPRA may have been violated may file a complaint with the USDOE.

In addition to the provisions of 20 USC §1232h, 34 CFR §98, and this Policy, the Superintendent or designee shall ensure compliance with the provisions of N.J.S.A. 18A:36-34 and Policy 9560 – Administration of School Surveys before students are required to participate in any academic or nonacademic survey, assessment, analysis, or evaluation.

The Protection of Pupil Rights Amendment (PPRA)

20 USC §1232h

34 CFR Part 98

Elementary and Secondary Education Act of 1965 (20 USC 2701 et seq.) as

amended by the Every Student Succeeds Act

N.J.S.A 18A:36-34

Adopted:



PROGRAM

2431.4/page 1 of 3

Prevention and Treatment of Sports-Related
Concussions and Head Injuries

M

2431.4 PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES

A concussion is a traumatic brain injury caused by a blow or motion to the head or body that disrupts the normal functioning of the brain and can cause significant and sustained neuropsychological impairments including, but not limited to, problem solving, planning, memory, and behavioral problems. In order to ensure safety, it is imperative that students participating in athletic competition, coaches, and parents are educated about the nature and treatment of sports-related concussions and other head injuries. Allowing a student to return to athletic competition before recovering from a concussion increases the chance of a more serious brain injury.

For the purpose of this Policy and Regulation 2431.4, programs of athletic competition shall include high school interscholastic athletic programs, middle school interscholastic athletic programs where school teams or squads play teams or squads from other school districts, intramural athletic programs within a school or among schools in the district, and any cheerleading program or activity in the school district.

The school district shall adopt an athletic head injury safety training program. The program shall be completed by the school physician, any individual who coaches in an athletic competition, an athletic trainer involved in any athletic competition, and the school nurse. The training program shall be in accordance with guidance provided by the New Jersey Department of Education (NJDOE) and the requirements of N.J.S.A. 18A:40-41.2.

The school district shall annually distribute the NJDOE-developed educational fact sheet regarding sports-related concussions and other head injuries to all parents of students participating in any athletic competition or practice and shall obtain a signed acknowledgement of the receipt of the fact sheet by the student and their parent in accordance with N.J.S.A. 18A:40-41.2(c).



PROGRAM

2431.4/page 2 of 3

Prevention and Treatment of Sports-Related Concussions and Head Injuries

A student who participates in an athletic competition or practice and who sustains or is suspected of sustaining a concussion or other head injury shall be immediately removed from athletic competition or practice. A student removed from athletic competition or practice shall not participate in further athletic competition or practice until they are evaluated by a physician or other licensed healthcare provider trained in the evaluation and management of concussions and receives written clearance from a physician trained in the evaluation and management of concussions to return to athletic competition or practice; and the student returns to regular school activities and is no longer experiencing symptoms of the injury when conducting those activities in accordance with N.J.S.A. 18A:40-41.4.

The return of a student to athletic competition or practice shall also be in accordance with the graduated, six-step “Return to Play Progression” recommendations and any subsequent changes or other updates to these recommendations as developed by the Centers for Disease Control and Prevention (CDC). The Board shall revise this Policy and Regulation 2431.4 whenever the CDC changes or otherwise updates the “Return to Play Progression” recommendations.

The school district shall provide a copy of this Policy and Regulation 2431.4 to all youth sports team organizations that operate on school grounds. In accordance with the provisions of N.J.S.A. 18A:40-41.5, the school district shall not be liable for the injury or death of a person due to the action or inaction of persons employed by, or under contract with, a youth sports team organization that operates on school grounds, if the youth sports team organization provides the school district proof of an insurance policy of an amount of not less than \$50,000 per person, per occurrence insuring the youth sports team organization against liability for any bodily injury suffered by a person and a statement of compliance with this Policy and Regulation 2431.4.

Pursuant to N.J.S.A. 18A:40-41.5 and for the purpose of this Policy, a “youth sports team organization” means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.



PROGRAM

2431.4/page 3 of 3

Prevention and Treatment of Sports-Related
Concussions and Head Injuries

This Policy and Regulation 2431.4 shall be reviewed and approved by the school physician annually and updated as necessary to ensure it reflects the most current information available on the prevention, risk, and treatment of sports-related concussions and other head injuries in accordance with N.J.S.A. 18A:40-41.3.

N.J.S.A. 18A:40-41.1; 18A:40-41.2; 18A:40-41.3; 18A:40-41.4; 18A:40-41.5

Adopted:



2622 STUDENT ASSESSMENT

State assessments provide parents with important information about their child's progress; detailed diagnostic information about each individual student's performance that educators, parents, and students can utilize to enhance foundational knowledge and student achievement; and include item analysis which will clarify a student's level of knowledge and understanding of a particular subject or area of a subject. The data derived from State assessments are utilized by teachers and administrators to pinpoint areas of difficulty and customize instruction accordingly. Such data can be accessed and utilized as a student progresses to successive school levels.

The Commissioner of Education, in accordance with N.J.S.A. 18A:7C-1 et seq. and 18A:7E-2 and 3, may implement assessments of student achievement in any grade(s) and by such assessments as the Commissioner deems appropriate. The system and related schedule of Statewide assessments shall be approved by the New Jersey State Board of Education. The school district shall, according to a schedule prescribed by the Commissioner, administer the applicable Statewide assessments pursuant to N.J.A.C. 6A:8-4.1(c) and (d).

Pursuant to N.J.A.C. 6A:8-4.1(c), all students at grade levels three through twelve, and at any other grade(s) designated by the Commissioner pursuant to N.J.A.C. 6A:8-4.1(a), shall take all appropriate Statewide assessments as scheduled. The school district will provide accommodations or modifications to the Statewide assessment system in accordance with the provisions of N.J.A.C. 6A:8-4.1(d).

Students with disabilities as defined in N.J.A.C. 6A:14-1.3 shall participate in Statewide assessments in accordance with N.J.A.C. 6A:14-4.10. The school district shall administer the alternative State assessment for students with disabilities in accordance with the provisions of N.J.A.C. 6A:8-4.1(d)3.

The school district shall implement alternative ways for students to demonstrate graduation proficiency in accordance with N.J.A.C. 6A:8-5.1(a)6, (f), (g), (h), or (i), as applicable.



PROGRAM
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Student Assessment

The school district shall maintain an accurate record of each student's performance on Statewide assessments and maintain for every student a ninth grade through graduation transcript in accordance with the provisions of N.J.A.C. 6A:8-4.2(d). The Superintendent shall report assessment results to the public and provide educators, parents, and students with assessment results in accordance with the provisions of N.J.A.C. 6A:8-4.3.

N.J.S.A. 18A:7C-1 et seq.; 18A:7E-2; 18A:7E-3

N.J.A.C. 6A:8-4.1 et seq.; 6A:8-5.1; 6A:14-1.1 et seq.; 6A:14-3.7; 6A:14-4.10

Adopted:



TEACHING STAFF MEMBERS
3233/page 1 of 2
Political Activities

3233 POLITICAL ACTIVITIES

The Board of Education recognizes and encourages the right of all citizens, including teaching staff members, to engage in political activity. **However,** ~~t~~The Board prohibits the use of school **grounds premises** and school time, ~~however,~~ for partisan political purposes.

The Board establishes the following guidelines to govern teaching staff members in their political activities:

1. A teaching staff member shall not engage in political activity on school **grounds premises** unless permitted in accordance with Board Policy No. 7510 - Use of School Facilities and/or applicable Federal and State laws;
2. A teaching staff member shall not post political circulars or petitions on school **grounds premises** nor distribute such circulars or petitions to students nor solicit campaign funds or campaign workers on school **grounds premises**;
3. A teaching staff member shall not display any material that would tend to promote any candidate for office on an election day **on in a** school **grounds facility** that **are** is used as a polling place;
4. A teaching staff member shall not engage in any activity in the presence of students while on school **grounds property**, which ~~activity~~ is intended and/or designed to promote, further or assert a position(s) on labor relations issues.

In accordance with N.J.S.A. 18A:6-8.1., ~~a A-teaching~~ ~~certificated~~ staff member employed by this district who is a member of the Senate or General Assembly of the State of New Jersey shall be entitled to time off from school district duties, without loss of pay, during the periods of **the teaching staff member's his/her** attendance at regular or special sessions of the legislature and hearings or meetings of any legislative committee or commission.



TEACHING STAFF MEMBERS

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Political Activities

In accordance with N.J.S.A. 18A:6-8.2., a ~~A teaching certified~~ staff member employed by this district who is a member of the Board of **County Commissioners ~~Chosen Freeholders~~ of any county of New Jersey shall be entitled to time off from **the teaching staff member's** ~~his/her~~ duties, without pay, during the periods of **the teaching staff member's** ~~his/her~~ attendance at regular or special meetings of the Board of **County Commissioners** and of any committee thereof and at such other times as **the teaching staff member** ~~he/she~~ shall be engaged in performing the necessary functions and duties of **the teaching staff member's** ~~his/her~~ office as a member of the Board of **County Commissioners**.**

No other teaching staff member who holds elective or appointive office is ~~so~~ entitled to time off, except as such time off may be provided for by Board policy or negotiated agreement.

The provisions of this ~~P~~olicy do not apply to the discussion and study of politics and political issues appropriate to the curriculum, the conduct of student elections, or the conduct of employee representative elections.

Nothing in this Policy shall be interpreted to impose a burden on the constitutionally protected speech or conduct of a **teaching** staff member or a student.

N.J.S.A. 11:17-2

N.J.S.A. 18A:6-8.1.; 18A:6-8.2.; 18A:6-8.4.; 18A:42-4

N.J.S.A. 19:34-42

Green Township v. Rowe, Superior Court of New Jersey - Appellate Division

A-2528-98T5

Adopted:



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5460 HIGH SCHOOL GRADUATION

The Board of Education will recognize the successful completion of the secondary school instructional program by the award of a State-endorsed diploma certifying the student has met all State and local requirements for high school graduation in accordance with N.J.A.C. 6A:8-5.1 et seq. The Board will annually certify to the Executive County Superintendent each student who has been awarded a diploma and has met the requirements for graduation.

As defined in N.J.A.C. 6A:8-1.3, “credit” means the award for the equivalent of a class period of instruction, which meets for a minimum of forty minutes, one time per week during the school year or as approved through N.J.A.C. 6A:8-5.1(a)2 and A.1.b. below.

A. High School Graduation Requirements – N.J.A.C. 6A:8-5.1

1. For a State-endorsed diploma, the Board shall develop, adopt, and implement graduation requirements that prepare students for success in post-secondary degree programs, careers, and civic life in the 21st century, and that include the following:
 - a. A graduating student must have earned a minimum of one hundred twenty credits in courses designed to meet all of the New Jersey Student Learning Standards (NJSLS), including, but not limited to, the following credits:
 - (1) At least twenty credits in English language arts aligned to grade nine through twelve standards;
 - (2) At least 15 credits in mathematics, including Algebra I or the content equivalent; geometry or the content equivalent; and a third year of mathematics that builds on the concepts and skills of algebra and geometry and that prepares students for college and 21st century careers;



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- (3) At least fifteen credits in science, including at least five credits in laboratory biology/life science or the content equivalent; one additional laboratory/inquiry-based science course, which shall include chemistry, environmental science, or physics; and one additional laboratory/inquiry-based science course;
- (4) At least fifteen credits in social studies, including satisfaction of N.J.S.A. 18A:35-1 and 18A:35-2; five credits in world history; and the integration of civics, economics, geography, and global content in all course offerings;
- (5) At least three and three-quarters credits in financial, economic, business, and entrepreneurial literacy;
- (6) At least ten credits in health, safety, and physical education during each year of enrollment, distributed as one hundred fifty minutes per week, as required by N.J.S.A. 18A:35-5, 7, and 8;
- (7) At least ten credits in visual and performing arts;
- (8) At least two and one-half credits in world languages or student demonstration of proficiency as set forth in N.J.A.C. 6A:8-5.1(a)2ii(2) and A.1.b.(2)(b) below;
- (9) Technological literacy, consistent with the NJSLS, integrated throughout the curriculum;
- (10) At least five credits in 21st century life and careers, or career-technical education; and
- (11) Electives as determined by the high school program sufficient to total a minimum of 120 credits.



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- b. The 120-credit requirement set forth in N.J.A.C. 6A:8-5.1(a)1. and in A.1.a. above may be met in whole or in part through program completion of a range of experiences that enable students to pursue a variety of individualized learning opportunities, as follows:
- (1) The district shall establish a process to approve individualized student learning opportunities that meet or exceed the NJSLS.
 - (a) Individualized student learning opportunities in all NJSLS areas include, but are not limited to, the following:
 - (i) Independent study;
 - (ii) Online learning;
 - (iii) Study abroad programs;
 - (iv) Student exchange programs; and
 - (v) Structured learning experiences, including, but not limited to, work-based programs, internships, apprenticeships, and service learning experiences.
 - (b) Individualized student learning opportunities based upon specific instructional objectives aimed at meeting or exceeding the NJSLS shall:
 - (i) Be based on student interest and career goals as reflected in the Personalized Student Learning Plans;
 - (ii) Include demonstration of student competency;



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- (iii) Be certified for completion based on the district process adopted according to N.J.A.C. 6A:8-5.1(a)2.ii. and A.1.b.(2) below; and
 - (iv) Be on file in the school district and subject to review by the Commissioner of Education or designee.
- (c) Group programs based upon specific instructional objectives aimed at meeting or exceeding the NJSLs shall be permitted and shall be approved in the same manner as other approved courses.
- (2) The district shall establish a process for granting of credits through successful completion of assessments that verify student achievement in meeting or exceeding the NJSLs at the high school level, including standards achieved by means of the individualized student learning opportunities enumerated at N.J.A.C. 6A:8-5.1(a)2 and A.1.b. above. Such programs or assessments may occur all or in part prior to a student's high school enrollment; no such locally administered assessments shall preclude or exempt student participation in applicable Statewide assessments at grades three through twelve.
- (a) The district shall choose assessments that are aligned with or exceed the NJSLs and may include locally designed assessments.
 - (b) The district shall choose from among the following assessment options to determine if students have achieved the level of language



proficiency designated as Novice-High as

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defined by the American Council on the Teaching of Foreign Languages (ACTFL) and recognized as fulfilling the world languages requirement of the NJSLS:

- (i) The Standards-based Measurement of Proficiency (STAMP) online assessment;
 - (ii) The ACTFL Oral Proficiency Interview (OPI) or the Modified Oral Proficiency Interview (MOPI); or
 - (iii) New Jersey Department of Education-approved locally designed competency-based assessments.
- (3) The district shall establish a process to approve post-secondary learning opportunities that may consist of Advanced Placement (AP) courses, College-Level Examination Program (CLEP), or concurrent/dual enrollment at accredited higher education institutions.
- (a) The district shall award credit for successful completion of an approved, accredited college course that assures achievement of knowledge and skills that meets or exceeds the NJSLS.
- c. Local student attendance requirements;



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- d. Any statutorily mandated requirements for earning a high school diploma;
- e. The requirement that all students demonstrate proficiency by achieving a passing score on the English Language Arts (ELA) and mathematics components of the State graduation proficiency test or through the alternative means at N.J.A.C. 6A:8-5.1(h) and A.7. below, if applicable, or for students who take the State graduation proficiency test but do not achieve a passing score through the alternative means set forth at N.J.A.C. 6A:8-5.1(g) and (i) and A.6. and A.8. below:
 - (1) Students in the graduating classes of 2019, 2020, 2021, and 2022 shall be required to demonstrate proficiency by achieving a passing score on the high school end-of-course PARCC assessments in ELA 10 and Algebra I or through alternative means set forth at N.J.A.C. 6A:8-5.1(f), (h), and (i) and A.5., A.7., and A.8. below.
- f. For students who have not demonstrated proficiency on the ELA and/or mathematics components of the State graduation proficiency test, the opportunity for the following will be provided:
 - (1) Remediation, pursuant to N.J.S.A. 18A:7C-3.; and
 - (2) One or more additional opportunities to demonstrate proficiency on the State graduation proficiency test, pursuant to N.J.S.A. 18A:7C-6; and
- g. Students graduating from an adult high school shall demonstrate proficiency in the ELA and mathematics components of the State graduation proficiency test, or through alternative means set forth at N.J.A.C. 6A:8-5.1(f) through (i) and A.5. through A.8. below.



2. In the development of Personalized Student Learning Plans according to N.J.A.C. 6A:8-3.2(a), the district shall actively encourage all students who have otherwise met the requirements for high school graduation according to N.J.A.C. 6A:8-5.1(a)1 through 3 and A.1.a. through A.1.c. above, to include in their programs of study the following additional credits:
 - a. Five credits in mathematics during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
 - b. Five credits in a laboratory science during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
 - c. Five credits in social studies during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers; and
 - d. Five credits in world languages during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers.
3. The district shall provide to the Executive County Superintendent the district's graduation requirements each year they are evaluated through Quality Single Accountability Continuum (QSAC) and update the district's filed copy each time the graduation policy is revised.
4. The district shall provide each student entering high school and their parents with a copy of the district's requirements for a State-endorsed diploma and the programs available to assist students in attaining a State-endorsed diploma, in accordance with N.J.S.A. 18A:7C-5.
5. To ensure adequate transition to the new Statewide assessment systems, the district shall provide students in the graduating classes of 2018, 2019, 2020, 2021, and 2022 who have not demonstrated proficiency on the high school end-of-course PARCC assessments



in ELA 10 and Algebra I with the opportunity to demonstrate competence through one of the alternative means set forth below:

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- a. For the graduating classes of 2018, 2019, 2020, 2021, and 2022, students who did not take the ELA 10 and the Algebra I end-of-course PARCC assessment or who take but do not achieve a passing score on both assessments, as required by N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above, may satisfy the State requirement to demonstrate proficiency in English language arts and/or mathematics in one of the following ways:
 - (1) Achieve a passing score, as determined by the Commissioner of Education, on a corresponding substitute competency test in English language arts and/or mathematics, as applicable, or substitute a passing score on another end-of-course PARCC assessment, including ELA 9, ELA 11, Geometry, or Algebra II; or
 - (2) Meet the criteria of the portfolio appeals process.
6. For students in the graduating classes of 2023, 2024, and 2025, the alternative means referenced at N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above shall be as follows:
 - a. Achieve a passing score, as determined by the Commissioner of Education and approved by the New Jersey State Board of Education, on a corresponding substitute competency test in English language arts and/or mathematics, as applicable; and/or
 - b. Demonstrate proficiency through the portfolio appeals process, pursuant to N.J.S.A. 18A:7C-3.
7. All English language learners (ELLs) shall satisfy the requirements for high school graduation, except ELLs may demonstrate they have attained State minimum levels of proficiency through passage of the portfolio appeals process in their native language, when available, and passage of a New Jersey Department of Education-approved, English fluency assessment.



8. Students, including students with disabilities as defined in N.J.A.C. 6A:14-1.3 or eligible under Section 504 of the Rehabilitation Act who participate in the alternative assessment for students with disabilities, are not required to participate in repeated administrations of high school assessment components required at N.J.A.C. 6A:8-4.1(c).
 9. For students in the graduating classes of 2019, 2020, 2021, and 2022, the New Jersey Department of Education (NJDOE) shall consider high school end-of-course State assessments to be equivalent to the corresponding high school end-of-course PARCC assessments.
- B. High School Diplomas – N.J.A.C. 6A:8-5.2
1. The Board of Education shall award a State-endorsed high school diploma to prospective graduates who have met all of the requirements adopted in accordance with N.J.A.C. 6A:8-5.1(a), (c), or N.J.A.C. 6A:8-5.2(d) and A.1 above, C.1. below, or B.4. below.
 2. The Board shall not issue a high school diploma to any student not meeting the criteria specified in the rule provisions referenced in B.1. above.
 - a. The district shall provide students exiting grade twelve without a diploma the opportunity for continued high school enrollment to age twenty or until the requirements for a State-endorsed diploma have been met, whichever comes first.
 - b. The district shall allow any out-of-school individual to age twenty who has otherwise met all State and local graduation requirements but has failed to pass the State proficiency test to demonstrate proficiency through alternative means as set forth at N.J.A.C. 6A:8-5.1(a)6 through N.J.A.C. 6A:8-5.1(i) and in A.1.f. through A.8. above, as applicable, pursuant to the standards applicable to the student’s graduating class. Students in graduating classes prior to 2018 shall demonstrate proficiency as set

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forth for the classes of 2018 through 2022 at N.J.A.C. 6A:8-5.1(f)1 and A.5.a. above. Upon certification of passing the test applicable to the student's class in accordance with N.J.A.C. 6A:8 and this Policy, a State-endorsed diploma shall be granted by the high school of record.

3. Pursuant to N.J.A.C. 6A:20-1.4, the Commissioner of Education shall award a State-issued high school diploma based on achieving the Statewide standard score on the General Education Development test (GED) or other adult education assessments to individuals age sixteen or older who are no longer enrolled in school and have not achieved a high school credential.
4. The Commissioner of Education shall award a State-issued high school diploma to individuals age sixteen or older and no longer enrolled in high school based on official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education. Included in the thirty general education credits must be a minimum of fifteen credits with at least three credits in each of the five general education categories as follows: English; mathematics; science; social science; and the humanities.
5. The Board shall award a State-endorsed high school diploma to any currently enrolled student, regardless of grade level, who:
 - a. Has demonstrated proficiency in the State graduation proficiency test, pursuant to N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above, or as set forth at N.J.A.C. 6A:8-5.1(g) and A.6. above:

(1) The Board shall award a State-endorsed high school diploma to any currently enrolled student in the graduating classes of 2019, 2020, 2021, and 2022 who has demonstrated proficiency in the high school end-of-course PARCC assessments in ELA10 and Algebra I, or as set forth in N.J.A.C. 6A:8-5.1(f) and in A.5. above;

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- b. Has presented official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education; and
 - c. Has formally requested such early award of a State-endorsed high school diploma.
6. Pursuant to N.J.S.A. 18A:7C-7 and 18A:7E-3, the Superintendent shall report annually to the Board at a public meeting not later than September 30, and to the Commissioner of Education:
- a. The total number of students graduated;
 - b. The number of students graduated under the substitute competency test process;
 - c. The number of students graduated under the portfolio appeals process;
 - d. The number of students receiving State-endorsed high school diplomas as a result of meeting any alternate requirements for graduation as specified in their individualized education programs (IEP);
 - e. The total number of students denied graduation from the twelfth grade class; and
 - f. The number of students denied graduation from the twelfth grade class solely because of failure to pass the high school end-of-course PARCC assessments, the State graduation proficiency test, substitute competency tests, or portfolio appeals process based on the provisions of N.J.A.C. 6A:8.
- C. Students with Disabilities – N.J.A.C. 6A:8-5.1(c) and N.J.A.C. 6A:14-4.11
- 1. Through the IEP process set forth at N.J.A.C. 6A:14-3.7 and pursuant to N.J.A.C. 6A:14-4.11, the Board may specify alternate requirements for a State-endorsed diploma for individual students with disabilities as defined at N.J.A.C. 6A:14-1.3.

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- a. The district shall specifically address any alternate requirements for graduation in a student's IEP, in accordance with N.J.A.C. 6A:14-4.11.
 - b. The district shall develop and implement procedures for assessing whether a student has met the specified alternate requirements for graduation individually determined in an IEP.
2. The IEP of a student with a disability who enters a high school program shall specifically address the graduation requirements. The student shall meet the high school graduation requirements pursuant to N.J.A.C. 6A:8-5.1 and A. above, except as specified in the student's IEP. The IEP shall specify which requirements would qualify the student with a disability for the State-endorsed diploma issued by the Board responsible for the student's education.
3. Graduation with a State-endorsed diploma is a change of placement that requires written notice pursuant to N.J.A.C. 6A:14-2.3(f) and (g).
- a. As part of the written notice, the parent shall be provided with a copy of the procedural safeguards statement published by the NJDOE.
 - b. As with any proposal to change the educational program or placement of a student with a disability, the parent may resolve a disagreement with the proposal to graduate the student by requesting mediation or a due process hearing prior to graduation.
 - c. In accordance with N.J.A.C. 6A:14-3.8(d), a reevaluation shall not be required.
 - d. When a student graduates or exceeds the age of eligibility, the student shall be provided a written summary of their academic achievement and functional performance prior to the date of the student's graduation or the conclusion of the school year in which the student exceeds the age of eligibility. The summary shall include recommendations to assist the student in meeting their postsecondary goals.

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4. If a student attends a school other than that of the school district of residence that is empowered to grant a diploma, the student shall have the choice of receiving the diploma of the school attended or the diploma of the school district of residence.
 - a. If the school the student is attending declines to issue a diploma to the student, the Board of the school district of residence shall issue the student a diploma if the student has satisfied all State and local graduation requirements, as specified in the student's IEP.
 5. If the Board grants an elementary school diploma, a student with a disability who fulfills the requirements of their IEP shall qualify for and receive a diploma.
 6. Students with disabilities who meet the standards for graduation according to N.J.A.C. 6A:14-4.11 and C. of this Policy shall have the opportunity to participate in graduation exercises and related activities on a nondiscriminatory basis.
- D. State Seal of Biliteracy – N.J.A.C. 6A:8-5.3
1. The Board may award a State Seal of Biliteracy to any student who has met all requirements in N.J.A.C. 6A:8-5.2 and B. above and demonstrates proficiency in the following:
 - a. One or more world languages via an approved assessment pursuant to N.J.A.C. 6A:8-5.3(f) and D.6. below during the student's next to last or final year of high school; and
 - (1) Pursuant to N.J.S.A. 18A:7C-15, a foreign language other than English also shall include, but not be limited to, American Sign Language, Latin, and Native American languages.
 - b. English language arts as set forth in N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above.

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2. A Board that chooses to award the State Seal of Biliteracy shall incorporate the process into the developed, adopted, and implemented Policy 5460 – High School Graduation pursuant to N.J.A.C. 6A:8-5.1(a) and A.1. above, denoting participation in the voluntary program. A Board choosing to participate shall submit, in accordance with N.J.A.C. 6A:8-5.1(d) and A.3. above, a copy of Policy 5460 – High School Graduation that reflects the option for students to participate in the State Seal of Biliteracy.
3. The Board of Education shall charge a fee to the student for related assessments and transcript insignias.
4. The Board of Education shall do the following:
 - a. Provide the NJDOE with information regarding students who qualify for the State Seal of Biliteracy pursuant to N.J.A.C. 6A:8-5.3(a) and D.1. above;
 - b. Present each student who qualifies pursuant to D.1. above with a New Jersey Department of Education-issued certificate;
 - c. Include the Commissioner of Education-developed insignia on the student’s transcript; and
 - d. Maintain appropriate records to identify students who have earned the State Seal of Biliteracy.
5. The Board shall not award a State Seal of Biliteracy to any student who does not meet the criteria in N.J.A.C. 6A:8-5.3(a) and D.1. above and shall not include the Commissioner of Education-developed insignia on the student’s transcript.
6. A list of New Jersey Department of Education-approved, nationally recognized assessments and the Statewide scores necessary for a student to satisfy requirements for the State Seal of Biliteracy shall be set by a resolution approved by the New Jersey State Board of Education

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- a. If an approved assessment, pursuant to N.J.A.C. 6A:8-5.3(f) and D.6. above, does not exist for a particular language, the Board may administer a NJDOE-approved, locally designed proficiency-based assessment.]

N.J.S.A. 18A:7C-3; 18A:7C-5; 18A:7C-6, 18A:7C-7; 18A:7C-15; 18A:7E-3
18A:35-1; 18A:35-2; 18A:35-5; 18A:35-7; 18A:35-8
N.J.A.C. 6A:8-1.3; 6A:8-5.1 et seq.; 6A:14-1.3; 6A:14-2.3; 6A:14-3.7
6A:14-3.8; 6A:14-4.11; 6A:20-1.4

Adopted:



5541 ANTI-HAZING

A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Hazing is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. The Board of Education prohibits acts of hazing and adopts this Policy against hazing in accordance with N.J.S.A. 18A:37-32.2. The provisions of this Policy apply to high school(s); middle school(s); and/or elementary school(s) in the school district.

"Hazing" in a school setting includes, but is not limited to, conduct by an individual(s) who is a member and/or representative of a school-sponsored student organization, club, or athletic team where such individual(s) conditions a student's acceptance as a member into such group on whether the student engages in activities that are humiliating, demeaning, intimidating, and exhausting to the student.

N.J.S.A. 2C:40-3.a. indicates hazing may also include, but is not limited to, the conduct outlined below:

1. An individual(s) causes, coerces, or otherwise induces a student to commit an act that violates Federal or State criminal law;
2. An individual(s) causes, coerces, or otherwise induces a student to consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm or is otherwise deleterious to the student's health;
3. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a physical nature, including, but not limited to, whipping, beating, branding, excessive calisthenics, or exposure to the elements;



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4. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a mental or emotional nature, including, but not limited to, activity adversely affecting the mental or emotional health or dignity of the individual, sleep deprivation, exclusion from social contact, or conduct that could result in extreme embarrassment;
5. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a sexual nature; or
6. An individual(s) subjects a student to any other activity that creates a reasonable likelihood of bodily injury to the student.

Board of Education members, school employees, and contracted service providers are required to report an alleged incident of hazing that may take place or has taken place on or off school grounds to the Principal or designee on the same day when the individual witnessed or received reliable information regarding such an incident. Students, parents, volunteers, or visitors are encouraged to report an alleged incident of hazing that may take place or has taken place on or off school grounds to the Principal or designee on the same day when the individual witnessed or received reliable information regarding any such incident.

Any report of an alleged incident of hazing shall be immediately investigated by the Principal or designee in accordance with procedures used to investigate alleged violations of the Student Discipline/Code of Conduct and Policy and Regulation 5600. A Principal or designee who receives a report of an alleged incident of hazing and fails to initiate or conduct an investigation and fails to minimize or eliminate the hazing may be subject to disciplinary action.

The Principal or designee may identify behavior when investigating an alleged incident of hazing indicating harassment, intimidation, or bullying (HIB) pursuant to N.J.S.A. 18A:37-14 et seq. – New Jersey Anti-Bullying Bill of Rights Act (ABR). If the Principal or designee identifies behavior indicating HIB, the Principal or designee shall ensure a separate investigation is conducted in accordance with the ABR and Policy 5512.



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The Superintendent or designee shall report to local law enforcement any hazing incident that rises to the level of mandatory reporting under the “Uniform Memorandum of Agreement Between Education Officials and Law Enforcement Officials” or any other agreement between local law enforcement and the school district pursuant to N.J.A.C. 6A:16-5.1(b).

Hazing that involves the participation of a coach, teacher, or other adult may constitute child abuse and shall be addressed in accordance with N.J.S.A. 18A:36-25 and Policy and Regulation 8462.

The Board shall enforce any penalty for violation of this Policy in accordance with the student code of conduct and Policy and Regulation 5600, or any other applicable Board Policy or Regulation. In accordance with N.J.S.A. 18A:37-32.3 appropriate penalties for a violation of this Policy may include, but are not limited to:

1. Withholding of diplomas or transcripts pending compliance with the rules;
2. Rescission of permission for the organization or group whose student member(s) are being penalized under this Policy, to operate on school property or to otherwise operate under the sanction or recognition of the school district; and
3. The imposition of probation, suspension, dismissal, or expulsion of a student member(s).

Any discipline instituted in response to a violation of this Policy may be in addition to discipline for a violation of Policy 5512, Policy and Regulation 5600, and any other applicable Board Policy and Regulation.

The school district shall ensure that students are informed of this Policy, including the rules, penalties, and program of enforcement under this Policy. This Policy shall be posted on the school district’s publicly accessible Internet website.

N.J.S.A. 18A:36-25; 18A:37-13.2; 18A:37-14 et seq.; 18A:37-32.2;
18A:37-32.3



8465 BIAS HATE-CRIMES AND BIAS-RELATED ACTS

The Board of Education is committed to providing a safe and healthy environment for all children in the school district. ~~Bias Hate~~crimes and bias-related acts involving students can lead to further violence and retaliation. ~~Bias Hate~~crimes and bias-related acts, by their nature are confrontational, inflame tensions, and promote social hostility and will not be tolerated by the school district. ~~The~~ School district employees will work closely with local law enforcement and the county prosecutor's office to report or eliminate the commission of ~~bias hate~~ crimes and bias-related acts.

Definitions

A "~~bias hate~~crime" means ~~is~~ any criminal offense where the person or persons committing the offense acted with a purpose to intimidate an individual or group of individuals because of race;, color;, **religion; gender;** disability;, ~~religion;~~ sexual orientation;, **gender identity or expression; national origin;** or ethnicity.

A "bias-related act" means ~~is~~ an act directed at a person, group of persons, private property, or public property that is motivated in whole or **in** part by racial;, gender;, disability;, religion; ~~or~~ sexual orientation;, **gender identity or expression; national origin;** or ethnic prejudice. A bias-related act need not involve conduct that constitutes a criminal offense.

All ~~bias hate~~crimes are also bias-related acts, but not all bias-related acts will constitute a ~~bias hate~~crime.

Required Actions

School employees shall immediately notify the Principal and the Superintendent or designee when in the ~~Whenever any school employee in the~~ course of **their** ~~his/her~~ employment **they** ~~develops~~ reason to believe that ~~(1)~~ a **bias hate** crime or **bias-related act** has been committed or is about to be committed **in accordance with N.J.A.C. 6A:16-6.3(e).** ~~on school property, or has been or is about to be committed by any student, whether on or off school property, and whether or not such offense was or is about to be committed during operating~~

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~~school hours, or (2) a student enrolled in the school has been or is about to become the victim of a hate crime, whether committed on or off school property or during operating school hours, the school employee shall immediately notify the Building Principal and Superintendent, who in turn,~~

The Superintendent or designee shall promptly notify the _____ local pPolice dDepartment and the bBias iInvestigation oOfficer for the county prosecutor’s office when a bias crime or bias-related act has been committed or is about to be committed in accordance with N.J.A.C. 6A:16-6.3(e)1.

~~The Principal and the Superintendent or designee shall immediately notify the local pPolice dDepartment and the bias investigation officer for the county prosecutor’s office immediately where if there is reason to believe that a bias hate crime or bias-related act that involves an act of violence has been or is about to be physically committed against a student, or there is otherwise reason to believe that a life has been or will be threatened in accordance with N.J.A.C. 6A:16-6.3(e)2.~~

~~Whenever any school employee in the course of his/her employment has reason to believe that a bias-related act has been committed or is about to be committed on school property, or has been or is about to be committed by any student, whether on or off school property and whether or not such bias-related act was or is to be committed during operating school hours, the school employee should immediately notify the Building Principal and Superintendent, who in turn should promptly notify the _____ Police Department.~~

~~In deciding whether to refer the matter of a bias-related act to the _____ Police Department or the county prosecutor’s office, the Building Principal and the Superintendent, should consider the nature and seriousness of the conduct and the risk that the conduct posed to the health, safety and well-being of any student, school employee or member of the general public. The Building Principal and Superintendent should also consider the possibility that the suspected bias-related act could escalate or result in some form of retaliation which might occur within or outside school property.~~

POLICY

OPERATIONS

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~~Bias Hate~~Crimes and Bias-Related Acts

It is understood a referral to the _____ ~~local pPolice dDepartment~~ or county prosecutor's office **pursuant to the Memorandum of Agreement between Education and Law Enforcement Officials** is only a transmittal of information that might be pertinent to a law enforcement investigation and is not an accusation or formal charge.

Unless the _____ ~~local pPolice dDepartment~~ or the county prosecutor's office request otherwise, the school district may continue to investigate a suspected ~~bias hate~~-crime or bias-related act occurring on school **grounds** ~~property~~ and may take such actions as necessary and appropriate to redress and remediate any such acts.

School officials will secure and preserve any such graffiti or other evidence of a suspected ~~bias hate~~-crime or bias-related act pending the arrival of the _____ ~~local pPolice dDepartment~~ or the county prosecutor's office. The school officials, ~~where when~~-feasible, will cover or conceal such evidence until the arrival of the _____ ~~local pPolice dDepartment~~ or county prosecutor's office.

N.J.S.A. 2C:16-1

N.J.A.C. 6A:16-6.1 ~~et seq.~~; **6A:16-6.2**; 6A:16-6.3(e)

State Memorandum of Agreement approved by the Department of Law & Public Safety and the Department of Education

Adopted:

COMMUNITY
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Administration of School Surveys
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9560 ADMINISTRATION OF SCHOOL SURVEYS

The Board of Education believes the administration of school surveys may be necessary and valuable to the educational program in the school district. The Board recognizes certain student information is personal and some students or parents may not want this information shared with the school district. Therefore, the Board shall ensure school surveys are administered in accordance with N.J.S.A. 18A:36-34 and 18A:36-34.1 and this Policy.

A. School Surveys, Certain, Parental Consent Required Before Administration – N.J.S.A. 18A:36-34

1. Unless the school district receives prior written informed consent from a student's parent and provides for a copy of the document to be available for viewing at convenient locations and time periods, the school district shall not administer to a student any academic or nonacademic survey, assessment, analysis, or evaluation which reveals information concerning:
 - a. Political affiliations;
 - b. Mental and psychological problems potentially embarrassing to the student or the student's family;
 - c. Sexual behavior and attitudes;
 - d. Illegal, anti-social, self-incriminating, and demeaning behavior;
 - e. Critical appraisals of other individuals with whom a respondent has a close family relationship;
 - f. Legally recognized privileged or analogous relationships, such as lawyers, physicians, and ministers;

2. Written notification provided by the school district to the parent of the student shall be delivered to the parent by regular mail, electronic mail, or a written acknowledgement form to be delivered by the student at least two weeks prior to administration of the survey, assessment, analysis, or evaluation. Written notification shall contain, at minimum, the following information:
 - a. A description of the survey, assessment, analysis, or evaluation;
 - b. The purpose for which the survey, assessment, analysis, or evaluation is needed;
 - c. The entities and persons that will have access to the information generated by the survey, assessment, analysis, or evaluation;
 - d. Specific instruction as to when and where the survey, assessment, analysis, or evaluation will be available for parental review prior to its administration;
 - e. The method by which the parent can deny permission to administer the survey, assessment, analysis, or evaluation to the student; a form specifically providing for such denial shall be included with this notice;
 - f. The names and contact information of persons to whom questions can be directed; and
 - g. A statement advising that failure to respond indicates approval of participation in the survey, assessment, analysis, or evaluation.
3. Information obtained through a survey, assessment, analysis, or evaluation administered to a student in accordance with N.J.S.A. 18A:36-34.1 and B. above, shall be submitted to the New Jersey Department of Education and the New Jersey Department of Health. Information may be used to develop public health initiatives and prevention programs. Information shall not be used for marketing or other commercial purposes that are not related to student health

COMMUNITY

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Administration of School Surveys

C. Violations – N.J.S.A. 18A:36-34.d.

A violation by the school district of N.J.S.A. 18A:36-34; 18A:36-34.1, and this Policy shall be subject to such monetary penalties as determined by the New Jersey Commissioner of Education.

D. Compliance with Federal Law

In addition to compliance with the provisions of N.J.S.A. 18A:36-34, 18A:36-34.1, and this Policy, the Superintendent or designee shall ensure compliance with the provisions of Policy 2415.05 – Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment before students are required to participate in a survey, analysis, evaluation, examination, testing, or treatment funded in whole or part by a program of the United States Department of Education that concerns one or more of the areas outlined in Policy 2415.05.

N.J.S.A. 18A:36-34; 18A:36-34.1

R 2431.4 PREVENTION AND TREATMENT OF SPORTS-RELATED
CONCUSSIONS AND HEAD INJURIES

A concussion is a traumatic brain injury caused by a blow or motion to the head or body that disrupts the normal functioning of the brain and can cause significant and sustained neuropsychological impairments including, but not limited to, problem solving, planning, memory, and behavioral problems. Allowing a student to return to athletic competition or practice before recovering from a concussion increases the chance of a more serious brain injury. The following procedures shall be followed to implement N.J.S.A. 18A:40-41.1 et seq. and Policy 2431.4.

A. Athletic Head Injury Safety Training Program

1. The school district will adopt an athletic head injury safety training program.
2. The training program shall be completed by the school physician, any individual who coaches in an athletic competition, an athletic trainer involved in any athletic competition, and the school nurse.
3. This training program shall be in accordance with the guidance provided by the New Jersey Department of Education (NJDOE) and the requirements of N.J.S.A. 18A:40-41.2.

B. Prevention

1. The school district may require pre-season baseline testing of students before the student begins participation in athletic competition or practice. The baseline testing program shall be reviewed and approved by the school physician trained in the evaluation and management of sports-related concussions and other head injuries.
2. The Principal or designee will review educational information for students participating in athletic competition or practice on the prevention of concussions.
3. All school staff members, students participating in athletic competition or practice, and parents of students participating in athletic competition or practice shall be annually informed through the distribution of the NJDOE Concussion and Head Injury Fact Sheet and Parent/Guardian Acknowledgement Form and other communications from the Principal and coaches on the importance of early identification and treatment of concussions to improve recovery.



- C. Signs or Symptoms of Concussion or Other Head Injury
1. Possible signs of concussions may be observed by coaches, athletic trainer, school or team physician, school nurse, or other school staff members. Possible signs of a concussion may be, but are not limited to:
 - a. Appearing dazed, stunned, or disoriented;
 - b. Forgetting plays or demonstrating short-term memory difficulty;
 - c. Exhibiting difficulties with balance or coordination;
 - d. Answering questions slowly or inaccurately; and/or
 - e. Losing consciousness.
 2. Possible symptoms of concussion shall be reported by the student participating in athletic competition or practice to coaches, athletic trainer, school or team physician, school nurse, and/or parent. Possible symptoms of a concussion may be, but are not limited to:
 - a. Headache;
 - b. Nausea/vomiting;
 - c. Balance problems or dizziness;
 - d. Double vision or changes in vision;
 - e. Sensitivity to light or sound/noise;
 - f. Feeling sluggish or foggy;
 - g. Difficulty with concentration and short-term memory;
 - h. Sleep disturbance; or
 - i. Irritability.



D. Medical Attention for a Student Suspected of a Concussion or Other Head Injury

1. A student who participates in athletic competition or practice and who sustains or is suspected of having sustained a concussion or other head injury while engaged in an athletic competition or practice shall be immediately removed from athletic competition or practice.
 - a. A staff member supervising the student during the athletic competition or practice shall immediately contact the school physician, athletic trainer, or school nurse to examine the student.
 - (1) The school physician, athletic trainer, or school nurse shall determine if the student has sustained or may have sustained a concussion or other head injury. The school physician, athletic trainer, or school nurse shall determine if emergency medical responders shall be called to athletic competition or practice.
 - (2) In the event the school physician, athletic trainer, or school nurse determine the student did not sustain a concussion or other head injury, the student shall not be permitted to participate in any further athletic competition or practice until written medical clearance is provided in accordance with E. below.
2. The staff member supervising a student who has been removed from athletic competition or practice in accordance with D.1. above or another staff member shall contact the student's parent and the Principal or designee as soon as possible after the student has been removed from the athletic competition or practice.
 - a. A parent shall monitor their student for symptoms of a concussion or other head injury upon receiving such notification.

E. Medical Examination and Written Medical Clearance

1. A student who was removed from athletic competition or practice in accordance with D.1. shall not participate in further athletic competition or practice until:
 - a. The student is examined by a physician or other licensed healthcare provider trained in the evaluation and management of concussions;
 - b. The student receives written medical clearance from a physician trained in the evaluation and management of concussions to return to competition or practice; and



- c. The student returns to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities.
 2. The student's written medical clearance from a physician must indicate a medical examination has determined:
 - a. The student's injury was not a concussion or other head injury, the student is asymptomatic at rest, and the student may return to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities; or
 - b. The student's injury was a concussion or other head injury and the student's physician will monitor the student to determine when the student is asymptomatic at rest and when the student may return to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities.
 3. The student's written medical clearance must be reviewed and approved by the school physician.
 4. The student may not begin the graduated return to athletic competition and practice protocol in F. below until the student receives a medical examination and provides the required written medical clearance.
 5. A written medical clearance not in compliance with the provisions of E. will not be accepted.
- F. Graduated Return to Athletic Competition and Practice Protocol
 1. The return of a student to athletic competition and practice shall be in accordance with the graduated, six-step "Return to Play Progression" recommendations and any subsequent changes or updates to those recommendations as developed by the Centers for Disease Control and Prevention.
 - a. Back to Regular Activities (Such as School)

The student is back to their regular activities (such as school) and has the green-light from the student's physician approved by the school physician to begin the return to play process. A student's return to regular activities involves a stepwise process. It starts with a few days of rest (two-three days) and is followed by light activity (such as short walks) and moderate activity (such as riding a stationary bike) that do not worsen symptoms.



b. Light Aerobic Activity

Begin with light aerobic exercise only to increase the student's heart rate. This means about five to ten minutes on an exercise bike, walking, or light jogging. No weight lifting at this point.

c. Moderate Activity

Continue with activities to increase the student's heart rate with body or head movement. This includes moderate jogging, brief running, moderate-intensity stationary biking, and/or moderate-intensity weightlifting (less time and/or less weight from their typical routine).

d. Heavy, Non-Contact Activity

Add heavy non-contact physical activity, such as sprinting/running, high-intensity stationary biking, regular weightlifting routine, and/or non-contact sport-specific drills (in three planes of movement).

e. Practice and Full Contact

The student may return to practice and full contact (if appropriate for the athletic competition) in controlled practice.

f. Athletic Competition

The student may return to athletic competition or practice.

2. It is important for a student's parent(s) and coach(es) to watch for concussion symptoms after each day's "Return to Play Progression" activity. A student should only move to the next step if they do not have any new symptoms at the current step.
3. If a student's symptoms return or if they develop new symptoms, this is a sign that a student is pushing too hard. The student should stop these activities and the student's health care provider should be contacted. After more rest and no concussion symptoms, a student can start at the previous step if approved by the student's healthcare provider and provides written medical clearance to the school physician.



- G. Temporary Accommodations for Student's Participating in Athletic Competition with Sports-Related Head Injuries
1. The concussed brain is affected in many functional aspects as a result of the injury. Memory, attention span, concentration, and speed of processing significantly impact learning. Further, exposing the concussed student to the stimulating school environment may delay the resolution of symptoms needed for recovery. Accordingly, consideration of the cognitive effects in returning to the classroom is also an important part of the treatment of sports-related concussions and head injuries.
 2. To recover, cognitive rest is just as important as physical rest. Reading, studying, computer usage, testing, texting, and watching movies if a student is sensitive to light/sound can slow a student's recovery. The Principal or designee may look to address the student's cognitive needs as described below. Students who return to school after a concussion may need to:
 - a. Take rest breaks as needed;
 - b. Spend fewer hours at school;
 - c. Be given more time to take tests or complete assignments (all courses should be considered);
 - d. Receive help with schoolwork;
 - e. Reduce time spent on the computer, reading, and writing; and/or
 - f. Be granted early dismissal from class to avoid crowded hallways.

Adopted:



R 2460.30 ADDITIONAL/COMPENSATORY SPECIAL EDUCATION AND RELATED SERVICES

The Board of Education shall provide additional or compensatory special education and related services to students with disabilities beyond the age of twenty-one pursuant to N.J.S.A. 18A:46-6.3.

As used in N.J.A.C. 18A:46-6.3(h) and this Regulation, “parent” means the natural or adoptive parent, the legal guardian, resource family parent when willing to so serve, a surrogate parent, or a person acting in the place of a parent, such as a grandparent or stepparent with whom the student lives, or a person legally responsible for the student’s welfare. “Parent” shall also include an adult student who has attained the age of eighteen, who is not under legal guardianship, and who is entitled to receive special education and related services.

A. Additional Special Education and Related Services

- 1. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:**
 - a. In the 2021-2022 school year, provide special education and related services contained in an Individualized Education Program (IEP) to a student with disabilities who attains the age of twenty-one during the 2020-2021 school year, provided the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2021-2022 school year.**
 - (1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.a. and A.1. shall not be eligible to receive such education and services beyond June 30, 2022, unless otherwise provided in a student’s IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.**
- 2. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:**



a. In the 2022-2023 school year, provide special education and related services contained in an IEP to a student with disabilities who attains the age of twenty-one during the 2021-2022 school year, provided the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2022-2023 school year.

(1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.b. and A.2. shall not be eligible to receive such education and services beyond June 30, 2023, unless otherwise provided in a student's IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.

3. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:

a. In the 2023-2024 school year, provide special education and related services contained in an IEP to a student with disabilities who attains the age of twenty-one during the 2022-2023 school year, provided that the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2023-2024 school year.

(1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.c. and A.3. shall not be eligible to receive such education and services beyond June 30, 2024, unless otherwise provided in a student's IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.

B. Rights, Privileges, and Remedies

1. A student receiving special education and related services, including transition services, pursuant to N.J.S.A. 18A:46-6.3 and this Regulation shall be afforded the same rights, privileges, and remedies provided to students with disabilities pursuant to State law, New Jersey State Board of Education regulations concerning special education, and the Federal "Individuals with Disabilities Education Act," (IDEA) 20 USC §1400 et seq.



2. Any disputes that arise with respect to the provision or nature of services provided to a student with disabilities in the additional year as provided in accordance with N.J.S.A. 18A:46-6.3.a., b. and c., and A. above may be addressed as determined by the parent of the student with disabilities, by either:
 - a. Mediation;
 - b. A written request for a complaint investigation submitted to the Director of the Office of Special Education Policy and Dispute Resolution in the New Jersey Department of Education; or
 - c. A special education due process hearing pursuant to IDEA, N.J.S.A. 18A:46, or administrative code.
- C. Funding
1. The special education and related services, including transition services, provided to students with disabilities pursuant to the provisions of N.J.S.A. 18A:46-6.3 and this Regulation, to the extent permitted by Federal law, be paid for from the monies received by the State or a school district under the Federal “Coronavirus Aid, Relief, and Economic Security (CARES) Act,” Pub.L.116-136, the Federal “Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act, 2021,” Pub.L.116-260, the Federal “American Rescue Plan (ARP) Act,” Pub.L.117-2, or any other Federal funding provided to address the impact of the coronavirus pandemic on elementary and secondary schools as it becomes available.
 2. To the extent the Federal funds described in N.J.S.A. 18A:46-6.3.e.(1) and C.1. above do not cover the costs borne by the school district to provide the special education and related services, including transition services, to students with disabilities pursuant to the provisions of N.J.S.A. 18A:46-6.3 and this Regulation, the State of New Jersey shall appropriate funds as necessary from the Property Tax Relief Fund to reimburse the school district for these costs.
 3. The special education and related services funded pursuant to the provisions of N.J.S.A. 18A:46-6.3.e. may include, but are not limited to, the additional staff, programs, and facilities deemed necessary by the school district to provide the special education and related services, including transition services, required under N.J.S.A. 18A:46-6.

Adopted:



R 2622 STUDENT ASSESSMENT

A. Statewide Assessment System – N.J.A.C. 6A:8-4.1

1. The school district shall, according to a schedule prescribed by the Commissioner of Education, administer the applicable Statewide assessments, including the following major components: the elementary assessment component for grades three through five; the middle school assessment component for grades six through eight; the high school assessment component; and the alternative State assessment for students with disabilities; and provide notification to each student entering grades three through twelve of the Statewide assessment schedule.
2. Pursuant to N.J.A.C. 6A:8-4.1(c), all students at grade levels three through twelve, and at any other grade(s) designated by the Commissioner of Education pursuant to N.J.A.C. 6A:8-4.1(a), shall take all appropriate Statewide assessments as scheduled.
 - a. The school district shall provide all appropriate accommodations or modifications to the Statewide assessment system as specified by the New Jersey Department of Education (NJDOE) for English language learners (ELLs) and students with disabilities as defined in N.J.A.C. 6A:14-1.3 or eligible under Section 504 of the Rehabilitation Act as specified in a student's Individualized Education Program (IEP) or 504 plan in accordance with N.J.A.C. 6A:8-4.1(d)1.
 - (1) The school district may administer the Statewide assessments in mathematics to ELLs in their native language, when available, and/or English.
 - (2) The school district shall have the option for a first-year ELL of substituting a NJDOE-approved language proficiency test only for the English language arts component of the Statewide assessment, when the student has entered the United States after June 1 of the calendar year prior to the test administration.
 - b. The school district shall ensure students with disabilities as defined in N.J.A.C. 6A:14-1.3 participate in Statewide assessments in accordance with N.J.A.C. 6A:14-4.10.



- c. At specific times prescribed by the Commissioner of Education, the school district shall administer the alternative State assessment for students with disabilities to students with severe disabilities who cannot participate in other assessments due to the severity of their disabilities in accordance with N.J.A.C. 6A:8-4.1(d)3.
 - d. The school district shall implement alternative ways for students to demonstrate graduation proficiency in accordance with N.J.A.C. 6A:8-5.1(a)6, (f), (g), (h), or (i), as applicable.
3. Test Administration Procedures and Security Measures
- a. The school district shall be responsible for ensuring the security of all components of the Statewide assessment system that are administered within the school district.
 - b. All Statewide assessments shall be administered in accordance with the NJDOE's required test administration procedures and security measures.
 - c. Any breach of such procedures or measures shall be immediately reported to the Superintendent or designee.
- B. Documentation of Student Achievement – N.J.A.C. 6A:8-4.2
1. After each test administration, the NJDOE shall provide the Superintendent the following:
 - a. Rosters of student performance in each content area;
 - b. Individual student reports; and
 - c. School and school district summary data, including school and school district means, numbers tested, and percent achieving at each performance level.
 - (1) The school district summary data shall be aggregated and disaggregated, and school summary data shall be disaggregated, for students with disabilities as defined in N.J.A.C. 6A:14-1.3 and for ELLs.



2. The school district shall transmit within ten business days any official records, including transcripts, of students who transfer to other school districts or institutions.
 3. The school district shall maintain an accurate record of each student's performance on Statewide assessments.
 4. The school district shall maintain for every student a ninth grade through graduation transcript that contains the following, as available:
 - a. Results of all applicable State assessments, including assessments that satisfy graduation requirements set forth at N.J.A.C. 6A:8-5.1(a)6;
 - b. Results of any English language proficiency assessments according to N.J.A.C. 6A:8-5.1(h);
 - c. Evidence of instructional experience and performance in the New Jersey Student Learning Standards (NJSLS);
 - d. Evidence of technological literacy;
 - e. Evidence of career education instructional experiences and career development activities;
 - f. Evidence of State-issued occupational licenses and credentials, industry-recognized occupational credentials, and/or technical skill assessments for students enrolled in NJDOE-approved career and technical education programs pursuant to N.J.A.C. 6A:19-3.2; and
 - g. Any other information deemed appropriate by the school district.
- C. Accountability – N.J.A.C. 6A:8-4.3
1. The Superintendent shall report final results of annual assessments to the Board and members of the public at a public meeting within sixty days of receipt of the information from the NJDOE.
 2. The Superintendent shall provide educators, parents, and students with results of annual assessments as required under N.J.A.C. 6A:8-4.2(a) and B.1. above, within thirty days of receipt of information from the NJDOE.



3. The school district shall provide appropriate instruction to improve skills and knowledge for students performing below the established levels of student proficiency in any content area either on the Statewide or local assessments.
 4. All students shall be expected to demonstrate the knowledge and skills of the NJSLS as measured by the Statewide assessment system.
- D. Annual Review and Evaluation of School Districts – N.J.A.C. 6A:8-4.4
1. The NJDOE shall review the performance of schools and school districts by using a percent of students performing at the proficient level as one measure of annual measurable objective (AMO) and incorporating a progress criterion indicative of systemic reform.
 - a. The review shall include the performance of all students, including students with disabilities as defined by N.J.A.C. 6A:14-1.3, students from major racial and ethnic groups, economically disadvantaged students, and ELLs.
 - b. The review shall take place at each grade level in which Statewide assessments are administered, using the AMO targets.
- E. Public Reporting – N.J.A.C. 6A:8-4.5
1. In accordance with the requirements of N.J.A.C. 6A:8-4.5, the NJDOE shall report annually to the New Jersey State Board of Education and the public on the progress of all students and student subgroups in meeting the NJSLS as measured by the Statewide assessment system by publishing and distributing the NJDOE’s annual New Jersey School Report Card in accordance with N.J.S.A. 18A:7E-2 through 5.
 2. After each test administration, the NJDOE shall report to the Board on the performance of all students and of student subgroups.
- F. Parental Notification
- Parents shall be informed of the school district assessment system and of any special tests that are to be administered to their children.

Adopted:



R 8465 BIAS CRIMES AND BIAS-RELATED ACTS

A. Definitions

1. A bias crime means any criminal offense where the person or persons committing the offense acted with a purpose to intimidate an individual or group of individuals because of race; color; religion; gender; disability; sexual orientation; gender identity or expression; national origin; or ethnicity.
2. A bias-related act means an act directed at a person, group of persons, private property, or public property that is motivated in whole or in part by racial; gender; disability; religion; sexual orientation; gender identity or expression; national origin; or ethnic prejudice. A bias-related act need not involve conduct that constitutes a criminal offense.
3. All bias crimes are also bias-related acts, but not all bias-related acts will constitute a bias crime.

B. Procedure For Reporting Bias Crimes and Bias-Related Acts

1. A school employee shall immediately notify the Principal and the Superintendent or designee when in the course of their employment, they develop reason to believe that:
 - a. A bias crime or a bias-related act has been committed or is about to be committed on school grounds;
 - b. A bias crime or a bias-related act has been or is about to be committed by student on or off school grounds, and whether such offense was or is to be committed during operating school hours; or
 - c. A student enrolled in the school has been or is about to become the victim of a bias crime or bias-related act on or off school grounds, or during operating school hours.
2. The Superintendent or designee shall promptly notify the local police department and the bias investigation officer for the county prosecutor's office when a bias crime or bias-related act has been committed or is about to be committed on school grounds, or has been or is about to be committed by a student on or off school grounds, and whether such offense was or is to be committed during operating school hours, or a student enrolled in the school has been or is about to become the victim of a bias crime or bias-related act on or off school grounds, or during operating school hours.



3. The Superintendent or designee shall immediately notify the local police department and the bias investigation officer for the county prosecutor's office where there is reason to believe a bias crime or bias-related act that involves an act of violence has been or is about to be physically committed against a student, or there is otherwise reason to believe a life has been or will be threatened.

C. Nature of Referral

1. The mandatory referral for suspected or committed bias crimes and bias-related acts as described in N.J.A.C. 6A:16-6.3(e) and this Regulation is only a request to the law enforcement agencies to conduct an investigation and is nothing more than the transmittal of information which may be pertinent to any such law enforcement investigation.

D. Concurrent Jurisdiction

1. Unless the local police department or the county prosecutor's office request otherwise, school officials may continue to investigate a suspected bias crime or bias-related act occurring on school grounds and may take such actions as necessary and appropriate to redress and remediate any such acts.
2. School officials will immediately discontinue any ongoing school investigation if the local police department or the county prosecutor's office believe the school investigation could jeopardize an on-going law enforcement investigation or otherwise endanger the public safety.
 - a. Upon notice provided in D.2. above, school officials will take no further action without providing notice to and receiving the assent of the local police department or the county prosecutor's office.

E. Preservation of Evidence

1. School officials will secure and preserve any such graffiti or other evidence of a suspected bias crime or bias-related act pending the arrival of the local police department or the county prosecutor's office.
2. The school officials, when feasible, will cover or conceal such evidence until the arrival of the local police department or county prosecutor's office in a manner designed to minimize the harm and continued exposure to students by such evidence.

Issued:



PROGRAM

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Postnatal Accommodations for Students

2416.01 POSTNATAL ACCOMMODATIONS FOR STUDENTS

The Board of Education recognizes students may be returning to school shortly after their child's birth and may need to breastfeed their child or to express breast milk during the school day. The school district will accommodate a student who wants to breastfeed or express breast milk while attending school in the district.

A student shall be permitted to breastfeed their child or to express breast milk while attending school in accordance with a schedule provided by the student to the school nurse, who shall consult with the Principal or designee. The district encourages the student develop a schedule that does not impact a student's instructional time and encourages a student to schedule such time to breastfeed or to express breast milk during study hall time, lunch time, or other non-instructional times of the school day. The student may bring to school a breast pump and any other equipment necessary to express breast milk on school grounds. The student shall not incur an academic penalty for using any reasonable accommodations offered to the student and shall be provided the opportunity to make up any work missed due to such use.

The Principal or designee, in consultation with the school nurse, will designate a lactation/breastfeeding room that is shielded from view and free from intrusion by other students, staff members, and the public. The location must be functional as a space for breastfeeding or expressing breast milk and shall include an electrical outlet, a chair, and nearby access to running water. Expressed breast milk may be stored in a refrigerator in the school building or in the student's personal cooler. If the space is not a dedicated lactation/breastfeeding room, it must be available when needed. A space temporarily converted into a lactation/breastfeeding room or made available when needed by the student is sufficient; however, a bathroom, even if private, is not a permissible location. A student opting to breastfeed their child in the lactation/breastfeeding room will be responsible to make arrangements for their child to be brought to the school in accordance with a time schedule agreed to by the Principal or designee.

All staff members will assist in providing a positive atmosphere of support for students who are returning to school after the birth of their child. Conduct by a staff member or student that reasonably interferes with a student's performance in school; creates an intimidating, hostile, or offensive environment for a student



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Postnatal Accommodations for Students**

that is complying with the provisions of this Policy; or that inhibits a student's ability to breastfeed their child or express breast milk while in school will not be tolerated.

The Principal shall ensure Policy 2416.01 is distributed to pregnant students and students who are returning to school after the birth of their child.

N.J.S.A. 26:4C-1; 26:4C-2; 26:4C-3

Adopted:



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2417/page 1 of 2

Student Intervention and Referral Services

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2417 STUDENT INTERVENTION AND REFERRAL SERVICES

The Board of Education directs the establishment and implementation in each school building in which general education students are served, a coordinated system for planning and delivering intervention and referral services designed to assist students who are experiencing learning, behavior, or health difficulties, and to assist staff who have difficulties in addressing students' learning, behavior, or health needs in accordance with the requirements of N.J.A.C. 6A:16-8.1 and 6A:16-8.2. The Board of Education shall choose the ~~adopts this~~ appropriate multidisciplinary team approach, **such as the Response to Intervention (RTI) or a Multi-Tiered System of Support (MTSS) model** for planning and delivering the services required under N.J.A.C. 6A:16-8.

Students who are experiencing learning, behavior, or health difficulties shall be referred to the school's Intervention and Referral Services (I&RS) Team.

The intervention and referral services shall be provided to **support** ~~aid~~ students in the general education program and may be provided for students who have been determined to need special education programs and services pursuant to N.J.A.C. 6A:16-8.1(a). The intervention and referral services provided for students who have been determined to need special education programs and services shall be coordinated with the student's Individualized Education Program Team, as appropriate. **Child Study Team members and, to the extent appropriate, specialists in the area of disability may participate on intervention and referral services teams, pursuant to N.J.A.C. 6A:14-3.1(d)6.**

The functions of the system of intervention and referral services in each school building which general education students are served shall be pursuant to N.J.A.C. 6A:16-8.2(a) and as outlined in Regulation 2417.

Records of all requests for assistance, all intervention and referral services action plans, and all related student information shall be maintained in accordance with Federal and State laws and regulations and New Jersey administrative code pursuant to N.J.A.C. 6A:16-8.2(a)9.



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Student Intervention and Referral Services

The I&RS Team **in each school building** shall review and assess the effectiveness of ~~the provisions of~~ each intervention and referral services action plan in achieving the **identified** outcomes, ~~identified in each action plan~~ and modify each action plan to achieve the outcomes, as appropriate.

At a minimum, the I&RS Team shall annually review the intervention and referral services action plans and the actions taken as a result of the building's system of intervention and referral services, and make recommendations to the Principal for improving school programs and services, as appropriate.

At the end of the school year, the Principal shall, in consultation with the I&RS Team, develop a report on the concerns and issues identified by the I&RS Team and the effectiveness of the services provided in achieving the outcomes identified in the intervention and referral services action plans. This report shall be provided to the Superintendent of Schools.

N.J.A.C. 6A:14; 6A:16-8.1; 6A:16-8.2

Adopted:



TEACHING STAFF MEMBERS
3161/page 1 of 2
Examination for Cause

3161 EXAMINATION FOR CAUSE

The Board of Education may require the physical and/or psychiatric examination of any teaching staff member who shows evidence of deviation from normal physical or mental health in accordance with N.J.A.C. 6A:32-6.3(b).

The Superintendent shall require a physical and/or psychiatric examination on a teaching staff member whenever, in the judgment of the Superintendent, a teaching staff member shows evidence of deviation from normal physical or mental health, to determine the teaching staff member's physical and mental fitness to perform with reasonable accommodation the position the teaching staff member currently holds, or to detect any health risks to students and other employees.

A teaching staff member that is required to undergo a physical and/or psychiatric examination shall be provided a written statement of reasons for the required examination(s) and notice the teaching staff member has the right to request a hearing with the Board. The hearing shall be conducted in accordance with the provisions of N.J.S.A. 18A:25-7 and will offer the teaching staff member the opportunity to appear before the Board to refute the reasons for the required examination(s), provided any such hearing is requested by the teaching staff member in writing within five working days of the teaching staff member's receipt of the written statement of reasons. A teaching staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the teaching staff member failed to timely request a hearing before the Board or failed to persuade the Board at the hearing that the teaching staff member should not be required to submit to the appropriate examination(s). The Board's determination at the conclusion of such a hearing is appealable to the Commissioner of Education pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4 – Appeals pursuant to N.J.A.C. 6A:32-6.3(b)2.

The Board shall bear the cost of the examination if the examination is performed by a physician or institution designated by the Board. The examination may be performed by a physician or institution of the teaching staff member's own choosing, approved by the Board, and at the teaching staff member's own expense in accordance with N.J.S.A. 18A:16-3 and N.J.A.C. 6A:32-6.3.



TEACHING STAFF MEMBERS 3161/page 2 of 2 Examination for Cause

If the teaching staff member submits names of physicians or institutions to the Board for consideration to complete the appropriate examination(s) the Board is not required to designate the physician or institution submitted for consideration by the teaching staff member, but shall not act unreasonably in withholding its approval of the physician or institution. The Board shall require the teaching staff member to authorize the release of the examination results to the Superintendent.

If the results of any such examination indicate mental abnormality or communicable disease, the teaching staff member shall be ineligible for further service until proof of recovery, satisfactory to the Board, is furnished, but if the teaching staff member is under contract or has tenure, they may be granted sick leave with compensation as provided by law and shall, upon satisfactory recovery, be permitted to complete the term of their contract, if they are under contract, or be reemployed with the same tenure as they possessed at the time their services were discontinued, if they have tenure, unless their absence shall exceed a period of two years in accordance with N.J.S.A. 18A:16-4.

In order to return to work, the teaching staff member must submit to an appropriate examination and submit the results of the examination to the Superintendent. The examination must be conducted by a physician or institution upon which the Board and teaching staff member confer and agree. If the physician or institution conducting the examination is conducted by the Board's choice, the cost shall be borne by the Board; if the physician or institution conducting the examination is conducted by the teaching staff member's choice, the cost shall be borne by the teaching staff member.

A teaching staff member who refuses to submit to the examination required by this Policy and has exhausted the hearing procedures established by law and this Policy shall be subject to discipline, which may include, but not limited to, termination or certification of tenure charges to the Commissioner of Education, as applicable.

42 U.S.C.A. 12101
N.J.S.A. 18A:6-10; 18A:16-2; 18A:16-3; 18A:16-4; 18A:25-7;
18A:28-5; 18A:30-1 et seq.
N.J.A.C. 6A:32-6.2; 6A:32-6.3

Adopted:



SUPPORT STAFF MEMBERS
4161/page 1 of 2
Examination for Cause

4161 EXAMINATION FOR CAUSE

The Board of Education may require the physical and/or psychiatric examination of any support staff member who shows evidence of deviation from normal physical or mental health in accordance with N.J.A.C. 6A:32-6.3(b).

The Superintendent shall require a physical and/or psychiatric examination on a support staff member whenever, in the judgment of the Superintendent, a support staff member shows evidence of deviation from normal physical or mental health, to determine the support staff member's physical and mental fitness to perform with reasonable accommodation the position the support staff member currently holds, or to detect any health risks to students and other employees.

A support staff member that is required to undergo a physical and/or psychiatric examination shall be provided a written statement of reasons for the required examination(s) and notice the support staff member has the right to request a hearing with the Board. The hearing shall be conducted in accordance with the provisions of N.J.S.A. 18A:25-7 and will offer the support staff member the opportunity to appear before the Board to refute the reasons for the required examination(s), provided any such hearing is requested by the support staff member in writing within five working days of the support staff member's receipt of the written statement of reasons. A support staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the support staff member failed to timely request a hearing before the Board or failed to persuade the Board at the hearing that the support staff member should not be required to submit to the appropriate examination(s). The Board's determination at the conclusion of such a hearing is appealable to the Commissioner of Education pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4 – Appeals pursuant to N.J.A.C. 6A:32-6.3(b)2.

The Board shall bear the cost of the examination if the examination is performed by a physician or institution designated by the Board. The examination may be performed by a physician or institution of the support staff member's own choosing, approved by the Board, and at the support staff member's own expense in accordance with N.J.S.A. 18A:16-3 and N.J.A.C. 6A:32-6.3.

SUPPORT STAFF MEMBERS 4161/page 2 of 2 Examination for Cause

If the support staff member submits names of physicians or institutions to the Board for consideration to complete the appropriate examination(s) the Board is not required to designate the physician or institution submitted for consideration by the support staff member, but shall not act unreasonably in withholding its approval of the physician or institution. The Board shall require the support staff member to authorize the release of the examination results to the Superintendent.

If the results of any such examination indicate mental abnormality or communicable disease, the support staff member shall be ineligible for further service until proof of recovery, satisfactory to the Board, is furnished, but if the support staff member is under contract or has tenure, they may be granted sick leave with compensation as provided by law and shall, upon satisfactory recovery, be permitted to complete the term of their contract, if they are under contract, or be reemployed with the same tenure as they possessed at the time their services were discontinued, if they have tenure, unless their absence shall exceed a period of two years in accordance with N.J.S.A. 18A:16-4.

In order to return to work, the support staff member must submit to an appropriate examination and submit the results of the examination to the Superintendent. The examination must be conducted by a physician or institution upon which the Board and support staff member confer and agree. If the physician or institution conducting the examination is conducted by the Board's choice, the cost shall be borne by the Board; if the physician or institution conducting the examination is conducted by the support staff member's choice, the cost shall be borne by the support staff member.

A support staff member who refuses to submit to the examination required by this Policy and has exhausted the hearing procedures established by law and this Policy shall be subject to discipline, which may include, but not limited to, termination or certification of tenure charges to the Commissioner of Education, as applicable.

42 U.S.C.A. 12101
N.J.S.A. 18A:6-10; 18A:16-2; 18A:16-3; 18A:16-4; 18A:25-7;
18A:28-5; 18A:30-1 et seq.
N.J.A.C. 6A:32-6.2 ; 6A:32-6.3

Adopted:



5512 HARASSMENT, INTIMIDATION, AND BULLYING

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Harassment, Intimidation, and Bullying

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- O. School and District Grading Requirements
- P. Reports to Law Enforcement
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- R. Students with Disabilities
- S. Approved Private Schools for Students with Disabilities (APSSD)

A. Policy Statement

The Board of Education prohibits acts of harassment, intimidation, or bullying of a student. A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. Harassment, intimidation, or bullying is unwanted, aggressive behavior that may involve a real or perceived power imbalance. Since students learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation, or bullying.

For the purposes of this Policy, the term "parent," pursuant to N.J.A.C. 6A:16-1.3, means the natural parent(s); ~~or~~ adoptive parent(s); legal guardian(s); foster parent(s); or parent surrogate(s) of a student. **When** ~~Where~~ parents are separated or divorced, "parent" means the person or agency which has legal custody of the student, as well as the natural or adoptive parent(s) of the student, provided ~~such~~ parental rights have not been terminated by a court of appropriate jurisdiction.



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Harassment, Intimidation, and Bullying

B. Harassment, Intimidation, and Bullying Definition

“Harassment, intimidation, or bullying” means any gesture, any written, verbal or physical act, or any electronic communication, as defined in N.J.S.A. 18A:37-14, whether it be a single incident or a series of incidents that:

1. Is reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic;
2. Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3;
3. Substantially disrupts or interferes with the orderly operation of the school or the rights of other students; and that
 - a. A reasonable person should know, under the circumstances, that the act(s) will have the effect of physically or emotionally harming a student or damaging the student’s property, or placing a student in reasonable fear of physical or emotional harm to **their** ~~his/her~~ person or damage to **their** ~~his/her~~ property; or
 - b. Has the effect of insulting or demeaning any student or group of students; or
 - c. Creates a hostile educational environment for the student by interfering with a student’s education or by severely or pervasively causing physical or emotional harm to the student.

Schools are required to address harassment, intimidation, and bullying occurring off school grounds, when there is a nexus between the harassment, intimidation, and bullying and the school (e.g., the harassment, intimidation, or bullying substantially disrupts or interferes with the orderly operation of the school or the rights of other students).



“Electronic communication” means a communication transmitted by means of an electronic device, including, but not limited to: a telephone, cellular phone, computer, or pager.

C. Student Expectations

The Board expects students to conduct themselves in keeping with their levels of development, maturity and demonstrated capabilities with proper regard for the rights and welfare of other students and school staff, the educational purpose underlying all school activities and the care of school facilities and equipment consistent with the Code of Student Conduct.

The Board believes that standards for student behavior must be set cooperatively through interaction among the students, parents, school employees, school administrators, school volunteers, and community representatives, producing an atmosphere that encourages students to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for school district and community property on the part of students, staff, and community members.

Students are expected to behave in a way that creates a supportive learning environment. The Board believes the best discipline is self-imposed, and it is the responsibility of staff to use instances of violations of the Code of Student Conduct as opportunities to help students learn to assume and accept responsibility for their behavior and the consequences of their behavior. Staff members who interact with students shall apply best practices designed to prevent student conduct problems and foster students’ abilities to grow in self-discipline.

The Board expects that students will act in accordance with the student behavioral expectations and standards regarding harassment, intimidation, and bullying, including:

1. Student responsibilities (e.g., requirements for students to conform to reasonable standards of socially accepted behavior; respect the person, property and rights of others; obey constituted authority; and respond to those who hold that authority);
2. Appropriate recognition for positive reinforcement for good conduct, self-discipline, and good citizenship;



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Harassment, Intimidation, and Bullying

3. Student rights; and
4. Sanctions and due process for violations of the Code of Student Conduct.

Pursuant to N.J.S.A. 18A:37-15(a) and N.J.A.C. 6A:16-7.1(a)1, the district has involved a broad-base of school and community members, including parents, students, instructional staff, student support services staff, school administrators, and school volunteers, as well as community organizations, such as faith-based, health and human service, business and law enforcement, in the development of this Policy. Based on locally determined and accepted core ethical values adopted by the Board, pursuant to N.J.A.C. 6A:16-7.1(a)2, the Board must develop guidelines for student conduct pursuant to N.J.A.C. 6A:16-7.1. These guidelines for student conduct will take into consideration the developmental ages of students, the severity of the offenses and students' histories of inappropriate behaviors, and the mission and physical facilities of the individual school(s) in the district. This Policy requires all students in the district to adhere to the rules established by the school district and to submit to the remedial and consequential measures that are appropriately assigned for infractions of these rules.

Pursuant to N.J.A.C. 6A:16-7.1, the Superintendent must annually provide to students and their parents the rules of the district regarding student conduct. Provisions shall be made for informing parents whose primary language is other than English.

The district prohibits active or passive support for acts of harassment, intimidation, or bullying. Students are encouraged to support other students who:

1. Walk away from acts of harassment, intimidation, and bullying when they see them;
2. Constructively attempt to stop acts of harassment, intimidation, or bullying;
3. Provide support to students who have been subjected to harassment, intimidation, or bullying; and
4. Report acts of harassment, intimidation, and bullying to the designated school staff member.



D. Consequences and Appropriate Remedial Actions

~~Consequences and Appropriate Remedial Actions—Students~~

The Board of Education requires its school administrators to implement procedures that ensure both the appropriate consequences and remedial responses for students who commit one or more acts of harassment, intimidation, or bullying, consistent with the Code of Student Conduct. The following factors, at a minimum, shall be given full consideration by school administrators in the implementation of appropriate consequences and remedial measures for each act of harassment, intimidation, or bullying by students.

Consequences – Students

Consequences for a student who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion of students, as set forth in the Board’s approved Code of Student Conduct pursuant to N.J.A.C. 6A:16-7.1. Consequences for a student who commits an act of harassment, intimidation, or bullying are those that are varied and graded according to the nature of the behavior; the nature of the student’s disability, if any, and to the extent relevant; the developmental age of the student; and the student’s history of problem behaviors and performance consistent with the Board’s approved Code of Student Conduct and N.J.A.C. 6A:16-7, Student Conduct. The use of negative consequences should occur in conjunction with remediation and not be relied upon as the sole intervention approach.

Factors for Determining Consequences – Student Considerations

- 1. Age, developmental and maturity levels of the parties involved and their relationship to the school district;**
- 2. Degrees of harm;**
- 3. Surrounding circumstances;**
- 4. Nature and severity of the behavior(s);**
- 5. Incidences of past or continuing patterns of behavior;**
- 6. Relationships between the parties involved; and**
- 7. Context in which the alleged incidents occurred.**



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Harassment, Intimidation, and Bullying

Factors for Determining Consequences – School Considerations

- 1. School culture, climate, and general staff management of the learning environment;**
- 2. Social, emotional, and behavioral supports;**
- 3. Student-staff relationships and staff behavior toward the student;**
- 4. Family, community, and neighborhood situation; and**
- 5. Alignment with Board policy and regulations/procedures.**

Examples of Consequences

- 1. Admonishment;**
- 2. Temporary removal from the classroom;**
- 3. Deprivation of privileges;**
- 4. Classroom or administrative detention;**
- 5. Referral to disciplinarian;**
- 6. In-school suspension;**
- 7. Out-of-school suspension (short-term or long-term);**
- 8. Reports to law enforcement or other legal action; or**
- 9. Expulsion.**

In accordance with N.J.S.A. 18A:37-15.b.(4), the consequences for a student who commits an act of harassment, intimidation, or bullying may vary depending on whether it is the first act of harassment, intimidation, or bullying by a student, the second act, or third or subsequent acts. If it is the third or subsequent act of harassment, intimidation, or bullying by a student, the Principal, in consultation with appropriate school staff, shall develop an individual student intervention plan which shall be approved by the Superintendent or designee, and may require the student, accompanied by a parent, to complete in a satisfactory manner a class or training program to reduce harassment, intimidation, or bullying behavior.

Appropriate Remedial Actions – Students

Appropriate remedial action for a student who commits an act of harassment, intimidation, or bullying that takes into account the nature of the behavior; the nature of the student's disability, if any, and to the extent relevant; the developmental age of the student; and the student's history of



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problem behaviors and performance. The appropriate remedial action may also include a behavioral assessment or evaluation including, but not limited to, a referral to the Child Study Team as appropriate; and supportive interventions and referral services, including those at N.J.A.C. 6A:16-8.

~~Factors for Determining Consequences—Student Considerations~~

- ~~1. — Age, developmental and maturity levels of the parties involved and their relationship to the school district;~~
- ~~2. Degrees of harm;~~
- ~~3. Surrounding circumstances;~~
- ~~4. Nature and severity of the behavior(s);~~
- ~~5. Incidences of past or continuing patterns of behavior; 6. — Relationships between the parties involved; and~~
- ~~7. — Context in which the alleged incidents occurred.~~

~~Factors for Determining Consequences—School Considerations~~

- ~~1. — School culture, climate, and general staff management of the learning environment;~~
- ~~2. Social, emotional, and behavioral supports;~~
- ~~3. — Student staff relationships and staff behavior toward the student;~~
- ~~4. — Family, community, and neighborhood situation; and~~
- ~~5. — Alignment with Board policy and regulations/procedures.~~

Factors for Determining Remedial Measures

Personal

1. Life skill deficiencies;
2. Social relationships;
3. Strengths;
4. Talents;
5. Interests;
6. Hobbies;
7. Extra-curricular activities;
8. Classroom participation;
9. Academic performance; and
10. Relationship to students and the school district.



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Harassment, Intimidation, and Bullying

Environmental

1. School culture;
2. School climate;
3. Student-staff relationships and staff behavior toward the student;
4. General staff management of classrooms or other educational environments;
5. Staff ability to prevent and manage difficult or inflammatory situations;
6. Social-emotional and behavioral supports;
7. Social relationships;
8. Community activities;
9. Neighborhood situation; and
10. Family situation.

~~Consequences for a student who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion of students, as set forth in the Board's approved Code of Student Conduct pursuant to N.J.A.C. 6A:16-7.1. Consequences for a student who commits an act of harassment, intimidation, or bullying are those that are varied and graded according to the nature of the behavior; the nature of the student's disability, if any, and to the extent relevant; the developmental age of the student; and the student's history of problem behaviors and performance consistent with the Board's approved Code of Student Conduct and N.J.A.C. 6A:16-7, Student Conduct. The use of negative consequences should occur in conjunction with remediation and not be relied upon as the sole intervention approach.~~

Remedial measures shall be designed to correct the problem behavior, prevent another occurrence of the problem, protect and provide support for the victim of the act, and take corrective action for documented systemic problems related to harassment, intimidation, or bullying. The consequences and remedial measures may include, but are not limited to, the examples listed below:

Examples of Consequences

1. Admonishment;
2. Temporary removal from the classroom; 3. — Deprivation of privileges;
4. Classroom or administrative detention;



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Harassment, Intimidation, and Bullying

- ~~5. Referral to disciplinarian; 6. — In school suspension;~~
- ~~7. — Out of school suspension (short term or long term);~~
- ~~8. — Reports to law enforcement or other legal action; or~~
- ~~9. — Expulsion.~~

Examples of Remedial Measures

Personal – Student Exhibiting Bullying Behavior

1. Develop a behavioral contract with the student. Ensure the student has a voice in the outcome and can identify ways **they he or she** can solve the problem and change behaviors;
2. Meet with parents to develop a family agreement to ensure the parent and the student understand school rules and expectations;
3. Explain the long-term negative consequences of harassment, intimidation, and bullying on all involved;
4. Ensure understanding of consequences, if harassment, intimidation, and bullying behavior continues;
5. Meet with school counselor, school social worker, or school psychologist to decipher mental health issues (e.g., what is happening and why?);
6. Develop a learning plan that includes consequences and skill building;
7. Consider wrap-around support services or after-school programs or services;
8. Provide social skill training, such as impulse control, anger management, developing empathy, and problem solving;
9. Arrange for an apology, preferably written;
10. Require a reflective essay to ensure the student understands the impact of **their his or her** actions on others;
11. Have the student research and teach a lesson to the class about bullying, empathy, or a similar topic;
12. Arrange for restitution (i.e., compensation, reimbursement, amends, repayment), particularly when personal items were damaged or stolen;
13. Explore age-appropriate restorative (i.e., healing, curative, recuperative) practices; and
14. Schedule a follow-up conference with the student.



Personal – Target/Victim

1. Meet with a trusted staff member to explore the student's feelings about the incident;
2. Develop a plan to ensure the student's emotional and physical safety at school;
3. Have the student meet with the school counselor or school social worker to ensure ~~they he or she do does~~ not feel responsible for the bullying behavior;
4. Ask students to log behaviors in the future;
5. Help the student develop skills and strategies for resisting bullying; and
6. Schedule a follow-up conference with the student.

Parents, Family, and Community

1. Develop a family agreement;
2. Refer the family for family counseling; and
3. Offer parent education workshops related to bullying and social-emotional learning.

Examples of Remedial Measures – Environmental (Classroom, School Building, or School District)

1. Analysis of existing data to identify bullying issues and concerns;
2. Use of findings from school surveys (e.g., school climate surveys);
3. Focus groups;
4. Mailings – postal and email;
5. Cable access television;
6. School culture change;
7. School climate improvement;
8. Increased supervision in “hot spots” (e.g., locker rooms, hallways, playgrounds, cafeterias, school perimeters, buses);
9. Adoption of evidence-based systemic bullying prevention practices and programs;
10. Training for all certificated and non-certificated staff to teach effective prevention and intervention skills and strategies;
11. Professional development plans for involved staff;



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12. Participation of parents and other community members and organizations (e.g., Parent Teacher Associations, Parent Teacher Organizations) in the educational program and in problem-solving bullying issues;
13. Formation of professional learning communities to address bullying problems;
14. Small or large group presentations for fully addressing the actions and the school's response to the actions, in the context of the acceptable student and staff member behavior and the consequences of such actions;
15. School policy and procedure revisions;
16. Modifications of schedules;
17. Adjustments in hallway traffic;
18. Examination and adoption of educational practices for actively engaging students in the learning process and in bonding students to pro-social institutions and people;
19. Modifications in student routes or patterns traveling to and from school;
20. Supervision of student victims before and after school, including school transportation;
21. Targeted use of monitors (e.g., hallway, cafeteria, locker room, playground, school perimeter, bus);
22. Targeted use of teacher aides;
23. Disciplinary action, including dismissal, for school staff who contributed to the problem;
24. Supportive institutional interventions, including participation in the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
25. Parent conferences;
26. Family counseling;
27. Development of a general harassment, intimidation, and bullying response plan;
31. Behavioral expectations communicated to students and parents;
29. Participation of the entire student body in problem-solving harassment, intimidation, and bullying issues;
30. Recommendations of a student behavior or ethics council;
31. Participation in peer support groups;
32. School transfers; and
33. Involvement of law enforcement officers, including school resource officers and juvenile officers or other appropriate legal action.



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Consequences and Appropriate Remedial Actions – Adults

The district will also impose appropriate consequences and remedial actions to an adult who commits an act of harassment, intimidation, or bullying of a student. The consequences may include, but not be limited to: verbal or written reprimand, increment withholding, legal action, disciplinary action, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

Target/Victim Support

Districts should identify a range of strategies and resources that will be available to individual victims of harassment, intimidation, and bullying, and respond in a manner that provides relief to victims and does not stigmatize victims or further their sense of persecution. The type, diversity, location, and degree of support are directly related to the student's perception of safety.

Sufficient safety measures should be undertaken to ensure the victim's physical and social-emotional well-being and their ability to learn in a safe, supportive, and civil educational environment.

Examples of support for student victims of harassment, intimidation, and bullying include:

1. Teacher aides;
2. Hallway and playground monitors;
3. Partnering with a school leader;
4. Provision of an adult mentor;
5. Assignment of an adult "shadow" to help protect the student;
6. Seating changes;
7. Schedule changes;
8. School transfers;
9. Before- and after-school supervision;
10. School transportation supervision;
11. Counseling; and
12. Treatment or therapy.



E. Harassment, Intimidation, and Bullying Reporting Procedure

The Board of Education requires the Principal at each school to be responsible for receiving complaints alleging violations of this Policy. All Board members, school employees, and volunteers and contracted service providers who have contact with students are required to verbally report alleged violations of this Policy to the Principal or the Principal's designee on the same day when the individual witnessed or received reliable information regarding any such incident. All Board members, school employees, and volunteers and contracted service providers who have contact with students, also shall submit a report in writing to the Principal within two school days of the verbal report. **The written report shall be on a numbered form developed by the New Jersey Department of Education in accordance with N.J.S.A. 18A:37-15.b.(5). A copy of the form shall be submitted promptly by the Principal to the Superintendent.**

The Principal or designee will inform the parents of all students involved in alleged incidents, and, as appropriate, may discuss the availability of counseling and other intervention services. **The Principal or designee shall keep a written record of the date, time, and manner of notification to the parents.** The Principal or designee shall take into account the circumstances of the incident when providing notification to parents of all students involved in the reported harassment, intimidation, or bullying incident and when conveying the nature of the incident, including the actual or perceived protected category motivating the alleged offense. The Principal, upon receiving a verbal or written report, may take interim measures to ensure the safety, health, and welfare of all parties pending the findings of the investigation.

Students, parents, and visitors are encouraged to report alleged violations of this Policy to the Principal on the same day when the individual witnessed or received reliable information regarding any such incident.

A person may report, verbally or in writing, an act of harassment, intimidation, or bullying committed by an adult or youth against a student anonymously. The Board will not take formal disciplinary action based solely on the anonymous report. **The district shall provide a means for a parent to complete an online numbered form developed by the New Jersey Department of Education to confidentially report an incident of harassment, intimidation, or bullying.**



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A Board member or school employee who promptly reports an incident of harassment, intimidation, or bullying and who makes this report in compliance with the procedures set forth in this Policy, is immune from a cause of action for damages arising from any failure to remedy the reported incident.

In accordance with the provisions of N.J.S.A. 18A:37-18, the harassment, intimidation, and bullying law does not prevent a victim from seeking redress under any other available law, either civil or criminal, nor does it create or alter any tort liability.

The district may consider every mechanism available to simplify reporting, including standard reporting forms and/or web-based reporting mechanisms. For anonymous reporting, the district may consider locked boxes located in areas of a school where reports can be submitted without fear of being observed.

A school administrator who receives a report of harassment, intimidation, and bullying from a district employee, and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action.

F. Anti-Bullying Coordinator, Anti-Bullying Specialist, and School Safety/School Climate Team(s)

1. The Superintendent shall appoint a district Anti-Bullying Coordinator. The Superintendent shall make every effort to appoint an employee of the school district to this position.

The district Anti-Bullying Coordinator shall:

- a. Be responsible for coordinating and strengthening the school district's policies to prevent, identify, and address harassment, intimidation, or bullying of students;



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- b. Collaborate with school Anti-Bullying Specialists in the district, the Board of Education, and the Superintendent to prevent, identify, and respond to harassment, intimidation, or bullying of students in the district;
 - c. Provide data, in collaboration with the Superintendent, to the Department of Education regarding harassment, intimidation, or bullying of students;
 - d. Execute such other duties related to school harassment, intimidation, or bullying as requested by the Superintendent; and
 - e. Meet at least twice a school year with the school Anti-Bullying Specialist(s) to discuss and strengthen procedures and policies to prevent, identify, and address harassment, intimidation, and bullying in the district.
2. The Principal in each school shall appoint a school Anti-Bullying Specialist. The Anti-Bullying Specialist shall be a guidance counselor, school psychologist, or other certified staff member trained to be the Anti-Bullying Specialist from among the currently employed staff in the school.

The school Anti-Bullying Specialist shall:

 - a. Chair the School Safety/School Climate Team as provided in N.J.S.A. 18A:37-21;
 - b. Lead the investigation of incidents of harassment, intimidation, or bullying in the school; and
 - c. Act as the primary school official responsible for preventing, identifying, and addressing incidents of harassment, intimidation, or bullying in the school.
3. A School Safety/School Climate Team shall be formed in each school in the district to develop, foster, and maintain a positive school climate by focusing on the on-going systemic operational procedures and educational practices in the school, and to address



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issues such as harassment, intimidation, or bullying that affect school climate and culture. Each School Safety/School Climate Team shall meet, at a minimum, two times per school year. The School Safety/School Climate Team shall consist of the Principal or the Principal's designee who, if possible, shall be a senior administrator in the school and the following appointees of the Principal: a teacher in the school; a school Anti-Bullying Specialist; a parent of a student in the school; and other members to be determined by the Principal. The school Anti-Bullying Specialist shall serve as the chair of the School Safety/School Climate Team.

The School Safety/School Climate Team shall:

- a. Receive records of all complaints of harassment, intimidation, or bullying of students that have been reported to the Principal;
- b. Receive copies of all reports prepared after an investigation of an incident of harassment, intimidation, or bullying;
- c. Identify and address patterns of harassment, intimidation, or bullying of students in the school;
- d. Review and strengthen school climate and the policies of the school in order to prevent and address harassment, intimidation, or bullying of students;
- e. Educate the community, including students, teachers, administrative staff, and parents, to prevent and address harassment, intimidation, or bullying of students;
- f. Participate in the training required pursuant to the provisions of N.J.S.A. 18A:37-13 et seq. and other training which the Principal or the district Anti-Bullying Coordinator may request. The School Safety/School Climate Team shall be provided professional development opportunities that may address effective practices of successful school climate programs or approaches; and



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- g. Execute such other duties related to harassment, intimidation, or bullying as requested by the Principal or district Anti-Bullying Coordinator.

Notwithstanding any provision of N.J.S.A. 18A:37-21 to the contrary, a parent who is a member of the School Safety/School Climate Team shall not participate in the activities of the team set forth in 3. a., b., or c. above or any other activities of the team which may compromise the confidentiality of a student, consistent with, at a minimum, the requirements of the Family Educational Rights and Privacy Act (20 U.S.C. Section 1232 and 34 CFR Part 99), N.J.A.C. 6A:32-7, Student Records and N.J.A.C. 6A:14-2.9, Student Records.

G. Harassment, Intimidation, and Bullying Investigation

The Board requires a thorough and complete investigation to be conducted for each report of violations and complaints which either identify harassment, intimidation, or bullying or describe behaviors that indicate harassment, intimidation, or bullying.

However, prior to initiating the investigation, the Principal or designee, in consultation with the Anti-Bullying Specialist, may make a preliminary determination as to whether the reported incident or complaint, assuming all facts presented are true, is a report within the scope of the definition of harassment, intimidation, and bullying under the Anti-Bullying Bill of Rights Act, N.J.S.A. 18A:37-14. ~~The Superintendent or designee may sign off on the preliminary determination.~~

The Principal shall report to the Superintendent if a preliminary determination is made that the reported incident or complaint is a report outside the scope of the definition of harassment, intimidation, or bullying. The Superintendent may require the Principal to conduct an investigation of the incident if the Superintendent determines that an investigation is necessary because the incident is within the scope of the definition of harassment, intimidation, and bullying. The Superintendent shall notify the Principal of this determination in writing. An investigation required by the Superintendent must be

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completed as soon as possible, but not later than ten school days, from the date of the written notification from the Superintendent to the Principal.

The Principal shall complete the written report form developed by the New Jersey Department of Education, in accordance with N.J.S.A. 18A:37-15.b.(5), even if a preliminary determination is made that the reported incident or complaint is a report outside the scope of the definition of harassment, intimidation, or bullying pursuant to N.J.S.A. 18A:37-14. This written report form shall be kept on file at the school, but shall not be included in any student record unless the incident results in disciplinary action or is otherwise required to be contained in a student's record under State or Federal law.

The Principal or designee, upon making a preliminary determination the incident or complaint is not within the scope of the definition of harassment, intimidation, and bullying, shall inform the parents of the parties involved, who may appeal the preliminary determination to the Board of Education and thereafter to the Commissioner of Education in accordance with N.J.A.C. 6A:3.

A Board hearing shall be held within ten business days of receipt of the request for a Board hearing. If the preliminary determination, upon review of the facts presented in the reported incident or complaint, is to continue with the harassment, intimidation, and bullying investigation, the investigation shall be completed in accordance with N.J.S.A. 18A:37-15.b.(6) and this Policy.

The Superintendent shall provide annually to the Board of Education information on the number of times a preliminary determination was made that an incident or complaint was outside the scope of the definition of harassment, intimidation, or bullying for the purposes of the State's monitoring of the school district pursuant to N.J.S.A. 18A:17-46.]



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The investigation shall be initiated by the Principal or the Principal's designee within one school day of the verbal report of the incident. The investigation shall be conducted by the school Anti-Bullying Specialist in coordination with the Principal. The Principal may appoint additional personnel who are not school Anti-Bullying Specialists to assist with the investigation. Investigations or complaints concerning adult conduct shall not be investigated by a member of the same bargaining unit as the individual who is the subject of the investigation. **The Superintendent or designee will appoint a staff member to complete investigations involving allegations against a staff member serving in a supervisory or administrative position.**

~~An investigation concerning a staff member shall not be conducted by a staff member who is supervised by the staff member being investigated or who is an administrator in the district. The Principal or designee, in consultation with the Superintendent or designee, will appoint a staff member to complete these investigations.~~

The investigation shall be completed and the written findings submitted to the Principal as soon as possible, but not later than ten school days from the date of the written report of the incident. Should information regarding the reported incident and the investigation be received after the end of the ten-day period, the school Anti-Bullying Specialist shall amend the original report of the results of the investigation to ensure there is an accurate and current record of the facts and activities concerning the reported incident.

The Principal shall proceed in accordance with the Code of Student Conduct, as appropriate, based on the investigation findings. The Principal shall submit the report to the Superintendent within two school days of the completion of the investigation and in accordance with the Administrative Procedures Act (N.J.S.A. 52:14B-1 et seq.). As appropriate to the findings from the investigation, the Superintendent shall ensure the Code of Student Conduct has been implemented and may decide to provide intervention services, order counseling **as a result of the finding of the investigation**, establish training programs to reduce harassment, intimidation, or bullying and enhance school climate, impose discipline, or take or recommend other appropriate action **including seeking further information**, as necessary.



The Superintendent shall report the results of each investigation to the Board of Education no later than the date of the regularly scheduled Board of Education meeting following the completion of the investigation. The Superintendent's report shall include information on any consequences imposed under the Code of Student Conduct, any services provided, training established, or other action taken or recommended by the Superintendent.

Parents of involved student offenders and targets/victims shall be provided with information about the investigation, in accordance with Federal and State law and regulation. The information to be provided to parents shall include the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying, and whether consequences were imposed or services provided to address the incident of harassment, intimidation, or bullying. This information shall be provided in writing within five school days after the results of the investigation are reported to the Board of Education.

A parent may request a hearing before the Board of Education after receiving the written information about the investigation. Any request for such a hearing shall be filed with the Board Secretary no later than sixty calendar days after the written information is provided to the parents. The hearing shall be held within ten business days of the request. The Board of Education shall conduct the hearing in executive session, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.), to protect the confidentiality of the students. At the hearing, the Board may hear testimony from and consider information provided by the school Anti-Bullying Specialist and others, as appropriate, regarding the incident, the findings from the investigation of the incident, recommendations for consequences or services, and any programs instituted to reduce such incidents, prior to rendering a determination. **A redacted copy of the completed written report form developed by the New Jersey Department of Education that removes all student identification information shall be confidentially shared with the Board of Education after the conclusion of the investigation if a hearing with the Board of Education is requested by the parents pursuant to N.J.S.A. 18A:37-15.b.(6)(d).**



At the regularly scheduled Board of Education meeting following its receipt of the Superintendent's report on the results of the investigations to the Board or following a hearing in executive session, the Board shall issue a decision, in writing, to affirm, reject, or modify the Superintendent's decision. The Board's decision may be appealed to the Commissioner of Education, in accordance with N.J.A.C. 6A:3, Controversies and Disputes, no later than ninety days after issuance of the Board of Education's decision.

A parent, student, or organization may file a complaint with the Division on Civil Rights within one hundred eighty days of the occurrence of any incident of harassment, intimidation, or bullying based on membership in a protected group as enumerated in the "Law Against Discrimination," P.L.1945, c.169 (C.10:5-1 et seq.).

H. Range of Responses to an Incident of Harassment, Intimidation, or Bullying

The Board shall establish a range of responses to harassment, intimidation, and bullying incidents and the Principal and the Anti-Bullying Specialist shall appropriately apply these responses once an incident of harassment, intimidation, or bullying is confirmed. The Superintendent shall respond to confirmed harassment, intimidation, and bullying, according to the parameters described in this Policy. The range of ways in which school staff will respond shall include an appropriate combination of counseling, support services, intervention services, and other programs. The Board recognizes that some acts of harassment, intimidation, or bullying may be isolated incidents requiring the school officials respond appropriately to the individual(s) committing the acts. Other acts may be so serious or parts of a larger pattern of harassment, intimidation, or bullying that they require a response either at the classroom, school building, or school district level or by law enforcement officials.

For every incident of harassment, intimidation, or bullying, the school officials must respond appropriately to the individual who committed the act. The range of responses to confirmed harassment, intimidation, or bullying acts should include individual, classroom, school, or district responses, as appropriate to the findings from each incident. Examples of responses that apply to each of these categories are provided below:



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1. Individual responses can include consistent and appropriate positive behavioral interventions (e.g., peer mentoring, short-term counseling, life skills groups) intended to remediate the problem behaviors.
 2. Classroom responses can include class discussions about an incident of harassment, intimidation, or bullying, role plays (when implemented with sensitivity to a student's situation or involvement with harassment, intimidation, and bullying), research projects, observing and discussing audio-visual materials on these subjects, and skill-building lessons in courtesy, tolerance, assertiveness, and conflict management.
 3. School responses can include theme days, learning station programs, "acts of kindness" programs or awards, use of student survey data to plan prevention and intervention programs and activities, social norms campaigns, posters, public service announcements, "natural helper" or peer leadership programs, "upstander" programs, parent programs, the dissemination of information to students and parents explaining acceptable uses of electronic and wireless communication devices, and harassment, intimidation, and bullying prevention curricula or campaigns.
 4. District-wide responses can comprise of adoption of school-wide programs, including enhancing the school climate, involving the community in policy review and development, providing professional development coordinating with community-based organizations (e.g., mental health, health services, health facilities, law enforcement, faith-based organizations), launching harassment, intimidation, and bullying prevention campaigns.
- I. Reprisal or Retaliation Prohibited

The Board prohibits a Board member, school employee, contracted service provider who has contact with students, school volunteer, or student from engaging in reprisal, retaliation, or false accusation against a victim, witness, or one with reliable information, or any other person who has reliable information about an act of harassment, intimidation, or bullying



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or who reports an act of harassment, intimidation, or bullying. The consequence and appropriate remedial action for a person who engages in reprisal or retaliation shall be determined by the administrator after consideration of the nature, severity, and circumstances of the act, in accordance with case law, Federal and State statutes and regulations, and district policies and procedures. All suspected acts of reprisal or retaliation will be taken seriously and appropriate responses will be made in accordance with the totality of the circumstances.

Examples of consequences and remedial measures for students who engage in reprisal or retaliation are listed and described in the Consequences and Appropriate Remedial Actions section of this Policy.

Examples of consequences for a school employee or a contracted service provider who has contact with students who engage in reprisal or retaliation may include, but not be limited to: verbal or written reprimand, increment withholding, legal action, disciplinary action, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds.

Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

Examples of consequences for a Board member who engages in reprisal or retaliation may include, but not be limited to: reprimand, legal action, and other action authorized by statute or administrative code. Remedial measures may include, but not be limited to: counseling and professional development.

J. Consequences and Appropriate Remedial Action for False Accusation

The Board prohibits any person from falsely accusing another as a means of retaliation or as a means of harassment, intimidation, or bullying.

1. Students - Consequences and appropriate remedial action for a student found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation



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may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1 et seq., Discipline of Students and as set forth in N.J.A.C. 6A:16-7.2, Short-term Suspensions, N.J.A.C. 6A:16-7.3, Long-term Suspensions and N.J.A.C. 6A:16-7.45, Expulsions and those listed and described in the Consequences and Appropriate Remedial Actions section of this Policy.

2. School Employees - Consequences and appropriate remedial action for a school employee or contracted service provider who has contact with students found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation could entail discipline in accordance with district policies, procedures, and agreements which may include, but not be limited to: reprimand, suspension, increment withholding, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.
3. Visitors or Volunteers - Consequences and appropriate remedial action for a visitor or volunteer found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation could be determined by the school administrator after consideration of the nature, severity, and circumstances of the act, including law enforcement reports or other legal actions, removal of buildings or grounds privileges, or prohibiting contact with students or the provision of student services. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.



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K. Harassment, Intimidation, and Bullying Policy Publication and Dissemination

This Policy will be disseminated annually by the Superintendent to all school employees, contracted service providers who have contact with students, school volunteers, students, and parents who have children enrolled in a school in the district, along with a statement explaining the Policy applies to all acts of harassment, intimidation, or bullying, pursuant to N.J.S.A. 18A:37-14 that occur on school property, at school-sponsored functions, or on a school bus and, as appropriate, acts that occur off school grounds.

The Superintendent shall ensure that notice of this Policy appears in the student handbook and all other publications of the school district that set forth the comprehensive rules, procedures, and standards for schools within the school district.

The Superintendent **or designee** shall post a link to the district's Harassment, Intimidation, and Bullying Policy that is prominently displayed on the homepage of the school district's website. The district will notify students and parents this Harassment, Intimidation, and Bullying Policy is available on the school district's website.

The Superintendent shall post the name, school phone number, school address, and school email address of the district Anti-Bullying Coordinator on the home page of the school district's website. Each Principal shall post the name, school phone number, address, and school email address of both the Anti-Bullying Specialist and the district Anti-Bullying Coordinator on the home page of each school's website. **The Superintendent or designee shall post the contact information for the New Jersey School Climate State Coordinator on the school district's and on each school's website in the same location as this Policy is posted.**

The Superintendent or designee shall post on the school district's and each school's website the current version of "Guidance for Parents on the Anti-Bullying Bill of Rights Act" developed by the New Jersey Department of Education.



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L. Harassment, Intimidation, and Bullying Training and Prevention Programs

The Superintendent and Principal(s) shall provide training on the school district's Harassment, Intimidation, and Bullying Policy to current and new school employees; including administrators, instructors, student support services, administrative/office support, transportation, food service, facilities/maintenance; contracted service providers; and volunteers who have significant contact with students; and persons contracted by the district to provide services to students. The training shall include instruction on preventing bullying on the basis of the protected categories enumerated in N.J.S.A. 18A:37-14 and other distinguishing characteristics that may incite incidents of discrimination, harassment, intimidation, or bullying.

Each public school teacher and educational services professional shall be required to complete at least two hours of instruction in harassment, intimidation, and bullying prevention within each five year professional development period as part of the professional development requirement pursuant to N.J.S.A. 18:37-22.d. The required two hours of suicide prevention instruction shall include information on the risk of suicide and incidents of harassment, intimidation, or bullying and information on reducing the risk of suicide in students who are members of communities identified as having members at high risk of suicide.

Each newly elected or appointed Board member must complete, during the first year of the member's first term, a training program on harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:12-33.

The school district shall provide time during the usual school schedule for the Anti-Bullying Coordinator and each school Anti-Bullying Specialist to participate in harassment, intimidation, and bullying training programs.

A school leader shall complete school leader training that shall include information on the prevention of harassment, intimidation, and bullying as required in N.J.S.A. 18A:26-8.2.

The school district shall annually observe a "Week of Respect" beginning with the first Monday in October. In order to recognize the importance of



character education, the school district will observe the week by providing age-appropriate instruction focusing on the prevention of harassment, intimidation, and bullying as defined in N.J.S.A. 18A:37-14. Throughout the school year the district will provide ongoing age-appropriate instruction on preventing harassment, intimidation, or bullying, in accordance with the Core Curriculum Content Standards, pursuant to N.J.S.A. 18A:37-29.

The school district and each school in the district will annually establish, implement, document, and assess harassment, intimidation, and bullying prevention programs or approaches, and other initiatives in consultation with school staff, students, administrators, volunteers, parents, law enforcement, and community members. The programs or approaches and other initiatives shall be designed to create school-wide conditions to prevent and address harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:37-17 *et seq.*

M. Harassment, Intimidation, and Bullying Policy Reevaluation, Reassessment, and Review

The Superintendent shall develop and implement a process for annually discussing the school district's Harassment, Intimidation, and Bullying Policy with students.

The Superintendent, Principal(s), and the Anti-Bullying Coordinator, with input from the schools' Anti-Bullying Specialists, shall annually conduct a reevaluation, reassessment, and review of the Harassment, Intimidation, and Bullying Policy, and any report(s) and/or finding(s) of the School Safety/School Climate Team(s). The Superintendent shall recommend to the Board necessary revisions and additions to the Policy consistent with N.J.S.A. 18A:37-15.c., as well as to harassment, intimidation, and bullying prevention programs and approaches based on the findings from the evaluation, reassessment, and review.

N. Reports to Board of Education and New Jersey Department of Education

The Superintendent shall report two times each school year, between September 1 and January 1 and between January 1 and June 30 at a public



hearing all acts of violence, vandalism, and harassment, intimidation, and bullying which occurred during the previous reporting period in accordance with the provisions of N.J.S.A. 18A:17-46. The information shall also be reported to the New Jersey Department of Education in accordance with N.J.S.A. 18A:17-46.

O. School and District Grading Requirements

Each school and each district shall receive a grade for the purpose of assessing their efforts to implement policies and programs consistent with the provisions of N.J.S.A. 18:37-13 et seq. The grade received by a school and the district shall be posted on the homepage of the school's website and the district's website in accordance with the provisions of N.J.S.A. 18A:17-46. A link to the report that was submitted by the Superintendent to the Department of Education shall also be available on the school district's website. This information shall be posted on the websites within ten days of receipt of the grade for each school and the district.

P. Reports to Law Enforcement

The Superintendent or designee and the Principal shall consult law enforcement, as appropriate, pursuant to the provisions of the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials, if the student's behavior may constitute a possible violation of the New Jersey Code of Criminal Justice.

Some acts of harassment, intimidation, and bullying may be bias-related acts ~~and potentially bias crimes~~ and school officials must report to law enforcement officials **any bias related acts, in accordance with N.J.A.C. 6A:16-6.3(e), either serious acts or those which may be part of a larger pattern in accordance with** ~~and pursuant to~~ the provisions of the Memorandum of Agreement Between Education and Law Enforcement Officials.

Q. Collective Bargaining Agreements and Individual Contracts

Nothing in N.J.S.A. 18A:37-13.1 et seq. may be construed as affecting the provisions of any collective bargaining agreement or individual contract of employment in effect on the Anti-Bullying Bill of Rights Act's effective date (January 5, 2011). N.J.S.A. 18A:37-30.



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The Board of Education prohibits the employment of or contracting for school staff positions with individuals whose criminal history record check reveals a record of conviction for a crime of bias intimidation or conspiracy to commit or attempt to commit a crime of bias intimidation.

R. Students with Disabilities

Nothing contained in N.J.S.A. 18A:37-13.1 et seq. may alter or reduce the rights of a student with a disability with regard to disciplinary actions or to general or special education services and supports. N.J.S.A. 18A:37-32.

S. Approved Private Schools for Students with Disabilities (APSSD)

In accordance with the provisions of N.J.A.C. 6A:16-7.7(a).2.ix.(2), the Board of Education shall investigate a complaint or report of harassment, intimidation, or bullying, pursuant to N.J.A.C. 6A:16-7.7(a).2.ix. and Section G. of this Policy, occurring on Board of Education school buses, at Board of Education school-sponsored functions, and off school grounds involving a student who attends an APSSD. The investigation shall be conducted by a Board of Education Anti-Bullying Specialist, in consultation with the APSSD.

The school district shall submit all subsequent amended Harassment, Intimidation, and Bullying Policies to the Executive County Superintendent of Schools within thirty days of Board adoption.

N.J.S.A. 18A:37-13 through 18A:37-~~32~~**37**

N.J.A.C. 6A:16-7.1 et seq.; ~~6A:16-7.9 et seq.~~

Model Policy and Guidance for Prohibiting Harassment, Intimidation, and Bullying on School Property, at School-Sponsored Functions and on School Buses – April 2011 – New Jersey Department of Education

Memorandum – New Jersey Commissioner of Education – Guidance for Schools on Implementing the Anti-Bullying Bill of Rights Act – December 16, 2011

Adopted:



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7410 MAINTENANCE AND REPAIR

The Board of Education recognizes the fixed assets of the school district represent a significant investment of this community and maintenance is a prime concern to the Board.

The school district is required to develop, approve, and implement a comprehensive maintenance plan in accordance with the requirements of N.J.A.C. 6A:26-20.5. A “comprehensive maintenance plan” means a school district’s multi-year maintenance plan covering required maintenance activities for each school facility in the school district adopted pursuant to N.J.A.C. 6A:26.

Required maintenance activities include those activities outlined in N.J.A.C. 6A:26-20.3. The school district shall determine the required maintenance activities to reasonably maintain each school facility in the school district, and shall report the activities in its annual comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5.

In accordance with N.J.A.C. 6A:26-20.4(a), expenditures for required maintenance activities set forth in N.J.A.C. 6A:26-20.3 shall qualify as investments in maintenance for purposes of calculating the required maintenance expenditure in N.J.A.C. 6A:26-20.4(d) and (e), the annual required maintenance budget amount pursuant to N.J.A.C. 6A:26-20.8, and the maintenance factor (M) in N.J.S.A. 18A:7G-9. Expenditures that qualify as required maintenance shall be in accordance with the provisions of N.J.A.C. 6A:26-20.4.

The school district’s comprehensive maintenance plan shall be submitted to the Executive County Superintendent by a Board of Education resolution every school year, pursuant N.J.A.C. 6A:26-20.5(a)1.

The required annual maintenance budget amount as reported in its comprehensive maintenance plan shall be included in the district’s annual budget certified for taxes in accordance with the provisions of N.J.A.C. 6A:26-20.8(a). The required annual maintenance budget amount shall be calculated and adjusted in accordance with the provisions of N.J.A.C. 6A:26-20.8(b). The Executive County Superintendent shall not approve the school district’s budget that does not comply with the provisions of N.J.A.C. 6A:26-20.1 et seq.



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Commencing September 1, 2002, no person shall be employed by the Board of Education as a buildings and grounds supervisor, as defined in N.J.S.A. 18A:17-49, unless the person is a certified educational facilities manager pursuant to N.J.S.A. 18A:17-49 and 18A:17-50.

Facilities maintenance, repair scheduling and accounting shall be in accordance with the provisions of N.J.A.C. 6A:23A-6.9 and Regulation 7410.01.]

N.J.S.A. 18A:7G-9; 18A:17-49; 18A:17-50; 18A:18A-43; 18A:21-1
N.J.A.C. 6A:23A-6.9; 6A:26-1.1 et seq.; 6A:26-20.3; 6A:26-20.4; 6A:26-20.5;
6A:26-20.6; 6A:26-20.8

Adopted:



8420 EMERGENCY AND CRISIS SITUATIONS

The Board of Education recognizes its responsibility to provide for the safety and security in each school building in the district. The district will develop and implement comprehensive written plans, procedures, and mechanisms to provide for the protection of health, safety, security, and welfare of the school population; the prevention of, intervention in, response to and recovery from emergency and crisis situations; the establishment and maintenance of a climate of civility; and support services for staff, students, and their families.

“School security drill” means an exercise, other than a fire drill, to practice procedures that respond to an emergency situation including, but not limited to, a bomb threat, non-fire evacuation, lockdown, or active shooter situation and that is similar in duration to a fire drill.

The Superintendent of Schools or designee shall consult with law enforcement agencies, health and social services provider agencies, emergency management planners, and school and community resources, as appropriate, in the development of the school district’s plans, procedures, and mechanisms for school safety and security. The plans, procedures, and mechanisms shall be consistent with the provisions of N.J.A.C. 6A:16-5.1 and the format and content established by the Domestic Security Preparedness Task Force, pursuant to N.J.S.A. App. A:9-64 et seq., and the Commissioner of Education and shall be reviewed annually, and updated as appropriate.

A copy of the school district’s school safety and security plan shall be disseminated to all school district employees. New employees shall receive a copy of the school district’s safety and security plan, as appropriate, within sixty days of the effective date of their employment. All employees shall be notified in writing, as appropriate, regarding updates and changes to the school safety and security plan.

The school district shall develop and provide an in-service training program for all school district employees to enable them to recognize and appropriately respond to safety and security concerns, including emergencies and crises, consistent with the school district’s plans, procedures, and mechanisms for school safety and security and the provisions of N.J.A.C. 6A:16-5.1. New employees



shall receive this in-service training, as appropriate, within sixty days of the effective date of their employment. This in-service training program shall be reviewed annually and updated, as appropriate.

The Board shall ensure individuals employed in the district in a substitute capacity are provided with information and training on the district's practices and procedures on school safety and security including instruction on school security drills, evacuation procedures, and emergency response protocols in the district and the school building where the individuals are employed in accordance with the provisions of N.J.S.A. 18A:41-7.

Every Principal of a school of two or more rooms, or of a school of one room, when located above the first story of a building, shall have at least one fire drill and one school security drill each month within the school hours, including any summer months during which the school is open for instructional programs, and shall require all teachers of all schools, whether occupying buildings of one or more stories, to keep all doors and exits of their respective rooms and buildings unlocked during the school hours, except during an emergency lockdown or an emergency lockdown drill. Where school buildings have been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill. An actual fire or school security emergency that occurs at a school during the month and that includes activities which are the equivalent of a drill shall be considered a drill for the purposes of meeting the requirements of N.J.S.A. 18A:41-1.

Every school in the district shall conduct a school security drill within the first fifteen days of the beginning of the school year. **Notwithstanding any other provision of law to the contrary, the school district shall ensure that a school security drill that occurs when students are present:**

- 1. Includes clear, developmentally and age-appropriate messaging to students and staff at the conclusion of the drill that the event is a drill and that no current danger exists;**
- 2. Does not expose students to content or imaging that is not developmentally or age-appropriate;**
- 3. Is paired with trauma-informed approaches to address any student inquiries or concerns which may arise as a result of a school security drill;**



4. **Does not include the use of fake blood, real or prop firearms, or the simulations of gun shots, explosions, or other sounds or visuals that may induce panic or traumatic response from a student or school district employee;**
5. **Does not require a student to role play as a victim, but may include first aid training in which students participate; and**
6. **Is accessible to students with disabilities and mental health conditions, and provides all necessary accommodations for these students.**

The Principal or designee shall provide written notification to the parent of a student enrolled in the school following completion of a school security drill, which notice shall be provided to the parent by no later than the end of the school day on which the school security drill is conducted.

The Principal or designee will provide local law enforcement or other emergency responders, as appropriate, with a friendly notification at least forty-eight hours prior to holding a school security drill. A law enforcement officer shall be present at a minimum of one school security drill in each school year in order to make recommendations on any improvements or changes to school security drill procedures that the officer may deem advisable in accordance with N.J.S.A. 18A:41-1. **The school district may permit emergency personnel access to the buildings and grounds of its schools for school security drills that are scheduled outside of school hours and during such times as students are not present.**

The school district shall review and update its school security drill procedures using a process that coincides with the review of the school safety and security plan developed pursuant to N.J.A.C. 6A:16-5.1 and collects input from emergency personnel; parents of students enrolled in the school district; teachers and staff employed in the district; mental health professionals; and student government representatives from multiple grade levels.

The school district shall annually track data on such measures and information as required by the Commissioner of Education, and shall report the data to the Commissioner.



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Such drills and in-service training programs shall be conducted in accordance with a building security drill guide and training materials that educate school employees on proper evacuation and lockdown procedures in a variety of emergency situations on school grounds in accordance with N.J.A.C. 6A:16-5.1.

The school district will be required to annually submit a security drill statement of assurance to the New Jersey Department of Education by June 30 of each school year. Each school in the district will be required to complete a security drill record form as required by the New Jersey Department of Education.

N.J.S.A. 2C:33-3

N.J.S.A. 18A:41-1; 18A:41-2; 18A:41-6; 18A:41-7; **18A:41-7a.**

N.J.A.C. 6A:16-5.1; ~~6A:27-11.2~~

Adopted:



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9320 COOPERATION WITH LAW ENFORCEMENT AGENCIES

The Board of Education recognizes that keeping students and staff safe and helping children understand and respect the law is best served by a close and cooperative relationship with local law enforcement.

The Board adopts this Policy and Regulation 9320 in accordance with N.J.A.C. 6A:16-6.1. to ensure cooperation between school staff and law enforcement authorities in all matters relating to the unlawful possession, distribution and disposition of controlled dangerous substances, including anabolic steroids, as defined in N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2, drug paraphernalia as defined in N.J.S.A. 2C:36-1, alcoholic beverages; firearms, as defined in N.J.S.A. 2C:39-1.f.; and other deadly weapons as defined in N.J.S.A. 2C:39-1.r.

The Board adopts Policy and Regulation 9320 in accordance with N.J.A.C. 6A:16-6.1. to ensure cooperation between school district staff and law enforcement authorities in all matters relating to the planning and conduct of law enforcement activities and operations occurring on school grounds, including arrest procedures, undercover school operations, and mandatory reporting the offenses listed in the Memorandum of Agreement between Education and Law Enforcement Officials (MOA).

The Superintendent or designee shall institute a program of such communication and cooperation with law enforcement in accordance with N.J.A.C. 6A:16-6.1.

This Policy and Regulation 9320 shall be submitted for review and approval to the Executive County Superintendent in accordance with N.J.A.C. 6A:16-6.2(a)2.

The Superintendent or designee shall annually review the MOA as adopted by the Board to ensure this Policy and Regulation 9320 are in accordance with the requirements outlined therein.

N.J.A.C. 6A:16-6.1.; 6A:16-6.2; 6A:16-6.4.

Adopted:



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R 7410.01 FACILITIES MAINTENANCE, REPAIR SCHEDULING, AND ACCOUNTING

A school district with three or more district buildings shall have an automated work order system ~~by July 1, 2010~~ for prioritizing, performing, and recording all maintenance and repair requests for all district buildings and grounds **in accordance with the provisions of N.J.A.C. 6A:23A-6.9.**

A. Standard Operating Procedure (SOP) For Work Order System

1. The Superintendent or designee shall establish Standard Operating Procedures (SOP) for the approval and prioritization of work order requests which take into account the health and safety of building occupants, priorities and objectives established annually to carryout the district Strategic Plan, the need for the work requested, and other factors the district deems appropriate.
2. Except in an emergency where the work is necessary to correct a situation that poses an imminent threat to the health or safety of students and/or staff, the work order system shall include the following information for a request for work before work begins:
 - a. The name of the person making the request;
 - b. The date of the request;
 - c. The appropriate approval(s) as established by SOP;
 - d. The date of approval(s);
 - e. The location of work requested;
 - f. The priority level (for example, urgent, high, average, low);



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- g. The scheduled date(s) of service;
 - h. The trade(s) needed such as general maintenance worker;; custodian;; carpenter;; plumber;; electrician;; **heating, ventilation, and air conditioning** (HVAC);; grounds;; roofer;; masonry;; glazer;; other;
 - i. A description of the work requested;
 - j. A projection of the materials and supplies needed for the work;
 - k. The estimated **labor man**-hours needed to complete task;
 - l. The name of the work order assigner; and
 - m. The name of the employee(s) working on the order.
3. The work order system shall include the following close-out information for each request for work:
- a. The actual hours worked by date for each assigned staff member;
 - b. The actual hourly rate paid, both regular and over-time, for each assigned staff member;
 - c. The aggregate cost of labor by regular, over-time, and total;
 - d. The actual materials and supplies needed to complete the work order;
 - e. Actual cost of materials and supplies; and
 - f. The name of the employee responsible for attesting that the job was completed satisfactorily.



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4. Except **when** ~~where~~—prohibited by a collective bargaining agreement, the SOP shall require for any work, which cannot be completed during regular working hours by the needed completion date, an assessment of the cost-benefit of outsourcing any such work in excess of the quote threshold as determined under N.J.S.A. 18A:18A-37.
5. **If** ~~Where~~, according to the assessment, the cost of outsourcing work is less than the in-house estimated cost of labor, at over-time rates, and materials for the same work, the work shall be outsourced provided the work can be contracted in accordance with N.J.S.A. 18A:18A-1 et seq., completed by the projected completion date contained in the prioritized work order system and does not violate the terms of a collective bargaining agreement for maintenance workers and/or custodians.
6. The School Business Administrator/Board Secretary, in consultation with the supervisor responsible for this work, shall conduct an analysis of the information in the work order system no later than February 1 of the prebudget year for consideration during budget preparation. The analysis should include productivity of staff as a whole and individually, significant variations between estimated labor time and materials and actual labor time and materials, unusual trends for like projects and other factors that will improve productivity and efficiency.

Adopted:



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R 9320 COOPERATION WITH LAW ENFORCEMENT AGENCIES

- A. Policy 9320 and this Regulation shall be in accordance with the provisions of N.J.A.C. 6A:16-6.2, the Memorandum of Agreement between Education and Law Enforcement Officials (MOA), and shall be:
1. Developed, implemented, and revised, as necessary, in consultation with the county prosecutor and other law enforcement officials as may be designated by the county prosecutor;
 2. Reviewed and approved by the Executive County Superintendent;
 3. Made available annually to all school district staff, students, and parents;
 4. Consistent with reporting, notification, and examination procedures of students suspected of being under the influence of alcohol and other drugs pursuant to N.J.A.C. 6A:16-4.3; and
 5. Consistent with N.J.A.C. 6A:16-7, as appropriate.
- B. The school district's policies and procedures for cooperation with law enforcement agencies shall include the following components:
1. The Superintendent has designated school district staff as liaisons to law enforcement agencies in accordance with the MOA. The MOA includes a description of the liaisons' roles and responsibilities;
 2. Specific procedures for and responsibilities of school district staff in summoning appropriate law enforcement authorities onto school grounds, for the purpose of conducting law enforcement investigations, searches, seizures, or arrests shall be in accordance with the MOA;



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3. Specific procedures and responsibilities of school district staff for notifying parents in instances of law enforcement interviews involving their children shall be consistent with the MOA and the following:
 - a. School officials shall not notify the student's parent(s) in instances of suspected child abuse or neglect;
 - b. School officials shall notify the student's parent(s) when the student is the target of the law enforcement investigation; and
 - c. In all other instances, school authorities shall permit law enforcement authorities to determine whether or when a student's parent should be contacted;
4. Specific procedures for and responsibilities of school district staff in cooperating with arrests made by law enforcement authorities on school grounds shall be in accordance with the MOA;
5. Specific procedures for and responsibilities of school district staff in initiating or conducting searches and seizures of students, their property, and their personal effects shall be in accordance with the MOA and the following:
 - a. All searches and seizures conducted by school district staff shall comply with the standards prescribed by the United States Supreme Court in *New Jersey v. T.L.O.*, 469 U.S. 325 (1985).
 - b. Questions concerning searches conducted by school officials shall be directed to the appropriate county prosecutor.
 - c. School officials may request that law enforcement authorities assume responsibility for conducting a search or seizure.



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- d. No school district staff member shall impede a law enforcement officer engaged in a lawful search, seizure, or arrest whether pursuant to a warrant or otherwise.
 - e. School district staff shall permit law enforcement authorities, upon their arrival, to assume responsibility for conducting a search or seizure.
 - f. All inspections of lockers, desks, or other objects or personal property on school grounds involving the use of law enforcement drug-detection canines may be undertaken with only the express permission of the county prosecutor or the Director of the Division of Criminal Justice or the Director's designee in the New Jersey Department of Law and Public Safety.
 - g. Questions concerning the legality of a contemplated or ongoing search, seizure, or arrest conducted by a law enforcement officer on school grounds shall be directed to the county prosecutor or in the case of a search, seizure, or arrest undertaken by the Division of Criminal Justice's designee in the New Jersey Department of Law and Public Safety, to the assigned Assistant Attorney General;
6. The procedures for and responsibilities of school district staff, with regard to interviews of students suspected of possessing or distributing a controlled dangerous substance; including anabolic steroids, drug paraphernalia; or a firearm or other deadly weapon shall be in accordance with Policy and Regulation 5530 and the MOA;
 7. Procedures for planning, approving, and conducting undercover school operations shall be in accordance with the MOA and the following:
 - a. The Superintendent and Principal shall cooperate with law enforcement authorities in the planning and conduct of undercover school operations. The Superintendent shall approve undercover operations without prior notification to the Board of Education.



- b. All information concerning requests to undertake an undercover school operation, information supplied by law enforcement authorities to justify the need for and explain a proposed undercover school operation, and all other information concerning an ongoing undercover school operation, including the identity of any undercover officer placed in a school, shall be kept strictly confidential by the Superintendent and Principal.
 - c. The Superintendent and Principal shall not divulge information concerning an undercover school operation to any person without the prior express approval of the county prosecutor or designee.
 - d. The Superintendent, Principal, or any other school district staff or Board member who may have been informed regarding the existence of the undercover school operation shall immediately communicate to the county prosecutor or designee if they subsequently learn of information that suggests the undercover officer's true identity has been revealed, the undercover officer's identity or status as a bona fide member of the school community has been questioned, or the integrity of the undercover school operation has been in any other way compromised;
8. The procedures for and responsibilities of school district staff concerning the safe and proper handling of a seized controlled dangerous substance, including anabolic steroids, drug paraphernalia, or a firearm or other deadly weapon, and the prompt delivery of the items to appropriate law enforcement authorities shall be in accordance with N.J.A.C. 6A:16-6.2, Policy and Regulation 5530, and the MOA;
 9. The procedures for and responsibilities of school district staff in notifying authorities of a suspected violation of laws prohibiting the possession; sale or other distribution of a controlled dangerous substance, including anabolic steroids; drug paraphernalia; or a firearm or other deadly weapon shall be in accordance with Policy and Regulation 5530 and the MOA;



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10. Provisions for requesting uniformed police attendance at extracurricular school events shall be in accordance with the MOA;
11. Provisions for notifying parents as soon as possible whenever a student is arrested for violating a law prohibiting the possession; sale or other distribution of a controlled dangerous substance, including anabolic steroids; drug paraphernalia; or a firearm or other deadly weapon shall be in accordance with Policy and Regulation 5530;
12. Provisions for in-service training of school district staff concerning policies and procedures established in this subchapter, and the exchange of information regarding the practices of the school district and law enforcement agencies shall be in accordance with the MOA;
13. A MOA with appropriate law enforcement authorities in accordance with N.J.A.C. 6A:16-6, Policy 9320, and this Regulation;
14. An annual process for the Superintendent and appropriate law enforcement officials to discuss the implementation and need for revising the MOA, and to review the effectiveness of policies and procedures implemented pursuant to N.J.A.C. 6A:16-6.2 and the MOA;
15. Provisions for contacting the Chief Executive Officer of the involved law enforcement agency, county prosecutor, and/or Division of Criminal Justice, as necessary, to resolve disputes concerning law enforcement activities occurring on school grounds shall be in accordance with the MOA; and
16. Provisions for directing inquiries or complaints received by school district staff regarding interviews, investigations, arrests, or other operations conducted by sworn law enforcement officers to the appropriate law enforcement agency shall be in accordance with the MOA.



C. Mandatory Reporting

1. There are seven offenses that must be reported to law enforcement if they qualify as mandatory reports, as set forth and explained in further detail in the MOA. These mandatory reports include:
 - a. Whenever any school district staff has reason to believe a student is in possession of a controlled dangerous substance or related paraphernalia, or is involved or implicated in distribution activities regarding controlled dangerous substances, pursuant to N.J.A.C. 6A:16-6.3;
 - b. Whenever any school district staff in the course of their employment develops reason to believe that a firearm or other dangerous weapon has unlawfully been possessed on or off school grounds, a weapon was used in an assault against a student or other school personnel, or that any student or other person has committed an offense with, or while in possession of, a firearm, whether or not such offense was committed on school grounds or during school operating hours, pursuant to N.J.A.C. 6A:16-5.5, 5.6(d)4 and 6.3(b);
 - c. Whenever any school district staff in the course of their employment develops reason to believe that anyone has threatened, is planning, or otherwise intends to cause death, serious bodily injury, or significant bodily injury to another person under circumstances in which a reasonable person would believe that the person genuinely intends at some time in the future to commit the violent act or to carry out the threat, pursuant to N.J.A.C. 6A:16-6.3(c) through (e);
 - d. Whenever any school district staff in the course of their employment develops reason to believe that a crime involving sexual penetration or criminal sexual contact has been committed on school grounds, or by or against a student during school operating hours or during school-related functions or activities, pursuant to N.J.A.C. 6A:16-6.3(d);



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- e. Whenever any school district staff in the course of their employment develops reason to believe that an assault upon a teacher, administrator, other school Board employee, or district Board of Education member has been committed, with or without a weapon, pursuant to N.J.A.C. 6A:16-5.7(d)5;
 - f. Whenever any school district staff in the course of their employment develops reason to believe a “bias-related act” has been committed or is about to be committed on or off school grounds, pursuant to N.J.A.C. 6A:16-6.3(e); and
 - g. Whenever any school employee in the course of their employment develops reason to believe a student is potentially missing, abused, or neglected, pursuant to N.J.A.C. 6A:16-11.1(a)3i. through iii.
- D. Nothing in the policies and procedures required under N.J.A.C. 6A:16-6 and Policy 9320 and this Regulation shall be construed to prohibit school district staff from disclosing information, pursuant to N.J.A.C. 6A:32-7.2 and 7.5(f), if necessary, to protect the immediate health or safety of a student or other persons.
- E. The Superintendent or designee shall annually review Policy 9320 and this Regulation as adopted by the Board to ensure each are in accordance with the requirements outlined in the MOA.

Adopted:



1648.14 SAFETY PLAN FOR HEALTHCARE SETTINGS IN—
SCHOOL BUILDINGS—COVID-19

A. Purpose and Scope

~~The Board of Education is committed to providing a safe and healthy workplace for all employees and has adopted this Policy that shall be the school district's COVID-19 Plan (Plan) that includes procedures to minimize the risk of transmission of COVID-19, in accordance with Occupational Safety and Health Act of 1970 (OSHA) COVID-19 Emergency Temporary Standard (ETS) published on June 21, 2021. The ETS, 29 CFR 1910—Subpart U, applies to all settings where any school district employee or contracted service provider provides healthcare services or health care support services. Public Employees' Occupational Safety and Health (PEOSH), the agency with jurisdiction over public employers in New Jersey, has adopted the ETS in full. However, its applicability for school districts is primarily restricted to the nurse's office and any adjoining clinical areas and not the entire school building.~~

~~The Board, administration, and the COVID-19 Safety Coordinator(s) will work collaboratively with all employees in the development, implementation, monitoring, and updating of this Plan.~~

1. Definitions

- a. ~~“Employee” means any district employee or contracted service provider working in a healthcare setting where people with suspected or confirmed COVID-19 are reasonably expected to be present.~~
 - (1) ~~Therefore, the provisions of the ETS and this Policy only apply to employees or contracted service providers working in a nurse's office or any adjoining clinical areas.~~
- b. ~~“Healthcare setting” means all settings in the school district where any employee or contracted service provider provides healthcare services or healthcare support services.~~
 - (1) ~~Where a healthcare setting is embedded within a non-healthcare setting (i.e. school nurse's office and any adjoining clinical areas in a school building), the ETS and this Policy only apply to the embedded healthcare setting and not to the remainder of a school building in accordance with 29 CFR 1910.502(a)(3)(i).~~



~~c. For the purpose of this Policy, additional definitions shall be those definitions listed in 29 CFR 1910.502(b).~~

~~2. The school district has multiple healthcare settings that are substantially similar; therefore; has developed and adopted this single Plan for these substantially similar healthcare settings, with site specific considerations included in this Plan. The healthcare settings in the school district are listed in Appendix 1.~~

~~a. Any school district health care settings that are not substantially similar, the school district shall develop and adopt separate COVID-19 Plans for each healthcare setting and list them in Appendix 1.~~

~~B. Roles and Responsibilities for School District Employees~~

~~1. The school district's goal in adopting this Policy is to prevent the transmission of COVID-19 in the school district's healthcare settings. All staff members are responsible for supporting, complying with, and providing recommendations to further improve this Plan.~~

~~2. The Superintendent will designate a COVID-19 Safety Coordinator(s) who shall implement and monitor this Plan. The COVID-19 Safety Coordinator(s) shall have the school district's full support in implementing and monitoring this Plan, and has authority to ensure compliance with all aspects of this Plan.~~

~~C. Hazard Assessment and Worker Protections~~

~~1. The Superintendent of Schools or designee will conduct a specific hazard assessment of its healthcare settings to determine potential hazards related to COVID-19.~~

~~a. A hazard assessment will be conducted initially and whenever changes in a healthcare setting in the school district create a new potential risk of employee exposure to COVID-19 (e.g., new work activities in the healthcare setting).~~

~~2. The Superintendent has developed and the Board has adopted this Plan that includes the procedures the school district will use to determine an employee's vaccination status as outlined in Appendix 2.~~



- a. ~~In the event the Superintendent or designee cannot or does not determine or confirm the vaccination status of an employee, the employee shall be presumed to be unvaccinated.~~
3. ~~All completed hazard assessment forms and results will be attached to this Plan in Appendix 3 and will be accessible to all employees at each school district facility.~~
4. ~~The school district will address the hazards identified by the assessment, and have included in this Plan the procedures to minimize the risk of transmission of COVID-19 for each employee. These procedures are included in the following Appendices:~~
 - a. ~~Patient Screening and Management~~
 - (1) ~~In healthcare settings in the school district where direct patient care is provided, the school district will include protocols addressing patient screening and management in Appendix 4.~~
 - b. ~~Standard and Transmission-Based Precautions~~
 - (1) ~~The school district will develop and implement procedures to adhere to Standard and Transmission Based Precautions in accordance with CDC's "Guidelines for Isolation Precautions" which are included in Appendix 5.~~
5. ~~Personal Protective Equipment (PPE)~~
 - a. ~~The school district will provide and ensure that employees wear approved facemasks or a higher level of respiratory protection.~~
 - b. ~~The school district will include protocols to address PPE for healthcare settings in Appendix 6.~~
6. ~~Physical Distancing~~
 - a. ~~The school district will ensure that each employee is separated from all other people in the healthcare setting by at least six feet when indoors, unless it can be demonstrated that such physical distance is not feasible for a specific activity.~~



- (1) ~~Where maintaining six feet of physical distance is not feasible, the school district will ensure employees are as far apart from other people as possible.~~
- b. ~~Physical distancing will be implemented, along with the other provisions required by the ETS, as part of a multi-layered infection control approach for all healthcare settings.~~
- c. ~~The school district will include protocols to address physical distancing for healthcare settings in Appendix 7.~~

7. ~~Physical Barriers~~

- a. ~~The school district will install physical barriers at each fixed work location outside of direct patient care areas where each employee is not separated from all other people by at least six feet of distance and spacing cannot be increased, unless it can be demonstrated that it is not feasible to install such physical barriers.~~
- b. ~~Physical barriers will be implemented, along with the other provisions required by the ETS, as part of a multi-layered infection control approach for all healthcare settings.~~
- c. ~~The school district will include protocols to address physical barriers for healthcare settings in Appendix 8.~~

8. ~~Cleaning and Disinfecting in the Healthcare Setting~~

- a. ~~The school district will implement policies and procedures for cleaning, disinfecting, and hand hygiene, along with the other provisions required by the ETS, as part of a multi-layered infection control approach for all healthcare settings.~~
- b. ~~The school district will include protocols to address cleaning and disinfecting for healthcare settings in Appendix 9.~~



9. Ventilation

- a. ~~The school district will implement procedures for each facility's heating, ventilation, and air conditioning (HVAC) system and include protocols addressing ventilation for healthcare settings in Appendix 10.~~
- b. ~~Ventilation policies and procedures will be implemented, along with the other provisions required by the ETS, as part of a multi-layered infection control approach.~~
- c. ~~The Superintendent or designee will identify the building manager, HVAC professional, or maintenance employee who can certify that the HVAC system(s) are operating in accordance with the ventilation provisions of the ETS and list the individual(s) in Appendix 10.~~

D. Health Screening and Medical Management

1. Health Screening

- a. ~~“Screening” means, for the purpose of this Policy, asking questions to determine whether a person is COVID-19 positive or has symptoms of COVID-19.~~
- b. ~~The school district will include protocols to address health screening for employees in Appendix 11.~~

2. Employee Notification to Employer of COVID-19 Illness or Symptoms

- a. ~~The school district will include protocols to address employee notification to employer of COVID-19 illness or symptoms for employees in Appendix 11.~~

3. Employer Notification to Employees of COVID-19 Exposure in the Healthcare Setting

- a. ~~The school district will include protocols to address employer notification of COVID-19 exposure to employees in Appendix 11.~~

4. Medical Removal from the Healthcare Setting



- a. ~~The school district will include protocols to address medical removal from the healthcare setting for employees in Appendix 11.~~

5. ~~Return to Work Criteria~~

- a. ~~The school district will include protocols to address return to work criteria for employees in Appendix 11.~~

6. ~~Medical Removal Protection Benefits~~

- a. ~~The school district will continue to pay employees who have been removed from the healthcare setting under the medical removal provisions of the ETS. When an employee has been removed from the healthcare setting and is not working remotely or in isolation, the school district shall pay and provide benefits in accordance with the Plan addressed in Appendix 12.~~

E. ~~Vaccinations~~

1. ~~The school district encourages employees to receive the COVID-19 vaccination as a part of a multi-layered infection control approach. The school district will support COVID-19 vaccination for each employee by providing reasonable time and paid leave to each employee for vaccination and any side effects experienced following vaccination.~~
2. ~~The school district will include protocols to address vaccination for employees in Appendix 13.~~

F. ~~Training~~

1. ~~The school district will implement policies and procedures for employee training, along with the other provisions required by the ETS, as part of a multi-layered infection control approach.~~
2. ~~The school district will include protocols to address training for employees in Appendix 14.~~



G. Anti-Retaliation

1. ~~The school district will inform each employee that employees have a right to the protections required by the ETS, and that employers are prohibited from discharging or in any manner discriminating against any employee for exercising their right to protections required by the ETS, or for engaging in actions that are required by the ETS.~~
2. ~~The school district will not discharge or in any manner discriminate against any employee for exercising their right to the protections required by the ETS, or for engaging in actions that are required by the ETS.~~

H. Requirements Implemented at No Cost to Employees

1. ~~The school district will comply with the provisions of ETS at no cost to its employees, with the exception of any employee self-monitoring conducted under D. above.~~

I. Recordkeeping

1. ~~The school district will retain all versions of this Policy to comply with the ETS while the ETS remains in effect.~~
2. ~~The school district will establish and maintain a COVID-19 log to record each instance in which an employee is COVID-19 positive, regardless of whether the instance is connected to exposure to COVID-19 at work.~~
 - a. ~~The COVID-19 log will contain, for each instance, the employee's name, one form of contact information, occupation, location where the employee worked, the date of the employee's last day in the healthcare setting, the date of the positive test for, or diagnosis of, COVID-19, and the date the employee first had one or more COVID-19 symptoms, if any were experienced.~~
3. ~~The school district will record the information on the COVID-19 log within twenty four hours of learning that the employee is COVID-19 positive.~~



- a. ~~The school district will maintain the COVID-19 log as a confidential medical record and will not disclose it except as required by the ETS or other Federal law.~~
- b. ~~The school district will maintain and preserve the COVID-19 log while the ETS remains in effect.~~
- 4. ~~By the end of the next business day after a request, the school district will provide, for examination and copying:~~
 - a. ~~All versions of this Policy which is the written Plan for all employees;~~
 - b. ~~The individual COVID-19 log entry for a particular employee to that employee and to anyone having written authorized consent of that employee; and~~
 - c. ~~A version of the COVID-19 log that removes the names of employees, contact information, and occupation, and only includes, for each employee in the COVID-19 log, the location where the employee worked, the last day that the employee was in the healthcare setting before removal, the date of that employee's positive test for, or diagnosis of, COVID-19, and the date the employee first had one or more COVID-19 symptoms, if any were experienced, to all employees.~~

J. Reporting

- 1. ~~The school district will report to PEOSH:~~
 - a. ~~Each work-related COVID-19 fatality within eight hours of the school district learning about the fatality;~~
 - b. ~~Each work-related COVID-19 in-patient hospitalization within twenty-four hours of the school district learning about the in-patient hospitalization.~~



POLICY

RIDGEWOOD BOARD OF EDUCATION

ADMINISTRATION

1648.14/page 9 of 9

Safety Plan For Healthcare Settings In
School Buildings COVID-19

~~K. Monitoring Effectiveness~~

- ~~1. The school district and the COVID-19 Safety Coordinator(s) will work collaboratively with employees to monitor the effectiveness of this Plan so as to ensure ongoing progress and efficacy.~~
- ~~2. The school district will update this Policy as needed to address changes in specific COVID-19 hazards and exposures in the healthcare setting.~~

~~This Policy and its Appendices will be made available upon request.~~

~~29 CFR 1910.502~~

~~Occupational Safety and Health Administration Fact Sheet Subpart U COVID-19~~

~~Healthcare Emergency Temporary Standard~~

~~Occupational Safety and Health Administration Model Plan~~

Adopted:



Appendix 1 – Identifying the Healthcare Settings in the School District:

Location of healthcare setting in the school district buildings listed below:

Facility Location	Worksite-Specific COVID-19 Considerations



Appendix 2 – Vaccination Status Plan:

[Include and describe the procedures that will be used to determine employees' vaccination status.]



Appendix 3 – Completed Hazard Forms and Results:

Please see the attached Hazard Assessment Forms and Results below:



Appendix 4 – Patient Screening and Management:

[List the procedures for limiting and monitoring points of entry to the setting, screening and triaging for symptoms of COVID-19, and restricting facility access to reduce crowding (e.g., limiting visitors to only those essential for the patient’s physical or emotional well-being and care, restricting visitors to the patient’s room or other designated areas, asking patients to remain outside (if possible) until they are called into the facility for their appointment, etc.).]

Appendix 5 – Standard and Transmission-Based Precautions:

[List the standard and transmission-based infection control precautions.]



Appendix 6 – Personal Protective Equipment (PPE):

- [1. Describe how employees will be provided facemasks and instruction about when and how they should be worn or used.
2. Identify job tasks, if any, in which the use of a facemask presents a hazard of serious injury or death.
3. Describe the procedures for providing employees PPE in accordance with Standard and Transmission-Based Precautions in healthcare settings in accordance with CDC’s “Guidelines for Isolation Precautions.”
4. Describe employer procedures for providing PPE to employees with exposure to people with suspected or confirmed COVID-19.]



Appendix 7 – Physical Distancing:

- [1. Describe how healthcare setting flows, such as signs and floor markings to indicate where employees and others should be located or their direction and path of travel, will be adjusted to ensure physical distancing.
2. Describe physical healthcare setting changes, such as increased distance between workstations, check-in and checkout stations, etc., that will be implemented to ensure physical distancing.
3. Describe how people in the healthcare setting will be prevented from gathering in groups in common areas and “bottlenecks,” including corridors, meeting rooms, stairways, breakrooms, entrances, exits, and elevators.
4. Describe how aisles, tables, counters, check-in and checkout stations, etc. will be arranged and how the flow will be directed to allow for physical distancing between people.
5. Identify protocols such as telehealth, telework, flexible work hours, staggered shifts, or additional shifts that can be used to reduce the number of employees in the healthcare setting at one time.]



Appendix 8 – Physical Barriers:

[Describe where and how physical barriers will be installed when physical distancing cannot be consistently maintained and spacing cannot be increased.]



Appendix 9 – Cleaning and Disinfecting:

- [1. Describe the schedule for cleaning and disinfecting, the persons responsible for conducting cleaning and disinfecting, the products that are used to clean and disinfect the healthcare setting, how the school district will clean patient care areas, resident rooms, and medical devices and equipment, and how the school district will clean and disinfect the healthcare setting if a COVID-19 positive person has been in the healthcare setting within the last twenty-four hours. A copy of cleaning logs to be used shall be attached.
2. Describe how necessary hand washing and/or sanitizer facilities will be provided, supplied, and maintained; and how employees will be allowed to perform hand hygiene to meet this requirement. Describe how hand washing and/or sanitizer facilities will be provided for use by other persons entering the healthcare setting.]



Appendix 10 - Ventilation:

The following individual(s) is responsible for maintaining the HVAC system(s) and can certify that it is operating in accordance with the ventilation provisions of OSHA's COVID-19 ETS.

(e.g., Maintenance employee, HVAC service contractor(s))

<u>Name/Contact Information:</u>	<u>Location:</u>
<u>Name/Contact Information:</u>	<u>Location:</u>

[Describe additional measures to improve building ventilation in accordance with “CDC’s Ventilation Guidance”.]

Appendix 11 – Health Screening and Medical Management for Employees:

- [1. Describe how employees will be screened (e.g., in-person when reporting to work, or by asking employees to self-monitor for COVID-19 symptoms before reporting to work). OSHA’s *Sample Employee COVID-19 Health Screening Questionnaire* may be useful. If the school district chooses to require COVID-19 testing, it must be done at no cost to employees.
2. Describe how employees will communicate with the school district if they are sick or experiencing symptoms while at home or at work.
3. Describe any leave policies (e.g., sick leave, Family Medical Leave Act, or other policies) the school district will implement to promote employees staying at home when they are sick, when household members are sick, or when required by a healthcare provider to isolate or quarantine themselves or a member of their household.
4. Describe how you will notify employees of COVID-19 exposure.
5. Describe district procedures for removing employees from the healthcare setting.
6. Describe district procedures for employees returning to work following removal from the healthcare setting.
 - a. The school district will only allow employees who have been removed from the healthcare setting to return to work in accordance with guidance from a licensed healthcare provider or in accordance with the CDC’s “Isolation Guidance” and “Return to Work Healthcare Guidance.”]



Appendix 12 – Medical Removal Protection Benefits:

[1. Describe district policy for pay and benefits to employees removed from the healthcare setting and not working remotely. Note the following requirements under OSHA’s COVID-19 ETS:

- Employers must continue to provide the benefits to which the employee is normally entitled and pay the employee the same regular pay the employee would have received had the employee not been absent from work, up to \$1,400 per week per employee. For employers with fewer than 500 employees, the employer must pay the employee up to the \$1,400 per week cap but, beginning in the third week of an employee’s removal, the amount is reduced to only two-thirds of the same regular pay the employee would have received had the employee not been absent from work, up to \$200 per day (\$1000 per week in most cases).
- The ETS also provides that the employer’s payment obligation is reduced by the amount of compensation the employee receives from any other source, such as a publicly or employer-funded compensation program (e.g., paid sick leave, administrative leave), for earnings lost during the period of removal or any additional source of income the employee receives that is made possible by virtue of the employee’s removal.]

Appendix 13 – Vaccinations:

[Describe district procedures for providing reasonable time and paid leave for vaccinations and side effects.]



Appendix 14 – Training:

[Describe how training will be conducted (e.g., online education, department meetings and tool talks, discussion with supervisors, and/or other specific methods).

Describe any other healthcare setting-specific training topics.

1. The school district will ensure that each employee receives training, in a language and at a literacy level the employee understands, on the following topics:
 - a. COVID-19, including:
 - (1) How COVID-19 is transmitted (including pre-symptomatic and asymptomatic transmission);
 - (2) The importance of hand hygiene to reduce the risk of spreading COVID-19 infections;
 - (3) Ways to reduce the risk of spreading COVID-19 through proper covering of the nose and mouth;
 - (4) The signs and symptoms of COVID-19;
 - (5) Risk factors for severe illness; and
 - (6) When to seek medical attention.
 - b. The school district's procedures on patient screening and management;
 - c. Tasks and situations in the healthcare setting that could result in COVID-19 infection;
 - d. Healthcare setting-specific procedures to prevent the spread of COVID-19 that are applicable to the employee's duties (e.g., policies on Standard and Transmission-Based Precautions, physical distancing, physical barriers, ventilation, aerosol-generating procedures);
 - e. Employer-specific multi-employer healthcare setting agreements related to infection control policies and procedures, the use of common areas, and the use of shared equipment that affect employees at the healthcare setting;
 - f. The school district's procedures for PPE worn to comply with the ETS, including:



- (1) When PPE is required for protection against COVID-19;
 - (2) Limitations of PPE for protection against COVID-19;
 - (3) How to properly put on, wear, and take off PPE;
 - (4) How to properly care for, store, clean, maintain, and dispose of PPE; and
 - (5) Any modifications to donning, doffing, cleaning, storage, maintenance, and disposal procedures needed to address COVID-19 when PPE is worn to address healthcare setting hazards other than COVID-19.
- g. Healthcare setting-specific procedures for cleaning and disinfection;
- h. The school district's procedures on health screening and medical management;
- i. Available sick leave policies, any COVID-19-related benefits to which the employee may be entitled under applicable Federal, State, or local laws, and other supportive policies and practices (e.g., telework, flexible hours, etc.);
- j. The identity of school district's Safety Coordinator(s) specified in this Plan; and
- k. The ETS.
- (1) How the employee can obtain copies of the ETS and any employer-specific policies and procedures developed under the ETS, including this Policy, which is the school district's written Plan.
2. The school district will ensure that the training is overseen or conducted by a person knowledgeable in the covered subject matter as it relates to the employee's job duties, and that the training provides an opportunity for interactive questions and answers with a person knowledgeable in the covered subject matter as it relates to the employee's job duties.
3. The school district will provide additional training whenever changes occur that affect the employee's risk of contracting COVID-19 at work (e.g., new job tasks), policies or procedures are changed, or there is an indication that the employee has not retained the necessary understanding or skill.]



BOARD MEMBERS
HyunJu Kwak, President
Michael Lembo, Vice President
Sheila Brogan
Saurabh Dani
Muhammad Mahmoud



RIDGEWOOD

PUBLIC SCHOOLS

ADMINISTRATION
Thomas A. Gorman, Ed.D.
Superintendent
Stacie Poelstra
Asst. Superintendent
Scott Bisig
Business Administrator/Board
Secretary

Pursuant to the requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et. seq., notice is hereby given that the Ridgewood Board of Education will hold a Regular Public at 7:00 pm on Monday, June 20, 2022 in the Board Room at the Education Center. Action will be taken at this meeting.

The Public can view, listen and comment during the public comment period of the meeting via:

- Attending the meeting at the Education Center (*physical distance parameters and masks required*)
- Zoom from a PC, Mac, iPad, iPhone, Android device Meeting ID 870 1302 7741
Password: 62007450 (Use the “raise hand” button to make a comment)
- phone at: 646-558-8656 Meeting ID 870 1302 7741 Password: 62007450 (*press *9 to make a comment*)

Respectfully submitted,

Scott J. Bisig, M.Ed.

Scott Bisig, M.Ed
Board Secretary





RIDGEWOOD BOARD OF EDUCATION

Education Center
49 Cottage Place, Ridgewood, NJ 07450
AGENDA

June 20, 2022

Regular Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
 - Password: 62007450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
 - Password: 62007450 (*press *9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- I. CALL TO ORDER AND ROLL CALL Ms. Kwak
- II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE Ms. Kwak
- III. OPENING STATEMENT BY PRESIDING OFFICER Ms. Kwak
- IV. PRESENTATIONS Dr. Gorman
- A. Environmental Science Presentation - Energy Conservation and Light Pollution
 ➤ Charlie Klein, Ryan Gess and Sam Saraceno; Ridgewood High School
- B. Tomorrow's Teachers Presentation
 ➤ Lauren Creed, Abby Donnellon, Maya Jasinsky, Dr. Natalie Bray, Ridgewood High School
- V. COMMENTS FROM THE PUBLIC Ms. Kwak
- VI. PRESENTATIONS Dr. Gorman
- A. K-12 Wellness Curriculum Review
 ➤ Daniel Kilday, Supervisor of Health and Wellness
- VII. SUPERINTENDENT REPORT Dr. Gorman
- VIII. CONSENT ITEMS: REGULAR AND ROUTINE ISSUES Dr. Gorman
- A. ATTENDANCE AT CONFERENCES
 The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on **Attachment A**.
- B. ADMINISTRATION
- i. Approval: Settlement Agreement SE#14/2021-2022
 The Ridgewood Board of Education upon the recommendation of the Superintendent of Schools, approves Settlement Agreement SE#14/2021-2022 between the parents of Student #903543 and the Ridgewood Board of Education.
- The Board has received background information.
- ii. Approval: First Reading of New/Revised/Abolished Policies
 The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the first reading of new/revised/abolished policies as listed below and in **Attachment B**.
- New:
- Regulation 2460.30: Additional/Compensatory Special Education and Related Services
 - Policy 5541: Anti-Hazing

- Policy 1648.15: Recordkeeping for Healthcare Settings in School Buildings-COVID-19
- Policy 2416.01: Postnatal Accommodations for Students

Revised:

- Policy 2415.05: Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment
- Policy and Regulation 2431.4: Preventions and Treatment of Sports-Related Concussions and Head Injuries
- Policy and Regulation 2622: Student Assessment
- Policy 3233: Political Activities
- Policy 5460: High School Graduation
- Policy and Regulation 8465: Bias Crimes and Bias-Related Acts
- Policy 9560: Administration Of School Surveys
- Policy 2417: Student Intervention and Referral Services
- Policy 3161: Examination for Cause
- Policy 4161: Examination for Cause
- Policy 5512: Harassment, Intimidation, and Bullying
- Policy 7410: Maintenance and Repair
- Regulation 7410.01: Facilities Maintenance, Repair Scheduling, and Accounting
- Policy 8420: Emergency and Crisis Situations
- Policy and Regulation 9320: Cooperation with Law Enforcement Agencies

Abolished:

- Policy 1648.14: Safety Plan for Healthcare Settings in School Buildings - COVID-19

iii. **Approval: Statement of Assurance for School Security Drills fo the 2021-2022 School Year**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the Statement of Assurance for School Security Drills for the 2021-2022 school year pursuant to N.J.S.A. 18A:41-1

The Board has received background information.

C. CURRICULUM & INSTRUCTION

i. **Approval: Field Trips**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment C**.

ii. **Approval: 2022-2023 Professional Development Plan**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2022-2023 Professional Development Plan.

The Board has received background information.

iii. **Approval: 2022-2023 Mentoring Plan**

The Ridgewood Board of Education, upon the recommendation of the Superintendent

of Schools, approves the 2022-2023 Mentoring Plan.

The Board has received background information.

D. HUMAN RESOURCES

i. Approval: Creation of Job Description for the 2022-2023 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the creation of a job description for the 2022-2023 school year, as listed below and on **Attachment D**.

- **Bus Driver/Aide (STEPSS Program)**

ii. Appointments

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

Teacher

BEYER, James - Physical Education Teacher (tenure track), Travell Elementary School, effective September 1, 2022 through June 30, 2023. Mr. Beyers is pending issuance of a NJDOE Certificate of Eligibility with Advanced Standing as a Teacher of Health and Physical Education. Mr. Beyer will be registered into the NJDOE Provisional Teacher Program.

Salary: \$69,967
Cl. MA, St. 1

Account #11-120-100-101-06-06-019-000

COFFEY, Ty - Education Specialist (tenure track) Ridge and Somerville Elementary Schools, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5. Mr. Coffey possesses a NJDOE Certificate of Eligibility with Advanced Standing as a Teacher of Students with Disabilities and Elementary School Teacher in Grades K-6.

Salary: \$63,367
Cl. BA, St. 2

Account # 11-213-100-101-00-04-019-000

Account # 11-213-100-101-00-05-019-000

DEFLORA, Patrick - STEPSS Teacher (tenure track), Oak Street, effective September 1, 2022 through June 30, 2023, pending verification of employment as

outlined by Chapter 5. Mr. DeFlora possesses a NJDOE Provisional Certificate as an Elementary School Teacher in Grades K-6 and Teacher of Students with Disabilities. Mr. DeFlora will be registered into the NJDOE Provisional Teacher Program.

Salary: \$63,367
Cl. BA, St. 2

Account #11-212-100-101-00-12-024-000

FOERCH, Summer - Third Grade Teacher (tenure track), Somerville Elementary School, effective September 1, 2022 through June 30, 2023. Ms. Foerch possesses a NJDOE Standard Certificate as an Elementary School Teacher.

Salary: \$63,867
Cl. BA, St. 3

Account #11-120-100-101-09-05-019-000

GERAGHTY, Laura - English Teacher (tenure track), Benjamin Franklin Middle School, effective September 1, 2022 through June 30, 2023. Ms. Foerch possesses a NJDOE Standard Certificate as a Teacher of the Handicapped and Elementary School Teacher.

Salary: \$72,517
Cl. BA, St. 8

Account #11-130-100-101-03-08-019-000

KNYFD, Krystal - Special Education Teacher (tenure track), George Washington Middle School, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5. Ms. Knyfd possesses a NJDOE Standard Certificate as an Elementary School Teacher with Mathematics Specialization: in Grades 5-8, Elementary School Teacher with Science Specialization: in Grades 5-8, and Teacher of Students with Disabilities.

Salary: \$70,967
Cl. MA, St. 3

Account #11-213-100-101-00-09-019-000

SALTALAMACCHIA, Julianne - Education Specialist (tenure track), Hawes Elementary School, effective September 1, 2022 through June 30, 2023. Ms. Saltalamacchia a NJDOE Certificate of Eligibility with Advanced Standing as an Elementary School Teacher in Grades K-6 and Teacher of Students with Disabilities. Ms. Saltalamacchia will be registered into the NJDOE Provisional Teacher Program.

Salary: \$69,967
Cl. MA, St. 1

Account #11-213-100-101-00-02-019-000

Secretary

SHERIDAN, Karen - Attendance Secretary, Ridgewood High School, effective September 1, 2022 through June 30, 2023, pending verification of employment as outlined by Chapter 5.

Salary: \$40,811
Cl. AS-10, St. 3

Account #11-000-240-105-00-10-019-000

Additional: Classroom/Lunchroom Aides for the 2021-2022 School Year

Infant/Toddler Development Center

Classroom Aide

DABAL, Emmersen - Aide (High School/College), effective June 21, 2022, or as soon after as possible, through June 30, 2022, 5 hours per day, 5 days per week, at an hourly rate of \$13.00.

Account #62-990-100-106-62-60-001

Revision: 2022 Summer School Special Programs Staffing

As listed on **Attachment E**.

2022 Summer Special Programs Personnel

As listed on **Attachment F**.

Additional: 2022 Ridgewood High School Summer School Staffing

Summer Camps

- **Kirtane, Anirudh***

Account #13-423-100-101-00-60-060-001

Summer Adventure

- **Adams, Brianna**
- **Appel, Charles**
- **Beyer, James**
- **Crawford, Ryan**
- **Dariento, Reed**
- **Devaney, Eileen**
- **Faccone, Jaime**
- **Farrar, Eva**

- Maxwell, Athena
- Osenbruck, Jennifer
- Rinaldi, Robert
- Tozaj, Sasha
- Zaino, Gregory

Account #13-422-100-101-00-60-060-001

Fall 2022 Coaching Assignments and Fall Site Managers

As listed on **Attachment G**.

Ridgewood High School Volunteer Coaches

Football Coaches

- Ross, Joe
- Santiago, Mickey
- Torre, AJ

Girls Soccer Coaches

- Cronk, Paul
- DiBrita, Christina
- Luo, Miles
- Volkomer, Sara

Boys Soccer Coaches

- Cardew, Charles
- Carlough, Glenn
- Dwight, Loren

Gymnastics Coach

- Piotrowski, Trisha

Volleyball Coaches

- Consol, Mary
- Skettini, Kelly

Cross Country Coach

- Cirillo, Tara

Temporary Employees

RHS - Student Employees, effective June 28, 2022 – September 1, 2022, each not to exceed 180 hours, each at an hourly rate of \$13.00 (\$2,340)

Laffey, Owen; Pizzuto, Aiden*; Desciak, Joseph; Januzzi, Quinlan; and Savitscus, Ryan.

Account #11-000-218-110-00-10-010-001

Buildings and Grounds - Summer 2022**Each to receive an hourly rate of \$13.00**

Cheng, Michael; Donahue, Conor; Frey, Gabriella; Geraghty, Michael*; Harcher, Nicholas*; Harcher, Victoria*; Logan, Saoirse; Matthews, Connor*; Molloy, James; Reilly, Matthew; Rosolanko, Jacob*; Rosolanko, Kaitlyn*; Matthew; Scali, Jack; Schwenker, Jack; Sklar, David; Vigliotti, Michael; Warden, Calder; Weinkauff, Michael*; and Whitney, David.

Account #11-000-262-110-00-42-048-001

Summer 2022 Painters, effective June 24, 2022 through August 31, 2022, each at seven hours per day, each at the hourly rate

- Lug, Raymond, Supervisor, at an hourly rate of \$23.65.
- Spadaccini, Ann, Senior Painter, at an hourly rate of \$16.50.
- Basic Painter, at an hourly rate of \$15.00.

Account #11-000-262-104-00-42-048-001

Technology Support for Board Meetings, effective July 1, 2022 through June 30, 2023

- DeRoche, Andrew, at an hourly rate of \$28.44, as needed.
- Enmore, Jaeson, at an hourly rate of \$54.34, as needed.
- Valere, Neil, at an hourly rate of \$45.71, as needed.

Account #

Administrative Support for Board Meetings as needed, effective July 1, 2022 through June 30, 2023

- Yohana, Julia, at an hourly rate of \$43.25, as needed.

Account #11-000-230-104-00-045-045-001

***Related to staff member**

iii. Contract Renewals and Hourly Rates for Non-Contract Personnel Infant/Toddler Development Center

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves contract renewals and salaries for full-time and part-time Infant/Toddler Development Center Staff members, effective September 1, 2022 through June 30, 2023, with the exception of the Director (12 month) and Secretary (11 month) employees, as follows:

Full-time Employees

- **Kontos, Lisa**** - Director (7/1/22-6/30/23) - \$59,544 (12-month employee)

Account #62-990-200-103-00-62-060-000

- **Pisani, Lynda**** - Secretary (9/1/22-7/30/23) - \$39,472 (11-month employee)

Account #62-990-200-105-00-62-060-000

- **Flanagan, Marion**** - \$35,304
- **Middlebrook, Katrina**** - \$33,818
- **Rinaldo, Danielle** - \$33,792
- **Southey, Dawn**** - \$32,980
- **Stevens, Barbara**** - \$34,815

** Denotes employees receiving health benefits (all others, receive \$3,000 in lieu of benefits package).

Salary includes \$750 Professional Growth Pathway.

Account #62-990-100-101-00-62-060-000

Hourly Rates for Non-contract Personnel

Aide (High School)	\$13.00
Aide (College)	\$15.00
Teacher Assistant - Step 1	\$16.00
Step 2	\$16.40
Step 3	\$16.80
Step 4	\$17.20
Step 5	\$17.60

Current employees move up 1 step per year and receive \$0.40 per hour increase on base.

*NJ State minimum wage increase as of 2022.

Anderson, Melody	\$16.80
Angun, Cemile	\$16.00
Bienert, Charlotte	\$13.00
Cafaro, Stephanie	\$15.00

Cherba, Sofia	\$13.00
Dabal, Olivia	\$13.00
Dabal, Emmersen	\$13.00
Dicuffa, Cara	\$13.00
Dempsey, Cheryl	\$16.40
Donkersloot, Jennifer	\$16.00
Edreich, Meagan	\$16.80
Elizondo-Fallas, Sofia	\$15.00
Gerstein, Skye	\$13.00
Greco, Barbara	\$17.20
Gunderson, Sierra	\$13.00
Kawash, Emily	\$13.00
Mendolia, Sophie	\$13.00
Mullahey, Brianna	\$13.00
Prezzia, Julianna	\$13.00
Rinaldo, Geraldine*	\$16.00
Solis, Leslie	\$16.40
Terrin, Melissa	\$13.00
Vivas, Valerie	\$13.00
Volpe, Annamaria	\$16.80
Wilmot, Lily	\$13.00

Account # 62-990-100-106-00-62-060-001

Whittemore-Pillow, Marlene - \$90.00 (music teacher)

Maltese, Michele - \$80.00 (yoga teacher)

Account #62-990-100-101-00-62-060-001

iv. Change of Assignments for the 2022-2023 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent

of Schools, approves the change of assignments for the 2022-2023 school year, as listed below.

STOVELL, Shauna - **from** Assistant Middle School Principal, Benjamin Franklin Middle School, **to** Elementary School Principal, Hawes Elementary School, effective September 1, 2022, or as soon after as possible, through June 30, 2023.

Ms. Shauna Stovell's credentials are as follows:

- Assistant Principal, Benjamin Franklin Middle School, August 2008 to Present.
- Fifth Grade Teacher, Travell Elementary School, September 2003 to August 2008.

Education:

- St. Peter's College - Jersey City, NJ - MA - Educational Leadership, May 2006
- Skidmore College, Saratoga Springs, NY - BS Liberal Arts - Education, May 1999

Possesses the following New Jersey Standard Certificates:

- Principal
- Elementary School

Salary: \$172,500 prorated

Account #11-000-240-103-00-02-019-000

v. Leave of Absence

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absence, as listed below.

SILVERSTEIN, Staci – Second Grade Teacher, Hawes Elementary School, effective September 1, 2022 through June 30, 2023, with a reinstatement date of September 1, 2023, using sick days in accordance with the REA/Board Agreement and utilizing the FMLA and/or NJFLA leave entitlement.

vi. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

Glen Elementary School

- **Whittemore-Pillow, Marlene**, to provide music instruction to the (5) REACH, (3) RED, (2) RISE classroom of students at the Glen School, not to exceed 3 hours per week, for a total of 37 weeks, at an hourly rate of \$90.00, for a total of \$9,900.

Account #

Infant/Toddler Development Center

Summer Hours - Administrative Assistant

- **Pisani, Lynda**, not to exceed 120 hours, at an hourly rate of \$26.13 (\$3,135.60).

Account #62-990-200-105-00-62-060-000

Summer Hours - Head Teachers

- **Stevens, Barbara**, not to exceed 250, at an hourly rate of \$22.38 (\$5,595).
- **Southey, Dawn**, not to exceed 250, at an hourly rate of \$21.25 (\$5,312.50).

Account #62-990-100-101-00-62-060-001

Willard Elementary School**Additional: 2021-2022 Student Club Activity Advisors****Drama Club**

- **McCoy, Lydia**, not to exceed 3.50 hours, at an hourly rate of \$40.17 (\$120.51).

Account #11-401-100-101-00-10-010-001

Fifth Grade Field Trip - Philadelphia

- **Five Chaperones: Kevin, Blois; Connor, Danielle; Lowicki, Bonnie; Ong, Jerome; Tamuzza, Lindsay**, each not to exceed 3 hours, each at an hourly rate of \$40.17 (\$602.55).

Account #11-401-100-101-00-07-007-001

George Washington Middle School**Revision: Guidance Department - 2022 Summer Hours, approved by the Board at its meeting June 13, 2022**

- **Weiss-Chromeck, Courtney**, not to exceed 30 hours, **from** an hourly rate of \$49.94 (\$1,498.20), approved by the Board at its meeting on June 13, 2022, **to** \$52.27 (\$1,568.10).

Account #11-000-218-104-00-09-009-001

Moving Classroom

- **Petitt, Carol**, not to exceed 12 hours, at an hourly rate of \$40.17 (\$482.04).

Account #11-120-100-101-00-09-009-001

Ridgewood High School

Spring Band Concert - March 29, 2022 - West Side Presbyterian Church

- **Three Chaperones: Cardillo, Natalie; Fink, Gary; and Geronimo, Kristi,** each not to exceed 3 hours, each at an hourly rate of \$40.17 (\$361.53).

Account #11-401-100-101-00-10-010-001

Spring Choir/Orchestra Concert - April 5, 2022 - West Side Presbyterian Church

- **Two Chaperones: Haas, Jeffrey; and Luckenbill, John,** each not to exceed 3 hours, each at an hourly rate of \$40.17 (\$241.02).

Account #11-401-100-101-00-10-010-001

End of Year Choir Concert - June 7, 2022

- **Haas, Jeffrey,** not to exceed 3 hours, at an hourly rate of \$40.17 (\$120.51).

Account #11-401-100-101-00-10-010-001

End of Year Orchestra Concert - June 8, 2022

- **Haas, Jeffrey,** not to exceed 3 hours, at an hourly rate of \$40.17 (\$120.51).

Account #11-401-100-101-00-10-010-001

Summer Athletic Trainers Coverage

- **Giannantonio, Frank,** not to exceed 72 hours, at the contracted hourly rate of \$76.62 (\$5,516.64), as needed.
- **Nicholaides, Nikitas,** not to exceed 72 hours, at the contracted hourly rate of \$69.99 (\$5,039.28), as needed.
- **Joannides, Jaime,** not to exceed 72 hours, at an hourly rate of \$40.17 (\$2,892.24), as needed.

Account #11-402-100-101-00-10-036-001

Summer and Fall Fitness Center, each up to 50 hours, each at an hourly rate of \$40.17

- **Giannantonio, Frank**
- **McDermott, Michael**
- **McNamee, Richard**
- **Pounds, Michael**
- **Schick, Casey**

Account #11-402-100-101-00-10-036-001

Fall 2022 Site Supervisor for Athletic Games - each up to 20 hours, each at an hourly rate of \$40.17

- Currier, Robert
- Kay, Peter
- Knott, Ronald
- Lucchesi, Michael
- McNamee, Richard
- Quirk, Brian
- Lug, Raymond
- Schick, Casey
- Watson, Andrea

Account #11-402-100-104-00-10-034-001

Bus Drivers for the 2022-2023 School Year, on an as-needed basis, each at an hourly rate of \$40.17 (or \$56 round trip if a coach is driving his/her team)

- Bennett, Richard
- Brown, Jacob
- Bunzey, Craig
- Knott, Ronald
- Piccione, Paul
- Quirk, Brian
- Tobin, Deirdre

Account #11-000-270-162-00-10-034-001

Ticket Takers, each at \$50 per game

- Collins, Carla
- Reilly, Christopher
- Reilly, Nancy
- Watson, Andrea

Account #11-402-100-104-00-10-034-001

Clock Operator, each at \$50 per game

- Consol, Mary
- Lug, Raymond
- Madel, Aaron
- Moscarella, Kenneth
- Skettini, Kelly

Account #11-402-100-104-00-10-034-001

Curriculum, Instruction & Assessment

2022 Summer Curriculum Writing

Staff members as listed on **Attachment H**, at the curriculum hourly rate of \$53.33.

Additional: Summer Professional Development (Presenter), to be funded by the American Rescue Plan (ESSER III)

- Staff members as listed on **Attachment I**.

Account #20-488-223-320-00-22-022-000

Special Programs

STEPSS Graduation

- **Collins, Carla**, not to exceed 3 hours, at an hourly rate of \$20.17 (\$60.51).
- **Hiller, Ari**, not to exceed 3 hours, at an hourly rate of \$21.23 (\$63.69).
- **Palazzola, Joan**, not to exceed 3 hours, at an hourly rate of \$21.23 (\$63.69).

Account #11-212-100-106-00-12-024-001

Information Technology Department

- **Brandt, Carter**, Information Technology Department Student Worker, effective July 5, 2022, through December 31, 2022 to be paid at the minimum wage of \$13.00 for 144 hours (\$1,872).
- **Hayes, Ethan**, Information Technology Department Student Worker, effective July 5, 2022, through December 31, 2022 to be paid at the minimum wage of \$13.00 for 144 hours (\$1,872).
- **Kunzle, Emmet**, Information Technology Department Student Worker, effective July 5, 2022, through December 31, 2022 to be paid at the minimum wage of \$13.00 for 144 hours (\$1,872).
- **McAskin, Kevin**, Information Technology Department Student Worker, effective July 5, 2022, through December 31, 2022 to be paid at the minimum wage of \$13.00 for 144 hours (\$1,872).

Account #

vii. Substitutes for the 2021-2022 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes for the 2021-2022 school year, as listed below.

Substitute Teachers: McKenna, Laura

\$115 Daily Rate

E. FINANCE

i. Acceptance of Restricted Donations:

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following restricted gifts for the **2021-2022** school year, to be used as indicated.

Donations			
Donor	Amount	Use	Account Number
Ridgewood High School Student Activity Account	\$1,915	To be used to pay for prom chaperones.	20-030-100-101-00-10-010-043 (Stipend - \$1,768.77) 20-030-200-220-00-10-010-043 (FICA - \$146.52)
NY/NJ Super Bowl Host Company, Inc	\$8,000	To be used to pay for coaching salaries, official and equipment for the Girls' Flag Football Team.	20-067-100-101-00-10-034-001 (Stipend - \$6,000) 20-067-200-220-00-10-034-002 (FICA - \$459) 20-067-100-610-00-10-034-001
Sunflower Portraits	\$350	To be used to enhance the RED, REACH, and RISE programs.	20-049-100-890-00-01-024-003
Willard Student Activity Fund	\$6,486.68	To be used to pay staff salaries for the Willard Drama Club.	20-030-100-101-00-07-007-002 (Stipend - \$6,025.71) 20-030-200-220-00-07-007-002 (FICA - \$460.97)

ii. **Approval: Substitute Rates of Pay**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves substitute rates of pay for the 2022-2023 school year as listed below:

Teacher Permanent	\$185 per day
Secretary	\$15.62 per hour
Former RAES/REAS Member	\$16.55 per hour
Long Term	\$21.25 per hour

iii. **Approval: Special Education Aide Hourly Rate Increase by 10%**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves a 10% increase in the hourly rate for Special Education Aides as listed below:

Type of Aide	Hourly Rate
Resource Room, Self-Contained, One-to-One	\$16.51
Resource Room, Self-Contained, One-to-One	\$19.25

<i>(with 60 college credits)</i>	
ABA (non-certified), STEPSS Job Coach(non-certified)	\$22.19
ABA (certified), STEPSS Job Coach (certified)	\$23.35
Brailist	\$25.64

iv. Approval of Renewal Agreement with Pomptonian Food Service for the 2022-2023 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

Be it resolved that the District (Local Education Agency) approves an agreement with Pomptonian Food Service (Food Service Management Company) for the 2022-2023 school year. This represents the fifth year of a maximum of five allowed number of years to award to one vendor.

The Food Service Management Company shall receive, in addition to the costs of operation, a fee of \$0.2804 per meal equivalent to compensate the Food Service Management Company for administrative and management costs. This fee shall be billed monthly as a cost of operation. The Local Education Agency guarantees the payment of such costs and fees to the Food Service Management Company.

Cash receipts shall be divided by \$4.23 to arrive at an equivalent meal count. The per meal management fee of \$0.2804 will be multiplied by total meal equivalents.

The Food Service Management Company guarantees the Local Education Agency a minimum profit of two hundred thousand dollars (\$200,000.00) for the school year 2022-2023.

v. Approval: Submission of the American Rescue Plan ESSER (ARP) Safe Return Plan Required Six Month Update

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the submission of the ARP Safe Return Plan required six-month update to the Department of Education.

The Board has received background information

vi. Approval: Disposal of Equipment

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the disposal of equipment as listed on **Attachment J**. These items are obsolete and no longer needed.

vii. Approval: 2021-2022 School Year Non-Budgeted Out-Of-District Tuition Placement

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2021-2022 schOut-Ofool year out-of-district budgeted tuition

placement as listed below.

2021-2022 Out-of-District Placements for Regular School Year Tuition	
School	# of students
Bergen Center for Child Development, Haworth, NJ	1

- viii. **Approval: Tuition Rates for Out-of-District Students and Staff Members' Children**
The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves tuition rates for the 2022-2023 school year for out-of-district students and staff members' children, as listed below:

Grades	Out-of-District	Staff Members' Children	Staff Members' Children
		*rates for students attending school prior to 2020-2021 school year. (2% increase)	*rates for staff members with an effective hire after June 30, 2022 35% of out-of-district rate
Grade K	\$17,310	\$594.66	\$6,059
Grades 1-5	\$16,292	\$594.66	\$5,702
Grades 6-8	\$17,841	\$663	\$6,244
Grades 9-12	\$17,061	\$732.36	\$5,971
Grades K-12 <i>Effective 9/1/20 annual tuition for all new students of staff members (with an effective hire date prior to 6/30/22)</i>	N/A	\$893.53	N/A
PreK (RED)	\$51,956	\$51,956	\$51,956

Behavioral Disabilities Program	\$64,556	\$64,556	\$64,556
LLD	\$23,169	\$23,169	\$23,169
Multiple Disabled	\$73,454	\$73,454	\$73,454
SEL-Social Skills Extended School Year (ESY)	\$2,000	\$2,000	\$2,000
REACH Transitional K/4s Ridgewood Resident	\$550 (monthly)	N/A	N/A
REACH Transitional K/4s Non-Resident	\$750 (monthly)	N/A	N/A
REACH Transitional K/4s RPS Staff Non-Resident	N/A	\$550	\$550
REACH Transitional K/4s Ridgewood Resident	\$550 (monthly)	N/A	N/A
Additional Services	Hourly Rates		
ABA	\$109	\$109	\$109
Aides	\$33	\$33	\$33
Counseling	\$116	\$116	\$116
ESL Services	\$100	\$100	\$100
IT Liaison	\$37	\$37	\$37
OT/PT/Speech	\$117	\$117	\$117
Resource Room	\$99	\$99	\$99

ix. Approval: Submission of The American Rescue Plan Homeless Children and Youths (ARP-HCY II) Application

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the submission of the American Rescue Plan Homeless Children and

Youths (ARP-HYC II) grant application. The District's allocation of funds is \$5,028.

x. Approval: Submission of Grant Amendment for Title III Immigrant Carryover Funds

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the submission of an amendment to the 2021-2022 Elementary and Secondary Education Act, Title III Immigrant grant, to include carryover funds in the amount of \$152.

IX. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA Dr. Gorman

A. Approval: Agreement with Essex Regional Educational Services Commission

The Ridgewood Board of Education upon the recommendation of the Superintendent of Schools, approves the agreement with the Essex Regional Education Services Commission for the provision of student transportation services for the period July 1, 2022 through June 30, 2023.

The Board has received background information.

X. APPROVAL OF BILLS

Ms. Kwak

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below and reviewed by Ms. Brogan.

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS
June 14	Columbia Bank On-Line	106035-106182	561,101.88
June 14	Columbia Bank On-Line Scholarship	831565-831578	10,600.00
May 15	Payroll Transfer	P39956	3,350,822.15
May 30	Payroll Transfer	P39957	3,354,899.09
June 15	Electronic Transfer	H39861	1,074,126.61
June 14	Food Service	620386-620389	121,552.48
TOTAL			8,473,102.21

XI. BOARD MEMBER ANNOUNCEMENTS

Ms. Kwak

XII. BOARD COMMITTEE REPORTS

Ms. Kwak

XIII. DISCUSSION ITEMS

Ms. Kwak

New Policy/Revision to Policy as listed below and in Attachment K:

New:

- Bylaw 0155.1 Board Member Participation at Board Meetings Using Electronic Device

Revised:

- Bylaw 0169 Board Member Use of Electronic Mail/Internet

XIV. ACCEPTANCE OF MINUTES	Ms. Kwak
➤ May 23, 2022 Regular Public Meeting	
XV. OTHER BUSINESS	Ms. Kwak
XVI. COMMENTS FROM THE PUBLIC	Ms. Kwak
XVII. MOTION TO GO INTO EXECUTIVE SESSION	Ms. Kwak
XVIII. RECONVENED PUBLIC MEETING	Ms. Kwak
XIX. ADJOURNMENT	Ms. Kwak

Upcoming Meetings

Monday, July 25 , 2022
 Regular Public Meeting
 5:00 p.m. Education Center

Monday, August 29, 2022
 Regular Public Meeting
 5:00 p.m. Education Center

2022-2023 CONFERENCES FOR APPROVAL

Staff Member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Andrea Watson	Portable Adventure Project Adventure, MA Beverly, MA 8/15/22 - 8/17/22	Professional Development	\$1,097.00	0
Alexandra Kowalski	Unpacking the Standards Year 1 Workshop Conquer Mathematics Pompton Plains, NJ 10/14/22, 1/31/23, 3/2/23, 5/9/23	Professional Development	\$680.00	4
Charles Nebbia	3 Stages of Learning: Operations & Algebraic Thinking; Numbers and Operations in Base Ten; Number and Operations - Fractions Part 1 Conquer Mathematics Pompton Plains, NJ 9/12/22, 10/21/22, 12/1/22	Professional Development	\$525.00	3
Joan Kelly	Grade 2 Math, Student Learning Standards, Year 1: Conquer Mathematics Pompton Plains, NJ 10/14/22, 1/31/23, 3/2/23	Professional Development	\$510.00	3
Mia Buzzard	Unpacking the Standards - Year 2 Grade 2 Conquer Mathematics Pompton Plains, NJ 10/28/22 and 4/21/23	Professional Development	\$340.00	2

Melissa Finucane	Conquer Math grade 4 "Unpacking the Standards" year 2 Conquer Mathematics Pompton Plains, NJ 11/3/22, 3/16/23, 4/17/23	Professional Development	\$510.00	3
Erin Heider	Conquer Mathematics - Interdisciplinary lessons for grade 3 Conquer Mathematics Pompton Plains, NJ 11/2/22 and 1/6/23	Professional Development	\$340.00	2
Ellen Raupp	SLS Yr 1- Numbers and Operations - Fractions Part I Conquer Mathematics Pompton Plains, NJ 11/30/22	Professional Development	\$170.00	1

The total cost for these conferences is \$4,172.000=. Upon Board approval of all of these conferences, the total expenditure for travel and conferences for 2022-23 will be \$6942.00 leaving a balance of \$193,058.00 remaining in the \$200,000 approved by the Board for travel and conferences.

POLICY

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Student Surveys, Analysis, Evaluations,
Examinations, Testing, or Treatment

M

2415.05 STUDENT SURVEYS, ANALYSIS, EVALUATIONS, EXAMINATIONS, TESTING, OR TREATMENT

The Protection of Pupil Rights Amendment (PPRA) (20 USC §1232h; 34 CFR Part 98) applies to school districts that receive funding from the United States Department of Education (USDOE). The PPRA requires written consent from parents or the emancipated student the opportunity to opt out of participation in a survey, analysis, evaluation, examination, testing, or treatment funded in whole or in part by a program of the United States Department of Education that concerns one or more of the areas outlined in this Policy.

A. Definitions

“Instructional material” means instructional content that is provided to a student, regardless of its format, including printed or representational materials, audiovisual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments. 20 USC §1232h(c)(6)(A).

“Invasive physical examination” means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening. 20 USC §1232h(c)(6)(B).

“Prior consent” means prior consent of the student, if the student is an adult or emancipated minor or prior written consent of the parent, if the student is an unemancipated minor. 34 CFR §98.4(b).

“Psychiatric or psychological examination or test” means a method of obtaining information, including a group activity, that is not directly related to academic instruction and that is designed to elicit information about attitudes, habits, traits, opinions, beliefs, or feelings. 34 CFR §98.4(c)(1).

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Student Surveys, Analysis, Evaluations,
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“Psychiatric or psychological treatment” means an activity involving the planned, systematic use of methods or techniques that are not directly related to academic instruction and that is designed to affect behavioral, emotional, or attitudinal characteristics of an individual or group. 34 CFR §98.4(c)(2).

“Research or experimentation program or project” means any program or project in any program that is funded in whole or in part by the Federal Government and is designed to explore or develop new or unproven teaching methods or techniques. 34 CFR §98.3(b).

- B. Parents’ or Emancipated Students’ Right to Inspection of Materials - 34 CFR §98.3 and 20 USC §1232(c)
1. All instructional material, including teachers’ manuals, films, tapes, or other supplementary instructional material which will be used in connection with any survey, analysis, or evaluation as part of any applicable program or any research or experimentation program or project shall be available for inspection by the parents of the children engaged in such program or project in accordance with 20 USC §1232h(a) and 34 CFR §98.3(a).
 - a. The district shall provide reasonable access to instructional material within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(C)(ii).
 2. The parent shall have the right, upon request, to inspect a survey created by a third party before the survey is administered or distributed to their student pursuant to 20 USC §1232h(c)(1)(A)(i).
 - a. The district shall provide reasonable access to such survey within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(A)(ii).



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Student Surveys, Analysis, Evaluations,
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3. The parent shall have the right, upon request, to inspect any instrument used in the collection of personal information from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose), before the instrument is administered or distributed to their student pursuant to 20 USC §1232h(c)(1)(F)(i).
 - a. The district shall provide reasonable access to such instrument within a reasonable period of time after the request is received in accordance with 20 USC §1232h(c)(1)(F)(ii).
- C. Protection of Students' Privacy in Examination, Testing, or Treatment with Prior Consent - 34 CFR §98.4
1. In accordance with 34 CFR §98.4(a) no student shall be required, as part of any program funded in whole or in part by a program of the USDOE, to submit without prior consent to psychiatric examination, testing, or treatment, or psychological examination, testing, or treatment, in which the primary purpose is to reveal information concerning one or more of the following:
 - a. Political affiliations;
 - b. Mental and psychological problems potentially embarrassing to the student or the student's family;
 - c. Sex behavior and attitudes;
 - d. Illegal, anti-social, self-incriminating, and demeaning behavior;
 - e. Critical appraisals of other individuals with whom the student has close family relationships;
 - f. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers; or



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Student Surveys, Analysis, Evaluations,
Examinations, Testing, or Treatment

- g. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program.
- D. Protections of Students' Rights for Surveys, Analysis, or Evaluation - 20 USC §1232h
- 1. In accordance with 20 USC §1232h(b) no student shall be required, as part of any applicable program, to submit to a survey, analysis, or evaluation, without prior consent, that reveals information concerning:
 - a. Political affiliations or beliefs of the student or the student's parent;
 - b. Mental and psychological problems of the student or the student's family;
 - c. Sex behavior or attitudes;
 - d. Illegal, anti-social, self-incriminating, or demeaning behavior;
 - e. Critical appraisals of other individuals with whom the student has close family relationships;
 - f. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
 - g. Religious practices, affiliations, or beliefs of the student or student's parent; or
 - h. Income, (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program).
 - 2. Parents' or Emancipated Students' Right to Opt Out - 20 USC §1232h(c)(2)



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Student Surveys, Analysis, Evaluations,
Examinations, Testing, or Treatment

- a. The district shall provide notice and offer an opportunity for parents to opt their student out or for emancipated students to opt out of participation in the following activities:
 - (1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose).
 - (2) The administration of any survey containing one or more of the items listed in D.1. above.
 - (3) Any nonemergency, invasive physical examination or screening that is:
 - (a) Required as a condition of attendance;
 - (b) Administered by the school and scheduled by the school in advance; and
 - (c) Not necessary to protect the immediate health and safety of the student, or of other students.
 - b. The district shall directly notify parents at least annually at the beginning of the school year of the specific or approximate dates during the school year when activities described in D.2.a. above are scheduled or expected to be scheduled in accordance with 20 USC §1232h(c)(2)(B).
3. Exceptions – 20 USC §1232h(c)(4)
- a. The provisions of 20 USC §1232h do not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as the following:



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- (1) College or other postsecondary education recruitment, or military recruitment in accordance with Policy 9713;
 - (2) Book clubs, magazines, and programs providing access to low-cost literary products;
 - (3) Curriculum and instructional materials used by schools in the district;
 - (4) Tests and assessments used by schools in the district to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments;
 - (5) The sale by students of products or services to raise funds for school-related or education-related activities; and
 - (6) Student recognition programs.
- b. The provisions of this Policy:
- (1) Shall not be construed to preempt applicable provisions of New Jersey law that require parental notification; and
 - (2) Do not apply to any physical examination or screening that is permitted or required by an applicable New Jersey law, including physical examinations or screenings permitted without parental notification.



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4. Policy Adoption or Revision – 20 USC §1232h(c)(2)(A)(i)

The district shall provide this Policy to parents and students at least annually at the beginning of the school year, and provide notice within a reasonable period of time after any substantive change is made to this Policy.

E. Student Privacy – 20 USC §1232h and 34 CFR §98

The district shall ensure a student's privacy is protected regarding any information collected in accordance with this Policy.

F. Violations of the PPRA – 20 USC §1232h and 34 CFR §98

Parents or students who believe their rights under PPRA may have been violated may file a complaint with the USDOE.

In addition to the provisions of 20 USC §1232h, 34 CFR §98, and this Policy, the Superintendent or designee shall ensure compliance with the provisions of N.J.S.A. 18A:36-34 and Policy 9560 – Administration of School Surveys before students are required to participate in any academic or nonacademic survey, assessment, analysis, or evaluation.

The Protection of Pupil Rights Amendment (PPRA)

20 USC §1232h

34 CFR Part 98

Elementary and Secondary Education Act of 1965 (20 USC 2701 et seq.) as amended by the Every Student Succeeds Act

N.J.S.A 18A:36-34

Adopted:



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Prevention and Treatment of Sports-Related
Concussions and Head Injuries

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2431.4 PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES

A concussion is a traumatic brain injury caused by a blow or motion to the head or body that disrupts the normal functioning of the brain and can cause significant and sustained neuropsychological impairments including, but not limited to, problem solving, planning, memory, and behavioral problems. In order to ensure safety, it is imperative that students participating in athletic competition, coaches, and parents are educated about the nature and treatment of sports-related concussions and other head injuries. Allowing a student to return to athletic competition before recovering from a concussion increases the chance of a more serious brain injury.

For the purpose of this Policy and Regulation 2431.4, programs of athletic competition shall include high school interscholastic athletic programs, middle school interscholastic athletic programs where school teams or squads play teams or squads from other school districts, intramural athletic programs within a school or among schools in the district, and any cheerleading program or activity in the school district.

The school district shall adopt an athletic head injury safety training program. The program shall be completed by the school physician, any individual who coaches in an athletic competition, an athletic trainer involved in any athletic competition, and the school nurse. The training program shall be in accordance with guidance provided by the New Jersey Department of Education (NJDOE) and the requirements of N.J.S.A. 18A:40-41.2.

The school district shall annually distribute the NJDOE-developed educational fact sheet regarding sports-related concussions and other head injuries to all parents of students participating in any athletic competition or practice and shall obtain a signed acknowledgement of the receipt of the fact sheet by the student and their parent in accordance with N.J.S.A. 18A:40-41.2(c).



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Prevention and Treatment of Sports-Related Concussions and Head Injuries

A student who participates in an athletic competition or practice and who sustains or is suspected of sustaining a concussion or other head injury shall be immediately removed from athletic competition or practice. A student removed from athletic competition or practice shall not participate in further athletic competition or practice until they are evaluated by a physician or other licensed healthcare provider trained in the evaluation and management of concussions and receives written clearance from a physician trained in the evaluation and management of concussions to return to athletic competition or practice; and the student returns to regular school activities and is no longer experiencing symptoms of the injury when conducting those activities in accordance with N.J.S.A. 18A:40-41.4.

The return of a student to athletic competition or practice shall also be in accordance with the graduated, six-step “Return to Play Progression” recommendations and any subsequent changes or other updates to these recommendations as developed by the Centers for Disease Control and Prevention (CDC). The Board shall revise this Policy and Regulation 2431.4 whenever the CDC changes or otherwise updates the “Return to Play Progression” recommendations.

The school district shall provide a copy of this Policy and Regulation 2431.4 to all youth sports team organizations that operate on school grounds. In accordance with the provisions of N.J.S.A. 18A:40-41.5, the school district shall not be liable for the injury or death of a person due to the action or inaction of persons employed by, or under contract with, a youth sports team organization that operates on school grounds, if the youth sports team organization provides the school district proof of an insurance policy of an amount of not less than \$50,000 per person, per occurrence insuring the youth sports team organization against liability for any bodily injury suffered by a person and a statement of compliance with this Policy and Regulation 2431.4.

Pursuant to N.J.S.A. 18A:40-41.5 and for the purpose of this Policy, a “youth sports team organization” means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.



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Prevention and Treatment of Sports-Related
Concussions and Head Injuries

This Policy and Regulation 2431.4 shall be reviewed and approved by the school physician annually and updated as necessary to ensure it reflects the most current information available on the prevention, risk, and treatment of sports-related concussions and other head injuries in accordance with N.J.S.A. 18A:40-41.3.

N.J.S.A. 18A:40-41.1; 18A:40-41.2; 18A:40-41.3; 18A:40-41.4; 18A:40-41.5

Adopted:



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2622 STUDENT ASSESSMENT

State assessments provide parents with important information about their child's progress; detailed diagnostic information about each individual student's performance that educators, parents, and students can utilize to enhance foundational knowledge and student achievement; and include item analysis which will clarify a student's level of knowledge and understanding of a particular subject or area of a subject. The data derived from State assessments are utilized by teachers and administrators to pinpoint areas of difficulty and customize instruction accordingly. Such data can be accessed and utilized as a student progresses to successive school levels.

The Commissioner of Education, in accordance with N.J.S.A. 18A:7C-1 et seq. and 18A:7E-2 and 3, may implement assessments of student achievement in any grade(s) and by such assessments as the Commissioner deems appropriate. The system and related schedule of Statewide assessments shall be approved by the New Jersey State Board of Education. The school district shall, according to a schedule prescribed by the Commissioner, administer the applicable Statewide assessments pursuant to N.J.A.C. 6A:8-4.1(c) and (d).

Pursuant to N.J.A.C. 6A:8-4.1(c), all students at grade levels three through twelve, and at any other grade(s) designated by the Commissioner pursuant to N.J.A.C. 6A:8-4.1(a), shall take all appropriate Statewide assessments as scheduled. The school district will provide accommodations or modifications to the Statewide assessment system in accordance with the provisions of **N.J.A.C. 6A:8-4.1(d)**.

Students with disabilities as defined in N.J.A.C. 6A:14-1.3 shall participate in Statewide assessments in accordance with N.J.A.C. 6A:14-4.10. The school district shall administer the alternative State assessment for students with disabilities in accordance with the provisions of N.J.A.C. 6A:8-4.1(d)3.

The school district shall implement alternative ways for students to demonstrate graduation proficiency in accordance with N.J.A.C. 6A:8- 5.1(a)6, (f), (g), (h), or (i), as applicable.



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Student Assessment

The school district shall maintain an accurate record of each student's performance on Statewide assessments and maintain for every student a ninth grade through graduation transcript in accordance with the provisions of N.J.A.C. 6A:8-4.2(d). The Superintendent shall report assessment results to the public and provide educators, parents, and students with assessment results in accordance with the provisions of N.J.A.C. 6A:8-4.3.

N.J.S.A. 18A:7C-1 et seq.; 18A:7E-2; 18A:7E-3
N.J.A.C. 6A:8-4.1 et seq.; 6A:8-5.1; 6A:14-1.1 et seq.; 6A:14-3.7; 6A:14-4.10

Adopted:



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TEACHING STAFF MEMBERS

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Political Activities

3233 POLITICAL ACTIVITIES

The Board of Education recognizes and encourages the right of all citizens, including teaching staff members, to engage in political activity. However, the Board prohibits the use of school grounds and school time for partisan political purposes.

The Board establishes the following guidelines to govern teaching staff members in their political activities:

1. A teaching staff member shall not engage in political activity on school grounds unless permitted in accordance with Board Policy No. 7510 - Use of School Facilities and/or applicable Federal and State laws;
2. A teaching staff member shall not post political circulars or petitions on school grounds nor distribute such circulars or petitions to students nor solicit campaign funds or campaign workers on school grounds ;
3. A teaching staff member shall not display any material that would tend to promote any candidate for office on an election day on school grounds that are used as a polling place;
4. A teaching staff member shall not engage in any activity in the presence of students while on school grounds , which is intended and/or designed to promote, further or assert a position(s) on labor relations issues.

In accordance with N.J.S.A. 18A:6-8.1., a teaching staff member employed by this district who is a member of the Senate or General Assembly of the State of New Jersey shall be entitled to time off from school district duties, without loss of pay, during the periods of the teaching staff member's attendance at regular or special sessions of the legislature and hearings or meetings of any legislative committee or commission.



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In accordance with N.J.S.A. 18A:6-8.2., a teaching staff member employed by this district who is a member of the Board of County Commissioners of any county of New Jersey shall be entitled to time off from the teaching staff member's duties, without pay, during the periods of the teaching staff member's attendance at regular or special meetings of the Board of County Commissioners and of any committee thereof and at such other times as the teaching staff member shall be engaged in performing the necessary functions and duties of the teaching staff member's office as a member of the Board of County Commissioners.

No other teaching staff member who holds elective or appointive office is entitled to time off, except as such time off may be provided for by Board policy or negotiated agreement.

The provisions of this Policy do not apply to the discussion and study of politics and political issues appropriate to the curriculum, the conduct of student elections, or the conduct of employee representative elections.

Nothing in this Policy shall be interpreted to impose a burden on the constitutionally protected speech or conduct of a teaching staff member or a student.

N.J.S.A. 18A:6-8.1.; 18A:6-8.2.; 18A:6-8.4.; 18A:42-4

N.J.S.A. 19:34-42

Green Township v. Rowe, Superior Court of New Jersey - Appellate Division
A-2528-98T5

Adopted:

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5460 HIGH SCHOOL GRADUATION

The Board of Education will recognize the successful completion of the secondary school instructional program by the award of a State-endorsed diploma certifying the student has met all State and local requirements for high school graduation in accordance with N.J.A.C. 6A:8-5.1 et seq. The Board will annually certify to the Executive County Superintendent each student who has been awarded a diploma and has met the requirements for graduation.

As defined in N.J.A.C. 6A:8-1.3, “credit” means the award for the equivalent of a class period of instruction, which meets for a minimum of forty minutes, one time per week during the school year or as approved through N.J.A.C. 6A:8-5.1(a)2 and A.1.b. below.

A. High School Graduation Requirements – N.J.A.C. 6A:8-5.1

1. For a State-endorsed diploma, the Board shall develop, adopt, and implement graduation requirements that prepare students for success in post-secondary degree programs, careers, and civic life in the 21st century, and that include the following:
 - a. A graduating student must have earned a minimum of one hundred twenty credits in courses designed to meet all of the New Jersey Student Learning Standards (NJSLS), including, but not limited to, the following credits:
 - (1) At least twenty credits in English language arts aligned to grade nine through twelve standards;
 - (2) At least 15 credits in mathematics, including Algebra I or the content equivalent; geometry or the content equivalent; and a third year of mathematics that builds on the concepts and skills of algebra and geometry and that prepares students for college and 21st century careers;



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- (3) At least fifteen credits in science, including at least five credits in laboratory biology/life science or the content equivalent; one additional laboratory/inquiry-based science course, which shall include chemistry, environmental science, or physics; and one additional laboratory/inquiry-based science course;
- (4) At least fifteen credits in social studies, including satisfaction of N.J.S.A. 18A:35-1 and 18A:35-2; five credits in world history; and the integration of civics, economics, geography, and global content in all course offerings;
- (5) At least three and three-quarters credits in financial, economic, business, and entrepreneurial literacy;
- (6) At least ten credits in health, safety, and physical education during each year of enrollment, distributed as one hundred fifty minutes per week, as required by N.J.S.A. 18A:35-5, 7, and 8;
- (7) At least ten credits in visual and performing arts;
- (8) At least two and one-half credits in world languages or student demonstration of proficiency as set forth in N.J.A.C. 6A:8-5.1(a)2ii(2) and A.1.b.(2)(b) below;
- (9) Technological literacy, consistent with the NJSLS, integrated throughout the curriculum;
- (10) At least five credits in 21st century life and careers, or career-technical education; and
- (11) Electives as determined by the high school program sufficient to total a minimum of 120 credits.



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- b. The 120-credit requirement set forth in N.J.A.C. 6A:8-5.1(a)1. and in A.1.a. above may be met in whole or in part through program completion of a range of experiences that enable students to pursue a variety of individualized learning opportunities, as follows:
- (1) The district shall establish a process to approve individualized student learning opportunities that meet or exceed the NJSLS.
 - (a) Individualized student learning opportunities in all NJSLS areas include, but are not limited to, the following:
 - (i) Independent study;
 - (ii) Online learning;
 - (iii) Study abroad programs;
 - (iv) Student exchange programs; and
 - (v) Structured learning experiences, including, but not limited to, work-based programs, internships, apprenticeships, and service learning experiences.
 - (b) Individualized student learning opportunities based upon specific instructional objectives aimed at meeting or exceeding the NJSLS shall:
 - (i) Be based on student interest and career goals as reflected in the Personalized Student Learning Plans;
 - (ii) Include demonstration of student competency;



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- (iii) Be certified for completion based on the district process adopted according to N.J.A.C. 6A:8-5.1(a)2.ii. and A.1.b.(2) below; and
 - (iv) Be on file in the school district and subject to review by the Commissioner of Education or designee.
- (c) Group programs based upon specific instructional objectives aimed at meeting or exceeding the NJSLS shall be permitted and shall be approved in the same manner as other approved courses.
- (2) The district shall establish a process for granting of credits through successful completion of assessments that verify student achievement in meeting or exceeding the NJSLS at the high school level, including standards achieved by means of the individualized student learning opportunities enumerated at N.J.A.C. 6A:8-5.1(a)2 and A.1.b. above. Such programs or assessments may occur all or in part prior to a student's high school enrollment; no such locally administered assessments shall preclude or exempt student participation in applicable Statewide assessments at grades three through twelve.
- (a) The district shall choose assessments that are aligned with or exceed the NJSLS and may include locally designed assessments.
 - (b) The district shall choose from among the following assessment options to determine if students have achieved the level of language proficiency designated as Novice-High as



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defined by the American Council on the Teaching of Foreign Languages (ACTFL) and recognized as fulfilling the world languages requirement of the NJSLS:

- (i) The Standards-based Measurement of Proficiency (STAMP) online assessment;
 - (ii) The ACTFL Oral Proficiency Interview (OPI) or the Modified Oral Proficiency Interview (MOPI); or
 - (iii) New Jersey Department of Education-approved locally designed competency-based assessments.
- (3) The district shall establish a process to approve post-secondary learning opportunities that may consist of Advanced Placement (AP) courses, College-Level Examination Program (CLEP), or concurrent/dual enrollment at accredited higher education institutions.
- (a) The district shall award credit for successful completion of an approved, accredited college course that assures achievement of knowledge and skills that meets or exceeds the NJSLS.
- c. Local student attendance requirements;



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- d. Any statutorily mandated requirements for earning a high school diploma;
- e. The requirement that all students demonstrate proficiency by achieving a passing score on the English Language Arts (ELA) and mathematics components of the State graduation proficiency test or through the alternative means at N.J.A.C. 6A:8-5.1(h) and A.7. below, if applicable, or for students who take the State graduation proficiency test but do not achieve a passing score through the alternative means set forth at N.J.A.C. 6A:8-5.1(g) and (i) and A.6. and A.8. below:
 - (1) Students in the graduating classes of 2019, 2020, 2021, and 2022 shall be required to demonstrate proficiency by achieving a passing score on the high school end-of-course PARCC assessments in ELA 10 and Algebra I or through alternative means set forth at N.J.A.C. 6A:8-5.1(f), (h), and (i) and A.5., A.7., and A.8. below.
- f. For students who have not demonstrated proficiency on the ELA and/or mathematics components of the State graduation proficiency test, the opportunity for the following will be provided:
 - (1) Remediation, pursuant to N.J.S.A. 18A:7C-3.; and
 - (2) One or more additional opportunities to demonstrate proficiency on the State graduation proficiency test, pursuant to N.J.S.A. 18A:7C-6; and
- g. Students graduating from an adult high school shall demonstrate proficiency in the ELA and mathematics components of the State graduation proficiency test, or through alternative means set forth at N.J.A.C. 6A:8-5.1(f) through (i) and A.5. through A.8. below.



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2. In the development of Personalized Student Learning Plans according to N.J.A.C. 6A:8-3.2(a), the district shall actively encourage all students who have otherwise met the requirements for high school graduation according to N.J.A.C. 6A:8-5.1(a)1 through 3 and A.1.a. through A.1.c. above, to include in their programs of study the following additional credits:
 - a. Five credits in mathematics during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
 - b. Five credits in a laboratory science during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
 - c. Five credits in social studies during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers; and
 - d. Five credits in world languages during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers.
3. The district shall provide to the Executive County Superintendent the district's graduation requirements each year they are evaluated through Quality Single Accountability Continuum (QSAC) and update the district's filed copy each time the graduation policy is revised.
4. The district shall provide each student entering high school and their parents with a copy of the district's requirements for a State-endorsed diploma and the programs available to assist students in attaining a State-endorsed diploma, in accordance with N.J.S.A. 18A:7C-5.
5. To ensure adequate transition to the new Statewide assessment systems, the district shall provide students in the graduating classes of 2018, 2019, 2020, 2021, and 2022 who have not demonstrated proficiency on the high school end-of-course PARCC assessments



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in ELA 10 and Algebra I with the opportunity to demonstrate competence through one of the alternative means set forth below:

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- a. For the graduating classes of 2018, 2019, 2020, 2021, and 2022, students who did not take the ELA 10 and the Algebra I end-of-course PARCC assessment or who take but do not achieve a passing score on both assessments, as required by N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above, may satisfy the State requirement to demonstrate proficiency in English language arts and/or mathematics in one of the following ways:
 - (1) Achieve a passing score, as determined by the Commissioner of Education, on a corresponding substitute competency test in English language arts and/or mathematics, as applicable, or substitute a passing score on another end-of-course PARCC assessment, including ELA 9, ELA 11, Geometry, or Algebra II; or
 - (2) Meet the criteria of the portfolio appeals process.
6. For students in the graduating classes of 2023, 2024, and 2025, the alternative means referenced at N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above shall be as follows:
 - a. Achieve a passing score, as determined by the Commissioner of Education and approved by the New Jersey State Board of Education, on a corresponding substitute competency test in English language arts and/or mathematics, as applicable; and/or
 - b. Demonstrate proficiency through the portfolio appeals process, pursuant to N.J.S.A. 18A:7C-3.
7. All English language learners (ELLs) shall satisfy the requirements for high school graduation, except ELLs may demonstrate they have attained State minimum levels of proficiency through passage of the portfolio appeals process in their native language, when available, and passage of a New Jersey Department of Education-approved, English fluency assessment.



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8. Students, including students with disabilities as defined in N.J.A.C. 6A:14-1.3 or eligible under Section 504 of the Rehabilitation Act who participate in the alternative assessment for students with disabilities, are not required to participate in repeated administrations of high school assessment components required at N.J.A.C. 6A:8-4.1(c).
 9. For students in the graduating classes of 2019, 2020, 2021, and 2022, the New Jersey Department of Education (NJDOE) shall consider high school end-of-course State assessments to be equivalent to the corresponding high school end-of-course PARCC assessments.
- B. High School Diplomas – N.J.A.C. 6A:8-5.2
1. The Board of Education shall award a State-endorsed high school diploma to prospective graduates who have met all of the requirements adopted in accordance with N.J.A.C. 6A:8-5.1(a), (c), or N.J.A.C. 6A:8-5.2(d) and A.1 above, C.1. below, or B.4. below.
 2. The Board shall not issue a high school diploma to any student not meeting the criteria specified in the rule provisions referenced in B.1. above.
 - a. The district shall provide students exiting grade twelve without a diploma the opportunity for continued high school enrollment to age twenty or until the requirements for a State-endorsed diploma have been met, whichever comes first.
 - b. The district shall allow any out-of-school individual to age twenty who has otherwise met all State and local graduation requirements but has failed to pass the State proficiency test to demonstrate proficiency through alternative means as set forth at N.J.A.C. 6A:8-5.1(a)6 through N.J.A.C. 6A:8-5.1(i) and in A.1.f. through A.8. above, as applicable, pursuant to the standards applicable to the student's graduating class. Students in graduating classes prior to 2018 shall demonstrate proficiency as set

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forth for the classes of 2018 through 2022 at N.J.A.C. 6A:8-5.1(f)1 and A.5.a. above. Upon certification of passing the test applicable to the student's class in accordance with N.J.A.C. 6A:8 and this Policy, a State-endorsed diploma shall be granted by the high school of record.

3. Pursuant to N.J.A.C. 6A:20-1.4, the Commissioner of Education shall award a State-issued high school diploma based on achieving the Statewide standard score on the General Education Development test (GED) or other adult education assessments to individuals age sixteen or older who are no longer enrolled in school and have not achieved a high school credential.
4. The Commissioner of Education shall award a State-issued high school diploma to individuals age sixteen or older and no longer enrolled in high school based on official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education. Included in the thirty general education credits must be a minimum of fifteen credits with at least three credits in each of the five general education categories as follows: English; mathematics; science; social science; and the humanities.
5. The Board shall award a State-endorsed high school diploma to any currently enrolled student, regardless of grade level, who:
 - a. Has demonstrated proficiency in the State graduation proficiency test, pursuant to N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above, or as set forth at N.J.A.C. 6A:8-5.1(g) and A.6. above:

(1) The Board shall award a State-endorsed high school diploma to any currently enrolled student in the graduating classes of 2019, 2020, 2021, and 2022 who has demonstrated proficiency in the high school end-of-course PARCC assessments in ELA10 and Algebra I, or as set forth in N.J.A.C. 6A:8-5.1(f) and in A.5. above;

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- b. Has presented official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education; and
 - c. Has formally requested such early award of a State-endorsed high school diploma.
- 6. Pursuant to N.J.S.A. 18A:7C-7 and 18A:7E-3, the Superintendent shall report annually to the Board at a public meeting not later than September 30, and to the Commissioner of Education:
 - a. The total number of students graduated;
 - b. The number of students graduated under the substitute competency test process;
 - c. The number of students graduated under the portfolio appeals process;
 - d. The number of students receiving State-endorsed high school diplomas as a result of meeting any alternate requirements for graduation as specified in their individualized education programs (IEP);
 - e. The total number of students denied graduation from the twelfth grade class; and
 - f. The number of students denied graduation from the twelfth grade class solely because of failure to pass the high school end-of-course PARCC assessments, the State graduation proficiency test, substitute competency tests, or portfolio appeals process based on the provisions of N.J.A.C. 6A:8.
- C. Students with Disabilities – N.J.A.C. 6A:8-5.1(c) and N.J.A.C. 6A:14-4.11
 - 1. Through the IEP process set forth at N.J.A.C. 6A:14-3.7 and pursuant to N.J.A.C. 6A:14-4.11, the Board may specify alternate requirements for a State-endorsed diploma for individual students with disabilities as defined at N.J.A.C. 6A:14-1.3.

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- a. The district shall specifically address any alternate requirements for graduation in a student's IEP, in accordance with N.J.A.C. 6A:14-4.11.
- b. The district shall develop and implement procedures for assessing whether a student has met the specified alternate requirements for graduation individually determined in an IEP.
2. The IEP of a student with a disability who enters a high school program shall specifically address the graduation requirements. The student shall meet the high school graduation requirements pursuant to N.J.A.C. 6A:8-5.1 and A. above, except as specified in the student's IEP. The IEP shall specify which requirements would qualify the student with a disability for the State-endorsed diploma issued by the Board responsible for the student's education.
3. Graduation with a State-endorsed diploma is a change of placement that requires written notice pursuant to N.J.A.C. 6A:14-2.3(f) and (g).
 - a. As part of the written notice, the parent shall be provided with a copy of the procedural safeguards statement published by the NJDOE.
 - b. As with any proposal to change the educational program or placement of a student with a disability, the parent may resolve a disagreement with the proposal to graduate the student by requesting mediation or a due process hearing prior to graduation.
 - c. In accordance with N.J.A.C. 6A:14-3.8(d), a reevaluation shall not be required.
 - d. When a student graduates or exceeds the age of eligibility, the student shall be provided a written summary of their academic achievement and functional performance prior to the date of the student's graduation or the conclusion of the school year in which the student exceeds the age of eligibility. The summary shall include recommendations to assist the student in meeting their postsecondary goals.

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4. If a student attends a school other than that of the school district of residence that is empowered to grant a diploma, the student shall have the choice of receiving the diploma of the school attended or the diploma of the school district of residence.
 - a. If the school the student is attending declines to issue a diploma to the student, the Board of the school district of residence shall issue the student a diploma if the student has satisfied all State and local graduation requirements, as specified in the student's IEP.
 5. If the Board grants an elementary school diploma, a student with a disability who fulfills the requirements of their IEP shall qualify for and receive a diploma.
 6. Students with disabilities who meet the standards for graduation according to N.J.A.C. 6A:14-4.11 and C. of this Policy shall have the opportunity to participate in graduation exercises and related activities on a nondiscriminatory basis.
- D. State Seal of Biliteracy – N.J.A.C. 6A:8-5.3
1. The Board may award a State Seal of Biliteracy to any student who has met all requirements in N.J.A.C. 6A:8-5.2 and B. above and demonstrates proficiency in the following:
 - a. One or more world languages via an approved assessment pursuant to N.J.A.C. 6A:8-5.3(f) and D.6. below during the student's next to last or final year of high school; and
 - (1) Pursuant to N.J.S.A. 18A:7C-15, a foreign language other than English also shall include, but not be limited to, American Sign Language, Latin, and Native American languages.
 - b. English language arts as set forth in N.J.A.C. 6A:8-5.1(a)6 and A.1.f. above.

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2. A Board that chooses to award the State Seal of Biliteracy shall incorporate the process into the developed, adopted, and implemented Policy 5460 – High School Graduation pursuant to N.J.A.C. 6A:8-5.1(a) and A.1. above, denoting participation in the voluntary program. A Board choosing to participate shall submit, in accordance with N.J.A.C. 6A:8-5.1(d) and A.3. above, a copy of Policy 5460 – High School Graduation that reflects the option for students to participate in the State Seal of Biliteracy.
3. The Board of Education shall charge a fee to the student for related assessments and transcript insignias.
4. The Board of Education shall do the following:
 - a. Provide the NJDOE with information regarding students who qualify for the State Seal of Biliteracy pursuant to N.J.A.C. 6A:8-5.3(a) and D.1. above;
 - b. Present each student who qualifies pursuant to D.1. above with a New Jersey Department of Education-issued certificate;
 - c. Include the Commissioner of Education-developed insignia on the student’s transcript; and
 - d. Maintain appropriate records to identify students who have earned the State Seal of Biliteracy.
5. The Board shall not award a State Seal of Biliteracy to any student who does not meet the criteria in N.J.A.C. 6A:8-5.3(a) and D.1. above and shall not include the Commissioner of Education-developed insignia on the student’s transcript.
6. A list of New Jersey Department of Education-approved, nationally recognized assessments and the Statewide scores necessary for a student to satisfy requirements for the State Seal of Biliteracy shall be set by a resolution approved by the New Jersey State Board of Education

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- a. If an approved assessment, pursuant to N.J.A.C. 6A:8-5.3(f) and D.6. above, does not exist for a particular language, the Board may administer a NJDOE-approved, locally designed proficiency-based assessment.]

N.J.S.A. 18A:7C-3; 18A:7C-5; 18A:7C-6, 18A:7C-7; 18A:7C-15; 18A:7E-3
18A:35-1; 18A:35-2; 18A:35-5; 18A:35-7; 18A:35-8
N.J.A.C. 6A:8-1.3; 6A:8-5.1 et seq.; 6A:14-1.3; 6A:14-2.3; 6A:14-3.7
6A:14-3.8; 6A:14-4.11; 6A:20-1.4

Adopted:



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Anti-Hazing
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5541 ANTI-HAZING

A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Hazing is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. The Board of Education prohibits acts of hazing and adopts this Policy against hazing in accordance with N.J.S.A. 18A:37-32.2. The provisions of this Policy apply to high school(s); middle school(s); and/or elementary school(s) in the school district.

"Hazing" in a school setting includes, but is not limited to, conduct by an individual(s) who is a member and/or representative of a school-sponsored student organization, club, or athletic team where such individual(s) conditions a student's acceptance as a member into such group on whether the student engages in activities that are humiliating, demeaning, intimidating, and exhausting to the student.

N.J.S.A. 2C:40-3.a. indicates hazing may also include, but is not limited to, the conduct outlined below:

1. An individual(s) causes, coerces, or otherwise induces a student to commit an act that violates Federal or State criminal law;
2. An individual(s) causes, coerces, or otherwise induces a student to consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm or is otherwise deleterious to the student's health;
3. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a physical nature, including, but not limited to, whipping, beating, branding, excessive calisthenics, or exposure to the elements;

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4. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a mental or emotional nature, including, but not limited to, activity adversely affecting the mental or emotional health or dignity of the individual, sleep deprivation, exclusion from social contact, or conduct that could result in extreme embarrassment;
5. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a sexual nature; or
6. An individual(s) subjects a student to any other activity that creates a reasonable likelihood of bodily injury to the student.

Board of Education members, school employees, and contracted service providers are required to report an alleged incident of hazing that may take place or has taken place on or off school grounds to the Principal or designee on the same day when the individual witnessed or received reliable information regarding such an incident. Students, parents, volunteers, or visitors are encouraged to report an alleged incident of hazing that may take place or has taken place on or off school grounds to the Principal or designee on the same day when the individual witnessed or received reliable information regarding any such incident.

Any report of an alleged incident of hazing shall be immediately investigated by the Principal or designee in accordance with procedures used to investigate alleged violations of the Student Discipline/Code of Conduct and Policy and Regulation 5600. A Principal or designee who receives a report of an alleged incident of hazing and fails to initiate or conduct an investigation and fails to minimize or eliminate the hazing may be subject to disciplinary action.

The Principal or designee may identify behavior when investigating an alleged incident of hazing indicating harassment, intimidation, or bullying (HIB) pursuant to N.J.S.A. 18A:37-14 et seq. – New Jersey Anti-Bullying Bill of Rights Act (ABR). If the Principal or designee identifies behavior indicating HIB, the Principal or designee shall ensure a separate investigation is conducted in accordance with the ABR and Policy 5512.

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The Superintendent or designee shall report to local law enforcement any hazing incident that rises to the level of mandatory reporting under the “Uniform Memorandum of Agreement Between Education Officials and Law Enforcement Officials” or any other agreement between local law enforcement and the school district pursuant to N.J.A.C. 6A:16-5.1(b).

Hazing that involves the participation of a coach, teacher, or other adult may constitute child abuse and shall be addressed in accordance with N.J.S.A. 18A:36-25 and Policy and Regulation 8462.

The Board shall enforce any penalty for violation of this Policy in accordance with the student code of conduct and Policy and Regulation 5600, or any other applicable Board Policy or Regulation. In accordance with N.J.S.A. 18A:37-32.3 appropriate penalties for a violation of this Policy may include, but are not limited to:

1. Withholding of diplomas or transcripts pending compliance with the rules;
2. Rescission of permission for the organization or group whose student member(s) are being penalized under this Policy, to operate on school property or to otherwise operate under the sanction or recognition of the school district; and
3. The imposition of probation, suspension, dismissal, or expulsion of a student member(s).

Any discipline instituted in response to a violation of this Policy may be in addition to discipline for a violation of Policy 5512, Policy and Regulation 5600, and any other applicable Board Policy and Regulation.

The school district shall ensure that students are informed of this Policy, including the rules, penalties, and program of enforcement under this Policy. This Policy shall be posted on the school district’s publicly accessible Internet website.

N.J.S.A. 18A:36-25; 18A:37-13.2; 18A:37-14 et seq.; 18A:37-32.2;
18A:37-32.3

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Bias Crimes and Bias-Related Acts

M

8465 BIAS CRIMES AND BIAS-RELATED ACTS

The Board of Education is committed to providing a safe and healthy environment for all children in the school district. Bias crimes and bias-related acts involving students can lead to further violence and retaliation. Bias crimes and bias-related acts, by their nature are confrontational, inflame tensions, and promote social hostility and will not be tolerated by the school district. School district employees will work closely with local law enforcement and the county prosecutor's office to report or eliminate the commission of bias crimes and bias-related acts.

Definitions

A "bias crime" means any criminal offense where the person or persons committing the offense acted with a purpose to intimidate an individual or group of individuals because of race;, color;, religion; gender; disability; sexual orientation; gender identity or expression; national origin; or ethnicity.

A "bias-related act" means an act directed at a person, group of persons, private property, or public property that is motivated in whole or in part by racial; gender; disability; religion; sexual orientation; gender identity or expression; national origin; or ethnic prejudice. A bias-related act need not involve conduct that constitutes a criminal offense.

All bias crimes are also bias-related acts, but not all bias-related acts will constitute a bias crime.

Required Actions

School employees shall immediately notify the Principal and the Superintendent or designee when in the course of their employment they develop reason to believe a bias crime or bias-related act has been committed or is about to be committed in accordance with N.J.A.C. 6A:16-6.3(e).

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Bias Crimes and Bias-Related Acts

The Superintendent or designee shall promptly notify the Ridgewood local police department and the bias investigation officer for the county prosecutor's office when a bias crime or bias-related act has been committed or is about to be committed in accordance with N.J.A.C. 6A:16-6.3(e)1.

The Superintendent or designee shall immediately notify the local police department and the bias investigation officer for the county prosecutor's office where there is reason to believe that a bias crime or bias-related act that ~~involves an act of violence~~ has been or is about to be physically committed against a student, or there is otherwise reason to believe that a life has been or will be threatened in accordance with N.J.A.C. 6A:16-6.3(e)2.

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It is understood a referral to the local police department or county prosecutor's office pursuant to the Memorandum of Agreement between Education and Law Enforcement Officials is only a transmittal of information that might be pertinent to a law enforcement investigation and is not an accusation or formal charge.

Unless the local police department or the county prosecutor's office request otherwise, the school district may continue to investigate a suspected bias crime or bias-related act occurring on school grounds and may take such actions as necessary and appropriate to redress and remediate any such acts.

School officials will secure and preserve any such graffiti or other evidence of a suspected bias crime or bias-related act pending the arrival of the local police department or the county prosecutor's office. The school officials, where feasible, will cover or conceal such evidence until the arrival of the local police department or county prosecutor's office.

N.J.S.A. 2C:16-1

N.J.A.C. 6A:16-6.1 ; 6A:16-6.2; 6A:16-6.3

State Memorandum of Agreement approved by the Department of Law & Public Safety and the Department of Education

Adopted:

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Administration of School Surveys
M

9560 ADMINISTRATION OF SCHOOL SURVEYS

The Board of Education believes the administration of school surveys may be necessary and valuable to the educational program in the school district. The Board recognizes certain student information is personal and some students or parents may not want this information shared with the school district. Therefore, the Board shall ensure school surveys are administered in accordance with N.J.S.A. 18A:36-34 and 18A:36-34.1 and this Policy.

A. School Surveys, Certain, Parental Consent Required Before Administration – N.J.S.A. 18A:36-34

1. Unless the school district receives prior written informed consent from a student's parent and provides for a copy of the document to be available for viewing at convenient locations and time periods, the school district shall not administer to a student any academic or nonacademic survey, assessment, analysis, or evaluation which reveals information concerning:
 - a. Political affiliations;
 - b. Mental and psychological problems potentially embarrassing to the student or the student's family;
 - c. Sexual behavior and attitudes;
 - d. Illegal, anti-social, self-incriminating, and demeaning behavior;
 - e. Critical appraisals of other individuals with whom a respondent has a close family relationship;
 - f. Legally recognized privileged or analogous relationships, such as lawyers, physicians, and ministers;

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Administration of School Surveys

- g. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under a program; or
 - h. Social security number.
2. The school district shall request prior written informed consent at least two weeks prior to the administration of the survey, assessment, analysis, or evaluation.
 3. A student shall not participate in any survey, assessment, analysis, or evaluation that concerns the issues listed in A.1. above and N.J.S.A. 18A:36-34.a. unless the school district has obtained prior written informed consent from the student's parent.
- B. Voluntary Survey for Students with Prior Parental Written Notification – N.J.S.A. 18A:36-34.1
1. In accordance with N.J.S.A. 18A:36-34.1 and notwithstanding, N.J.S.A. 18A:36-34 and A. above, or any other law, rule, or regulation to the contrary, if the school district sends prior written notification to the parent of the student, the school district may administer an anonymous, voluntary survey, assessment, analysis, or evaluation to the student which reveals information concerning any of the following issues:
 - a. Use of alcohol, tobacco, drugs, and vaping;
 - b. Sexual behavior and attitudes;
 - c. Behaviors that may contribute to intentional or unintentional injuries or violence; or
 - d. Physical activity and nutrition-related behaviors.

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Administration of School Surveys

2. Written notification provided by the school district to the parent of the student shall be delivered to the parent by regular mail, electronic mail, or a written acknowledgement form to be delivered by the student at least two weeks prior to administration of the survey, assessment, analysis, or evaluation. Written notification shall contain, at minimum, the following information:
 - a. A description of the survey, assessment, analysis, or evaluation;
 - b. The purpose for which the survey, assessment, analysis, or evaluation is needed;
 - c. The entities and persons that will have access to the information generated by the survey, assessment, analysis, or evaluation;
 - d. Specific instruction as to when and where the survey, assessment, analysis, or evaluation will be available for parental review prior to its administration;
 - e. The method by which the parent can deny permission to administer the survey, assessment, analysis, or evaluation to the student; a form specifically providing for such denial shall be included with this notice;
 - f. The names and contact information of persons to whom questions can be directed; and
 - g. A statement advising that failure to respond indicates approval of participation in the survey, assessment, analysis, or evaluation.

3. Information obtained through a survey, assessment, analysis, or evaluation administered to a student in accordance with N.J.S.A. 18A:36-34.1 and B. above, shall be submitted to the New Jersey Department of Education and the New Jersey Department of Health. Information may be used to develop public health initiatives and prevention programs. Information shall not be used for marketing or other commercial purposes that are not related to student health

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Administration of School Surveys

C. Violations – N.J.S.A. 18A:36-34.d.

A violation by the school district of N.J.S.A. 18A:36-34; 18A:36-34.1, and this Policy shall be subject to such monetary penalties as determined by the New Jersey Commissioner of Education.

D. Compliance with Federal Law

In addition to compliance with the provisions of N.J.S.A. 18A:36-34, 18A:36-34.1, and this Policy, the Superintendent or designee shall ensure compliance with the provisions of Policy 2415.05 – Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment before students are required to participate in a survey, analysis, evaluation, examination, testing, or treatment funded in whole or part by a program of the United States Department of Education that concerns one or more of the areas outlined in Policy 2415.05.

N.J.S.A. 18A:36-34; 18A:36-34.1

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Prevention and Treatment of Sports-Related
Concussions and Head Injuries**M**

R 2431.4 PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES

A concussion is a traumatic brain injury caused by a blow or motion to the head or body that disrupts the normal functioning of the brain and can cause significant and sustained neuropsychological impairments including, but not limited to, problem solving, planning, memory, and behavioral problems. Allowing a student to return to athletic competition or practice before recovering from a concussion increases the chance of a more serious brain injury. The following procedures shall be followed to implement N.J.S.A. 18A:40-41.1 et seq. and Policy 2431.4.

A. Athletic Head Injury Safety Training Program

1. The school district will adopt an athletic head injury safety training program.
2. The training program shall be completed by the school physician, any individual who coaches in an athletic competition, an athletic trainer involved in any athletic competition, and the school nurse.
3. This training program shall be in accordance with the guidance provided by the New Jersey Department of Education (NJDOE) and the requirements of N.J.S.A. 18A:40-41.2.

B. Prevention

1. The school district may require pre-season baseline testing of students before the student begins participation in athletic competition or practice. The baseline testing program shall be reviewed and approved by the school physician trained in the evaluation and management of sports-related concussions and other head injuries.
2. The Principal or designee will review educational information for students participating in athletic competition or practice on the prevention of concussions.
3. All school staff members, students participating in athletic competition or practice, and parents of students participating in athletic competition or practice shall be annually informed through the distribution of the NJDOE Concussion and Head Injury Fact Sheet and Parent/Guardian Acknowledgement Form and other communications from the Principal and coaches on the importance of early identification and treatment of concussions to improve recovery.



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Prevention and Treatment of Sports-Related
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- C. Signs or Symptoms of Concussion or Other Head Injury
1. Possible signs of concussions may be observed by coaches, athletic trainer, school or team physician, school nurse, or other school staff members. Possible signs of a concussion may be, but are not limited to:
 - a. Appearing dazed, stunned, or disoriented;
 - b. Forgetting plays or demonstrating short-term memory difficulty;
 - c. Exhibiting difficulties with balance or coordination;
 - d. Answering questions slowly or inaccurately; and/or
 - e. Losing consciousness.
 2. Possible symptoms of concussion shall be reported by the student participating in athletic competition or practice to coaches, athletic trainer, school or team physician, school nurse, and/or parent. Possible symptoms of a concussion may be, but are not limited to:
 - a. Headache;
 - b. Nausea/vomiting;
 - c. Balance problems or dizziness;
 - d. Double vision or changes in vision;
 - e. Sensitivity to light or sound/noise;
 - f. Feeling sluggish or foggy;
 - g. Difficulty with concentration and short-term memory;
 - h. Sleep disturbance; or
 - i. Irritability.



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Prevention and Treatment of Sports-Related
Concussions and Head Injuries

D. Medical Attention for a Student Suspected of a Concussion or Other Head Injury

1. A student who participates in athletic competition or practice and who sustains or is suspected of having sustained a concussion or other head injury while engaged in an athletic competition or practice shall be immediately removed from athletic competition or practice.
 - a. A staff member supervising the student during the athletic competition or practice shall immediately contact the school physician, athletic trainer, or school nurse to examine the student.
 - (1) The school physician, athletic trainer, or school nurse shall determine if the student has sustained or may have sustained a concussion or other head injury. The school physician, athletic trainer, or school nurse shall determine if emergency medical responders shall be called to athletic competition or practice.
 - (2) In the event the school physician, athletic trainer, or school nurse determine the student did not sustain a concussion or other head injury, the student shall not be permitted to participate in any further athletic competition or practice until written medical clearance is provided in accordance with E. below.
2. The staff member supervising a student who has been removed from athletic competition or practice in accordance with D.1. above or another staff member shall contact the student's parent and the Principal or designee as soon as possible after the student has been removed from the athletic competition or practice.
 - a. A parent shall monitor their student for symptoms of a concussion or other head injury upon receiving such notification.

E. Medical Examination and Written Medical Clearance

1. A student who was removed from athletic competition or practice in accordance with D.1. shall not participate in further athletic competition or practice until:
 - a. The student is examined by a physician or other licensed healthcare provider trained in the evaluation and management of concussions;
 - b. The student receives written medical clearance from a physician trained in the evaluation and management of concussions to return to competition or practice; and



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Prevention and Treatment of Sports-Related Concussions and Head Injuries

- c. The student returns to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities.
 2. The student's written medical clearance from a physician must indicate a medical examination has determined:
 - a. The student's injury was not a concussion or other head injury, the student is asymptomatic at rest, and the student may return to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities; or
 - b. The student's injury was a concussion or other head injury and the student's physician will monitor the student to determine when the student is asymptomatic at rest and when the student may return to regular school activities and is no longer experiencing symptoms of the injury while conducting those activities.
 3. The student's written medical clearance must be reviewed and approved by the school physician.
 4. The student may not begin the graduated return to athletic competition and practice protocol in F. below until the student receives a medical examination and provides the required written medical clearance.
 5. A written medical clearance not in compliance with the provisions of E. will not be accepted.
- F. Graduated Return to Athletic Competition and Practice Protocol
 1. The return of a student to athletic competition and practice shall be in accordance with the graduated, six-step "Return to Play Progression" recommendations and any subsequent changes or updates to those recommendations as developed by the Centers for Disease Control and Prevention.
 - a. Back to Regular Activities (Such as School)

The student is back to their regular activities (such as school) and has the green-light from the student's physician approved by the school physician to begin the return to play process. A student's return to regular activities involves a stepwise process. It starts with a few days of rest (two-three days) and is followed by light activity (such as short walks) and moderate activity (such as riding a stationary bike) that do not worsen symptoms.



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Prevention and Treatment of Sports-Related
Concussions and Head Injuries

- b. Light Aerobic Activity

Begin with light aerobic exercise only to increase the student's heart rate. This means about five to ten minutes on an exercise bike, walking, or light jogging. No weight lifting at this point.
 - c. Moderate Activity

Continue with activities to increase the student's heart rate with body or head movement. This includes moderate jogging, brief running, moderate-intensity stationary biking, and/or moderate-intensity weightlifting (less time and/or less weight from their typical routine).
 - d. Heavy, Non-Contact Activity

Add heavy non-contact physical activity, such as sprinting/running, high-intensity stationary biking, regular weightlifting routine, and/or non-contact sport-specific drills (in three planes of movement).
 - e. Practice and Full Contact

The student may return to practice and full contact (if appropriate for the athletic competition) in controlled practice.
 - f. Athletic Competition

The student may return to athletic competition or practice.
2. It is important for a student's parent(s) and coach(es) to watch for concussion symptoms after each day's "Return to Play Progression" activity. A student should only move to the next step if they do not have any new symptoms at the current step.
 3. If a student's symptoms return or if they develop new symptoms, this is a sign that a student is pushing too hard. The student should stop these activities and the student's health care provider should be contacted. After more rest and no concussion symptoms, a student can start at the previous step if approved by the student's healthcare provider and provides written medical clearance to the school physician.



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Prevention and Treatment of Sports-Related
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- G. Temporary Accommodations for Student's Participating in Athletic Competition with Sports-Related Head Injuries
1. The concussed brain is affected in many functional aspects as a result of the injury. Memory, attention span, concentration, and speed of processing significantly impact learning. Further, exposing the concussed student to the stimulating school environment may delay the resolution of symptoms needed for recovery. Accordingly, consideration of the cognitive effects in returning to the classroom is also an important part of the treatment of sports-related concussions and head injuries.
 2. To recover, cognitive rest is just as important as physical rest. Reading, studying, computer usage, testing, texting, and watching movies if a student is sensitive to light/sound can slow a student's recovery. The Principal or designee may look to address the student's cognitive needs as described below. Students who return to school after a concussion may need to:
 - a. Take rest breaks as needed;
 - b. Spend fewer hours at school;
 - c. Be given more time to take tests or complete assignments (all courses should be considered);
 - d. Receive help with schoolwork;
 - e. Reduce time spent on the computer, reading, and writing; and/or
 - f. Be granted early dismissal from class to avoid crowded hallways.

Adopted:



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Additional/Compensatory Special Education
and Related Services

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R 2460.30 ADDITIONAL/COMPENSATORY SPECIAL EDUCATION AND RELATED SERVICES

The Board of Education shall provide additional or compensatory special education and related services to students with disabilities beyond the age of twenty-one pursuant to N.J.S.A. 18A:46-6.3.

As used in N.J.A.C. 18A:46-6.3(h) and this Regulation, “parent” means the natural or adoptive parent, the legal guardian, resource family parent when willing to so serve, a surrogate parent, or a person acting in the place of a parent, such as a grandparent or stepparent with whom the student lives, or a person legally responsible for the student’s welfare. “Parent” shall also include an adult student who has attained the age of eighteen, who is not under legal guardianship, and who is entitled to receive special education and related services.

A. Additional Special Education and Related Services

1. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:
 - a. In the 2021-2022 school year, provide special education and related services contained in an Individualized Education Program (IEP) to a student with disabilities who attains the age of twenty-one during the 2020-2021 school year, provided the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2021-2022 school year.
 - (1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.a. and A.1. shall not be eligible to receive such education and services beyond June 30, 2022, unless otherwise provided in a student’s IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.
2. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:

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Additional/Compensatory Special Education
and Related Services

a. In the 2022-2023 school year, provide special education and related services contained in an IEP to a student with disabilities who attains the age of twenty-one during the 2021-2022 school year, provided the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2022-2023 school year.

(1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.b. and A.2. shall not be eligible to receive such education and services beyond June 30, 2023, unless otherwise provided in a student's IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.

3. Notwithstanding the provisions of N.J.S.A. 18A:46-6, N.J.S.A. 18A:46-8, or of any other law, rule, or regulation concerning the age of eligibility for special education and related services to the contrary, the Board shall:

a. In the 2023-2024 school year, provide special education and related services contained in an IEP to a student with disabilities who attains the age of twenty-one during the 2022-2023 school year, provided that the parent of the student and the IEP team determine that the student requires additional or compensatory special education and related services, including transition services, during the 2023-2024 school year.

(1) A student receiving special education and related services pursuant to N.J.S.A. 18A:46-6.3.c. and A.3. shall not be eligible to receive such education and services beyond June 30, 2024, unless otherwise provided in a student's IEP or as ordered by a hearing officer, complaint investigation, or court of competent jurisdiction.

B. Rights, Privileges, and Remedies

1. A student receiving special education and related services, including transition services, pursuant to N.J.S.A. 18A:46-6.3 and this Regulation shall be afforded the same rights, privileges, and remedies provided to students with disabilities pursuant to State law, New Jersey State Board of Education regulations concerning special education, and the Federal "Individuals with Disabilities Education Act," (IDEA) 20 USC §1400 et seq.



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2. Any disputes that arise with respect to the provision or nature of services provided to a student with disabilities in the additional year as provided in accordance with N.J.S.A. 18A:46-6.3.a., b. and c., and A. above may be addressed as determined by the parent of the student with disabilities, by either:
 - a. Mediation;
 - b. A written request for a complaint investigation submitted to the Director of the Office of Special Education Policy and Dispute Resolution in the New Jersey Department of Education; or
 - c. A special education due process hearing pursuant to IDEA, N.J.S.A. 18A:46, or administrative code.
- C. Funding
1. The special education and related services, including transition services, provided to students with disabilities pursuant to the provisions of N.J.S.A. 18A:46-6.3 and this Regulation, to the extent permitted by Federal law, be paid for from the monies received by the State or a school district under the Federal “Coronavirus Aid, Relief, and Economic Security (CARES) Act,” Pub.L.116-136, the Federal “Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act, 2021,” Pub.L.116-260, the Federal “American Rescue Plan (ARP) Act,” Pub.L.117-2, or any other Federal funding provided to address the impact of the coronavirus pandemic on elementary and secondary schools as it becomes available.
 2. To the extent the Federal funds described in N.J.S.A. 18A:46-6.3.e.(1) and C.1. above do not cover the costs borne by the school district to provide the special education and related services, including transition services, to students with disabilities pursuant to the provisions of N.J.S.A. 18A:46-6.3 and this Regulation, the State of New Jersey shall appropriate funds as necessary from the Property Tax Relief Fund to reimburse the school district for these costs.
 3. The special education and related services funded pursuant to the provisions of N.J.S.A. 18A:46-6.3.e. may include, but are not limited to, the additional staff, programs, and facilities deemed necessary by the school district to provide the special education and related services, including transition services, required under N.J.S.A. 18A:46-6.

Adopted:



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R 2622 STUDENT ASSESSMENT

- A. Statewide Assessment System – N.J.A.C. 6A:8-4.1
1. The school district shall, according to a schedule prescribed by the Commissioner of Education, administer the applicable Statewide assessments, including the following major components: the elementary assessment component for grades three through five; the middle school assessment component for grades six through eight; the high school assessment component; and the alternative State assessment for students with disabilities; and provide notification to each student entering grades three through twelve of the Statewide assessment schedule.
 2. Pursuant to N.J.A.C. 6A:8-4.1(c), all students at grade levels three through twelve, and at any other grade(s) designated by the Commissioner of Education pursuant to N.J.A.C. 6A:8-4.1(a), shall take all appropriate Statewide assessments as scheduled.
 - a. The school district shall provide all appropriate accommodations or modifications to the Statewide assessment system as specified by the New Jersey Department of Education (NJDOE) for English language learners (ELLs) and students with disabilities as defined in N.J.A.C. 6A:14-1.3 or eligible under Section 504 of the Rehabilitation Act as specified in a student's Individualized Education Program (IEP) or 504 plan in accordance with N.J.A.C. 6A:8-4.1(d)1.
 - (1) The school district may administer the Statewide assessments in mathematics to ELLs in their native language, when available, and/or English.
 - (2) The school district shall have the option for a first-year ELL of substituting a NJDOE-approved language proficiency test only for the English language arts component of the Statewide assessment, when the student has entered the United States after June 1 of the calendar year prior to the test administration.
 - b. The school district shall ensure students with disabilities as defined in N.J.A.C. 6A:14-1.3 participate in Statewide assessments in accordance with N.J.A.C. 6A:14-4.10.



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Student Assessment

- c. At specific times prescribed by the Commissioner of Education, the school district shall administer the alternative State assessment for students with disabilities to students with severe disabilities who cannot participate in other assessments due to the severity of their disabilities in accordance with N.J.A.C. 6A:8-4.1(d)3.
 - d. The school district shall implement alternative ways for students to demonstrate graduation proficiency in accordance with N.J.A.C. 6A:8-5.1(a)6, (f), (g), (h), or (i), as applicable.
 - 3. Test Administration Procedures and Security Measures
 - a. The school district shall be responsible for ensuring the security of all components of the Statewide assessment system that are administered within the school district.
 - b. All Statewide assessments shall be administered in accordance with the NJDOE's required test administration procedures and security measures.
 - c. Any breach of such procedures or measures shall be immediately reported to the Superintendent or designee.
- B. Documentation of Student Achievement – N.J.A.C. 6A:8-4.2
 - 1. After each test administration, the NJDOE shall provide the Superintendent the following:
 - a. Rosters of student performance in each content area;
 - b. Individual student reports; and
 - c. School and school district summary data, including school and school district means, numbers tested, and percent achieving at each performance level.
 - (1) The school district summary data shall be aggregated and disaggregated, and school summary data shall be disaggregated, for students with disabilities as defined in N.J.A.C. 6A:14-1.3 and for ELLs.



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2. The school district shall transmit within ten business days any official records, including transcripts, of students who transfer to other school districts or institutions.
 3. The school district shall maintain an accurate record of each student's performance on Statewide assessments.
 4. The school district shall maintain for every student a ninth grade through graduation transcript that contains the following, as available:
 - a. Results of all applicable State assessments, including assessments that satisfy graduation requirements set forth at N.J.A.C. 6A:8-5.1(a)6;
 - b. Results of any English language proficiency assessments according to N.J.A.C. 6A:8-5.1(h);
 - c. Evidence of instructional experience and performance in the New Jersey Student Learning Standards (NJSLS);
 - d. Evidence of technological literacy;
 - e. Evidence of career education instructional experiences and career development activities;
 - f. Evidence of State-issued occupational licenses and credentials, industry-recognized occupational credentials, and/or technical skill assessments for students enrolled in NJDOE-approved career and technical education programs pursuant to N.J.A.C. 6A:19-3.2; and
 - g. Any other information deemed appropriate by the school district.
- C. Accountability – N.J.A.C. 6A:8-4.3
1. The Superintendent shall report final results of annual assessments to the Board and members of the public at a public meeting within sixty days of receipt of the information from the NJDOE.
 2. The Superintendent shall provide educators, parents, and students with results of annual assessments as required under N.J.A.C. 6A:8-4.2(a) and B.1. above, within thirty days of receipt of information from the NJDOE.



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3. The school district shall provide appropriate instruction to improve skills and knowledge for students performing below the established levels of student proficiency in any content area either on the Statewide or local assessments.
 4. All students shall be expected to demonstrate the knowledge and skills of the NJSLS as measured by the Statewide assessment system.
- D. Annual Review and Evaluation of School Districts – N.J.A.C. 6A:8-4.4
1. The NJDOE shall review the performance of schools and school districts by using a percent of students performing at the proficient level as one measure of annual measurable objective (AMO) and incorporating a progress criterion indicative of systemic reform.
 - a. The review shall include the performance of all students, including students with disabilities as defined by N.J.A.C. 6A:14-1.3, students from major racial and ethnic groups, economically disadvantaged students, and ELLs.
 - b. The review shall take place at each grade level in which Statewide assessments are administered, using the AMO targets.
- E. Public Reporting – N.J.A.C. 6A:8-4.5
1. In accordance with the requirements of N.J.A.C. 6A:8-4.5, the NJDOE shall report annually to the New Jersey State Board of Education and the public on the progress of all students and student subgroups in meeting the NJSLS as measured by the Statewide assessment system by publishing and distributing the NJDOE’s annual New Jersey School Report Card in accordance with N.J.S.A. 18A:7E-2 through 5.
 2. After each test administration, the NJDOE shall report to the Board on the performance of all students and of student subgroups.
- F. Parental Notification
- Parents shall be informed of the school district assessment system and of any special tests that are to be administered to their children.

Adopted:



REGULATION

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Bias Crimes and Bias-Related Acts

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R 8465 BIAS CRIMES AND BIAS-RELATED ACTS

A. Definitions

1. A bias crime means any criminal offense where the person or persons committing the offense acted with a purpose to intimidate an individual or group of individuals because of race; color; religion; gender; disability; sexual orientation; gender identity or expression; national origin; or ethnicity.
2. A bias-related act means an act directed at a person, group of persons, private property, or public property that is motivated in whole or in part by racial; gender; disability; religion; sexual orientation; gender identity or expression; national origin; or ethnic prejudice. A bias-related act need not involve conduct that constitutes a criminal offense.
3. All bias crimes are also bias-related acts, but not all bias-related acts will constitute a bias crime.

B. Procedure For Reporting Bias Crimes and Bias-Related Acts

1. A school employee shall immediately notify the Principal and the Superintendent or designee when in the course of their employment, they develop reason to believe that:
 - a. A bias crime or a bias-related act has been committed or is about to be committed on school grounds;
 - b. A bias crime or a bias-related act has been or is about to be committed by student on or off school grounds, and whether such offense was or is to be committed during operating school hours; or
 - c. A student enrolled in the school has been or is about to become the victim of a bias crime or bias-related act on or off school grounds, or during operating school hours.
2. The Superintendent or designee shall promptly notify the local police department and the bias investigation officer for the county prosecutor's office when a bias crime or bias-related act has been committed or is about to be committed on school grounds, or has been or is about to be committed by a student on or off school grounds, and whether such offense was or is to be committed during operating school hours, or a student enrolled in the school has been or is about to become the victim of a bias crime or bias-related act on or off school grounds, or during operating school hours.



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Bias Crimes and Bias-Related Acts

3. The Superintendent or designee shall immediately notify the local police department and the bias investigation officer for the county prosecutor's office where there is reason to believe a bias crime or bias-related act that involves an act of violence has been or is about to be physically committed against a student, or there is otherwise reason to believe a life has been or will be threatened.
- C. Nature of Referral
1. The mandatory referral for suspected or committed bias crimes and bias-related acts as described in N.J.A.C. 6A:16-6.3(e) and this Regulation is only a request to the law enforcement agencies to conduct an investigation and is nothing more than the transmittal of information which may be pertinent to any such law enforcement investigation.
- D. Concurrent Jurisdiction
1. Unless the local police department or the county prosecutor's office request otherwise, school officials may continue to investigate a suspected bias crime or bias-related act occurring on school grounds and may take such actions as necessary and appropriate to redress and remediate any such acts.
 2. School officials will immediately discontinue any ongoing school investigation if the local police department or the county prosecutor's office believe the school investigation could jeopardize an on-going law enforcement investigation or otherwise endanger the public safety.
 - a. Upon notice provided in D.2. above, school officials will take no further action without providing notice to and receiving the assent of the local police department or the county prosecutor's office.
- E. Preservation of Evidence
1. School officials will secure and preserve any such graffiti or other evidence of a suspected bias crime or bias-related act pending the arrival of the local police department or the county prosecutor's office.
 2. The school officials, when feasible, will cover or conceal such evidence until the arrival of the local police department or county prosecutor's office in a manner designed to minimize the harm and continued exposure to students by such evidence.

Issued:



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Accommodations for Students

2416.01 POSTNATAL ACCOMMODATIONS FOR STUDENTS

The Board of Education recognizes students may be returning to school shortly after their child's birth and may need to breastfeed their child or to express breast milk during the school day. The school district will accommodate a student who wants to breastfeed or express breast milk while attending school in the district.

A student shall be permitted to breastfeed their child or to express breast milk while attending school in accordance with a schedule provided by the student to the school nurse, who shall consult with the Principal or designee. The district encourages the student develop a schedule that does not impact a student's instructional time and encourages a student to schedule such time to breastfeed or to express breast milk during study hall time, lunch time, or other non-instructional times of the school day. The student may bring to school a breast pump and any other equipment necessary to express breast milk on school grounds. The student shall not incur an academic penalty for using any reasonable accommodations offered to the student and shall be provided the opportunity to make up any work missed due to such use.

The Principal or designee, in consultation with the school nurse, will designate a lactation/breastfeeding room that is shielded from view and free from intrusion by other students, staff members, and the public. The location must be functional as a space for breastfeeding or expressing breast milk and shall include an electrical outlet, a chair, and nearby access to running water. Expressed breast milk may be stored in a refrigerator in the school building or in the student's personal cooler. If the space is not a dedicated lactation/breastfeeding room, it must be available when needed. A space temporarily converted into a lactation/breastfeeding room or made available when needed by the student is sufficient; however, a bathroom, even if private, is not a permissible location. A student opting to breastfeed their child in the lactation/breastfeeding room will be responsible to make arrangements for their child to be brought to the school in accordance with a time schedule agreed to by the Principal or designee.

All staff members will assist in providing a positive atmosphere of support for students who are returning to school after the birth of their child. Conduct by a staff member or student that reasonably interferes with a student's performance in school; creates an intimidating, hostile, or offensive environment for a student



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Postnatal Accommodations for Students

that is complying with the provisions of this Policy; or that inhibits a student's ability to breastfeed their child or express breast milk while in school will not be tolerated.

The Principal shall ensure Policy 2416.01 is distributed to pregnant students and students who are returning to school after the birth of their child.

N.J.S.A. 26:4C-1; 26:4C-2; 26:4C-3

Adopted:



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Student Intervention and Referral Services

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2417 STUDENT INTERVENTION AND REFERRAL SERVICES

The Board of Education directs the establishment and implementation in each school building in which general education students are served, a coordinated system for planning and delivering intervention and referral services designed to assist students who are experiencing learning, behavior, or health difficulties, and to assist staff who have difficulties in addressing students' learning, behavior, or health needs in accordance with the requirements of N.J.A.C. 6A:16-8.1 and 6A:16-8.2. The Board of Education shall choose the appropriate multidisciplinary team approach, such as the Response to Intervention (RTI) or a Multi-Tiered System of Support (MTSS) model for planning and delivering the services required under N.J.A.C. 6A:16-8.

Students who are experiencing learning, behavior, or health difficulties shall be referred to the school's Intervention and Referral Services (I&RS) Team.

The intervention and referral services shall be provided to support students in the general education program and may be provided for students who have been determined to need special education programs and services pursuant to N.J.A.C. 6A:16-8.1(a). The intervention and referral services provided for students who have been determined to need special education programs and services shall be coordinated with the student's Individualized Education Program Team, as appropriate. Child Study Team members and, to the extent appropriate, specialists in the area of disability may participate on intervention and referral services teams, pursuant to N.J.A.C. 6A:14-3.1(d)6.

The functions of the system of intervention and referral services in each school building which general education students are served shall be pursuant to N.J.A.C. 6A:16-8.2(a) and as outlined in Regulation 2417.

Records of all requests for assistance, all intervention and referral services action plans, and all related student information shall be maintained in accordance with Federal and State laws and regulations and New Jersey administrative code pursuant to N.J.A.C. 6A:16-8.2(a)9.



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Student Intervention and Referral Services

The I&RS Team in each school building shall review and assess the effectiveness of each intervention and referral services action plan in achieving the identified outcomes, and modify each action plan to achieve the outcomes, as appropriate.

At a minimum, the I&RS Team shall annually review the intervention and referral services action plans and the actions taken as a result of the building's system of intervention and referral services, and make recommendations to the Principal for improving school programs and services, as appropriate.

At the end of the school year, the Principal shall, in consultation with the I&RS Team, develop a report on the concerns and issues identified by the I&RS Team and the effectiveness of the services provided in achieving the outcomes identified in the intervention and referral services action plans. This report shall be provided to the Superintendent of Schools.

N.J.A.C. 6A:14; 6A:16-8.1; 6A:16-8.2

Adopted:



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RIDGEWOOD BOARD OF EDUCATION

TEACHING STAFF MEMBERS

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for Cause

3161 EXAMINATION FOR CAUSE

The Board of Education may require the physical and/or psychiatric examination of any teaching staff member who shows evidence of deviation from normal physical or mental health in accordance with N.J.A.C. 6A:32-6.3(b).

The Superintendent shall require a physical and/or psychiatric examination on a teaching staff member whenever, in the judgment of the Superintendent, a teaching staff member shows evidence of deviation from normal physical or mental health, to determine the teaching staff member's physical and mental fitness to perform with reasonable accommodation the position the teaching staff member currently holds, or to detect any health risks to students and other employees.

A teaching staff member that is required to undergo a physical and/or psychiatric examination shall be provided a written statement of reasons for the required examination(s) and notice the teaching staff member has the right to request a hearing with the Board. The hearing shall be conducted in accordance with the provisions of N.J.S.A. 18A:25-7 and will offer the teaching staff member the opportunity to appear before the Board to refute the reasons for the required examination(s), provided any such hearing is requested by the teaching staff member in writing within five working days of the teaching staff member's receipt of the written statement of reasons. A teaching staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the teaching staff member failed to timely request a hearing before the Board or failed to persuade the Board at the hearing that the teaching staff member should not be required to submit to the appropriate examination(s). The Board's determination at the conclusion of such a hearing is appealable to the Commissioner of Education pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4 – Appeals pursuant to N.J.A.C. 6A:32-6.3(b)2.

The Board shall bear the cost of the examination if the examination is performed by a physician or institution designated by the Board. The examination may be performed by a physician or institution of the teaching staff member's own choosing, approved by the Board, and at the teaching staff member's own expense in accordance with N.J.S.A. 18A:16-3 and N.J.A.C. 6A:32-6.3.



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RIDGEWOOD BOARD OF EDUCATION

TEACHING STAFF MEMBERS

3161/page 2 of 2 Examination
for Cause

If the teaching staff member submits names of physicians or institutions to the Board for consideration to complete the appropriate examination(s) the Board is not required to designate the physician or institution submitted for consideration by the teaching staff member, but shall not act unreasonably in withholding its approval of the physician or institution. The Board shall require the teaching staff member to authorize the release of the examination results to the Superintendent.

If the results of any such examination indicate mental abnormality or communicable disease, the teaching staff member shall be ineligible for further service until proof of recovery, satisfactory to the Board, is furnished, but if the teaching staff member is under contract or has tenure, they may be granted sick leave with compensation as provided by law and shall, upon satisfactory recovery, be permitted to complete the term of their contract, if they are under contract, or be reemployed with the same tenure as they possessed at the time their services were discontinued, if they have tenure, unless their absence shall exceed a period of two years in accordance with N.J.S.A. 18A:16-4.

In order to return to work, the teaching staff member must submit to an appropriate examination and submit the results of the examination to the Superintendent. The examination must be conducted by a physician or institution upon which the Board and teaching staff member confer and agree. If the physician or institution conducting the examination is conducted by the Board's choice, the cost shall be borne by the Board; if the physician or institution conducting the examination is conducted by the teaching staff member's choice, the cost shall be borne by the teaching staff member.

A teaching staff member who refuses to submit to the examination required by this Policy and has exhausted the hearing procedures established by law and this Policy shall be subject to discipline, which may include, but not limited to, termination or certification of tenure charges to the Commissioner of Education, as applicable.

42 U.S.C.A. 12101

N.J.S.A. 18A:6-10; 18A:16-2; 18A:16-3; 18A:16-4; 18A:25-7;
18A:28-5; 18A:30-1 et seq.

N.J.A.C. 6A:32-6.2; 6A:32-6.3

Adopted:



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RIDGEWOOD BOARD OF EDUCATION

SUPPORT STAFF MEMBERS
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Examination for Cause

4161 EXAMINATION FOR CAUSE

The Board of Education may require the physical and/or psychiatric examination of any support staff member who shows evidence of deviation from normal physical or mental health in accordance with N.J.A.C. 6A:32-6.3(b).

The Superintendent shall require a physical and/or psychiatric examination on a support staff member whenever, in the judgment of the Superintendent, a support staff member shows evidence of deviation from normal physical or mental health, to determine the support staff member's physical and mental fitness to perform with reasonable accommodation the position the support staff member currently holds, or to detect any health risks to students and other employees.

A support staff member that is required to undergo a physical and/or psychiatric examination shall be provided a written statement of reasons for the required examination(s) and notice the support staff member has the right to request a hearing with the Board. The hearing shall be conducted in accordance with the provisions of N.J.S.A. 18A:25-7 and will offer the support staff member the opportunity to appear before the Board to refute the reasons for the required examination(s), provided any such hearing is requested by the support staff member in writing within five working days of the support staff member's receipt of the written statement of reasons. A support staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the support staff member failed to timely request a hearing before the Board or failed to persuade the Board at the hearing that the support staff member should not be required to submit to the appropriate examination(s). The Board's determination at the conclusion of such a hearing is appealable to the Commissioner of Education pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4 – Appeals pursuant to N.J.A.C. 6A:32-6.3(b)2.

The Board shall bear the cost of the examination if the examination is performed by a physician or institution designated by the Board. The examination may be performed by a physician or institution of the support staff member's own choosing, approved by the Board, and at the support staff member's own expense in accordance with N.J.S.A. 18A:16-3 and N.J.A.C. 6A:32-6.3.

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SUPPORT STAFF MEMBERS

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Examination for Cause

If the support staff member submits names of physicians or institutions to the Board for consideration to complete the appropriate examination(s) the Board is not required to designate the physician or institution submitted for consideration by the support staff member, but shall not act unreasonably in withholding its approval of the physician or institution. The Board shall require the support staff member to authorize the release of the examination results to the Superintendent.

If the results of any such examination indicate mental abnormality or communicable disease, the support staff member shall be ineligible for further service until proof of recovery, satisfactory to the Board, is furnished, but if the support staff member is under contract or has tenure, they may be granted sick leave with compensation as provided by law and shall, upon satisfactory recovery, be permitted to complete the term of their contract, if they are under contract, or be reemployed with the same tenure as they possessed at the time their services were discontinued, if they have tenure, unless their absence shall exceed a period of two years in accordance with N.J.S.A. 18A:16-4.

In order to return to work, the support staff member must submit to an appropriate examination and submit the results of the examination to the Superintendent. The examination must be conducted by a physician or institution upon which the Board and support staff member confer and agree. If the physician or institution conducting the examination is conducted by the Board's choice, the cost shall be borne by the Board; if the physician or institution conducting the examination is conducted by the support staff member's choice, the cost shall be borne by the support staff member.

A support staff member who refuses to submit to the examination required by this Policy and has exhausted the hearing procedures established by law and this Policy shall be subject to discipline, which may include, but not limited to, termination or certification of tenure charges to the Commissioner of Education, as applicable.

42 U.S.C.A. 12101

N.J.S.A. 18A:6-10; 18A:16-2; 18A:16-3; 18A:16-4; 18A:25-7;
18A:28-5; 18A:30-1 et seq.

N.J.A.C. 6A:32-6.2 ; 6A:32-6.3

Adopted:



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STUDENTS
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Harassment, Intimidation, and Bullying
M

5512 HARASSMENT, INTIMIDATION, AND BULLYING

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The Board of Education prohibits acts of harassment, intimidation, or bullying of a student. A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. Harassment, intimidation, or bullying is unwanted, aggressive behavior that may involve a real or perceived power imbalance. Since students learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation, or bullying.

For the purposes of this Policy, the term "parent," pursuant to N.J.A.C. 6A:16-1.3, means the natural parent(s); adoptive parent(s);- legal guardian(s);- foster parent(s);- or parent surrogate(s) of a student. When parents are separated or divorced, "parent" means the person or agency which has legal custody of the student, as well as the natural or adoptive parent(s) of the student, provided parental rights have not been terminated by a court of appropriate jurisdiction.



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B. Harassment, Intimidation, and Bullying Definition

“Harassment, intimidation, or bullying” means any gesture, any written, verbal or physical act, or any electronic communication, as defined in N.J.S.A. 18A:37-14, whether it be a single incident or a series of incidents that:

1. Is reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic;
2. Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3;
3. Substantially disrupts or interferes with the orderly operation of the school or the rights of other students; and that
 - a. A reasonable person should know, under the circumstances, that the act(s) will have the effect of physically or emotionally harming a student or damaging the student’s property, or placing a student in reasonable fear of physical or emotional harm to their person or damage to their property; or
 - b. Has the effect of insulting or demeaning any student or group of students; or
 - c. Creates a hostile educational environment for the student by interfering with a student’s education or by severely or pervasively causing physical or emotional harm to the student.

Schools are required to address harassment, intimidation, and bullying occurring off school grounds, when there is a nexus between the harassment, intimidation, and bullying and the school (e.g., the harassment, intimidation, or bullying substantially disrupts or interferes with the orderly operation of the school or the rights of other students).



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“Electronic communication” means a communication transmitted by means of an electronic device, including, but not limited to: a telephone, cellular phone, computer, or pager.

C. Student Expectations

The Board expects students to conduct themselves in keeping with their levels of development, maturity and demonstrated capabilities with proper regard for the rights and welfare of other students and school staff, the educational purpose underlying all school activities and the care of school facilities and equipment consistent with the Code of Student Conduct.

The Board believes that standards for student behavior must be set cooperatively through interaction among the students, parents, school employees, school administrators, school volunteers, and community representatives, producing an atmosphere that encourages students to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for school district and community property on the part of students, staff, and community members.

Students are expected to behave in a way that creates a supportive learning environment. The Board believes the best discipline is self-imposed, and it is the responsibility of staff to use instances of violations of the Code of Student Conduct as opportunities to help students learn to assume and accept responsibility for their behavior and the consequences of their behavior. Staff members who interact with students shall apply best practices designed to prevent student conduct problems and foster students’ abilities to grow in self-discipline.

The Board expects that students will act in accordance with the student behavioral expectations and standards regarding harassment, intimidation, and bullying, including:

1. Student responsibilities (e.g., requirements for students to conform to reasonable standards of socially accepted behavior; respect the person, property and rights of others; obey constituted authority; and respond to those who hold that authority);
2. Appropriate recognition for positive reinforcement for good conduct, self-discipline, and good citizenship;



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3. Student rights; and
4. Sanctions and due process for violations of the Code of Student Conduct.

Pursuant to N.J.S.A. 18A:37-15(a) and N.J.A.C. 6A:16-7.1(a)1, the district has involved a broad-base of school and community members, including parents, students, instructional staff, student support services staff, school administrators, and school volunteers, as well as community organizations, such as faith-based, health and human service, business and law enforcement, in the development of this Policy. Based on locally determined and accepted core ethical values adopted by the Board, pursuant to N.J.A.C. 6A:16-7.1(a)2, the Board must develop guidelines for student conduct pursuant to N.J.A.C. 6A:16-7.1. These guidelines for student conduct will take into consideration the developmental ages of students, the severity of the offenses and students' histories of inappropriate behaviors, and the mission and physical facilities of the individual school(s) in the district. This Policy requires all students in the district to adhere to the rules established by the school district and to submit to the remedial and consequential measures that are appropriately assigned for infractions of these rules.

Pursuant to N.J.A.C. 6A:16-7.1, the Superintendent must annually provide to students and their parents the rules of the district regarding student conduct. Provisions shall be made for informing parents whose primary language is other than English.

The district prohibits active or passive support for acts of harassment, intimidation, or bullying. Students are encouraged to support other students who:

1. Walk away from acts of harassment, intimidation, and bullying when they see them;
2. Constructively attempt to stop acts of harassment, intimidation, or bullying;
3. Provide support to students who have been subjected to harassment, intimidation, or bullying; and
4. Report acts of harassment, intimidation, and bullying to the designated school staff member.



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D. Consequences and Appropriate Remedial Actions

The Board of Education requires its school administrators to implement procedures that ensure both the appropriate consequences and remedial responses for students who commit one or more acts of harassment, intimidation, or bullying, consistent with the Code of Student Conduct. The following factors, at a minimum, shall be given full consideration by school administrators in the implementation of appropriate consequences and remedial measures for each act of harassment, intimidation, or bullying by students.

Consequences – Students

Consequences for a student who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion of students, as set forth in the Board's approved Code of Student Conduct pursuant to N.J.A.C. 6A:16-7.1. Consequences for a student who commits an act of harassment, intimidation, or bullying are those that are varied and graded according to the nature of the behavior; the nature of the student's disability, if any, and to the extent relevant; the developmental age of the student; and the student's history of problem behaviors and performance consistent with the Board's approved Code of Student Conduct and N.J.A.C. 6A:16-7, Student Conduct. The use of negative consequences should occur in conjunction with remediation and not be relied upon as the sole intervention approach.

Factors for Determining Consequences – Student Considerations

1. Age, developmental and maturity levels of the parties involved and their relationship to the school district;
2. Degrees of harm;
3. Surrounding circumstances;
4. Nature and severity of the behavior(s);
5. Incidences of past or continuing patterns of behavior;
6. Relationships between the parties involved; and
7. Context in which the alleged incidents occurred.



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Factors for Determining Consequences – School Considerations

1. School culture, climate, and general staff management of the learning environment;
2. Social, emotional, and behavioral supports;
3. Student-staff relationships and staff behavior toward the student;
4. Family, community, and neighborhood situation; and
5. Alignment with Board policy and regulations/procedures.

Examples of Consequences

1. Admonishment;
2. Temporary removal from the classroom;
3. Deprivation of privileges;
4. Classroom or administrative detention;
5. Referral to disciplinarian;
6. In-school suspension;
7. Out-of-school suspension (short-term or long-term);
8. Reports to law enforcement or other legal action; or
9. Expulsion.

In accordance with N.J.S.A. 18A:37-15.b.(4), the consequences for a student who commits an act of harassment, intimidation, or bullying may vary depending on whether it is the first act of harassment, intimidation, or bullying by a student, the second act, or third or subsequent acts. If it is the third or subsequent act of harassment, intimidation, or bullying by a student, the Principal, in consultation with appropriate school staff, shall develop an individual student intervention plan which shall be approved by the Superintendent or designee, and may require the student, accompanied by a parent, to complete in a satisfactory manner a class or training program to reduce harassment, intimidation, or bullying behavior.

Appropriate Remedial Actions – Students

Appropriate remedial action for a student who commits an act of harassment, intimidation, or bullying that takes into account the nature of the behavior; the nature of the student's disability, if any, and to the extent relevant; the developmental age of the student; and the student's history of



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problem behaviors and performance. The appropriate remedial action may also include a behavioral assessment or evaluation including, but not limited to, a referral to the Child Study Team as appropriate; and supportive interventions and referral services, including those at N.J.A.C. 6A:16-8.

1. School culture, climate, and general staff management of the
- 2.
3. Student-staff relationships and staff behavior toward the student;
5. Alignment with Board policy and regulations/procedures.

Factors for Determining Remedial Measures

Personal

1. Life skill deficiencies;
2. Social relationships;
3. Strengths;
4. Talents;
5. Interests;
6. Hobbies;
7. Extra-curricular activities;
8. Classroom participation;
9. Academic performance; and
10. Relationship to students and the school district.

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Environmental

1. School culture;
2. School climate;
3. Student-staff relationships and staff behavior toward the student;
4. General staff management of classrooms or other educational environments;
5. Staff ability to prevent and manage difficult or inflammatory situations;
6. Social-emotional and behavioral supports;
7. Social relationships;
8. Community activities;
9. Neighborhood situation; and
10. Family situation.

Remedial measures shall be designed to correct the problem behavior, prevent another occurrence of the problem, protect and provide support for the victim of the act, and take corrective action for documented systemic problems related to harassment, intimidation, or bullying. The consequences and remedial measures may include, but are not limited to, the examples listed below:

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Examples of Remedial Measures

Personal – Student Exhibiting Bullying Behavior

1. Develop a behavioral contract with the student. Ensure the student has a voice in the outcome and can identify ways **they** can solve the problem and change behaviors;
2. Meet with parents to develop a family agreement to ensure the parent and the student understand school rules and expectations;
3. Explain the long-term negative consequences of harassment, intimidation, and bullying on all involved;
4. Ensure understanding of consequences, if harassment, intimidation, and bullying behavior continues;
5. Meet with school counselor, school social worker, or school psychologist to decipher mental health issues (e.g., what is happening and why?);
6. Develop a learning plan that includes consequences and skill building;
7. Consider wrap-around support services or after-school programs or services;
8. Provide social skill training, such as impulse control, anger management, developing empathy, and problem solving;
9. Arrange for an apology, preferably written;
10. Require a reflective essay to ensure the student understands the impact of their actions on others;
11. Have the student research and teach a lesson to the class about bullying, empathy, or a similar topic;
12. Arrange for restitution (i.e., compensation, reimbursement, amends, repayment), particularly when personal items were damaged or stolen;
13. Explore age-appropriate restorative (i.e., healing, curative, recuperative) practices; and
14. Schedule a follow-up conference with the student.

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Personal – Target/Victim

1. Meet with a trusted staff member to explore the student’s feelings about the incident;
2. Develop a plan to ensure the student’s emotional and physical safety at school;
3. Have the student meet with the school counselor or school social worker to ensure they do not feel responsible for the bullying behavior;
4. Ask students to log behaviors in the future;
5. Help the student develop skills and strategies for resisting bullying; and
6. Schedule a follow-up conference with the student.

Parents, Family, and Community

1. Develop a family agreement;
2. Refer the family for family counseling; and
3. Offer parent education workshops related to bullying and social-emotional learning.

Examples of Remedial Measures – Environmental (Classroom, School Building, or School District)

1. Analysis of existing data to identify bullying issues and concerns;
2. Use of findings from school surveys (e.g., school climate surveys);
3. Focus groups;
4. Mailings – postal and email;
5. Cable access television;
6. School culture change;
7. School climate improvement;
8. Increased supervision in “hot spots” (e.g., locker rooms, hallways, playgrounds, cafeterias, school perimeters, buses);
9. Adoption of evidence-based systemic bullying prevention practices and programs;
10. Training for all certificated and non-certificated staff to teach effective prevention and intervention skills and strategies;
11. Professional development plans for involved staff;



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12. Participation of parents and other community members and organizations (e.g., Parent Teacher Associations, Parent Teacher Organizations) in the educational program and in problem-solving bullying issues;
13. Formation of professional learning communities to address bullying problems;
14. Small or large group presentations for fully addressing the actions and the school's response to the actions, in the context of the acceptable student and staff member behavior and the consequences of such actions;
15. School policy and procedure revisions;
16. Modifications of schedules;
17. Adjustments in hallway traffic;
18. Examination and adoption of educational practices for actively engaging students in the learning process and in bonding students to pro-social institutions and people;
19. Modifications in student routes or patterns traveling to and from school;
20. Supervision of student victims before and after school, including school transportation;
21. Targeted use of monitors (e.g., hallway, cafeteria, locker room, playground, school perimeter, bus);
22. Targeted use of teacher aides;
23. Disciplinary action, including dismissal, for school staff who contributed to the problem;
24. Supportive institutional interventions, including participation in the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
25. Parent conferences;
26. Family counseling;
27. Development of a general harassment, intimidation, and bullying response plan;
31. Behavioral expectations communicated to students and parents;
29. Participation of the entire student body in problem-solving harassment, intimidation, and bullying issues;
30. Recommendations of a student behavior or ethics council;
31. Participation in peer support groups;
32. School transfers; and
33. Involvement of law enforcement officers, including school resource officers and juvenile officers or other appropriate legal action.



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Consequences and Appropriate Remedial Actions – Adults

The district will also impose appropriate consequences and remedial actions to an adult who commits an act of harassment, intimidation, or bullying of a student. The consequences may include, but not be limited to: verbal or written reprimand, increment withholding, legal action, disciplinary action, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

Target/Victim Support

Districts should identify a range of strategies and resources that will be available to individual victims of harassment, intimidation, and bullying, and respond in a manner that provides relief to victims and does not stigmatize victims or further their sense of persecution. The type, diversity, location, and degree of support are directly related to the student's perception of safety.

Sufficient safety measures should be undertaken to ensure the victim's physical and social-emotional well-being and their ability to learn in a safe, supportive, and civil educational environment.

Examples of support for student victims of harassment, intimidation, and bullying include:

1. Teacher aides;
2. Hallway and playground monitors;
3. Partnering with a school leader;
4. Provision of an adult mentor;
5. Assignment of an adult "shadow" to help protect the student;
6. Seating changes;
7. Schedule changes;
8. School transfers;
9. Before- and after-school supervision;
10. School transportation supervision;
11. Counseling; and
12. Treatment or therapy.



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E. Harassment, Intimidation, and Bullying Reporting Procedure

The Board of Education requires the Principal at each school to be responsible for receiving complaints alleging violations of this Policy. All Board members, school employees, and volunteers and contracted service providers who have contact with students are required to verbally report alleged violations of this Policy to the Principal or the Principal's designee on the same day when the individual witnessed or received reliable information regarding any such incident. All Board members, school employees, and volunteers and contracted service providers who have contact with students, also shall submit a report in writing to the Principal within two school days of the verbal report. The written report shall be on a numbered form developed by the New Jersey Department of Education in accordance with N.J.S.A. 18A:37-15.b.(5). A copy of the form shall be submitted promptly by the Principal to the Superintendent.

The Principal or designee will inform the parents of all students involved in alleged incidents, and, as appropriate, may discuss the availability of counseling and other intervention services. The Principal or designee shall keep a written record of the date, time, and manner of notification to the parents. The Principal or designee shall take into account the circumstances of the incident when providing notification to parents of all students involved in the reported harassment, intimidation, or bullying incident and when conveying the nature of the incident, including the actual or perceived protected category motivating the alleged offense. The Principal, upon receiving a verbal or written report, may take interim measures to ensure the safety, health, and welfare of all parties pending the findings of the investigation.

Students, parents, and visitors are encouraged to report alleged violations of this Policy to the Principal on the same day when the individual witnessed or received reliable information regarding any such incident.

A person may report, verbally or in writing, an act of harassment, intimidation, or bullying committed by an adult or youth against a student anonymously. The Board will not take formal disciplinary action based solely on the anonymous report. The district shall provide a means for a parent to complete an online numbered form developed by the New Jersey Department of Education to confidentially report an incident of harassment, intimidation, or bullying.



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A Board member or school employee who promptly reports an incident of harassment, intimidation, or bullying and who makes this report in compliance with the procedures set forth in this Policy, is immune from a cause of action for damages arising from any failure to remedy the reported incident.

In accordance with the provisions of N.J.S.A. 18A:37-18, the harassment, intimidation, and bullying law does not prevent a victim from seeking redress under any other available law, either civil or criminal, nor does it create or alter any tort liability.

The district may consider every mechanism available to simplify reporting, including standard reporting forms and/or web-based reporting mechanisms. For anonymous reporting, the district may consider locked boxes located in areas of a school where reports can be submitted without fear of being observed.

A school administrator who receives a report of harassment, intimidation, and bullying from a district employee, and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action.

F. Anti-Bullying Coordinator, Anti-Bullying Specialist, and School Safety/School Climate Team(s)

1. The Superintendent shall appoint a district Anti-Bullying Coordinator. The Superintendent shall make every effort to appoint an employee of the school district to this position.

The district Anti-Bullying Coordinator shall:

- a. Be responsible for coordinating and strengthening the school district's policies to prevent, identify, and address harassment, intimidation, or bullying of students;



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- b. Collaborate with school Anti-Bullying Specialists in the district, the Board of Education, and the Superintendent to prevent, identify, and respond to harassment, intimidation, or bullying of students in the district;
 - c. Provide data, in collaboration with the Superintendent, to the Department of Education regarding harassment, intimidation, or bullying of students;
 - d. Execute such other duties related to school harassment, intimidation, or bullying as requested by the Superintendent; and
 - e. Meet at least twice a school year with the school Anti-Bullying Specialist(s) to discuss and strengthen procedures and policies to prevent, identify, and address harassment, intimidation, and bullying in the district.
2. The Principal in each school shall appoint a school Anti-Bullying Specialist. The Anti-Bullying Specialist shall be a guidance counselor, school psychologist, or other certified staff member trained to be the Anti-Bullying Specialist from among the currently employed staff in the school.
- The school Anti-Bullying Specialist shall:
- a. Chair the School Safety/School Climate Team as provided in N.J.S.A. 18A:37-21;
 - b. Lead the investigation of incidents of harassment, intimidation, or bullying in the school; and
 - c. Act as the primary school official responsible for preventing, identifying, and addressing incidents of harassment, intimidation, or bullying in the school.
3. A School Safety/School Climate Team shall be formed in each school in the district to develop, foster, and maintain a positive school climate by focusing on the on-going systemic operational procedures and educational practices in the school, and to address



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issues such as harassment, intimidation, or bullying that affect school climate and culture. Each School Safety/School Climate Team shall meet, at a minimum, two times per school year. The School Safety/School Climate Team shall consist of the Principal or the Principal's designee who, if possible, shall be a senior administrator in the school and the following appointees of the Principal: a teacher in the school; a school Anti-Bullying Specialist; a parent of a student in the school; and other members to be determined by the Principal. The school Anti-Bullying Specialist shall serve as the chair of the School Safety/School Climate Team.

The School Safety/School Climate Team shall:

- a. Receive records of all complaints of harassment, intimidation, or bullying of students that have been reported to the Principal;
- b. Receive copies of all reports prepared after an investigation of an incident of harassment, intimidation, or bullying;
- c. Identify and address patterns of harassment, intimidation, or bullying of students in the school;
- d. Review and strengthen school climate and the policies of the school in order to prevent and address harassment, intimidation, or bullying of students;
- e. Educate the community, including students, teachers, administrative staff, and parents, to prevent and address harassment, intimidation, or bullying of students;
- f. Participate in the training required pursuant to the provisions of N.J.S.A. 18A:37-13 et seq. and other training which the Principal or the district Anti-Bullying Coordinator may request. The School Safety/School Climate Team shall be provided professional development opportunities that may address effective practices of successful school climate programs or approaches; and



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- g. Execute such other duties related to harassment, intimidation, or bullying as requested by the Principal or district Anti-Bullying Coordinator.

Notwithstanding any provision of N.J.S.A. 18A:37-21 to the contrary, a parent who is a member of the School Safety/School Climate Team shall not participate in the activities of the team set forth in 3. a., b., or c. above or any other activities of the team which may compromise the confidentiality of a student, consistent with, at a minimum, the requirements of the Family Educational Rights and Privacy Act (20 U.S.C. Section 1232 and 34 CFR Part 99), N.J.A.C. 6A:32-7, Student Records and N.J.A.C. 6A:14-2.9, Student Records.

G. Harassment, Intimidation, and Bullying Investigation

The Board requires a thorough and complete investigation to be conducted for each report of violations and complaints which either identify harassment, intimidation, or bullying or describe behaviors that indicate harassment, intimidation, or bullying.

However, prior to initiating the investigation, the Principal or designee, in consultation with the Anti-Bullying Specialist, may make a preliminary determination as to whether the reported incident or complaint, assuming all facts presented are true, is a report within the scope of the definition of harassment, intimidation, and bullying under the Anti-Bullying Bill of Rights Act, N.J.S.A. 18A:37-14.

The Principal shall report to the Superintendent if a preliminary determination is made that the reported incident or complaint is a report outside the scope of the definition of harassment, intimidation, or bullying. The Superintendent may require the Principal to conduct an investigation of the incident if the Superintendent determines that an investigation is necessary because the incident is within the scope of the definition of harassment, intimidation, and bullying. The Superintendent shall notify the Principal of this determination in writing. An investigation required by the Superintendent must be

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completed as soon as possible, but not later than ten school days, from the date of the written notification from the Superintendent to the Principal.

The Principal shall complete the written report form developed by the New Jersey Department of Education, in accordance with N.J.S.A. 18A:37-15.b.(5), even if a preliminary determination is made that the reported incident or complaint is a report outside the scope of the definition of harassment, intimidation, or bullying pursuant to N.J.S.A. 18A:37-14. This written report form shall be kept on file at the school, but shall not be included in any student record unless the incident results in disciplinary action or is otherwise required to be contained in a student's record under State or Federal law.

The Principal or designee, upon making a preliminary determination the incident or complaint is not within the scope of the definition of harassment, intimidation, and bullying, shall inform the parents of the parties involved, who may appeal the preliminary determination to the Board of Education and thereafter to the Commissioner of Education in accordance with N.J.A.C. 6A:3.

A Board hearing shall be held within ten business days of receipt of the request for a Board hearing. If the preliminary determination, upon review of the facts presented in the reported incident or complaint, is to continue with the harassment, intimidation, and bullying investigation, the investigation shall be completed in accordance with N.J.S.A. 18A:37-15.b.(6) and this Policy.

The Superintendent shall provide annually to the Board of Education information on the number of times a preliminary determination was made that an incident or complaint was outside the scope of the definition of harassment, intimidation, or bullying for the purposes of the State's monitoring of the school district pursuant to N.J.S.A. 18A:17-46.]

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The investigation shall be initiated by the Principal or the Principal's designee within one school day of the verbal report of the incident. The investigation shall be conducted by the school Anti-Bullying Specialist in coordination with the Principal. The Principal may appoint additional personnel who are not school Anti-Bullying Specialists to assist with the investigation. Investigations or complaints concerning adult conduct shall not be investigated by a member of the same bargaining unit as the individual who is the subject of the investigation. The Superintendent or designee will appoint a staff member to complete investigations involving allegations against a staff member serving in a supervisory or administrative position.

The investigation shall be completed and the written findings submitted to the Principal as soon as possible, but not later than ten school days from the date of the written report of the incident. Should information regarding the reported incident and the investigation be received after the end of the ten-day period, the school Anti-Bullying Specialist shall amend the original report of the results of the investigation to ensure there is an accurate and current record of the facts and activities concerning the reported incident.

The Principal shall proceed in accordance with the Code of Student Conduct, as appropriate, based on the investigation findings. The Principal shall submit the report to the Superintendent within two school days of the completion of the investigation and in accordance with the Administrative Procedures Act (N.J.S.A. 52:14B-1 et seq.). As appropriate to the findings from the investigation, the Superintendent shall ensure the Code of Student Conduct has been implemented and may decide to provide intervention services, order counseling as a result of the finding of the investigation, establish training programs to reduce harassment, intimidation, or bullying and enhance school climate, impose discipline, or take or recommend other appropriate action including seeking further information, as necessary.

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The Superintendent shall report the results of each investigation to the Board of Education no later than the date of the regularly scheduled Board of Education meeting following the completion of the investigation. The Superintendent's report shall include information on any consequences imposed under the Code of Student Conduct, any services provided, training established, or other action taken or recommended by the Superintendent.

Parents of involved student offenders and targets/victims shall be provided with information about the investigation, in accordance with Federal and State law and regulation. The information to be provided to parents shall include the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying, and whether consequences were imposed or services provided to address the incident of harassment, intimidation, or bullying. This information shall be provided in writing within five school days after the results of the investigation are reported to the Board of Education.

A parent may request a hearing before the Board of Education after receiving the written information about the investigation. Any request for such a hearing shall be filed with the Board Secretary no later than sixty calendar days after the written information is provided to the parents. The hearing shall be held within ten business days of the request. The Board of Education shall conduct the hearing in executive session, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.), to protect the confidentiality of the students. At the hearing, the Board may hear testimony from and consider information provided by the school Anti-Bullying Specialist and others, as appropriate, regarding the incident, the findings from the investigation of the incident, recommendations for consequences or services, and any programs instituted to reduce such incidents, prior to rendering a determination. A redacted copy of the completed written report form developed by the New Jersey Department of Education that removes all student identification information shall be confidentially shared with the Board of Education after the conclusion of the investigation if a hearing with the Board of Education is requested by the parents pursuant to N.J.S.A. 18A:37-15.b.(6)(d).



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At the regularly scheduled Board of Education meeting following its receipt of the Superintendent's report on the results of the investigations to the Board or following a hearing in executive session, the Board shall issue a decision, in writing, to affirm, reject, or modify the Superintendent's decision. The Board's decision may be appealed to the Commissioner of Education, in accordance with N.J.A.C. 6A:3, Controversies and Disputes, no later than ninety days after issuance of the Board of Education's decision.

A parent, student, or organization may file a complaint with the Division on Civil Rights within one hundred eighty days of the occurrence of any incident of harassment, intimidation, or bullying based on membership in a protected group as enumerated in the "Law Against Discrimination," P.L.1945, c.169 (C.10:5-1 et seq.).

H. Range of Responses to an Incident of Harassment, Intimidation, or Bullying

The Board shall establish a range of responses to harassment, intimidation, and bullying incidents and the Principal and the Anti-Bullying Specialist shall appropriately apply these responses once an incident of harassment, intimidation, or bullying is confirmed. The Superintendent shall respond to confirmed harassment, intimidation, and bullying, according to the parameters described in this Policy. The range of ways in which school staff will respond shall include an appropriate combination of counseling, support services, intervention services, and other programs. The Board recognizes that some acts of harassment, intimidation, or bullying may be isolated incidents requiring the school officials respond appropriately to the individual(s) committing the acts. Other acts may be so serious or parts of a larger pattern of harassment, intimidation, or bullying that they require a response either at the classroom, school building, or school district level or by law enforcement officials.

For every incident of harassment, intimidation, or bullying, the school officials must respond appropriately to the individual who committed the act. The range of responses to confirmed harassment, intimidation, or bullying acts should include individual, classroom, school, or district responses, as appropriate to the findings from each incident. Examples of responses that apply to each of these categories are provided below:



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1. Individual responses can include consistent and appropriate positive behavioral interventions (e.g., peer mentoring, short-term counseling, life skills groups) intended to remediate the problem behaviors.
2. Classroom responses can include class discussions about an incident of harassment, intimidation, or bullying, role plays (when implemented with sensitivity to a student's situation or involvement with harassment, intimidation, and bullying), research projects, observing and discussing audio-visual materials on these subjects, and skill-building lessons in courtesy, tolerance, assertiveness, and conflict management.
3. School responses can include theme days, learning station programs, "acts of kindness" programs or awards, use of student survey data to plan prevention and intervention programs and activities, social norms campaigns, posters, public service announcements, "natural helper" or peer leadership programs, "upstander" programs, parent programs, the dissemination of information to students and parents explaining acceptable uses of electronic and wireless communication devices, and harassment, intimidation, and bullying prevention curricula or campaigns.
4. District-wide responses can comprise of adoption of school-wide programs, including enhancing the school climate, involving the community in policy review and development, providing professional development coordinating with community-based organizations (e.g., mental health, health services, health facilities, law enforcement, faith-based organizations), launching harassment, intimidation, and bullying prevention campaigns.

I. Reprisal or Retaliation Prohibited

The Board prohibits a Board member, school employee, contracted service provider who has contact with students, school volunteer, or student from engaging in reprisal, retaliation, or false accusation against a victim, witness, or one with reliable information, or any other person who has reliable information about an act of harassment, intimidation, or bullying



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or who reports an act of harassment, intimidation, or bullying. The consequence and appropriate remedial action for a person who engages in reprisal or retaliation shall be determined by the administrator after consideration of the nature, severity, and circumstances of the act, in accordance with case law, Federal and State statutes and regulations, and district policies and procedures. All suspected acts of reprisal or retaliation will be taken seriously and appropriate responses will be made in accordance with the totality of the circumstances.

Examples of consequences and remedial measures for students who engage in reprisal or retaliation are listed and described in the Consequences and Appropriate Remedial Actions section of this Policy.

Examples of consequences for a school employee or a contracted service provider who has contact with students who engage in reprisal or retaliation may include, but not be limited to: verbal or written reprimand, increment withholding, legal action, disciplinary action, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds.

Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

Examples of consequences for a Board member who engages in reprisal or retaliation may include, but not be limited to: reprimand, legal action, and other action authorized by statute or administrative code. Remedial measures may include, but not be limited to: counseling and professional development.

J. Consequences and Appropriate Remedial Action for False Accusation

The Board prohibits any person from falsely accusing another as a means of retaliation or as a means of harassment, intimidation, or bullying.

1. Students - Consequences and appropriate remedial action for a student found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation



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may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1 et seq., Discipline of Students and as set forth in N.J.A.C. 6A:16-7.2, Short-term Suspensions, N.J.A.C. 6A:16-7.3, Long-term Suspensions and N.J.A.C. 6A:16-7.4, Expulsions and those listed and described in the Consequences and Appropriate Remedial Actions section of this Policy.

2. School Employees - Consequences and appropriate remedial action for a school employee or contracted service provider who has contact with students found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation could entail discipline in accordance with district policies, procedures, and agreements which may include, but not be limited to: reprimand, suspension, increment withholding, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

3. Visitors or Volunteers - Consequences and appropriate remedial action for a visitor or volunteer found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation could be determined by the school administrator after consideration of the nature, severity, and circumstances of the act, including law enforcement reports or other legal actions, removal of buildings or grounds privileges, or prohibiting contact with students or the provision of student services. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.



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K. Harassment, Intimidation, and Bullying Policy Publication and Dissemination

This Policy will be disseminated annually by the Superintendent to all school employees, contracted service providers who have contact with students, school volunteers, students, and parents who have children enrolled in a school in the district, along with a statement explaining the Policy applies to all acts of harassment, intimidation, or bullying, pursuant to N.J.S.A. 18A:37-14 that occur on school property, at school-sponsored functions, or on a school bus and, as appropriate, acts that occur off school grounds.

The Superintendent shall ensure that notice of this Policy appears in the student handbook and all other publications of the school district that set forth the comprehensive rules, procedures, and standards for schools within the school district.

The Superintendent or designee shall post a link to the district's Harassment, Intimidation, and Bullying Policy that is prominently displayed on the homepage of the school district's website. The district will notify students and parents this Harassment, Intimidation, and Bullying Policy is available on the school district's website.

The Superintendent shall post the name, school phone number, school address, and school email address of the district Anti-Bullying Coordinator on the home page of the school district's website. Each Principal shall post the name, school phone number, address, and school email address of both the Anti-Bullying Specialist and the district Anti-Bullying Coordinator on the home page of each school's website. The Superintendent or designee shall post the contact information for the New Jersey School Climate State Coordinator on the school district's and on each school's website in the same location as this Policy is posted.

The Superintendent or designee shall post on the school district's and each school's website the current version of "Guidance for Parents on the Anti-Bullying Bill of Rights Act" developed by the New Jersey Department of Education.



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L. Harassment, Intimidation, and Bullying Training and Prevention Programs

The Superintendent and Principal(s) shall provide training on the school district's Harassment, Intimidation, and Bullying Policy to current and new school employees; including administrators, instructors, student support services, administrative/office support, transportation, food service, facilities/maintenance; contracted service providers; and volunteers who have significant contact with students; and persons contracted by the district to provide services to students. The training shall include instruction on preventing bullying on the basis of the protected categories enumerated in N.J.S.A. 18A:37-14 and other distinguishing characteristics that may incite incidents of discrimination, harassment, intimidation, or bullying.

Each public school teacher and educational services professional shall be required to complete at least two hours of instruction in harassment, intimidation, and bullying prevention within each five year professional development period as part of the professional development requirement pursuant to N.J.S.A. 18:37-22.d. The required two hours of suicide prevention instruction shall include information on the risk of suicide and incidents of harassment, intimidation, or bullying and information on reducing the risk of suicide in students who are members of communities identified as having members at high risk of suicide.

Each newly elected or appointed Board member must complete, during the first year of the member's first term, a training program on harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:12-33.

The school district shall provide time during the usual school schedule for the Anti-Bullying Coordinator and each school Anti-Bullying Specialist to participate in harassment, intimidation, and bullying training programs.

A school leader shall complete school leader training that shall include information on the prevention of harassment, intimidation, and bullying as required in N.J.S.A. 18A:26-8.2.

The school district shall annually observe a "Week of Respect" beginning with the first Monday in October. In order to recognize the importance of



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character education, the school district will observe the week by providing age-appropriate instruction focusing on the prevention of harassment, intimidation, and bullying as defined in N.J.S.A. 18A:37-14. Throughout the school year the district will provide ongoing age-appropriate instruction on preventing harassment, intimidation, or bullying, in accordance with the Core Curriculum Content Standards, pursuant to N.J.S.A. 18A:37-29.

The school district and each school in the district will annually establish, implement, document, and assess harassment, intimidation, and bullying prevention programs or approaches, and other initiatives in consultation with school staff, students, administrators, volunteers, parents, law enforcement, and community members. The programs or approaches and other initiatives shall be designed to create school-wide conditions to prevent and address harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:37-17 .

M. Harassment, Intimidation, and Bullying Policy Reevaluation, Reassessment, and Review

The Superintendent shall develop and implement a process for annually discussing the school district's Harassment, Intimidation, and Bullying Policy with students.

The Superintendent, Principal(s), and the Anti-Bullying Coordinator, with input from the schools' Anti-Bullying Specialists, shall annually conduct a reevaluation, reassessment, and review of the Harassment, Intimidation, and Bullying Policy, and any report(s) and/or finding(s) of the School Safety/School Climate Team(s). The Superintendent shall recommend to the Board necessary revisions and additions to the Policy consistent with N.J.S.A. 18A:37-15.c., as well as to harassment, intimidation, and bullying prevention programs and approaches based on the findings from the evaluation, reassessment, and review.

N. Reports to Board of Education and New Jersey Department of Education

The Superintendent shall report two times each school year, between September 1 and January 1 and between January 1 and June 30 at a public



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hearing all acts of violence, vandalism, and harassment, intimidation, and bullying which occurred during the previous reporting period in accordance with the provisions of N.J.S.A. 18A:17-46. The information shall also be reported to the New Jersey Department of Education in accordance with N.J.S.A. 18A:17-46.

O. School and District Grading Requirements

Each school and each district shall receive a grade for the purpose of assessing their efforts to implement policies and programs consistent with the provisions of N.J.S.A. 18:37-13 et seq. The grade received by a school and the district shall be posted on the homepage of the school's website and the district's website in accordance with the provisions of N.J.S.A. 18A:17-46. A link to the report that was submitted by the Superintendent to the Department of Education shall also be available on the school district's website. This information shall be posted on the websites within ten days of receipt of the grade for each school and the district.

P. Reports to Law Enforcement

The Superintendent or designee and the Principal shall consult law enforcement, as appropriate, pursuant to the provisions of the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials, if the student's behavior may constitute a possible violation of the New Jersey Code of Criminal Justice.

Some acts of harassment, intimidation, and bullying may be bias-related acts and school officials must report to law enforcement officials any bias related acts, in accordance with N.J.A.C. 6A:16-6.3.(e), and pursuant to the provisions of the Memorandum of Agreement Between Education and Law Enforcement Officials.

Q. Collective Bargaining Agreements and Individual Contracts

Nothing in N.J.S.A. 18A:37-13.1 et seq. may be construed as affecting the provisions of any collective bargaining agreement or individual contract of employment in effect on the Anti-Bullying Bill of Rights Act's effective date (January 5, 2011). N.J.S.A. 18A:37-30.

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The Board of Education prohibits the employment of or contracting for school staff positions with individuals whose criminal history record check reveals a record of conviction for a crime of bias intimidation or conspiracy to commit or attempt to commit a crime of bias intimidation.

R. Students with Disabilities

Nothing contained in N.J.S.A. 18A:37-13.1 et seq. may alter or reduce the rights of a student with a disability with regard to disciplinary actions or to general or special education services and supports. N.J.S.A. 18A:37-32.

S. Approved Private Schools for Students with Disabilities (APSSD)

In accordance with the provisions of N.J.A.C. 6A:16-7.7(a).2.ix.(2), the Board of Education shall investigate a complaint or report of harassment, intimidation, or bullying, pursuant to N.J.A.C. 6A:16-7.7(a).2.ix. and Section G. of this Policy, occurring on Board of Education school buses, at Board of Education school-sponsored functions, and off school grounds involving a student who attends an APSSD. The investigation shall be conducted by a Board of Education Anti-Bullying Specialist, in consultation with the APSSD.

The school district shall submit all subsequent amended Harassment, Intimidation, and Bullying Policies to the Executive County Superintendent of Schools within thirty days of Board adoption.

N.J.S.A. 18A:37-13 through 18A:37-37

N.J.A.C. 6A:16-7.1 et seq.

Model Policy and Guidance for Prohibiting Harassment, Intimidation, and Bullying on School Property, at School-Sponsored Functions and on School Buses – April 2011 – New Jersey Department of Education

Memorandum – New Jersey Commissioner of Education – Guidance for Schools on Implementing the Anti-Bullying Bill of Rights Act – December 16, 2011

Adopted:



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Maintenance and Repair
M

7410 MAINTENANCE AND REPAIR

The Board of Education recognizes the fixed assets of the school district represent a significant investment of this community and maintenance is a prime concern to the Board.

The school district is required to develop, approve, and implement a comprehensive maintenance plan in accordance with the requirements of N.J.A.C. 6A:26-20.5. A “comprehensive maintenance plan” means a school district’s multi-year maintenance plan covering required maintenance activities for each school facility in the school district adopted pursuant to N.J.A.C. 6A:26.

Required maintenance activities include those activities outlined in N.J.A.C. 6A:26-20.3. The school district shall determine the required maintenance activities to reasonably maintain each school facility in the school district, and shall report the activities in its annual comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5.

In accordance with N.J.A.C. 6A:26-20.4(a), expenditures for required maintenance activities set forth in N.J.A.C. 6A:26-20.3 shall qualify as investments in maintenance for purposes of calculating the required maintenance expenditure in N.J.A.C. 6A:26-20.4(d) and (e), the annual required maintenance budget amount pursuant to N.J.A.C. 6A:26-20.8, and the maintenance factor (M) in N.J.S.A. 18A:7G-9. Expenditures that qualify as required maintenance shall be in accordance with the provisions of N.J.A.C. 6A:26-20.4.

The school district’s comprehensive maintenance plan shall be submitted to the Executive County Superintendent by a Board of Education resolution every school year, pursuant N.J.A.C. 6A:26-20.5(a)1.

The required annual maintenance budget amount as reported in its comprehensive maintenance plan shall be included in the district’s annual budget certified for taxes in accordance with the provisions of N.J.A.C. 6A:26-20.8(a). The required annual maintenance budget amount shall be calculated and adjusted in accordance with the provisions of N.J.A.C. 6A:26-20.8(b). The Executive County Superintendent shall not approve the school district’s budget that does not comply with the provisions of N.J.A.C. 6A:26-20.1 et seq.



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Commencing September 1, 2002, no person shall be employed by the Board of Education as a buildings and grounds supervisor, as defined in N.J.S.A. 18A:17-49, unless the person is a certified educational facilities manager pursuant to N.J.S.A. 18A:17-49 and 18A:17-50.

Facilities maintenance, repair scheduling and accounting shall be in accordance with the provisions of N.J.A.C. 6A:23A-6.9 and Regulation 7410.01.]

N.J.S.A. 18A:7G-9; 18A:17-49; 18A:17-50; 18A:18A-43; 18A:21-1
N.J.A.C. 6A:23A-6.9; 6A:26-1.1 et seq.; 6A:26-20.3; 6A:26-20.4; 6A:26-20.5;
6A:26-20.6; 6A:26-20.8

Adopted:



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Emergency and Crisis Situations
M

8420 EMERGENCY AND CRISIS SITUATIONS

The Board of Education recognizes its responsibility to provide for the safety and security in each school building in the district. The district will develop and implement comprehensive written plans, procedures, and mechanisms to provide for the protection of health, safety, security, and welfare of the school population; the prevention of, intervention in, response to and recovery from emergency and crisis situations; the establishment and maintenance of a climate of civility; and support services for staff, students, and their families.

“School security drill” means an exercise, other than a fire drill, to practice procedures that respond to an emergency situation including, but not limited to, a bomb threat, non-fire evacuation, lockdown, or active shooter situation and that is similar in duration to a fire drill.

The Superintendent of Schools or designee shall consult with law enforcement agencies, health and social services provider agencies, emergency management planners, and school and community resources, as appropriate, in the development of the school district’s plans, procedures, and mechanisms for school safety and security. The plans, procedures, and mechanisms shall be consistent with the provisions of N.J.A.C. 6A:16-5.1 and the format and content established by the Domestic Security Preparedness Task Force, pursuant to N.J.S.A. App. A:9-64 et seq., and the Commissioner of Education and shall be reviewed annually, and updated as appropriate.

A copy of the school district’s school safety and security plan shall be disseminated to all school district employees. New employees shall receive a copy of the school district’s safety and security plan, as appropriate, within sixty days of the effective date of their employment. All employees shall be notified in writing, as appropriate, regarding updates and changes to the school safety and security plan.

The school district shall develop and provide an in-service training program for all school district employees to enable them to recognize and appropriately respond to safety and security concerns, including emergencies and crises, consistent with the school district’s plans, procedures, and mechanisms for school safety and security and the provisions of N.J.A.C. 6A:16-5.1. New employees



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shall receive this in-service training, as appropriate, within sixty days of the effective date of their employment. This in-service training program shall be reviewed annually and updated, as appropriate.

The Board shall ensure individuals employed in the district in a substitute capacity are provided with information and training on the district's practices and procedures on school safety and security including instruction on school security drills, evacuation procedures, and emergency response protocols in the district and the school building where the individuals are employed in accordance with the provisions of N.J.S.A. 18A:41-7.

Every Principal of a school of two or more rooms, or of a school of one room, when located above the first story of a building, shall have at least one fire drill and one school security drill each month within the school hours, including any summer months during which the school is open for instructional programs, and shall require all teachers of all schools, whether occupying buildings of one or more stories, to keep all doors and exits of their respective rooms and buildings unlocked during the school hours, except during an emergency lockdown or an emergency lockdown drill. Where school buildings have been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill. An actual fire or school security emergency that occurs at a school during the month and that includes activities which are the equivalent of a drill shall be considered a drill for the purposes of meeting the requirements of N.J.S.A. 18A:41-1.

Every school in the district shall conduct a school security drill within the first fifteen days of the beginning of the school year. Notwithstanding any other provision of law to the contrary, the school district shall ensure that a school security drill that occurs when students are present:

1. Includes clear, developmentally and age-appropriate messaging to students and staff at the conclusion of the drill that the event is a drill and that no current danger exists;
2. Does not expose students to content or imaging that is not developmentally or age-appropriate;
3. Is paired with trauma-informed approaches to address any student inquiries or concerns which may arise as a result of a school security drill;



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4. Does not include the use of fake blood, real or prop firearms, or the simulations of gun shots, explosions, or other sounds or visuals that may induce panic or traumatic response from a student or school district employee;
5. Does not require a student to role play as a victim, but may include first aid training in which students participate; and
6. Is accessible to students with disabilities and mental health conditions, and provides all necessary accommodations for these students.

The Principal or designee shall provide written notification to the parent of a student enrolled in the school following completion of a school security drill, which notice shall be provided to the parent by no later than the end of the school day on which the school security drill is conducted.

The Principal or designee will provide local law enforcement or other emergency responders, as appropriate, with a friendly notification at least forty-eight hours prior to holding a school security drill. A law enforcement officer shall be present at a minimum of one school security drill in each school year in order to make recommendations on any improvements or changes to school security drill procedures that the officer may deem advisable in accordance with N.J.S.A. 18A:41-1. The school district may permit emergency personnel access to the buildings and grounds of its schools for school security drills that are scheduled outside of school hours and during such times as students are not present.

The school district shall review and update its school security drill procedures using a process that coincides with the review of the school safety and security plan developed pursuant to N.J.A.C. 6A:16-5.1 and collects input from emergency personnel; parents of students enrolled in the school district; teachers and staff employed in the district; mental health professionals; and student government representatives from multiple grade levels.

The school district shall annually track data on such measures and information as required by the Commissioner of Education, and shall report the data to the Commissioner.

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Such drills and in-service training programs shall be conducted in accordance with a building security drill guide and training materials that educate school employees on proper evacuation and lockdown procedures in a variety of emergency situations on school grounds in accordance with N.J.A.C. 6A:16-5.1.

The school district will be required to annually submit a security drill statement of assurance to the New Jersey Department of Education by June 30 of each school year. Each school in the district will be required to complete a security drill record form as required by the New Jersey Department of Education.

N.J.S.A. 2C:33-3

N.J.S.A. 18A:41-1; 18A:41-2; 18A:41-6; 18A:41-7; 18A:41-7a.

N.J.A.C. 6A:16-5.1

Adopted:



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Cooperation with Law Enforcement Agencies

M

9320 COOPERATION WITH LAW ENFORCEMENT AGENCIES

The Board of Education recognizes that keeping students and staff safe and helping children understand and respect the law is best served by a close and cooperative relationship with local law enforcement.

The Board adopts this Policy and Regulation 9320 in accordance with N.J.A.C. 6A:16-6.1. to ensure cooperation between school staff and law enforcement authorities in all matters relating to the unlawful possession, distribution and disposition of controlled dangerous substances, including anabolic steroids, as defined in N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2, drug paraphernalia as defined in N.J.S.A. 2C:36-1, alcoholic beverages; firearms, as defined in N.J.S.A. 2C:39-1.f.; and other deadly weapons as defined in N.J.S.A. 2C:39-1.r.

The Board adopts Policy and Regulation 9320 in accordance with N.J.A.C. 6A:16-6.1. to ensure cooperation between school district staff and law enforcement authorities in all matters relating to the planning and conduct of law enforcement activities and operations occurring on school grounds, including arrest procedures, undercover school operations, and mandatory reporting the offenses listed in the Memorandum of Agreement between Education and Law Enforcement Officials (MOA).

The Superintendent or designee shall institute a program of such communication and cooperation with law enforcement in accordance with N.J.A.C. 6A:16-6.1.

This Policy and Regulation 9320 shall be submitted for review and approval to the Executive County Superintendent in accordance with N.J.A.C. 6A:16-6.2(a)2.

The Superintendent or designee shall annually review the MOA as adopted by the Board to ensure this Policy and Regulation 9320 are in accordance with the requirements outlined therein.

N.J.A.C. 6A:16-6.1.; 6A:16-6.2; 6A:16-6.4.

Adopted:



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R 7410.01 FACILITIES MAINTENANCE, REPAIR SCHEDULING, AND ACCOUNTING

A school district with three or more district buildings shall have an automated work order system for prioritizing, performing, and recording all maintenance and repair requests for all district buildings and grounds in accordance with the provisions of N.J.A.C. 6A:23A-6.9.

A. Standard Operating Procedure (SOP) For Work Order System

1. The Superintendent or designee shall establish Standard Operating Procedures (SOP) for the approval and prioritization of work order requests which take into account the health and safety of building occupants, priorities and objectives established annually to carryout the district Strategic Plan, the need for the work requested, and other factors the district deems appropriate.
2. Except in an emergency where the work is necessary to correct a situation that poses an imminent threat to the health or safety of students and/or staff, the work order system shall include the following information for a request for work before work begins:
 - a. The name of the person making the request;
 - b. The date of the request;
 - c. The appropriate approval(s) as established by SOP;
 - d. The date of approval(s);
 - e. The location of work requested;
 - f. The priority level (for example, urgent, high, average, low);



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- g. The scheduled date(s) of service;
 - h. The trade(s) needed such as general maintenance worker; custodian; carpenter; plumber; electrician; heating, ventilation, and air conditioning (HVAC); grounds; roofer; masonry; glazer; other;
 - i. A description of the work requested;
 - j. A projection of the materials and supplies needed for the work;
 - k. The estimated labor hours needed to complete task;
 - l. The name of the work order assigner; and
 - m. The name of the employee(s) working on the order.
3. The work order system shall include the following close-out information for each request for work:
- a. The actual hours worked by date for each assigned staff member;
 - b. The actual hourly rate paid, both regular and over-time, for each assigned staff member;
 - c. The aggregate cost of labor by regular, over-time, and total;
 - d. The actual materials and supplies needed to complete the work order;
 - e. Actual cost of materials and supplies; and
 - f. The name of the employee responsible for attesting that the job was completed satisfactorily.



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4. Except when prohibited by a collective bargaining agreement, the SOP shall require for any work, which cannot be completed during regular working hours by the needed completion date, an assessment of the cost-benefit of outsourcing any such work in excess of the quote threshold as determined under N.J.S.A. 18A:18A-37.
5. If , according to the assessment, the cost of outsourcing work is less than the in-house estimated cost of labor, at over-time rates, and materials for the same work, the work shall be outsourced provided the work can be contracted in accordance with N.J.S.A. 18A:18A-1 et seq., completed by the projected completion date contained in the prioritized work order system and does not violate the terms of a collective bargaining agreement for maintenance workers and/or custodians.
6. The School Business Administrator/Board Secretary, in consultation with the supervisor responsible for this work, shall conduct an analysis of the information in the work order system no later than February 1 of the prebudget year for consideration during budget preparation. The analysis should include productivity of staff as a whole and individually, significant variations between estimated labor time and materials and actual labor time and materials, unusual trends for like projects and other factors that will improve productivity and efficiency.

Adopted:



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R 9320 COOPERATION WITH LAW ENFORCEMENT AGENCIES

- A. Policy 9320 and this Regulation shall be in accordance with the provisions of N.J.A.C. 6A:16-6.2, the Memorandum of Agreement between Education and Law Enforcement Officials (MOA), and shall be:
1. Developed, implemented, and revised, as necessary, in consultation with the county prosecutor and other law enforcement officials as may be designated by the county prosecutor;
 2. Reviewed and approved by the Executive County Superintendent;
 3. Made available annually to all school district staff, students, and parents;
 4. Consistent with reporting, notification, and examination procedures of students suspected of being under the influence of alcohol and other drugs pursuant to N.J.A.C. 6A:16-4.3; and
 5. Consistent with N.J.A.C. 6A:16-7, as appropriate.
- B. The school district's policies and procedures for cooperation with law enforcement agencies shall include the following components:
1. The Superintendent has designated school district staff as liaisons to law enforcement agencies in accordance with the MOA. The MOA includes a description of the liaisons' roles and responsibilities;
 2. Specific procedures for and responsibilities of school district staff in summoning appropriate law enforcement authorities onto school grounds, for the purpose of conducting law enforcement investigations, searches, seizures, or arrests shall be in accordance with the MOA;



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3. Specific procedures and responsibilities of school district staff for notifying parents in instances of law enforcement interviews involving their children shall be consistent with the MOA and the following:
 - a. School officials shall not notify the student's parent(s) in instances of suspected child abuse or neglect;
 - b. School officials shall notify the student's parent(s) when the student is the target of the law enforcement investigation; and
 - c. In all other instances, school authorities shall permit law enforcement authorities to determine whether or when a student's parent should be contacted;
4. Specific procedures for and responsibilities of school district staff in cooperating with arrests made by law enforcement authorities on school grounds shall be in accordance with the MOA;
5. Specific procedures for and responsibilities of school district staff in initiating or conducting searches and seizures of students, their property, and their personal effects shall be in accordance with the MOA and the following:
 - a. All searches and seizures conducted by school district staff shall comply with the standards prescribed by the United States Supreme Court in *New Jersey v. T.L.O.*, 469 U.S. 325 (1985).
 - b. Questions concerning searches conducted by school officials shall be directed to the appropriate county prosecutor.
 - c. School officials may request that law enforcement authorities assume responsibility for conducting a search or seizure.



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- d. No school district staff member shall impede a law enforcement officer engaged in a lawful search, seizure, or arrest whether pursuant to a warrant or otherwise.
 - e. School district staff shall permit law enforcement authorities, upon their arrival, to assume responsibility for conducting a search or seizure.
 - f. All inspections of lockers, desks, or other objects or personal property on school grounds involving the use of law enforcement drug-detection canines may be undertaken with only the express permission of the county prosecutor or the Director of the Division of Criminal Justice or the Director's designee in the New Jersey Department of Law and Public Safety.
 - g. Questions concerning the legality of a contemplated or ongoing search, seizure, or arrest conducted by a law enforcement officer on school grounds shall be directed to the county prosecutor or in the case of a search, seizure, or arrest undertaken by the Division of Criminal Justice's designee in the New Jersey Department of Law and Public Safety, to the assigned Assistant Attorney General;
6. The procedures for and responsibilities of school district staff, with regard to interviews of students suspected of possessing or distributing a controlled dangerous substance; including anabolic steroids, drug paraphernalia; or a firearm or other deadly weapon shall be in accordance with Policy and Regulation 5530 and the MOA;
 7. Procedures for planning, approving, and conducting undercover school operations shall be in accordance with the MOA and the following:
 - a. The Superintendent and Principal shall cooperate with law enforcement authorities in the planning and conduct of undercover school operations. The Superintendent shall approve undercover operations without prior notification to the Board of Education.



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- b. All information concerning requests to undertake an undercover school operation, information supplied by law enforcement authorities to justify the need for and explain a proposed undercover school operation, and all other information concerning an ongoing undercover school operation, including the identity of any undercover officer placed in a school, shall be kept strictly confidential by the Superintendent and Principal.
- c. The Superintendent and Principal shall not divulge information concerning an undercover school operation to any person without the prior express approval of the county prosecutor or designee.
- d. The Superintendent, Principal, or any other school district staff or Board member who may have been informed regarding the existence of the undercover school operation shall immediately communicate to the county prosecutor or designee if they subsequently learn of information that suggests the undercover officer's true identity has been revealed, the undercover officer's identity or status as a bona fide member of the school community has been questioned, or the integrity of the undercover school operation has been in any other way compromised;
8. The procedures for and responsibilities of school district staff concerning the safe and proper handling of a seized controlled dangerous substance, including anabolic steroids, drug paraphernalia, or a firearm or other deadly weapon, and the prompt delivery of the items to appropriate law enforcement authorities shall be in accordance with N.J.A.C. 6A:16-6.2, Policy and Regulation 5530, and the MOA;
9. The procedures for and responsibilities of school district staff in notifying authorities of a suspected violation of laws prohibiting the possession; sale or other distribution of a controlled dangerous substance, including anabolic steroids; drug paraphernalia; or a firearm or other deadly weapon shall be in accordance with Policy and Regulation 5530 and the MOA;



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10. Provisions for requesting uniformed police attendance at extracurricular school events shall be in accordance with the MOA;
11. Provisions for notifying parents as soon as possible whenever a student is arrested for violating a law prohibiting the possession; sale or other distribution of a controlled dangerous substance, including anabolic steroids; drug paraphernalia; or a firearm or other deadly weapon shall be in accordance with Policy and Regulation 5530;
12. Provisions for in-service training of school district staff concerning policies and procedures established in this subchapter, and the exchange of information regarding the practices of the school district and law enforcement agencies shall be in accordance with the MOA;
13. A MOA with appropriate law enforcement authorities in accordance with N.J.A.C. 6A:16-6, Policy 9320, and this Regulation;
14. An annual process for the Superintendent and appropriate law enforcement officials to discuss the implementation and need for revising the MOA, and to review the effectiveness of policies and procedures implemented pursuant to N.J.A.C. 6A:16-6.2 and the MOA;
15. Provisions for contacting the Chief Executive Officer of the involved law enforcement agency, county prosecutor, and/or Division of Criminal Justice, as necessary, to resolve disputes concerning law enforcement activities occurring on school grounds shall be in accordance with the MOA; and
16. Provisions for directing inquiries or complaints received by school district staff regarding interviews, investigations, arrests, or other operations conducted by sworn law enforcement officers to the appropriate law enforcement agency shall be in accordance with the MOA.



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C. Mandatory Reporting

1. There are seven offenses that must be reported to law enforcement if they qualify as mandatory reports, as set forth and explained in further detail in the MOA. These mandatory reports include:
 - a. Whenever any school district staff has reason to believe a student is in possession of a controlled dangerous substance or related paraphernalia, or is involved or implicated in distribution activities regarding controlled dangerous substances, pursuant to N.J.A.C. 6A:16-6.3;
 - b. Whenever any school district staff in the course of their employment develops reason to believe that a firearm or other dangerous weapon has unlawfully been possessed on or off school grounds, a weapon was used in an assault against a student or other school personnel, or that any student or other person has committed an offense with, or while in possession of, a firearm, whether or not such offense was committed on school grounds or during school operating hours, pursuant to N.J.A.C. 6A:16-5.5, 5.6(d)4 and 6.3(b);
 - c. Whenever any school district staff in the course of their employment develops reason to believe that anyone has threatened, is planning, or otherwise intends to cause death, serious bodily injury, or significant bodily injury to another person under circumstances in which a reasonable person would believe that the person genuinely intends at some time in the future to commit the violent act or to carry out the threat, pursuant to N.J.A.C. 6A:16-6.3(c) through (e);
 - d. Whenever any school district staff in the course of their employment develops reason to believe that a crime involving sexual penetration or criminal sexual contact has been committed on school grounds, or by or against a student during school operating hours or during school-related functions or activities, pursuant to N.J.A.C. 6A:16-6.3(d);



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- e. Whenever any school district staff in the course of their employment develops reason to believe that an assault upon a teacher, administrator, other school Board employee, or district Board of Education member has been committed, with or without a weapon, pursuant to N.J.A.C. 6A:16-5.7(d)5;
 - f. Whenever any school district staff in the course of their employment develops reason to believe a “bias-related act” has been committed or is about to be committed on or off school grounds, pursuant to N.J.A.C. 6A:16-6.3(e); and
 - g. Whenever any school employee in the course of their employment develops reason to believe a student is potentially missing, abused, or neglected, pursuant to N.J.A.C. 6A:16-11.1(a)3i. through iii.
- D. Nothing in the policies and procedures required under N.J.A.C. 6A:16-6 and Policy 9320 and this Regulation shall be construed to prohibit school district staff from disclosing information, pursuant to N.J.A.C. 6A:32-7.2 and 7.5(f), if necessary, to protect the immediate health or safety of a student or other persons.
- E. The Superintendent or designee shall annually review Policy 9320 and this Regulation as adopted by the Board to ensure each are in accordance with the requirements outlined in the MOA.

Adopted:



FIELD TRIPS FOR APPROVAL

June 20, 2022

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
6/21/22	Ridge	Orientation, George Washington Middle School, Ridgewood, NJ	72 5th Grade Students	5	0	\$0	\$0	Yes	Yes
9/29/22	RHS	The High Line and Little Island, New York, NY	60 12th Grade Physics, Engineering and Art Students	6	0	\$0	\$0	Yes	Yes
1/12/23	RHS	Metropolitan Museum of Art, New York, NY	60 12th Grade Physics, Engineering and Art Students	6	0	\$0	\$0	Yes	Yes
5/25/23	RHS	Storm King Art Center, New Windsor, NY	60 12th Grade Physics, Engineering and Art Students	6	0	\$0	\$0	Yes	Yes

OVERNIGHT FIELD TRIPS

Date	School	Location	Approx # and Group of Students	# of Unpaid Chaperones	# Paid Chaperones And # of Overnights for each	Anticipated Cost for Teacher/Nurse Chaperones @ \$200 per Overnight	# Substitutes and dates for each	Anticipated Cost of Subs @ \$115 per day for teachers and \$170 per day for nurse	Est. Total Cost to District	Annual Event	Meets Requirements
8/21/22 - 8/26/22	RHS	Band Camp, TimberLake Camp, Shandaken, NY	85 Band Members	12	1 (Nurse who is paid by Band Association)	\$0	0	\$0	\$7,170 (Buses)	Yes	Yes
2/16/23 - 2/22/23	RHS	Reykjavik, Hvalsvollur, Langjokull, Thingvellir, Gullfoss and Vik, Iceland	Up to 105 Students	0	13 (Paid by student fundraising)	\$0	0	\$0	\$0	No	Yes

JOB DESCRIPTION

- I. Title: Bus Driver/Aide (STEPSS Program)
- II. Qualifications:
- A. Hold and maintain a Valid Commercial Driver's License, with both P (Passenger) and S (School Bus) endorsements.
 - B. Be a reliable person of good character who shall possess the qualifications and communication skills necessary to perform the duties of the position, and comply with the rules set forth for drivers in all federal, state and local regulations including, but not limited to, the Omnibus Transportation Employee Testing Act, N.J.S.A. 18A:39-17 through 20 (background check), and Tuberculosis/Mantoux testing.
 - C. Have a minimum of three years' previous safe driving experience.
 - D. Have sufficient mechanical aptitude to diagnose minor problems and make appropriate repairs.
 - E. Hold and maintain a valid driver's license for the type of equipment to be driven, with no serious violations.
 - F. Ability to maintain passenger discipline to ensure their safety and well-being and protect against vandalism.
 - G. Current residency in New Jersey, approved residency waiver or candidate agrees to obtain residency within one year of employment Strong communication and interpersonal skills.
 - H. Demonstrate the ability to communicate effectively in English, both orally and in writing, using proper grammar and vocabulary.
- III. Position Summary:
- The Bus Driver transports students in a safe and efficient manner and performs all activities related to the operation of the school bus.
- IV. Reports to: Business Administrator/ Transportation Coordinator
- V. Major Duties and Responsibilities:
- A. Determines, before leaving, that all doors and windows are secured, and all lights, except those left on for safety reasons, are turned off. Drive school buses and transport students between pickup points and school or to various events, activities, and destinations.
 - B. Be in full charge of the school bus at all times and report unmanageable students to the district transportation supervisor and principal/designee of the receiving school on the district prescribed incident/discipline form.
 - C. Check, clean, and perform minor servicing of buses.
 - D. Conducts a pre-trip safety inspection of the bus prior to every trip and completes the school bus condition report.
 - E. Use close vision, color vision, peripheral vision and depth perception along with the ability to focus vision.
 - F. Communicate effectively in English, using proper grammar and vocabulary. American Sign Language or Braille may also be considered as acceptable forms of communication.

- G. Reach with hands and arms and use hands and fingers to handle objects and operate tools, computers, and/or controls.
 - H. May be required to remain at location while the student engages in educational activities.
 - I. May be required to support and assist the students, with training provided.
 - J. Performs related duties as assigned.
- VI. Terms of Employment: Ten months; compensation established by the Board of Education
- VII. Evaluation: In accordance with Board policy on evaluation of staff and the administrative code.

Thomas Gorman, Ed.D
Superintendent of Schools

Approved by Board: 06/20/2022

		2021-22	Sum.School	Hourly	Sum. School
Teacher	Assignment	Salary	Full Salary	Rate	Salary
Glen School 11-212-100-101-66-01-024-001					
Pira, Carolyn (169 Hrs.)	RISe Program	---	---	\$50.00	\$8,450
Kreismier, Alexis (169 Hrs.)	RISe Program	---	---	\$42.00	\$7,098
Grudzien, Jaimee (100 Hrs.)	RED Program	\$93,592	\$8,423	\$56.16	\$5,616
An, Yeon Gyeong (100 Hrs.)	RED Program	---	---	\$36.99	\$3,699
Classroom Aides					
Lauritano, Scott	RED Program			\$17.50	T/C
LaChapelle, Victoria	RED Program			\$17.50	T/C
Amaral, Carla	RED RISe Program			\$21.23	T/C
Yucis, Jessica	RED RISe Program			\$20.00	T/C
Burgess, Jennifer	RED RISe Program			\$20.00	T/C
Coughlin, Ryan	RED RISe Program			\$20.00	T/C
Manzelli, Teri	RED RISe Program			\$20.00	T/C
Hong, Yong	RED RISe Program			\$21.23	T/C
Baloch, Fahad	RED RISe Program			\$20.00	T/C
Kim, Tae Young	RED RISe Program			\$20.00	T/C
Dohi, Nao	RED RISe Program			\$20.00	T/C
Batawala, Hasi	RED RISe Program			\$20.00	T/C
Brewer, Jack	RED RISe Program			\$20.00	T/C
Kim, John	RED RISe Program			\$20.00	T/C
Glen School 11-212-100-101-00-24-024-001					
Gemignani, Laura (169 Hrs.)	RISe Program - K-2 Grades		---	\$46.00	\$7,774
TBD(169 Hrs.)	RISe Program - 3-5 Grades		---	\$42.00	\$7,098
Classroom Aides					
Minardi, Jacqueline	RISe Program			\$21.23	T/C
Cancio, Josylin	RISe Program			\$20.00	T/C
Taylor, Caroline	RISe Program			\$20.00	T/C
Tarulli, Matthew	RISe Program			\$21.23	T/C
Fierro, Judy	RISe Program			\$21.23	T/C
Hamilton, Elizabeth	RISe Program			\$21.23	T/C
Barclay, Andrea	RISe Program			\$20.00	T/C
Nelson, Madison	RISe Program			\$20.00	T/C
Glen School 11-204-100-101-00-04-024-001					
Barnard, Elizabeth (74 Hrs.)	LLD Special Needs - K-2 Grades	\$69,242	\$6,232	\$41.55	\$3,074
Simone, Suzanne (74 Hrs.)	LLD Special Needs - 3-5 Grades	\$73,767	\$6,639	\$44.26	\$3,275
McGinnis, Lauren (74 Hrs.)	SEL Club - K-5 Grades	---	---	\$45.00	\$3,330
Barba, Allison (74 Hrs.)	SEL Club - K-5 Grades	\$76,642	\$6,898	\$45.99	\$3,403
Classroom Aides					
Fischer, Susan	LLD Special Needs - K-5 Grades			\$17.50	T/C
Glen/BF Middle School 11-204-100-101-66-04-024-001					
Saltalamacchia, Julianne (117 Hrs.)	SAIL Program - K-5 Grades	---	---	\$36.99	\$4,328
Brophy, Nancy (117 Hrs.)	SAIL Program - 6-8 Grades	\$104,982	\$9,448	\$62.99	\$7,370
Classroom Aides					
Elmoazz, Karima	SAIL Program			\$20.00	T/C
Sand, Grace	SAIL Program			\$20.00	T/C
Carpentieri, Anthony	SAIL Program			\$20.00	T/C
Ridgewood High School					
Wine, Rae (95 Hrs.)	PERL Program - K-5 Grades	68,742	\$6,187	\$41.25	\$3,918
Classroom Aides					
Finn, Kasey	PERL Program			\$21.23	T/C
Radin, Stephanie	PERL Program			\$20.00	T/C
Ridge School 11-212-100-101-00-10-024-001					
DeAraujo, Christie (80 Hrs.)	Multisensory Reading Program	\$98,650	\$8,879	\$59.19	\$4,735
Keppel, Katie (70 Hrs.)	Multisensory Reading Program	\$86,017	\$7,742	\$51.61	\$3,613
Ridgewood High School 11-204-100-101-66-10-024-001					
Garvin, Natalie (55 Hrs.)	ELA/Math Enrichment - Grades 6-8	\$76,492	\$6,884	\$45.90	\$2,524
Ridgewood High School 11-204-100-101-66-10-024-001					
Romano, Odalys (74 Hrs.)	Special Needs - Grade 6	\$104,982	\$9,448	\$62.99	\$4,661
Gordon, Julie (74 Hrs.)	Special Needs - Grades 7-8	\$104,982	\$9,448	\$62.99	\$4,661
Classroom Aides					
Tucker, Anette	Special Needs - Grade 6			\$15.01	T/C
Ridgewood High School 11-204-100-101-66-10-024-001					
Donnelly, Trecia (74 Hrs.)	Special Needs - Grades 9-12	\$104,982	\$9,448	\$62.99	\$4,661
Classroom Aides					
Siohan, Chloe	Special Needs - Grades 9-12			\$20.00	T/C
Ridgewood High School 11-204-100-101-66-10-024-001					
Minichini, Gina (150 Hrs.)	RISe Program Grades 6-8	\$69,742	\$6,277	\$41.85	\$6,277

Teacher	Assignment	Salary	Full Salary	Rate	Salary
Classroom Aides					
Cardew, Charlie	RISe Program			\$20.17	T/C
Bartoli, Karen	RISe Program			\$21.23	T/C
Rocque-Seraphin, Diamond	RISe Program			\$20.00	T/C
Connelly, Molly	RISe Program			\$20.17	T/C
Ridgewood High School					
Donovan, Jennifer (150 Hrs.)	RISe Program Grades 9-12	\$61,642	\$5,548	\$36.99	\$5,548
Classroom Aides					
Crabbe, Joseph	RISe Program			\$21.23	T/C
Shovlin, Emily	RISe Program			\$21.23	T/C
Florida, Sophia	RISe Program			\$20.00	T/C
Moran, Christ	RISe Program			\$20.00	T/C
Oak Street Location					
Tolve, Laura (100 Hrs.)	STEPPS Program (18-21)	\$88,467	\$7,962	\$53.08	\$5,308
Classroom Aides					
Hiller, Ari	STEPPS Program			\$21.23	T/C
Cardew, Cate	STEPPS Program			\$20.00	T/C
Darlenzo, Reed	STEPPS Program			\$20.00	T/C
Transition Coordinator					
Kilcullen, Michael (85 Hrs.)	Transition Coordinator	\$80,867	\$7,278	\$48.52	\$4,124
Physical Education (RISe/SAIL)					
Crawford, Ryan (60 Hrs.)	Physical Education (RISe/SAIL)	\$62,642	\$5,638	\$37.59	\$2,255
Rinaldi, Robert (30 Hrs.)	Physical Education (RISe/SAIL)	\$78,717	\$7,085	\$47.23	\$1,417
BCBA					
Armstrong, Tara (100 Hrs.)	BCBA	---	---	\$105.00	\$10,500
Lora, Cindy (100 Hrs.)	BCBA	\$104,907	\$9,442	\$62.94	\$6,294
Bray, Ariana (100 Hrs.)	BCBA	\$73,229	\$6,591	\$43.94	\$4,394
Nurse					
Manke, Colleen (214 Hrs.)	Nurse	\$104,982	\$9,448	\$62.99	\$13,480
Clunie, Eureka (214 Hrs.)	Nurse	---	---	\$31.95	\$6,837
Charles, Josiane (214 Hrs.)	Nurse	---	---	\$31.95	\$6,837
Summer Programs Coordinator					
Aday, Douglas	Summer Programs Coordinator	---	---	---	\$18,000
Calculated at Summer School hourly rate: Annex 13 REA Agreement					
MA Max \$104,982					
Substitutes					
Wang, Jue					
James Beyer					
Eduardo Felipe					
Student Volunteers					

NAME	POSITION	HOME SCHOOL	Hourly Rate	# of hours	Total
CHILD STUDY TEAM					
Amanda Valeri	Coordinator	RHS	\$56.44	250	\$14,110.00
Jane Gerald	Social Worker	Som/Willard	\$69.37	30	\$2,081.10
Kathy Acosta	LDT/C	Willard	\$51.37	50	\$2,568.50
Allison Barba	School Psych	GWMS	\$47.90	100	\$4,790.00
Jessica Maneri	School Psych	Elementary	\$48.23	100	\$4,823.00
Courtney Weiss-Chromec	LDT/C	GWMS	\$52.27	100	\$5,227.00
RELATED SERVICE PROVIDERS					
Marisa Martell	PT	Glen	\$81.57	50	\$4,078.50
Karen Morris	OT	BF/GW	\$69.11	50	\$3,455.50
Elianne Alexander	SLP	Hawes	\$48.23	20	\$964.60
Jessica Polay	SLP	Ridge	\$46.49	50	\$2,324.50
TEACHERS for MEETINGS					
Allyson Saladino	General Education	RHS	\$66.88	15	\$1,003.20
Caitlin Musso	General Education	RHS	\$57.34	15	\$860.10
Nancy Reilly	Special Education	RHS	\$70.99	15	\$1,064.85
Eva Farrar	Special Education	RHS	\$57.58	15	\$863.70
Ashley Berk	Special Education	BFMS	\$76.62	15	\$1,149.30
Kaitlyn Funtsch	Special Education	GWMS	\$57.34	15	\$860.10
Evelyn McKinnon	General Education	GWMS	\$61.81	15	\$927.15
Lori Morris	General Education	BFMS	\$49.18	15	\$737.70
Christopher O'Herlihy	General Education	Travell	\$60.00	15	\$900.00
Michelle Coppola	General Education	Ridge	\$79.92	15	\$1,198.80
Donna Merhige-Petrick	Special Education	Somerville	\$54.98	30	\$1,649.40
Patricia Rosenfeld	Special Education	Glen	\$76.62	30	\$2,298.60
Melissa Finucane	Special Education	Travell	\$74.41	15	\$1,116.15
Cassandra Fabish	Special Education	Somerville	64.13	15	\$961.95
Jennifer Osenbruck	General Education/S	Glen	52.06	15	\$780.90

**RIDGEWOOD HIGH SCHOOL
FALL 2022-2023 COACHING ASSIGNMENTS ESTIMATE
To be paid equal installments 10/15/2022 and 11/15/2022**

				Total	One-half	One-half
Name	Position	Step	Ratio*	Stipend	10/15/2022	11/15/2022
Johnson, Charles	Head Football	IV	0.130	12,167.00	6,083.50	6,083.50
Aday, Douglas	Assistant Football	IV	0.085	7,955.00	3,977.50	3,977.50
Scevola, Adam	Assistant Football	IV	0.085	7,955.00	3,977.50	3,977.50
Watson, Torrance	Assistant Football	IV	0.085	7,955.00	3,977.50	3,977.50
Maxwell, Ryan	Assistant Football	IV	0.085	7,955.00	3,977.50	3,977.50
McDermott, Michael	Assistant Football	IV	0.085	7,955.00	3,977.50	3,977.50
Crabbe, Joseph	Assistant Football	IV	0.085	7,955.00	3,977.50	3,977.50
Gentile, Robert	Assistant Football	IV	0.085	7,955.00	3,977.50	3,977.50
McCluskey, Aidan	Head Boys Soccer	IV	0.094	8,798.00	4,399.00	4,399.00
McDade, Andrew	Assistant Boys Soccer	IV	0.064	5,990.00	2,995.00	2,995.00
Zielyk, Mathew	Assistant Boys Soccer	IV	0.059	5,522.00	2,761.00	2,761.00
Kay, Peter	Head Girls Soccer	IV	0.094	8,798.00	4,399.00	4,399.00
Reynolds, Christine	Assistant Girls Soccer	III	0.059	5,522.00	2,761.00	2,761.00
Turano, Rebecca	Assistant Girls Soccer	III	0.059	5,522.00	2,761.00	2,761.00
Ryan, Patrick	Head Boys Cross Country	IV	0.080	7,487.00	3,743.50	3,743.50
Marzloff, Scott	Assist. Boys/Girls X-Country	IV	0.055	5,148.00	2,574.00	2,574.00
Opremcak, Stephen	Head Girls Cross Country	IV	0.080	7,487.00	3,743.50	3,743.50
Sieck, Alison	Head Girls Tennis	IV	0.077	7,207.00	3,603.50	3,603.50
Tobin, Deirdre	Assistant Girls Tennis	IV	0.060	5,616.00	2,808.00	2,808.00
Currier, Robert	Assistant Girls Tennis	IV	0.060	5,616.00	2,808.00	2,808.00
Marzocchi, Jaime	Head Volleyball	IV	0.094	8,798.00	4,399.00	4,399.00
Quirk, Brian	Assistant Volleyball	IV	0.064	5,990.00	2,995.00	2,995.00
Jannone, Christina	Assistant Volleyball	IV	0.064	5,990.00	2,995.00	2,995.00
Mendez, Karen	Head Gymnastics	IV	0.094	8,798.00	4,399.00	4,399.00
Stahl, David	Assistant Gymnastics	IV	0.064	5,990.00	2,995.00	2,995.00
Centrelli, Erica	Head Cheerleader Advisor	IV	0.067	6,271.00	3,135.50	3,135.50
Spira, Erica	Assist. Cheerleader Advisor	II	0.054	5,054.00	2,527.00	2,527.00
Beyer, James	Fall Site Manager			5,000.00	2,500.00	2,500.00
Bunzey, Craig	Fall Site Manager			5,000.00	2,500.00	2,500.00
Totals				193,456.00	96,728.00	96,728.00
*Ratio is applied to the B.A. Maximum			\$93,592			

2022-2023 Summer Curriculum Writers				
Course Name	New or Revised N/R	Staff Member	Hours	Amount not to Exceed
MATHEMATICS				
Algebra II	R	B. Ingoglia	9	479.97
		L. Rosenfeld	9	479.97
Advanced Algebra with Trigonometry	N	C. Anderson	18	959.94
		A. Scevola	18	959.94
Statistics with Finance	N	P. Nyhius	18	959.94
		G. Minichini	18	959.94
SCIENCE				
Genetics & Biotechnology H	R	A. Joseph	18	959.94
Physics, Engineering & Art H	R	A. Shah	18	959.94
Science Kindergarten	R	Nicole Blatt	18	959.94
Science Grade 1	R	Christa Valentine	18	959.94
Science Grade 2	R	Lynne Witham	18	959.94
Science Grade 3	R	Victoria Scire-Banchitta	18	959.94
Science Grade 4	R	Tom Trubac	18	959.94
Science Grade 5	R	Jerome Ong	18	959.94
Science 8	R	Suzanne Zilvetti	9	479.97
		Charlotte Ayes	9	479.97
Forensic Science H	R	Karen Walters	9	479.97
		Mallory Stucke	9	479.97
Forensic Science CP	R	Karen Walters	9	479.97
		Mallory Stucke	9	479.97
Human Anatomy & Physiology H	R	Mark Syvret	18	959.94
ENGLISH LANGUAGE ARTS				
ELA Word Study Units Grade 4 & 5	R	Derek Durling	3	159.99
		Danielle Connor	3	159.99

2022-2023 Summer Curriculum Writers				
Course Name	New or Revised N/R	Staff Member	Hours	Amount not to Exceed
ELA - Grade 5	R	Jill Marno	12	639.96
		Danielle Connor	12	639.96
SOCIAL STUDIES				
Social Studies 6	R	Lori Morris	9	479.97
		Evelyn McKinnon	9	479.97
American Humanities (SS)	N	Drew Forgash	36	1919.88
American Humanities (ELA)	N	Carlin O'Hagan	36	1919.88
ESLIP (ESL Integration Program)	N	Doug Aday	12	639.96
		Amy Nolan	12	639.96
		Josh Saladino	12	639.96
American Studies I (SS)	R	Freddie LaFemina	18	959.94
American Studies II (SS)	R	Freddie LaFemina	18	959.94
Amer Govt Politics AP	R	Dan Muro	18	959.94
The Power of One	R	Lisa Wiater	9	479.97
Crim Law H (sem)	R	Medha Kirtane	12	639.96
Const Law H (sem)	R	Medha Kirtane	12	639.96
Global Econ H (sem)	R	Jen Raphaels	12	639.96
World History	R	Nicole Novak	4.5	239.98
		Mike Troy	4.5	239.98
History of the Modern World	R	Lauren Besser	4.5	239.98
		Dan Muro	4.5	239.98
US I H	R	Allyson Saladino	4.5	239.98
		Caitlin Orfini	4.5	239.98
US II	R	Linda Chamesian	4.5	239.98
		Patrick Thurlow	4.5	239.98
US II H	R	Nicole Riordan	9	479.97
US I AP	R	Freddie LaFemina	9	479.97
US II AP	R	Medha Kirtane	9	479.97

2022-2023 Summer Curriculum Writers				
Course Name	New or Revised N/R	Staff Member	Hours	Amount not to Exceed
AHLISA I (SS)	R	Allyson Saladino	9	479.97
AHLISA II (SS)	R	Mike Yannone	9	479.97
AmEx I	R	Caitlin Orfini	4.5	239.98
		Kate Pinches	4.5	239.98
AmEx II	R	Caitlin Orfini	4.5	239.98
		Kate Pinches	4.5	239.98
Psych	R	Sean Lynaugh	9	239.98
Psych H	R	Sean Lynaugh	9	239.98
Psych AP	R	Sean Lynaugh	9	239.98
Human Geo AP	R	Charlie Appel	9	479.97
Human Geo H/CP	R	Charlie Appel	9	479.97
AP Euro Hist	R	Nicole Novak	9	479.97
Sociology H	R	Nicole Riordan	9	479.97
Western/NonWest Phil H	R	Charlie Appel	9	479.97
Contemp Issues H	R	Mike Troy	9	479.97
Film Hist H (sem)	R	Mike Troy	4	213.32
Stock Market H (sem)	R	Tim Murtha	4	213.32
Micro/Macro AP	R	Jen Raphaels	18	959.94
WORLD LANGUAGE				
American Sign Language I	N	Amy Policelli	36	1919.88
Spanish 7	R	Ana Anthon	18	959.94
		Christal Ojea	18	959.94

2022-2023 Summer Curriculum Writers				
Course Name	New or Revised N/R	Staff Member	Hours	Amount not to Exceed
Spanish 8	R	Ana Anthon	18	959.94
		Barbara Barker	18	959.94
Spanish I	R	Christal Ojea	18	959.94
		Patricia Galasso	18	959.94
Spanish II	R	Barbara Barker	18	959.94
		Patricia Galasso	18	959.94
Spanish III	R	Megan Rotella	4.5	239.98
		Damary Purrinos	4.5	239.98
Spanish III H	R	Megan Rotella	9	479.97
Spanish IV	R	Angelica Cuellar	9	479.97
Spanish IV H	R	Damary Purrinos	9	479.97
Spanish V H	R	Damary Purrinos	9	479.97
Spanish V AP	R	Angelica Cuellar	9	479.97
Span Cult & Conv I	R	Christal Ojea	9	479.97
Span Cult & Conv II	R	Christal Ojea	9	479.97
French III H	R	Helene Palumbo	9	479.97
French IV H	R	Laura Polk	9	479.97
French V H	R	Laura Polk	9	479.97
Latin I	R	Amy Bernard-Mason	18	959.94
HEALTH & WELLNESS				
PE - K	R	Justin Oh	18	959.94
PE - 1	R	Justin Oh	18	959.94

2022-2023 Summer Curriculum Writers				
Course Name	New or Revised N/R	Staff Member	Hours	Amount not to Exceed
PE - 2	R	Justin Oh	18	959.94
PE -3	R	Erica Zampino	18	959.94
PE - 4	R	Erica Zampino	18	959.94
PE - 5	R	Erica Zampino	18	959.94
PE - 6	R	Erika Tucker	18	959.94
PE - 7	R	Jamie Gilfedder	18	959.94
PE - 8	R	Jamie Gilfedder	18	959.94
Health - K	R	Colleen Manke	6	319.98
Health - 1	R	Colleen Manke	6	319.98
Health - 2	R	Colleen Manke	6	319.98
Health - 3	R	Bonnie Lowicki	6	319.98
Health - 4	R	Bonnie Lowicki	6	319.98
Health - 5	R	Bonnie Lowicki	6	319.98
Health 6	R	Erika Tucker	6	319.98
Health 7	R	Erika Tucker	6	319.98
Health 8	R	Stephanie Dodd	6	319.98
Health 9A	R	Mary Consol	6	319.98
Health 9B	R	Christina Jannone	6	319.98
Health 10	R	Allison Mende	6	319.98
Driver Education	R	Peter Kay	6	319.98
Health 11	R	Mary Consol	6	319.98
First Aid and Safety	R	Peter Kay	6	319.98
Personal Fitness - 9	R	Candace Mitola	6	319.98
PA -9	R	Craig Bunzey	6	319.98
PA - 10	R	Craig Bunzey	6	319.98
Strength & Conditioning 10	R	Candace Mitola	6	319.98
Strength & Conditioning 11	R	Candace Mitola	6	319.98
Junior Physical Education Activities	R	Peter Kay	6	319.98

2022-2023 Summer Curriculum Writers				
Course Name	New or Revised N/R	Staff Member	Hours	Amount not to Exceed
Yoga & Stress Management	R	Mary Consol	6	319.98
Senior Physical Activities	R	Allison Mende	6	319.98
Senior Wellness	R	Allison Mende	6	319.98
FINE & APPLIED ART				
K Art	R	Samantha Stankiewicz	18	959.94
1st Grade Art	R	Samantha Stankiewicz	18	959.94
2nd Grade Art	R	Nicola Stewart	18	959.94
3rd Grade Art	R	Jessica Roth	18	959.94
4th Grade Art	R	Rob Krokus	18	959.94
5th Grade Art	R	Christina Chicas	18	959.94
6th Grade Art	R	Elizabeth Fontana	6	319.98
7th Grade Art	R	Elizabeth Fontana	6	319.98
2D Art	R	Elizabeth Fontana	6	319.98
3D Art	R	Elizabeth Fontana	6	319.98
Apprentice to Master I	R	Jen Manke	6	319.98
Apprentice to Master II	R	Jen Manke	6	319.98
6th Grade Orchestra	R	Gary Fink	18	959.94
6th Grade Band	R	Max Dabby	18	959.94
7th Grade Orchestra	R	Gary Fink	18	959.94
7th Grade Band	R	Max Dabby	18	959.94
8th Grade Orchestra	R	Gary Fink	18	959.94
8th Grade Band	R	John Luckenbill	18	959.94
Symphonic Band	R	John Luckenbill	18	959.94
Concert Band	R	Jeff Haas	18	959.94
Wind Ensemble	R	Jeff Haas	18	959.94
Chorale	R	Natalie Cardillo	18	959.94
Concert Choir	R	Natalie Cardillo	18	959.94
Treble Choir	R	Natalie Cardillo	18	959.94

2022-2023 Summer Curriculum Writers				
Course Name	New or Revised N/R	Staff Member	Hours	Amount not to Exceed
Chamber Choir	R	Natalie Cardillo	18	959.94
Acting I	R	Christine DiBrita	12	639.96
Advanced Acting	R	Christine DiBrita	12	639.96
Advertising Art	R	Athena Maxwell	12	639.96
Advanced Adverstising Art	R	Athena Maxwell	12	639.96
Architectural Design I	R	Paul Cronk	18	959.94
Architectural Design II	R	Paul Cronk	18	959.94
Art History AP	R	Paul Cronk	18	959.94
Digital Photography I	R	Lisa Valenti	12	639.96
Digital Photography II	R	Lisa Valenti	12	639.96
Advanced Digital Photography	R	Lisa Valenti	12	639.96
Jewelry and Metal Design I	R	Dan DaSilva	12	639.96
Jewelry and Metal Design II	R	Dan DaSilva	12	639.96
Advanced Portfolio Development (SEM)	R	Athena Maxwell	12	639.96
Advanced Portfolio Development (FY)	R	Athena Maxwell	18	639.96
TV Production	R	Larry Holand	12	639.96
Video Production	R	Larry Holand	12	639.96
Advanced Video Production	R	Larry Holand	12	639.96
Intro to Media Technology	R	Larry Holand	12	639.96
Innovating through Design Thinking	R	Athena Maxwell	12	639.96
Design Thinking Studio: Experiences in Design & Rapid Prototyping	R	Athena Maxwell	12	639.96
Interactive Design (Introduction to Electricity, Electronics & Coding)	R	Athena Maxwell	12	639.96
Interactive Design II	R	Athena Maxwell	12	639.96
Robotics	R	John Wohner	12	639.96
Robotics II	R	John Wohner	12	639.96
Real World Engineering	R	John Wohner	18	639.96
Yearbook Production I	R	Lisa Valenti	12	639.96

2022-2023 Summer Curriculum Writers				
Course Name	New or Revised N/R	Staff Member	Hours	Amount not to Exceed
Yearbook Production II	R	Lisa Valenti	12	639.96
Yearbook Production II Honors	R	Lisa Valenti	12	639.96
Yearbook Management	R	Lisa Valenti	18	959.94
Yearbook Management II	R	Lisa Valenti	18	959.94
Journalism Production I	R	Lisa Valenti	18	959.94
Journalism Production II	R	Lisa Valenti	18	959.94

Proficiency PLCs	18 hours @ \$53.33 per hour = \$959.94
Petitt, Carol	GWMS
Makhlouf, Nehrin	RHS
Gould, Alexandra	GWMS

Elementary Literacy Boot Camp	18 hours each @ \$53.33 per hour = \$959.94
Coffey, Ty	Somerville

Teacher-Led Workshops	6 hours each @ \$53.33 per hour = \$319.98
Roberts, Deirdre	BFMS/GWMS

Asset	Model	Serial number
	Gen 4 Chromebook	5RBWGB3
	Gen 4 Chromebook	HPC2733
	Gen 4 Chromebook	BV18L33
	Gen 4 Chromebook	3SWH2X2
	Gen 4 Chromebook	2W9DL63
	Gen 4 Chromebook	C6HDL63
	Gen 4 Chromebook	F2KB2X2
	Gen 4 Chromebook	HTQ62X2
	Gen 4 Chromebook	JY682X2
	Gen 4 Chromebook	5LFG2X2
	Gen 4 Chromebook	83Y62X2
	Gen 4 Chromebook	94FGL63
	Gen 4 Chromebook	JX682X2
	Gen 4 Chromebook	4MBPL33
	Gen 4 Chromebook	2M4F2X2
	Gen 4 Chromebook	JZ7G2X2
	Gen 4 Chromebook	FRM92X2
	Gen 4 Chromebook	9T7J2X2
	Gen 4 Chromebook	HTQ62X2
	Gen 4 Chromebook	CH7J2X2
	Gen 4 Chromebook	33WHJ93
	Gen 4 Chromebook	6L852X2
	Gen 4 Chromebook	672H2X2
	Gen 4 Chromebook	48PPL63
	Gen 4 Chromebook	5J7J2X2
	Gen 4 Chromebook	35182X2
	Gen 4 Chromebook	G7NC2X2
	Gen 4 Chromebook	DPW42X2
	Gen 4 Chromebook	CX2C2X2
	Gen 4 Chromebook	C12J2X2

Asset	Model	Serial number
	Gen 4 Chromebook	BN5DL63
012419	Dell Optiplex 3010	9FJC7Y1
012411	Dell Optiplex 390	BMSR6V1
010947	Dell Optiplex 9020	4QTT6Y1
010942	Dell Optiplex 9020	4R6T6Y1
012454	Dell Optiplex 3010	9J8W6Y1
011174	Epson 680	X2BB7500704
012454	Dell Optiplex 3010	9J8W6Y1
	Gen 4 Chromebook	33WHJ93
	Gen 4 Chromebook	7H7J2X2
	Gen 4 Chromebook	286n393
010967	optiplex 9020	4R7T6Y1
011159	optiplex 9010	D1MC8Y1
	Gen 4 Chromebook	677D2X2
	Gen 3 Chromebook	828G2X2
	Gen 4 Chromebook	1W2C2X2
	Gen 4 Chromebook	3VH0J93
	Gen 4 Chromebook	7T292X2
	Gen 3 Chromebook	DW5Q1G2
	Gen 4 Chromebook	4L40J93
	Gen 4 Chromebook	9C3C2X2
	Gen 4 Chromebook	273W533
010034	Dell Latitude 5480	8JX62G2
010831	Dell Latitude 5480	8DD72G2
011616	Dell Latitude 5490	GFRYPN2
	Gen 4 Chromebook	47MG2X2
	Gen 4 Chromebook	CMKLJ93
010790	Latitude 5440	G69ZYZ1
011892	Optiplek380	BNHH6V1
011894	Optiplek380	BNHM6V1

Asset	Model	Serial number
011893	Optiplex380	BNDN6V1
	Latitude 5430	gxcfmx1
	Latitude E5420	GB34CT1
	Acer chromebook	NXSHEAA00435
011956	Dell Optiplex 7460 AIO	2826RP2
010861	Dell Latitude 5440	GNQKJ12
010390	Hitachi CP-A220N	001F67AE21EF
010683	Projector Epson 480	QW6F2Z0475L
	Gen 4 Chromebook	7RM4733
	Gen 4 Chromebook	G0CZ533
	Gen 4 Chromebook	JXF92X2
	Gen 4 Chromebook	C881HB3
	Gen 4 Chromebook	6ST52X2
010697	Dell Latitude E5440	CMZZYZ1
010029	Dell Latitude E5440	8WVQT32
012518	Dell Latitude E5440	4FBJX21
010814	Dell Latitude E5440	2WFCG12
010820	Dell Latitude E5440	9N4CG12
010453	Dell Latitude E5440	5nzzyz1
010104	Dell Latitude E5440	8tvqt32
010715	Dell Latitude E5440	bx40zz1
010765	Dell Latitude E5440	ccxzyz1
010722	Dell Latitude E5440	4w10zz1
	Gen 4 Chromebook	DB062X2
	Gen 4 Chromebook	4FYFJ93
	Gen 4 Chromebook	7BKB2X2
010105	Dell Latitude E5440	35BJXZ1
013346	Dell Latitude E5440	C6MRT32
	Gen 4 Chromebook	HRM52X2
	Gen 4 Chromebook	1TP82X2

Asset	Model	Serial number
	GEN 1 Chromebook	9VXP722
	GEN 1 Chromebook	BKDP722
011660	Dell Latitude E5490	7KY0QN2
010131	Dell Latitude E5440	5J60ZZ1
	Gen 4 Chromebook	8H852X2
	Gen 4 Chromebook	CP292X2
010083	Dell Latitude E5440	FC4CG12
010476	Dell Latitude E5440	B33KJ12
010772	Dell Latitude E5440	3DWZYZ1
010097	Dell Latitude E5440	H44CG12
010128	Dell Latitude E5440	1VFCG12
	Gen 4 Chromebook	HVT52X2
	Gen 4 Chromebook	J6G52X2
010313	Dell Latitude E5440	DG60ZZ1
010545	XPS 13	9J2T462
010919	Optiplex 9010	B9PN9Y1
	Gen 4 Chromebook	992J2X2
	Gen 4 Chromebook	DGT92X2
	Gen 4 Chromebook	4KV72X2
	Gen 4 Chromebook	1d6fj93
	Gen 4 Chromebook	286n393
	Gen 4 Chromebook	33WHJ93
	Gen 4 Chromebook	906B2X2
011003	Optiplex 9010	T11DT8Y1
	Gen 4 Chromebook	4vcIj93
	Gen 4 Chromebook	9H6FJ93
010751	Dell Latitude E5440	HVZZYZ1
010466	Dell Latitude E5440	D430ZZ1
	Gen 4 Chromebook	4W252X2
010293	Dell Latitude E5440	23WZYZ1

Asset	Model	Serial number
010590	Dell Latitude E5440	CW4CG12
010464	Dell Latitude E5440	JKZZYZ1
010693	Dell Latitude E5440	6J00ZZ1
011460	Dell Latitude E5430	6bdfmx1

BYLAWS

RIDGEWOOD BOARD OF EDUCATION

BYLAWS

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Board Member Use of Electronic Mail/Internet

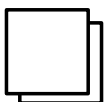
0169 BOARD MEMBER USE OF ELECTRONIC MAIL/INTERNET

The Board of Education is a public body as defined in the New Jersey Open Public Meetings Act, N.J.A.C. 10:4-6 et seq., and the Board and its members are required to comply with the provisions of this Act. It is the right of the public to be present at meetings of public bodies and to witness in full all phases of the deliberations, policy formulation, and decision-making. Board members acknowledge certain discussions between Board members, other than during a Board meeting, may be subject to the provisions of the Open Public Meetings Act.

The Board of Education is also subject to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. The Open Public Records Act requires public agencies/School Boards to make certain governmental records subject to public access. Board members may, by written and/or electronic mail (e-mail), communicate with each other and with certain school staff regarding the school district's public business. "Public business" means and includes all matters that relate in any way, directly or indirectly, to the performance of the public body's functions or the conduct of its business. Board members acknowledge these written communications may be classified as a governmental record and may be subject to public access pursuant to the Open Public Records Act.

In order to ensure the Board and/or individual Board members comply with the requirements of the Open Public Meetings Act and the Open Public Records Act, the following guidance is provided regarding certain discussions and written communications regarding the public business:

1. Written letters, e-mails, and supporting documents regarding school district matters written by Board members to other Board members or written by Board members to school staff, unless the subject matter is specifically exempt under the Open Public Records Law, are governmental records and are subject to public access. Based on the potential for improper/inappropriate disclosure and/or breach of confidentiality that may compromise the Board or Board member, these communications should not involve confidential matters, especially any matter the Board may discuss in executive/private session outside the presence of the public pursuant to the Open Public Meetings Act.
2. Written letters, internet (chat) discussions, e-mails, and supporting documents regarding the school district's public business written by Board members to other Board members shall not replace deliberations that would prevent the public from witnessing in full detail all phases of the Board's deliberations, policy formulation, and decision-making process in accordance with the intent of the Open Public Meetings Act.



BYLAWS

RIDGEWOOD BOARD OF EDUCATION

BYLAWS

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Board Member Use of Electronic Mail/Internet

3. Internet (chat) discussions between Board members regarding the school district's public business shall not include multiple Board members with the potential that a quorum of the Board may be involved, or become involved, in such discussion.
4. **Board members shall only use the school district provided email address and account for all communication as a Board of Trustee. The address and account shall not be used for any other purpose other than for the Board member's responsibility as a Board of Trustee.**

In the event a Board member(s) fails to comply with the guidance of this Policy, the matter shall be referred to the Board President, who will meet and/or discuss the matter and this Policy with the Board member(s). The Board President may request the Board Attorney participate in this meeting and/or discussion.

N.J.S.A. 10:6-4 et seq.

N.J.S.A. 47:1A-1 et seq.

BYLAW

BYLAWS
0155.1/page 1 of 2
Board Member Participation at Board Meetings
Using Electronic Device

0155.1 BOARD MEMBER PARTICIPATION AT BOARD MEETINGS
USING ELECTRONIC DEVICE

The Board of Education recognizes a Board member may be unable to attend a Board Meeting due to a work, family commitment or a medical condition where the Board member is prohibited from leaving their home due to the medical condition requiring the Board member to not be available to attend in person during the time of the Board Meeting. In order to assist Board members during these circumstances, the Board of Education will permit the Board member to participate in the Board Meeting through the use of an electronic device(s).

In the event a Board member is unable to attend a meeting, the Board member must submit their written request to participate in a Board Meeting by using an electronic device forty eight hours before the Board of Education Meeting. The written request shall state the date of the Board Meeting and the permissible reason for the anticipated absence, as provided in this Policy. The written request shall be verified by supporting documentation, if requested by the Board president. Upon receipt of the written request, the Board President shall promptly notify the School Business Administrator/Board Secretary.

The School Business Administrator/Board Secretary shall make arrangements to have the appropriate electronic equipment available at the site of the Board Meeting to permit the Board member to listen to all aspects of the public meeting, including, but not limited to, Board member and administrative comments and deliberations, public comments, and presentations. The Board member participating via electronic equipment shall be provided, either in advance of the meeting or electronically just prior to or during the meeting, all handouts and supporting documentation that is presented, deliberated and voted on during the meeting. In addition, the electronic equipment must permit the Board President to recognize the Board member to make comments, ask questions, vote, and fully participate in the Board Meeting as if the Board member was present at the meeting. And, the Board member's comments, questions, votes and other aspects of their participation shall be amplified so that all those in attendance at the meeting can hear their participation.

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Board Member Participation at Board Meetings
Using Electronic Device

The Board member requesting participation in a Board Meeting through the use of an electronic device shall participate in the entire Board public meeting under the conditions outlined in this Policy and cannot participate in selected portions of the public meeting.

Prior to the Board member's remote participation in executive session of the Board meeting, the Board member participating remotely shall represent to being in a private space where no one else can hear or see the Board member's participation in executive session.

In no event shall a quorum of the Board participate in a Board meeting via electronic device, absent the issuance of an Executive Order or law permitting the conducting of Board meetings with all members participating remotely via electronic device. In the event multiple members of the Board submit written requests to participate in a Board meeting via electronic device, the requests shall be accepted in the order of receipt. In the event a quorum of Board members should seek to participate in a meeting by electronic device, the requests of any such members that would have the number of Board member participation via electronic device constitute a quorum shall not be accepted and such Board member(s) shall not be permitted to participate via electronic device at such meeting.

A Board member's participation in a Board meeting via electronic device may exceed two (2) Board meetings only upon the approval of a majority of the full membership of the Board.

A Board member may not participate in a Board meeting via electronic device for more than four (4) Board meetings in one calendar year.

A majority of the Board must be physically present for a meeting to preside.

Adopted: