
**The Somerset Hills School District
Regular Meeting Agenda - May 11, 2022
Executive Session - 6:30 P.M.
Public Input & Action - 7:30 P.M.
Bernards High School Media Center**

I. Call to Order & Welcome

Welcome to a meeting of the Board of Education of Somerset Hills. Please be advised that this and all meetings of the Board are open to the public and media, consistent with the Open Public Meetings Act: (Chapter 231 Laws of 1975), and that advance notice required therein has been provided. This is a meeting of the Board of Education of Somerset Hills at which formal action may be taken. The public will have an opportunity to be heard as shown on the Agenda.

II. Roll Call

III. Executive Session

WHEREAS the "Open Public Meetings Act:" (Chapter 231 Laws of 1975) authorizes a public body to exclude the public from that portion of a meeting at which specified topics are to be discussed under circumstances where the public consideration of such topics will clearly endanger the public, or where the personal privacy or guaranteed rights of individuals whose activities or affairs are to be discussed would be clearly in danger of unwarranted invasions, and

WHEREAS the matters about to be presented for discussion clearly meet the "circumstances" test of such Act:

RESOLVED that the Board of Education of Somerset Hills now adjourns its public session to reconvene in Executive Session for the purpose of discussing the following: Personnel, Student Matters, Contracts, Negotiations and Litigation.

And, be it further,

RESOLVED that the discussion in Executive Session be disclosed when the Board's consideration of the subject matter has been closed, or that such matter does not adversely affect the rights of prospective, current, or past public officers, or personnel of the Board, unless such individuals have in writing requested the disclosures of such discussion at a public meeting and provided such a public disclosure will no longer clearly endanger the public interest.

IV. Pledge of Allegiance

V. Roll Call

VI. Report of the Superintendent:

1. *School Law Talks - New Jersey Student Learning Standards* - Board Attorney, Derlys Gutierrez, Esq.
2. Student Representatives' Report
3. End-of-Year Student and Staff Recognition - Bernards High School

VII. Public Comments for Actionable Agenda Items

We very much welcome input from the public. Public comments are welcome at this time on any actionable agenda item. Towards the end of the meeting there is a second public forum on any

topic. Please state your name and address. Comments are limited to three minutes, but an individual may speak a second time after all others who wish to speak on the topic have been heard. Please understand that our public forums are not structured as question and answer sessions, but are offered as opportunities to share your thoughts with the Board. In instances where the Board feels that there is a misunderstanding or inaccuracy, the Board President or Superintendent may address the comment. In accordance with New Jersey Statute, the Board will not discuss matters regarding specific personnel. Public Comments will be limited to 30 minutes. Thank you for your input.

VIII. Approval of Minutes*

1. Approval of Minutes

Resolved, that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for April 27, 2022 and Special Meeting for May 3, 2022.

IX. Organizational Action Items

1. Official Publications*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, designates the Bernardsville News as the official publication and, Be It Further Resolved, that The Courier News and The Star Ledger be designated to receive official notices as required by law.

2. Authorized Depositories*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, designates the following financial institutions as official depositories:

Peapack/Gladstone Bank
Bank of America
JP Morgan Chase Bank
TD Bank
US Bancorp
First Hope Bank

3. Approve Authorized Signatures*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the authorized signatures on warrants as follows:

Accounts	Signatures
a) Payroll	Board Secretary & Board President
b) Agency	Board Secretary & Board President
c) General	Board Secretary & Board President
d) Cafeteria	Board Secretary
e) Unemployment	Board Secretary
f) Flexible Spending	Board Secretary

4. Deferred Compensation Plans*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following Deferred Compensation Plans 403(b), 457(b) and Roth

providers:

Valic	Metlife	AXA Equitable
Lincoln Investment Planning	T. Rowe Price	Vanguard Group

5. Approve PlanConnect, LLC As Third Party Administrator*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, hereby approves PlanConnect, LLC as the Third Party Administrator for its Section(s) 403(b) and 457(b) of the Internal Revenue Code of 1986, Plan(s), pursuant to the HoldHarmless and Third Party Administrative Agreement between Somerset Hills Board of Education and PlanConnect, LLC.

6. Payment of Bills*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, authorizes the Board Secretary to pay bills between Board Meetings and that all bills paid will be presented for Board approval at the next scheduled meeting.

7. Transfer of Interest*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the transfer of interest earned in the Capital Project fund to the General Fund for the 2022-2023 school year.

8. Professional Services Contract Awards*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following appointments for the 2022-2023 school year:

WHEREAS, there exists a need for auditing services, architectural services, legal services, and, WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et. seq. Requires that the resolution authorizing the award for "Professional Services" without competitive bids must be publicly advertised,

WHEREAS, NJAC 6A:23A-5.2 provides that a school district must establish a maximum dollar limit prior to budget preparation for professional services fees, and;

WHEREAS, Somerset Hills Board of Education has established the following maximum dollar limits as required:

Provider	Service	Est Amt. Not to Exceed
Adams Gutierrez & Lattiboudere	Legal	\$95,000(\$175/hr-attny; \$95/hr paralegal)
Gebhardt & Keifer	Legal	\$5,000 (\$200/hr)
Suplee, Clooney & Co.	Auditor	\$21,000
Parette, Somjen Architects LLC	Architect	\$25,000 (\$170/hr)

These appointments are made without competitive bidding as "Professional Services" under the provisions of N.J.S.A. 40:11-1 et. seq. Because such services are recognized professions licensed and regulated by law not allowing for competitive bids.

BE IT FURTHER RESOLVED, that a brief notice of this action shall be printed once in the Bernardsville News as required by law, within ten (10) days of its passage, stating its nature, duration, service and amount, and that the resolution and contract are on file in the Business Office.

9. Extraordinary Unspecifiable Services (EUS) Professional Services Contract Awards**

Whereas the Somerset Hills Board of Education is in need of Extraordinary Unspecifiable Services exempt from competitive bids and awarded through the RFP process including technical criteria, management criteria, and cost criteria. And after determining that the following professionals best meet the needs of the Somerset Hills School District; Now Therefore be it Resolved, that the Board Secretary is authorized to execute contracts for the following EUS professional services for the 2022-2023 school year:

Provider	Service	Est. Amount Not to Exceed
Phoenix Financial Advisors, Inc.	Financial Advisory Services	\$3,000
Brown & Brown Benefit Advisors, Inc.	Broker of Record	\$11,000
CBiz (includes fees to Utica, Travelers, Hanover, NJSIG & Bollinger)	Broker of Record	\$50,000

BE IT FURTHER RESOLVED, that a brief notice of this action shall be printed once in the Bernardsville News as required by law, within ten (10) days of its passage, stating its nature, duration, service and amount, and that the resolution and contract are on file in the Business Office.

10. Approve Food Service Management Company *

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Maschio's Food Services, Inc. as the Food Service Management Company for the 2022-2023 school year with a management fee of \$16,875 and a profit guarantee of \$0.

11. Approve Additional Contract Awards*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the 2022-2023 contracts:

Provider	Service	Est. Amount Not to Exceed
Wilentz Goldman & Spitzer, P.A.	Bond Counsel	\$10,000
Rullo & Juillet Associates, Inc.	Right to Know Consultant	\$6,750
ESS	Substitute Aides & Clerical	\$40,000
Dr. Allyson Agathis	School Physician	\$26,000

12. Petty Cash Accounts*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, re-establishes the following Petty Cash accounts for the 2022-2023 school year in accordance with Board Policy 6620.

Location	Amount	Maximum Single Expenditure	Responsible Administrator
Bedwell Elementary School	\$250.00	\$25	School Principal

Bernardsville Middle School	\$250.00	\$25	School Principal
Bernards High School	\$250.00	\$25	School Principal
Student Services	\$150.00	\$25	Director of Student Services
Superintendent's Office	\$200.00	\$25	Superintendent
Business Office	\$300.00	\$30	Business Administrator

13. Nonpublic Instructional Services*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Non-Public Instruction Services Agreement with Educational Services Commission of New Jersey for Chapters 192/193, IDEA, Non-Public Textbook, Technology, Non-Public Nursing and Security for the 2022-2023 school year.

14. Approve JAG Physical Therapy Athletic Training Services*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve JAG Physical Therapy Athletic Trainers, Warren, NJ to provide substitute athletic trainer services for the 2022-2023 school year.

15. Approve RWJ Somerset Athletic Training Services*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Somerset Sports Performance Athletic Trainer trainers, Somerset, NJ to provide substitute athletic trainer services for the 2022-2023 school year in the amount of \$57,600.

16. Coordinated Transportation Agreements*

Resolved, that the "Resolution/Agreement" for participation in coordinated Transportation services with the Somerset County Educational Services Commission be approved for the 2022-2023 school year, and be it further

Resolved, that the "Resolution/Agreement" for participation in coordinated transportation services with the Morris-Union Jointure Commission be approved for the 2022-2023 school year, and be it further

Resolved, that the "Resolution/Agreement" for participation in coordinated transportation services with the Morris County Educational Services Commission be approved for the 2022-2023 school year, and be it further

Resolved, that the "Resolution/Agreement" for participation in coordinated transportation services with Sussex County Regional Cooperative be approved for the 2022-2023 school year, and be it further

Resolved, that the "Resolution/Agreement" for participation in coordinated transportation services with the Union County Educational Services Commission be approved for the 2022-2023 school year, and be it further

Resolved, that the "Resolution/Agreement" for participation in coordinated transportation services with the Educational Services Commission of New Jersey be approved for the 2022-2023 school year, and be it further

Resolved, that the "Resolution/Agreement" for participation in coordinated transportation services with the Lakeland Regional H.S. be approved for the 2022-2023 school year.

17. 2022-2023 Anticipated Contracts*

Resolved, that pursuant to PL 2015, Chapter 47 the Somerset Hills Board of Education, upon the recommendation of the Superintendent, intends to renew, award, or permit to expire the following 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; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq.

A. Use of State Contract Vendors

WHEREAS, the Somerset Hills Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Somerset Hills Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Somerset Hills Board of Education intends to enter into contracts with the New Jersey State Contract Vendors through this resolution and properly execute contracts, which shall be subject to all the conditions applicable to the current State contracts; now, therefore, be it

RESOLVED, the Somerset Hills Board of Education, upon the recommendation of the Superintendent, authorizes the Purchasing Agent to purchase certain goods or services from approved New Jersey State Contract Vendors for the 2022-2023 school year pursuant to all conditions of the individual State contracts; and be it further

RESOLVED, that the Somerset Hills Board of Education School Business Administrator, shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and be it further

RESOLVED, that the duration of the contracts between the Somerset Hills Board of Education and the Referenced State Contract Vendors shall be from July 1, 2022 to June 30, 2023.

B. Hunterdon County Educational Services Commission Cooperative Purchasing

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Cooperative Pricing Resolution/Agreement for participation in cooperative purchasing services with the Hunterdon County Educational Services Commission for the 2022-2023 school year.

C. Educational Services Commission of New Jersey Cooperative Purchasing

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Cooperative Pricing Resolution/Agreement for participation in cooperative purchasing services with the Educational Services Commission of New Jersey for the 2022-2023 school year.

D. Approve Participation with PEPPM Technology Bidding and Purchasing Program

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve participation in PEPPM Technology Bidding and Purchasing Program July 1, 2022-June 30, 2023.

E. Approve Participation with OMNIA Public Sector Cooperative Purchasing
Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve participation in OMNIA Public Sector Cooperative Purchasing Program July 1, 2022-June 30, 2023.

18. Preparation of Bid Specifications*

Resolved, that the Business Administrator be authorized to prepare bid specifications as needed, for the purchase of the following services and supplies for the 2022-2023 school year:

Asbestos removal	Energy Management
Boiler inspections and repairs	Fire protection services
Carpet and floor tile replacements	Gym floor recoating
Classroom furniture & instructional equipment	Grounds Maintenance
Computer/technology equipment	HVAC controls
Copier paper	Painting
Custodial supplies	Parking lot/Roadway repairs
Custodial/Grounds Equipment	Plumbing repairs
Door/window replacements	Roof repairs
Electrical upgrades/supplies	Teaching supplies
Elevator maintenance	Transportation services (as required)
	Tree Maintenance

And, be it further

Resolved, that the Board Secretary be authorized to purchase the above services and supplies pursuant to the N.J. Public School Contracts Law.

19. Qualified Purchasing Agent and Designating Bid Threshold*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, designates its bid threshold at \$44,000 pursuant to N.J.S.A. 18A:18A-3a, and be it further

Resolved, that Business Administrator/Board Secretary, Jinnee DeMarco, possesses a Qualified Purchasing Agent (QPA) certificate;

Now, therefore be it resolved that the Somerset Hills Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$44,000 for the Board of Education, and further authorizes Jinnee DeMarco, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

20. Approve Group Dental Insurance Proposal*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent approve the following proposal from Delta Dental and Flagship procured by Brown and Brown Insurance, Inc.:

Monthly premium rates for Delta Dental will have 2% increase and for Flagship will be 0.8% increase effective July 1, 2022 - June 30, 2023.

21. Medical, Prescription and Dental Benefits*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves participation of the district with Aetna for medical and prescription benefits and Delta Dental of NJ for dental benefits for the 2022-2023 school year.

22. Approve Data Management Support*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves Hands-On Tech, LLC for PowerSchool maintenance and support at the rate of \$100/hr. for the 2022-2023 school year not to exceed \$25,000.

23. New Jersey School Boards Association Membership*

Resolved, that the Somerset Hills Board of Education approve the annual membership in the New Jersey School Boards Association for the 2022-2023.

24. Approve Standard Operating Procedures Manual*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve The Standard Operating Procedures Manual for the 2022-2023 school year.

25. Approve Purchasing Procedures Manual*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Purchasing Procedures Manual for the 2022-2023 school year.

26. Approve Contract with CDW-G*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve technology upgrades, including laptops, chromebooks, wiring and supplies, as named in the 2022-23 budget, through ESCNJ 18/19-03 for an amount not to exceed \$150,000.00 during the 22-23 school year.

27. Approve Contract with Atra Janitorial Supply Co.*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve janitorial supplies, from Atra Janitorial Supply Co. in the 21-22 budget, through ESCNJ 18/19-35 for an amount not to exceed \$100,000 during the 22-23 school year.

28. Approve Contract with Open Systems*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve building access and security systems upgrades, repairs, and monitoring from Open Systems Integrators Inc. in the 2022-23 budget, through ESCNJ 19/20-38 and 20/21-13 for an amount not to exceed \$150,000 for the 22-23 school year.

29. Appoint Affirmative Action Officers for 2022-2023*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following Affirmative Action Officers for 2022-2023:

Coleen Butler- District

Jaime Walker- Bernards High School

Lisa Garofalo- Bernardsville Middle School
 April Friedman- Bedwell School

30. Appointment of Officers*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, appoints the following officers for the period of July 1, 2022 to June 30, 2023:

Jinnee DeMarco	Board Secretary, Custodian of Records, Health and Safety Officer, Public Agency Compliance Officer, School Safety Specialist
Judy Favino	Treasurer of School Monies
Jamie Koransky	504 Officer, DCP&P Liaison, Homeless Liaison, Nursing Coordinator, Early Childhood Coordinator
Doug Lucas	Right-to-know and A.H.E.R.A. Representative, Integrated Pest Management Coordinator
Coleen Butler	Affirmative Action Officer, Title IX coordinator, ADA Officer
Jaime Walker	Anti-Bullying Coordinator

31. Bedminster Send/Receive Tuition Agreement*

Resolved, that the Send/Receive Tuition Agreement with Bedminster for the sending of students to Somerset Hills School District be approved for the 2022-2023 school year.

32. Authorize Superintendent Right of Appointment*

Resolved, that the Somerset Hills Board of Education authorize the Superintendent the right of appointment between Board Meetings for personnel.

33. Parent Organizations

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, acknowledges the following parent organizations:

School	Organization
Bedwell	Home & School Association of Somerset Hills - Bedwell Elementary School
BMS	Home & School Association of Somerset Hills - Bernardsville Middle School

34. Parent Organizations*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, acknowledges the following parent organizations:

BHS	BHS Band Parents BHS Football Club Home & School Association/Project Graduation The Bernards Athletics Booster Club PAC Parents Somerset Hills Ice Hockey Association BHS Ski Team Parents
District	Somerset Hills Education Foundation (SHEF) Parents and Professionals for Exceptional Children (PEC) -Special Education Parent Advisory Group

35. Special Education Providers*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following service providers for the 2022-2023 school year and extended school year:

Provider	Service	Location	Cost
Aveanna Healthcare	Nursing Services	Atlanta, GA	\$60-\$150/hr
Bayada Nursing	Nursing Services	New Brunswick, NJ	\$55/hr
Bergen County Special Services	Teacher of the Deaf	Paramus, NJ	\$165 - \$188/hr
DATA Group Central	Behavioral Services	Atlantic Highlands, NJ	\$150/hr
Marylou Diamond	Speech Language Pathologist	Little Falls, NJ	\$125- \$200/hr
Educational Services Commission of N.J.	All services	Piscataway, NJ	\$65- \$400/evaluation
Epic Healthcare/Aveanna Healthcare	Nursing Services	Hackensack, NJ	\$60/hr
ESS, Inc	Substitutes Teachers/Paraprofessional	Philadelphia, PA	\$85.80/hr
Horizon Healthcare Staffing	Nursing Services	Manalapan, NJ	\$60- \$97/hr
INVO Family of Companies	All services	Doylestown, PA	\$84.27 - \$86.70/hr
JLMABA LLC	Behavioral Services	Ocean Twp., NJ	\$125/hr
Kid Therapy	PROMPT Therapy	Chester, NJ	\$125 - \$160/hr
Morris County ESC	All Services	Morristown, NJ	\$49-\$156/hr
Morris Union Jointure Commission	All services	New Providence, NJ	\$195 - \$235/hr
Pediatric Workshop	Physical Therapy	Warren, NJ	\$66/hr
P.G. Chambers	Occupational Therapy	Cedar Knolls, NJ	\$81 - \$91/hr
Speech & Hearing Associates	Speech Therapy	Westfield, NJ	\$160 - \$175/hr
Somerset County ESC	All Services	Bridgewater, NJ	\$100 - \$472
Therapy Travelers	All Services	El Segundo, CA	\$60 - \$110/hr

36. Home Instruction and Bedside Instruction*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following home instruction and bedside instruction for the 2022-2023 school year and extended school year program:

Provider	Service	Location	Cost
Educational Services Commission NJ	Home Instruction	Piscataway, NJ	\$48/hr
Educere, LLC	Home/Bedside Instruction	Ambler, PA	\$29-\$999/per course
Learnwell	Home/Bedside Instruction	Parsippany, NJ	\$47.50/hr
Prime Healthcare	Home/Bedside Instruction	Boonton, NJ	\$55/hr

Silvergate Prep	Home/Bedside Instruction	Bridgewater, NJ	\$55//hr
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37. Special Education Schools*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following special education schools for the 2022-2023 school year and/or extended school year:

Student ID#	Provider	Location
8026186552 1764996066	Celebrate the Children	Denville, NJ
1079125455	The Center School	Somerset, NJ
2406215244	ECLC - Chatham	Chatham, NJ
4469898470 9247137466	Essex Valley	W. Caldwell, NJ
7480675894	Greystone Psych	Morris Plains, NJ
6704368293 4980445376	Hunterdon Prep	Annandale, NJ
9206219199	Lakeland Regional High School	Wanaque, NJ
2102757988	Matheny School	Peapack, NJ
3191740990 6674065186	Midland School	North Branch, NJ
4129254390 5896832951	Montgomery	Basking Ridge, NJ
3027945811	Morris School District: Morristown HS - ESY Program	Morristown, NJ
3919382829 3576316201	Morris Union Jointure Commission-DLC	Warren, NJ
3839380106	New Road School	Somerset, NJ
1353989105	Newmark H.S.	Scotch Plains, NJ
4241292465 9533446690 7091185137 4430675215	Newmark School	Scotch Plains, NJ
7841323206	Phoenix Center	Nutley, NJ
8166393899 4169704793	Pillar School	Livingston, NJ
3957424154	Reed Academy	Oakland, NJ
2649079881 2779193661	Shepard Prep.	Kinnelon, NJ
8664505632	Stanhope School	Stanhope, NJ
3027945811	UCESC	Westfield, NJ
8491190758	Windsor Learning	Pompton Lakes, NJ

38. Special Education Evaluations*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following facilities to conduct evaluations services for the 2022-2023 school year:

Provider	Service	Location	Cost
Dr. Craig Barth	Audiologist	Morristown, NJ	\$360
Bridges to Employment	Vocational Evaluations	Raritan, NJ	\$1,500
Cambridge Behavioral Health	Behavior Evaluations	Morristown, NJ	\$80 - \$175
C.E.A.	Evaluations	Flemington, NJ	\$50 - \$450
Educational Services Commission of N.J.	All Services	Piscataway, NJ	\$65 - \$400
Mary Lou Diamond	Speech Language Evaluations	Little Falls, NJ	\$125- \$200
Dr. Kathleen Fadden	Neurological Evaluations	Morristown, NJ	\$675
Dr. Cristina Farrell	Neurological Evaluations	Morristown, NJ	\$675
Dr. Bryan Fennelly	Psychiatric Evaluations	Madison, NJ	\$700 - \$750
Hunterdon County ESC	Evaluations	Lebanon, NJ	\$400-\$900
INVO Family of Companies	Evaluations	Doylestown, PA	\$81 - \$98
Jewish Vocational Service	Vocational Evaluations	Basking Ridge, NJ	\$900
Kid Therapy	Occupational Therapy Evaluations	Chester, NJ	\$160
Learning Tree Multicultural Evaluation and Consulting, Inc.	Bilingual Educational & Psychological Evaluations	Greenbrook, NJ	\$800 - \$850
Morris County ESC	Evaluations	Morristown, NJ	\$215/hr
Morris Union Jointure Commission	Evaluations	New Providence, NJ	\$185-\$230
Pediatric Workshop	Physical Therapy Evaluations	Warren, NJ	\$295
Dr. Rajeswari Muthaswamy	Psychiatric Evaluation	East Brunswick, NJ	\$525 - \$650
P.G. Chambers	Occupational Therapy Evaluations	Cedar Knolls, NJ	\$545 - \$1,290
Stephanie Shaeffer	Speech Language Evaluations	Chester, NJ	\$350
Dr. Kavita Sinha	Neurological Evaluations	Warren, NJ	\$500
Somerset County ESC	Evaluations	Bridgewater, NJ	\$400
Speech & Hearing Associates	Audiological Evals/Consults	Westfield, NJ	\$300-\$950
Summit Speech School	Audiological Evaluations/Consultations	New Providence, NJ	\$85 - \$950
Dr. Emily Sy-Te	Neurological Evaluations	Morristown, NJ	\$675
Technology for Education And Communication Consulting, Inc. (TECC)	Speech and Language Eval/AAC & AT Eval Consultation & Training	Williamstown, NJ	\$100 - \$150 /hr \$550 - \$1,075/eval

39. Approve Parent Transportation Contracts*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the

Superintendent, approve the following parent transportation contracts for the 2022-2023 Extended School Year and School Year.

Student ID#	Route #	Cost
3191740990	ESY - Midland School	\$1,985.40
3191740990	Midland School	\$12,323.16
2102757988	ESY - Matheny School	\$2,097.60
2102757988	Matheny School	\$10,374.64
3576316201	ESY - MUJC – DLC Warren	\$1,649.40
3576316201	MUJC – DLC Warren	\$9,896.40
4169704793	ESY - Pillar School	\$2,349.18
4169704793	Pillar School	\$12,939.48
1764996066	ESY - Celebrate the Children	\$1,682.91
1764996066	Celebrate the Children	\$13,463.28
6674065186	ESY - Midland School	\$2,183.99
6674065186	Midland School	\$13,555.80

40. Approve Virtual Online Courses/Instructors *

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following facilities to conduct virtual online courses/instructors for the 2022-2023 school year:

Provider	Service	Location
Educere, LLC	Virtual Online Courses	Ambler, PA
Proximity Learning	Virtual Online Courses/Instructors	Austin, TX
NJCTL (NJ Center for Teaching and Learning)	Virtual Online Courses/Instructors	Mahwah, NJ
APEX Learning	Virtual Online Courses	Seattle, WA
Stride Learning Solutions	Virtual Online Courses	Herndon, VA

41. Approve Substitute Rates*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following substitute rates for the 2022-2023 school year (salary may be adjusted):

Credential	Rate
Teacher with Substitute Credential, CEAS or CE	\$105
Teacher with Substitute Credential, CEAS or CE (Bedwell School Only)	\$126

Teacher with Standard Certificate	\$115
Teacher with Standard Certificate (Bedwell School Only)	\$138
Teacher with Substitute Certificate - Extended Assignment 11-40 days	\$190
Teacher with Standard Certificate - Extended Assignment 11-40 days	\$210
Teacher Long Term Assignment – 41 plus days	\$265
Nurse	\$225
Nurse - Field Trip	\$260
Nurse – Overnight Field Trip	\$500
Secretary	\$15/hour
Confidential Secretary	\$20/hour
Paraprofessional	\$13/hour
Custodian	\$16/hour
Maintenance	\$18.50/hour
Technology	\$20/hour
Bus/Van Driver	\$32/hour
Bus Paraprofessional	\$18/hour

42. Reappointment Tenured Certificated Staff*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following tenured certificated staff for the 2022-2023 school year: BHS

	Last Name	First Name	School	Level	Step	\$ Salary	\$ Longevity	\$ Total Salary
a	Acuna	Heiner	BHS	BA	6	\$63,115	\$0	\$63,115
b	Albanese-Demair	Christine	BHS	MA	10	\$74,105	\$0	\$74,105
c	Boyce	Nicole	BHS	BA	11-12	\$71,030	\$0	\$71,030
d	Bracero	Jeannette	BHS	MA	14	\$80,310	\$0	\$80,310
e	Brothers	David	BHS	MA+30	21	\$106,368	\$0	\$106,368
f	Camuto	Lisa	BHS	MA	11-12	\$76,030	\$0	\$76,030
g	Cherng	Jonathan	BHS	MA	11-12	\$76,030	\$0	\$76,030
h	Clark	Kelly	BHS	MA+15	21	\$103,845	\$0	\$103,845
i	Connor	Anne	BHS	MA+60/Doc	21	\$111,242	\$750	\$111,992
j	Daben	Jose	BHS	MA+45	20	\$105,866	\$0	\$105,866
k	DeAngelo	Stephanie	BHS	MA+45	10	\$81,605	\$0	\$81,605
l	DiGiacomo	Angelina	BHS	MA	7	\$69,260	\$0	\$69,260
m	Dolson	Margaret	BHS	MA+30	11-12	\$81,030	\$0	\$81,030
n	Dooley	Megan	BHS	MA	9	\$72,340	\$0	\$72,340
o	Drew	Lisa	BHS	MA+15	21	\$103,845	\$0	\$103,845

p	Ellis	Amanda	BHS	MA+60/Doc	11-12	\$86,030	\$0	\$86,030
r	Falletta	Luann	BHS	MA+60/Doc	21	\$111,242	\$0	\$111,242
s	Falzarano	Jeffrey	BHS	MA+15	21	\$103,845	\$0	\$103,845
t	Ferrara	James	BHS	MA+60/Doc	21	\$111,242	\$0	\$111,242
u	Fresco	Angela	BHS	MA+60/Doc	21	\$111,242	\$0	\$111,242
v	Garay	Janet	BHS	MA+45	15	\$90,175	\$0	\$90,175
w	Hemans	Nicholas	BHS	MA	15	\$82,675	\$0	\$82,675
x	Hogge	John	BHS	MA+60/Doc	21	\$111,242	\$750	\$111,992
y	Hunkele	Heather	BHS	MA+30	17	\$92,855	\$0	\$92,855
z	Kaplan	Daniel	BHS	BA	7	\$64,260	\$0	\$64,260
aa	Koch	Kevin	BHS	MA+30	11-12	\$81,030	\$0	\$81,030
bb	La Bruno	Wendi	BHS	MA+60/Doc	20	\$108,142	\$0	\$108,142
cc	La Pine	Matthew	BHS	MA+45	11-12	\$83,530	\$0	\$83,530
dd	Lallis	John	BHS	MA+30	21	\$106,368	\$1,000	\$107,368
ee	Miranda	Jennifer	BHS	MA+60/Doc	8	\$80,725	\$0	\$80,725
ff	Murphy	Theresa	BHS	MA	11-12	\$76,030	\$0	\$76,030
gg	Nelson	Ryan	BHS	MA+30	6	\$73,115	\$0	\$73,115
hh	O'Brien	Janice	BHS	MA+60/Doc	21	\$111,242	\$0	\$111,242
ii	O'Connor	Leslie	BHS	MA+30	15	\$87,675	\$0	\$87,675
jj	Pair	Randall	BHS	BA	10	\$69,105	\$0	\$69,105
kk	Pietroluongo	Jade	BHS	MA	11-12	\$76,030	\$0	\$76,030
ll	Reitz	Cameron	BHS	MA	8	\$70,725	\$0	\$70,725
mm	Ryersen	Kathleen	BHS	MA+45	21	\$108,966	\$0	\$108,966
nn	Samson	Alyssa	BHS	MA+15	9	\$74,840	\$0	\$74,840
oo	Silva	Karen	BHS	MA+60/Doc	21	\$111,242	\$1,000	\$112,242
pp	Simoneau	Jon	BHS	MA+15	18	\$93,654	\$750	\$94,404
qq	Snyder	Allison	BHS	MA+60/Doc	11-12	\$86,030	\$0	\$86,030
rr	Sosely	Anna	BHS	MA+60/Doc	20	\$108,142	\$0	\$108,142
ss	Stolarz	Lizabeth	BHS	MA+45	10	\$81,605	\$0	\$81,605
tt	Stypolkowski	Emily	BHS	MA	4-5	\$67,205	\$0	\$67,205
uu	Szakiel	Mark	BHS	MA	21	\$101,150	\$0	\$101,150
vv	Szostak	David	BHS	MA+60/Doc	21	\$111,242	\$750	\$111,992
ww	Teets	Ashley	BHS	MA	4-5	\$67,205	\$0	\$67,205
xx	Venezio	Maria	BHS	MA+60/Doc	21	\$111,242	\$0	\$111,242
yy	Violillo	Maddalena	BHS	MA+60/Doc	20	\$108,142	\$750	\$108,892

zz	Wagner	Alyssa	BHS	MA+30	7	\$74,260	\$0	\$74,260
aaa	Weltler	Lynn	BHS	MA+60/Doc	21	\$111,242	\$0	\$111,242
bbb	Whitlock	Christine	BHS	MA+60/Doc	21	\$111,242	\$750	\$111,992
ccc	Young	Joseph	BHS	MA+15	7	\$71,260	\$0	\$71,260

43. Reappointment Tenured Certificated Staff

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve of the reappointment of the following tenured certificated staff for the 2022-2023 school year: BMS & BES

BMS

	Last Name	First Name	School	Level	Step	\$ Salary	\$ Longevity	\$ Total Salary
a	Boudreau	Derek	BMS	MA+30	10	\$79,105	\$0	\$79,105
b	Calabrese	Eric	BMS	MA+15	14	\$82,810	\$0	\$82,810
c	Craver	Marcella	BMS	MA+60/Doc	21	\$111,242	\$750	\$111,992
d	Fitzgerald	Marianne	BMS	BA+15	14	\$77,810	\$0	\$77,810
e	Froysland	Megan	BMS	MA+30	8	\$75,725	\$0	\$75,725
f	Georgiana	Michael	BMS	MA+60/Doc	13	\$88,095	\$0	\$88,095
g	Gilly	Zoltan	BMS	MA+60/Doc	13	\$88,095	\$0	\$88,095
h	Gori (Clark)	Michelle	BMS	BA	4-5	\$62,205	\$0	\$62,205
i	Habermas	Christopher	BMS	MA+45	15	\$90,175	\$0	\$90,175
j	Heydt	Jaimie	BMS	MA	11-12	\$76,030	\$0	\$76,030
k	Kimmel	Melissa	BMS	MA+30	7	\$74,260	\$0	\$74,260
l	King	Brian	BMS	MA+60/Doc	21	\$111,242	\$750	\$111,992
m	LaChac	Luke	BMS	BA	7	\$64,260	\$0	\$64,260
n	LaSpada	Joseph	BMS	MA+60/Doc	21	\$111,242	\$1,000	\$112,242
o	Malwitz-Walker	Carrie	BMS	MA+60/Doc	15	\$92,675	\$0	\$92,675
p	Marashlian	Nicole	BMS	MA+60/Doc	17	\$97,855	\$0	\$97,855
q	McGinn	Jessica	BMS	MA+15	14	\$82,810	\$0	\$82,810
r	McGovern	Courtney	BMS	MA	7	\$69,260	\$0	\$69,260
s	McMillan	Patricia	BMS	BA	21	\$94,810	\$0	\$94,810
t	O'Halloran	Anne	BMS	BA	9	\$67,340	\$0	\$67,340
u	Obert-Thorn	Karrie	BMS	MA+60/Doc	21	\$111,242	\$0	\$111,242
v	Ogden	Denise	BMS	BA	9	\$67,340	\$0	\$67,340
w	Palek	Timothy	BMS	MA	13	\$78,095	\$0	\$78,095
x	Porter	Shane	BMS	MA	15	\$82,675	\$0	\$82,675
y	Rizzuto	Rosemarie	BMS	MA+60/Doc	21	\$111,242	\$0	\$111,242

z	Rounsaville (Szesko)	Julie-Ann	BMS	MA	10	\$74,105	\$0	\$74,105
aa	Russo	Dawn	BMS	MA	15	\$82,675	\$0	\$82,675
bb	Ryan	Suzanne	BMS	MA+30	21	\$106,368	\$0	\$106,368
cc	Sands	Stephen	BMS	MA+60/Doc	21	\$111,242	\$750	\$111,992
dd	Snyder	Jason	BMS	MA+60/Doc	14	\$90,310	\$0	\$90,310
ee	St Ours	Elizabeth	BMS	MA+45	15	\$90,175	\$0	\$90,175
ff	Tchorz	Valerie	BMS	MA+45	18	\$98,179	\$0	\$98,179
gg	Tresslar	Kristene	BMS	MA+45	13	\$85,595	\$0	\$85,595
hh	Tynan	Jessica	BMS	MA	13	\$78,095	\$0	\$78,095
ii	Wells	Carolyn	BMS	MA+45	18	\$98,179	\$750	\$98,929

BES

	Last Name	First Name	School	Level	Step	\$ Salary	\$ Longevity	\$ Total Salary
a	Bohr	Jennifer	BES	MA+15	11-12	\$78,530	\$0	\$78,530
b	Brooten	Darcey	BES	MA+60/Doc	15	\$92,675	\$0	\$92,675
c	Collins	Jessica	BES	MA	13	\$78,095	\$0	\$78,095
d	d'Anunciacao	Jessica	BES	MA+45	7	\$76,760	\$0	\$76,760
e	Davis	Emma	BES	MA+30	13	\$83,095	\$0	\$83,095
f	De Roberts	Theresa	BES	MA+60/Doc	19	\$103,730	\$750	\$104,480
g	De Stefano	Phyllis	BES	BA	21	\$94,810	\$1,000	\$95,810
h	Falzarano	Sarah	BES	BA+15	13	\$75,595	\$0	\$75,595
i	Fischer	Dana	BES	BA+15	20	\$94,340	\$750	\$95,090
j	Freda	Michele	BES	MA	21	\$101,150	\$0	\$101,150
k	Gelsinger	Allison	BES	MA+15	7	\$71,760	\$0	\$71,760
l	Grau	Gianna	BES	MA	11-12	\$76,030	\$0	\$76,030
m	Hall	Kristine	BES	MA+45	21	\$108,966	\$750	\$109,716
n	Heppes	Laurie	BES	BA+15	21	\$97,440	\$1,000	\$98,440
o	Jablonski	Holly	BES	MA+45	15	\$ 90,175	\$0	\$ 90,175
p	Jaeger	Jamie	BES	MA+30	13	\$83,095	\$0	\$83,095
q	Jastrabek	Linda	BES	BA+15	21	\$97,440	\$1,000	\$98,440
r	Klebaur	Grace	BES	MA	6	\$68,115	\$0	\$68,115
s	Kleinstein	Mary	BES	MA+60/Doc	21	\$111,242	\$750	\$111,992
t	Koletar	Jenny	BES	MA	11-12	\$76,030	\$0	\$76,030
u	Kusnic	Cassandra	BES	MA+15	6	\$70,615	\$0	\$70,615

v	Leonard	Melissa	BES	MA+15	16	\$87,690	\$0	\$87,690
w	Mariani	Jessica	BES	BA	17	\$82,855	\$0	\$82,855
x	McCarron	James	BES	MA	21	\$101,150	\$1,000	\$102,150
y	McCloskey	Heather	BES	MA	9	\$72,340	\$0	\$72,340
z	Mongno	Megan	BMS	MA+45	16	\$92,690	\$0	\$92,690
aa	Noonan	Mark	BES	BA	21	\$94,810	\$750	\$95,560
bb	O'Day	Lauren	BES	MA+15	9	\$74,840	\$0	\$74,840
cc	Och	Laurie	BES	MA+30	21	\$106,368	\$0	\$106,368
dd	Palmieri	Jeremy	BES	MA	6	\$68,115	\$0	\$68,115
ee	Panik	Meredith	BES	MA+60/Doc	16	\$95,190	\$0	\$95,190
ff	Paterno	Amy	BES	MA+45	19	\$101,640	\$ 750	\$102,390
gg	Reed	Patrick	BES	MA+60/Doc	15	\$92,675	\$0	\$92,675
hh	Rokosky	Debbie	BES	MA+45	21	\$108,966	\$750	\$109,716
ii	Roll	Jill	BES	MA	21	\$101,150	\$0	\$101,150
jj	Rudin	Elizabeth	BES	MA+60/Doc	21	\$111,242	\$750	\$111,992
kk	Ryan	Vanessa	BES	BA+15	11-12	\$73,530	\$0	\$73,530
ll	Seelig	Sophia	BES	BA	17	\$82,855	\$0	\$82,855
mm	Sheehan	Carolyn	BES	BA	8	\$65,725	\$0	\$65,725
nn	Smith	Lauren	BES	MA+15	15	\$85,175	\$0	\$85,175
oo	Thurlow	Allen	BES	MA+30	14	\$85,310	\$0	\$85,310
pp	Westfall	Sarah	BES	MA+15	7	\$71,760	\$0	\$71,760
qq	Windisch	Mary Clare	BES	MA	21	\$101,150	\$0	\$101,150
rr	Zaborowski	Donna	BES	MA+45	21	\$108,966	\$0	\$108,966
ss	Ziolkowski	Maureen	BES	BA+15	17	\$85,355	\$0	\$85,355

44. Approval Tenure Contracts*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following tenured certificated staff for the 2022-2023 school year: BHS

	Last Name	First Name	School	Level	Step	\$ Salary	\$ Longevity	\$ Total Salary
a	Carey	Amanda	BHS	BA	8	\$65,725	\$0	\$65,725
b	Crisman	Gillian	BHS	MA+15	8	\$73,225	\$0	\$73,225
c	Hart	Amy	BHS	MA	4-5	\$67,205	\$0	\$67,205

45. Approval Tenure Contracts

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following tenured certificated

staff for the 2022-2023 school year: BMS

	Last Name	First Name	School	Level	Step	\$ Salary	\$ Longevity	\$ Total Salary
a	McGovern	Danielle	BMS	BA	8	\$65,725	\$0	\$65,725

46. Approval Tenure Contracts

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following tenured certificated staff for the 2022-2023 school year: BES

	Last Name	First Name	School	Level	Step	\$ Salary	\$ Longevity	\$ Total Salary
a	Pane	Patricia	BES	BA	16	\$80,190	\$0	\$80,190

47. Reappointment Non-Tenured Certificated Staff*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following non-tenured certificated staff for the 2022-2023 school year: BHS and District

	Last Name	First Name	School	Year	Level	Step	\$ Salary
a	Anderson	Richard	BHS	3	BA	10	\$74,105
b	Bale-Pena	Matthew	BHS	3	MA+15	14	\$82,810
c	Ciocco	Jared	BHS	2	MA	4-5	\$67,205
d	Ellis	Judge	BHS	2	MA+30	10	\$83,095
e	Incedon	Cassandra N.	District	2	MA	1	\$65,800
f	Kaufman	Justin	BHS	4	BA	4-5	\$62,205
g	Lavalle	Alexa	BHS	4	MA+30	2-3	\$71,300
h	Lehnhoff, Jr.	Robert	BHS	4	MA	8	\$70,725
i	O'Brien	Kyle	BHS	4	MA	2-3	\$66,300
j	Mathus	Peter	BHS	3	MA	2-3	\$66,300
k	Medina	Maria Pilar	BHS	2	BA	4-5	\$62,205
l	Pasqua	Jaclyn	BHS	4	MA	13	\$78,095
m	Robinson	Carl	BHS	1	MA	15	\$85,175
n	Tripp	Amanda	BHS	4	MA	17	\$88,235
o	Venezia	David	BHS	4	MA	4-5	\$67,205
p	Volosin	Lauren	BHS	2	MA	9	\$76,030

48. Reappointment Non-Tenured Certificated Staff

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following non-tenured certificated staff for the 2022-2023 school year: BMS & BES

BMS

	Last Name	First Name	School	Year	Level	Step	\$ Salary
a	Andino	Alex	BMS	2	BA	2-3	\$61,300
b	Andrews Wright	Rebecca	BMS	3	MA	7	\$69,260
c	Carreiro	Olivia	BMS	4	MA+15	7	\$71,760
d	Escobar-Chaffee	Salome	BMS	4	MA	4-5	\$67,205
e	Fabregas	Kelly	BMS	4	MA	7	\$69,260
f	Gash	Adriane	BMS	3	MA	10	\$74,105
g	Geyer	Julie	BMS	2	MA	4-5	\$67,205
h	Kupper	Patricia	BMS	2	MA	10	\$64,842
i	Wertman	Suzanne	BMS	4	MA	2-3	\$66,300

BES

	Last Name	First Name	School	Year	Level	Step	\$ Salary
a	Acuna	Marixza	BES	2	BA	2-3	\$61,300
b	Mirando	Stephan	BES	3	MA	4-5	\$67,205
c	Puhak	Emily	BES	2	MA	4-5	\$67,205
d	Sakin	Jordan	BES	3	MA	2-3	\$66,300
e	Strohman	Elizabeth	BES	3	MA	11-12	\$76,030

49. Reappointment Part-Time Regular Education Paraprofessionals

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following Part-Time Regular Education Paraprofessionals for the 2022-2023 school year.

	Last Name	First Name	Position	Step	Hourly Rate
a	Arcelay	Christina	Para-Spec Ed B Hourly	1	\$16.34
b	Finnegan	Shawna	Para-Spec Ed B Hourly	1	\$16.34
c	Garrigan	Lois	Para-Spec Ed B Hourly	1	\$16.34
d	James	Sharon	Para-Spec Ed B Hourly	1	\$16.34
e	Klocinski	Lisa	Para-Reg Ed A Hourly	11	\$22.20
f	Traynor	Amy	Para-Reg Ed B Hourly	6	\$17.36

50. Reappointment Full-Time Special Education Paraprofessionals*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following Full-Time Paraprofessionals for the 2022-2023 school year: District

	Last Name	First Name	Position	Step	Hourly Rate
a	Blocker	Christine	Para-Spec Ed B Hourly	6	\$ 18.36

b	Brown	Lauren	Para-Spec Ed B Hourly	9	\$ 18.98
c	Canny	Emma	Para-Spec Ed B Hourly	6	\$ 18.36
d	Carmon	David	Para-Spec Ed A Hourly	10	\$ 23.44
e	Coheleach	Ilona	Para-Spec Ed A Hourly	11	\$ 23.44
f	Gebbia	Janine	Para-Spec Ed B Hourly	4	\$ 17.94
g	Habibi	Sama	Para-Spec Ed B Hourly	7	\$ 18.57
h	Hildebrandt	Patricia	Para-Spec Ed A Hourly	10	\$ 23.44
i	Jacobs Deutsch	Jennifer	Para-Spec Ed B Hourly	4	\$ 17.94
j	Johnson	Kimberly	Para-Spec Ed B Hourly	9	\$ 18.98
k	Landers	Kari	Para-Spec Ed A Hourly	11	\$ 23.44
l	Maqueda	Clare	Para-Spec Ed B Hourly	9	\$ 18.98
m	Morin	Jackie	Para-Spec Ed B Hourly	7	\$ 18.57
n	Pernaselli	Marjorie	Para-Spec Ed B Hourly	7	\$ 18.57
o	Petrie	George	Para-Spec Ed B Hourly	1	\$17.34
p	Riley	Cindy	Para-Spec Ed A Hourly	11	\$ 23.44
q	Rollins	Ronald	Para-Spec Ed B Hourly	6	\$ 18.36
r	Sarullo	Dally	Para-Spec Ed B Hourly	5	\$ 18.15
s	Schaefer	Dianne	Para-Spec Ed B Hourly	9	\$ 18.98
t	Stanek	Cary	Para-Spec Ed B Hourly	7	\$ 18.57
u	Tietze	Fred	Para-Spec Ed B Hourly	3	\$ 17.74

51. Appointment Part-Time Special Education Paraprofessionals*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following
Part-Time Paraprofessionals for the 2022-2023 school year: District

	Last Name	First Name	Position	Step	Hourly Rate
a	Arthur	Michele	Para-Spec Ed B Hourly	3	\$ 17.74
b	DiSabato	Felicia	Para-Spec Ed B Hourly	9	\$ 18.98
c	Gopinath	Geetha	Para-Spec Ed B Hourly	6	\$ 18.36
d	Hennessey	Diana	Para-Spec Ed B Hourly	3	\$ 17.74
e	Hunashimarad	Deepa	Para-Spec Ed B Hourly	3	\$ 17.74
f	Price	Caitlyn	Para-Spec Ed B Hourly	1	\$17.34
g	Zavacki	Susan	Para-Spec Ed B Hourly	3	\$ 17.74

52. Reappointment Secretarial Staff*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the

Superintendent, approve the reappointment of the following secretarial staff for the 2022-2023 school year: BHS & District

	Last Name	First Name	Location	Step	\$ Salary	\$ Longevity	\$ Total Salary
a	Acuff	Ann	BHS	18	\$67,356	\$1,790	\$69,146
b	Gruters	Annika	BHS	8	\$56,731	\$0	\$56,731
c	Malzone	Amy	BHS	18	\$67,356	\$0	\$67,356
d	Norton	Lisa	BHS (75%)	16	\$48,773	\$0	\$48,773
e	Pedota	Patricia	CENTRAL	18	\$67,356	\$1,434	\$68,790
f	Pottheiser	Dana	BHS	5	\$54,031	\$0	\$54,031
g	Rodenbach	Deborah	BHS	13	\$61,731	\$0	\$61,731
h	Russoniello	Lucy	CENTRAL	18	\$67,356	\$2,146	\$69,502

53. Reappointment Secretarial/Receptionist Staff

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following secretarial staff for the 2022-2023 school year: BMS & BES

	Last Name	First Name	Location	Step	\$ Salary	\$ Longevity	\$ Total Salary
a	Gallo	Lara A.	BES	8	\$56,731	\$0	\$56,731
b	Haynes	Rosemary	BMS	4	\$53,181	\$0	\$53,181
c	Kotz	Lisa	BES	3	\$22,059	\$0	\$22,059
d	Roehr	Dolores	BES	11	\$59,656	\$1,434	\$61,090
e	Meyer	Deborah	BMS	18	\$67,356	\$1,790	\$69,146

54. Reappointment Custodial Employees*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following custodial employees for the 2022-2023 school year: District

	Last Name	First Name	Job Title	Step	\$ Salary	\$ Longevity	\$ Total Salary
a	Barron	Maria	Custodial	5	\$35,360	\$393	\$36,023
b	Cardona	Olimpia	Custodial	5	\$35,360	\$393	\$36,023
c	Chandara	Soukan	Custodial	20	\$53,535	\$1,311	\$54,846
d	Di Egidio	Louis	Custodial	15	46,410	\$0	46,410
e	Garcia	Paola	Custodial	2	\$33,700	\$0	\$33,700
f	Giraldo	Luz	Custodial	5	\$35,630	\$393	\$36,023
g	Gonzalez	Didier	Custodial	18	\$50,250	\$0	\$50,250
h	Jacobs	Dao	Custodial	3	\$34,200	\$0	\$34,200
i	Komsiri	Bhanca	Custodial	20	\$53,535	\$787	\$54,322

j	Morales	Kyle	Custodial	5	\$35,630	\$0	\$35,630
k	Panyanouvong	Hong	Custodial	20	\$53,535	\$787	\$54,322
l	Phetkon	Preeda	Custodial	10	40,655	\$0	40,655
m	Phetiawang	Suriya	Custodial	4	\$34,700	\$0	\$34,700
n	Price, Jr.	Darryl	Custodial	3	\$34,200	\$0	\$34,200
o	Singsongkham	Khambone	Custodial	20	\$53,535	\$1,311	\$54,846
p	Sysongdeth	Manaswee	Custodial	20	\$53,535	\$1,311	\$54,846
q	Thepnarong	Supanee	Custodial	5	\$35,630	\$0	\$35,630
r	Vongvilay	Bobknuck	Custodial	20	\$53,535	\$1,311	\$54,846
s	Vongvilay	Wannapha	Custodial	20	\$53,535	\$1,049	\$54,584
t	Zambrano	Gabriela	Custodial	5	\$35,630	\$393	\$36,023

55. Reappointment Maintenance Employees*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following maintenance employees for the 2022-2023 school year: District

	Last Name	First Name	Job Title	Step	\$ Salary	\$ Longevity	\$ Total Salary
a	Brenner	Kevin	Maintenance Stipend - LockSmith Stipend-plaster Mason Stipend-boiler License Stipend-system Maintenance	8	\$61,565 \$1,206 \$1,830 \$1,206 \$16,774	\$0	\$82,581
b	Fulper	James	Maintenance Stipend-asst Heating Controls Stipend-boiler License Stipend-system Maintenance	11	\$65,765 \$2,472 \$1,206 \$16,774	\$2,097	\$88,314
c	Pedrick	David	Maintenance Stipend-boiler License Stipend-system Maintenance	11	\$65,765 \$1,206 \$16,774	\$0	\$83,745
d	Rodaligo	Thomas	Maintenance	11	\$65,765	\$1,574	\$67,339

56. Reappointment Technology Employee

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following technology employees for the 2022-2023 school year: BES, BMS

	Last Name	First Name	Location	Job Title	Step	\$ Longevity	\$ Salary
a	Derner	Glen	BES	Technology	17	\$0	\$67,460
b	Machado	Bryan	BMS	Technology	3	\$0	\$53,460

57. Reappointment Registered Nurse Part-Time Employee*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following employee for the 2022-2023 school year: BHS

	Last Name	First Name	Location	Job Title	Step	Rate/HR
a	Worstell	Laura	BHS	Registered Nurse PT	3	\$42.56

58. Reappointment Registered Nurse Part-Time Employee

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following employee for the 2022-2023 school year: BES, BMS

	Last Name	First Name	Location	Job Title	Step	Rate/HR
a	Gomez	Melissa	BES/BMS	Registered Nurse PT	3	\$42.56

59. Reappointment Employee*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following employee for the 2022-2023 school year: District

	Last Name	First Name	Location	Title	\$ Salary	\$ Longevity	\$ Total Salary
a	Clark	David	CENTRAL	Custodial Foreman	\$65,776.00	\$0	\$65,776
b	Griffith	Christopher	CENTRAL	Data Technician	\$68,500	\$0	\$68,500
c	Lucas	Douglas	CENTRAL	Director of Facilities	\$110,000.00	\$0	\$110,000
d	Kacanski	Jaelyn	CENTRAL	Business Office Assistant	\$69,000	\$0	\$69,000
e	Porter	Jacqueline	CENTRAL	Business Office Assistant / Payroll - Confidential	\$76,491.00	\$0	\$76,491
f	Riccio	Frank	CENTRAL	Transportation Manager	\$75,000	\$0	\$75,000
g	Saez	Rickey	CENTRAL	Technology Assistant Manager	\$85,134.00	\$0	\$85,134
h	Schwarz	Jeremy	CENTRAL	Information Technology Manager	\$126,000.00	\$0	\$126,000
i	Thorp	Deborah	CENTRAL	Accounts Payable - Confidential	\$66,950	\$3,457	\$70,407
j	Vought	Rufus	CENTRAL	Maintenance Foreman	\$98,133.00	\$0	\$98,133

60. Reappointment Tenured Administrators*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following administrators for the 2022-2023 school year: District & BHS

	Last Name	First Name	Location	Job Title	Salary
a	Catelli	Michael	District	Supervisor - Social Studies	\$110,715
b	Corbett	Michael	BHS	Assistant Principal - BHS	\$162,357
c	Hoppe	Michael	BHS	Assistant Principal - BHS	\$173,128
d	Neigel	Scott	BHS	Principal - BHS	\$182,332

61. Reappointment Tenured Administrators

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following administrators for the 2022-2023 school year: BES & BMS

	Last Name	First Name	Location	Job Title	Salary
a	Friedman	April	BES	Assistant Principal - BES	\$125,726
b	Phelan	Amy	BES	Principal - BES	\$189,789

62. Reappointment Non-Tenured Administrators*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following administrators for the 2022-2023 school year: District

	Last Name	First Name	Location	Job Title	Salary
a	Barna	Lindsay	District	Supervisor - English	\$105,000
b	Edgerton	Olga	District	Supv-Math/Sc/Tech	\$130,617
c	Koransky	Jamie	District	Director Student Services	\$128,875
d	Walker	Jaime	District	Director of Guidance	\$124,246

63. Reappointment Non-Tenured Administrators

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following administrators for the 2022-2023 school year: BES & BMS

	Last Name	First Name	Location	Job Title	Salary
a	Koellhoffer	Keith	BMS	Assistant Principal - BMS	\$107,000

64. Approval Tenure Administrator Contracts

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following tenured certificated staff for the 2022-2023 school year: BMS

	Last Name	First Name	Location	Job Title	Salary
a	Garafolo	Lisa	BMS	Principal - BMS	\$140,005

64. Reappointment Superintendent*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following administrators for the 2022-2023 school year:

	Last Name	First Name	Location	Job Title	Salary
a	Dempsey	Gretchen	CENTRAL	Superintendent	\$195,400

65. Reappointment Assistant Superintendent*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following administrators for the 2022-2023 school year:

	Last Name	First Name	Location	Job Title	Salary
a	Butler	Coleen	CENTRAL	Assistant Superintendent	\$172,478

66. Reappointment Business Administrator/Board Secretary*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following administrators for the 2022-2023 school year:

	Last Name	First Name	Location	Job Title	Salary
a	DeMarco	Jinnee	CENTRAL	Business Administrator/Board Secretary	\$149,247

67. Reappointment Interpreters/Translators*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, reappoint the following Interpreters/Translators for the 2022-2023 school year:

	Name	Position	Rate
a	*All District World Language & Certificated Staff (Bilingual)*	Translator /Interpreter	\$59.11/Hr
b	Ayala, Frida	Translator/Interpreter	\$59.11/Hr

68. Reappointment Transportation Employees*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the reappointment of the following transportation employees for the 2022-2023 school year:

	Last Name	First Name	Job Title	\$ Hourly Rate
a	Aiello	Andrew	Transportation Driver	32.00/hr
b	Bartow	Lillian	Transportation Driver	32.00/hr
c	Delapaz	Manuel	Transportation Driver	32.00/hr
d	Gamarra	Marianella	Transportation Driver	32.00/hr
e	Godard	Sterne	Transportation Driver	32.00/hr
f	Grasso	Loriann	Transportation Driver	32.00/hr
g	Milford	Marlene	Transportation Driver	32.00/hr
h	Miller	Traci	Transportation Driver	32.00/hr
i	Paltan	Monika	Transportation Driver	32.00/hr
j	Bradley	Sandra	Transportation Para	20.47/hr
k	Clarke	Ellen	Transportation Para	19.92/hr

X. FINANCE

- A. Committee Report & Discussion:
 B. Action Items:

1. Board Secretary & Treasurer Reports & Board Certification*

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of March 2022 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$9,467,583.66	\$9,467,583.66
(20) Special Revenue Fund	(\$160,145.89)	(\$160,145.89)
(30) Capital Projects Fund	\$371,191.25	\$371,191.25
(40) Debt Service Fund	(\$780,904.56)	(\$780,904.56)
Total Government Funds	\$8,897,724.46	\$8,897,724.46

(1) From Secretary's Report (2) From Treasurer's Report

WHEREAS in compliance with N.J.A.C.6A: 23-2.1(c)3 the secretary has certified that, as of the date of the report(s), no budgetary line item account has encumbrances and expenditures 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 report 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.6A: 23-3.11(c) 4, the Board of Education certifies that, after review of the secretary's monthly financial reports (appropriation section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been overexpended in violation of N.J.A.C.6A: 23-2.11(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

2. Approve 2021-2022 Budget Transfers*

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for March 2022.

3. Payment of Bills*

WHEREAS, the Board Secretary has presented attached March 2022 check registers with the recommendation that the checks be paid, and Now, therefore, be it Resolved, that the following bills be paid and an itemized list be filed with the minutes of this meeting:

FUND	
(10) General Fund	\$634,358.04
(20) Special Revenue Fund	—
(30) Capital Projects Fund	—
(40) Debt Service Fund	—
(60) Cafeteria Fund	—
(90) Agency Fund	—
TOTAL	\$634,358.04

4. Payment of Bills*

WHEREAS, the Board Secretary has presented attached April 2022 check registers with the recommendation that the checks be paid, and Now, therefore, be it Resolved, that the following bills be paid and an itemized list be filed with the minutes of this meeting:

FUND	
(10) General Fund	\$2,711,578.73
(20) Special Revenue Fund	\$39,925.25
(30) Capital Projects Fund	—
(40) Debt Service Fund	—
(60) Cafeteria Fund	\$1,581.42
(90) Agency Fund	\$1,051,464.14
TOTAL	\$3,804,549.54

5 Approve Parent Organization Fundraiser

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following parent organization fundraisers for the 2022-2023 school year:

	Organization	School	Event	Date
a	HSA	BMS	Annual 8th Grade Wreath Sale	9/22-11/22
b	HSA	BMS	Spirit Days	TBD
c	HSA	BMS	Afterschool Grade Parties	Fall & Spring- 1 event per grade
d	HSA	BMS	Annual 8th Grade Car Wash/Bake Sale	9/22
e	HSA	BMS	Fall Book Fair	Fall 2022

6. Approve Board Secretary Tax Request Authorization: Borough of Bernardsville

Resolved, that the amount of taxes hereby certified as \$25,657,162.00 for the General Fund is the amount required by the Somerset Hills Board of Education to meet its obligations during the 2022-2023 school year from the Borough of Bernardsville and, be it further

Resolved, that the amount of taxes hereby certified as \$2,257,474.00 for the Debt Service Fund is the amount required by the Somerset Hills Board of Education to meet its debt obligations during the 2022-2023 school year from the Borough of Bernardsville, and, be it further

Resolved, that the Borough of Bernardsville is required to deposit the funds with the Treasurer of School Moneys prior to the tenth of each month as indicated herein:

Month	General Fund	Debt Service	Total Amount Due
July	\$2,122,560.16	\$199,238.16	\$2,321,798.32
August	\$2,122,560.16	\$199,238.16	\$2,321,798.32
September	\$2,122,560.16	\$199,238.16	\$2,321,798.32
October	\$2,122,560.16	\$199,238.16	\$2,321,798.32
November	\$2,122,560.16	\$199,238.16	\$2,321,798.32
December	\$2,122,560.20	\$199,238.20	\$2,321,798.40
January	\$2,153,633.50	\$177,007.50	\$2,330,641.00
February	\$2,153,633.50	\$177,007.50	\$2,330,641.00
March	\$2,153,633.50	\$177,007.50	\$2,330,641.00
April	\$2,153,633.50	\$177,007.50	\$2,330,641.00
May	\$2,153,633.50	\$177,007.50	\$2,330,641.00

June	\$2,153,633.50	\$177,007.50	\$2,330,641.00
Total	\$25,657,162.00	\$2,257,474.00	\$27,914,636.00

7. Approve Board Secretary Tax Request Authorization: Borough of Far Hills

Resolved, that the amount of taxes hereby certified as \$1,742,723.00 for the General Fund is the amount required by the Somerset Hills Board of Education to meet its obligations during the 2022-2023 school year from the Borough of Far Hills and, be it further

Resolved, that the amount of taxes hereby certified as \$153,209.00 for the Debt Service Fund is the amount required by the Somerset Hills Board of Education to meet its debt obligations during the 2022-2023 school year from the Borough of Far Hills, and, be it further

Resolved, that the Borough of Far Hills is required to deposit the funds with the Treasurer of School Moneys prior to the tenth of each month as indicated herein:

Month	General Fund	Debt Service	Total Amount Due
July	\$142,369.33	\$13,363.66	\$155,732.99
August	\$142,369.33	\$13,363.66	\$155,732.99
September	\$142,369.33	\$13,363.66	\$155,732.99
October	\$142,369.33	\$13,363.66	\$155,732.99
November	\$142,369.33	\$13,363.66	\$155,732.99
December	\$142,369.35	\$13,363.70	\$155,733.05
January	\$148,084.50	\$12,171.16	\$160,255.66
February	\$148,084.50	\$12,171.16	\$160,255.66
March	\$148,084.50	\$12,171.16	\$160,255.66
April	\$148,084.50	\$12,171.16	\$160,255.66
May	\$148,084.50	\$12,171.16	\$160,255.66
June	\$148,084.50	\$12,171.20	\$160,255.70
Total	\$1,742,723.00	\$153,209.00	\$1,895,932.00

8. Approve Board Secretary Tax Request Authorization: Borough of Peapack-Gladstone

Resolved, that the amount of taxes hereby certified as \$6,208,024.00 for the General Fund is the amount required by the Somerset Hills Board of Education to meet its obligations during the 2022-2023 school year from the Borough of Peapack/Gladstone and, be it further

Resolved, that the amount of taxes hereby certified as \$545,840.00 for the Debt Service Fund is the amount required by the Somerset Hills Board of Education to meet its debt obligations during the 2022-2023 school years from the Borough of Peapack/Gladstone, and, be it further

Resolved, that the Borough of Peapack/Gladstone is required to deposit the funds with the Treasurer of School Moneys prior to the tenth of each month as indicated herein:

Month	General Fund	Debt Service	Total Amount Due
July	\$508,163.33	\$47,699.66	\$555,862.99
August	\$508,163.33	\$47,699.66	\$555,862.99
September	\$508,163.33	\$47,699.66	\$555,862.99
October	\$508,163.33	\$47,699.66	\$555,862.99
November	\$508,163.33	\$47,699.66	\$555,862.99

December	\$508,163.35	\$47,699.70	\$555,863.05
January	\$526,507.33	\$43,273.66	\$569,780.99
February	\$526,507.33	\$43,273.66	\$569,780.99
March	\$526,507.33	\$43,273.66	\$569,780.99
April	\$526,507.33	\$43,273.66	\$569,780.99
May	\$526,507.33	\$43,273.66	\$569,780.99
June	\$526,507.35	\$43,273.70	\$569,781.05
Total	\$6,208,024.00	\$545,840.00	\$6,753,864.00

9. Nonpublic Instructional Services*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Non-Public Instruction Services Agreement with Educational Services Commission of New Jersey for Home Instruction for the 2022-2023 school year.

10. Approve 2021-2022 Non-Public Technology Aid*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the use of funds for Non-Public Technology Aid for the following school:

Non-Public School	Description	Amount
Far Hills Country Day	Verbatim-USB flash drive 16GB	\$ 26.66
Far Hills Country Day	Verbatim-USB flash drive 8GB	\$ 26.66
Far Hills Country Day	Verbatim-USB flash drive 32GB	\$ 34.28

11. Approve Parent Transportation Contract*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following Parent Transportation Contract for the 2021-2022 School Year.

Student ID#	School	Amount
2102757988	Matheny School	\$1,736.72

12. Approve Contract Revision with Open Systems*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve building access and security systems upgrades, repairs, and monitoring from Open Systems Integrators Inc. in the 2021-22 budget, through ESCNJ 19/20-38 and 20/21-13 for an additional amount not to exceed \$30,000 for the 21-22 school year.

13. Approve School Lunch Prices

Resolved, that the Somerset Hills Board of Education approve the 2022-2023 school lunch prices:

School	Current Price	Recommended 2022-23 Price
Bedwell	\$3.25	\$3.50
Middle	\$3.35	\$3.60

14. Approve School Lunch Prices*

Resolved, that the Somerset Hills Board of Education approve the 2022-2023 school lunch price for Bernards High School:

School	Current Price	Recommended 2022-23 Price
High School	\$3.50	\$3.75

15. Approve Hunter Technologies Agreement*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Hunter Technologies agreement to provide new phone system for the district not to exceed \$44,215.68 for the 2022-2023 school year.

16. Approve Solution Tree Agreement*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Solution Tree agreement to provide Onsite Professional Development not to exceed \$7,100.00 for the 2022-2023 school year. This agreement is funded by ARP ESSER III grant.

XI. FACILITIES & OPERATIONS

A. Committee Report & Discussion:

B. Action Items:

1. HIB*

Resolved, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on April 27, 2022, and upheld the findings and/or consequences recommended by the Superintendent.

- BHS 2021-2022 #4, 5, 6

2. HIB

Resolved, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on April 27, 2022, and upheld the findings and/or consequences recommended by the Superintendent.

- BES 2021-2022 #2
- BMS 2021-2022 #11, 18

3. Approve Barker Transportation Contract*

Resolved, that the Somerset Hills Board of Education approve the renewal of the bus contract with Barker Bus Company Inc. Transportation for the 2022-2023 school year as follows:

Route	Previous Year Cost	CPI Cost	Total Renewal Cost
SH01A	\$45,212.40	\$856.80	\$46,069.20
SH01B	\$45,212.40	\$856.80	\$46,069.20
SH02A	\$45,212.40	\$856.80	\$46,069.20
SH02B	\$45,212.40	\$856.80	\$46,069.20
SH03A	\$45,212.40	\$856.80	\$46,069.20
SH03B	\$45,212.40	\$856.80	\$46,069.20

SH04A	\$45,212.40	\$856.80	\$46,069.20
SH04B	\$45,212.40	\$856.80	\$46,069.20
SH05A	\$45,212.40	\$856.80	\$46,069.20
SH05B	\$45,212.40	\$856.80	\$46,069.20
SH06A	\$45,212.40	\$856.80	\$46,069.20
SH06B	\$45,212.40	\$856.80	\$46,069.20
TOTAL	\$542,548.80	\$10,281.60	\$552,830.40

XII. CURRICULUM

A. Committee Report & Discussion:

B. Action Items:

1. Approve Field Trips*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following field trips:

	School	Trip	# of Students	# of Faculty	# of Chaperones
a	BHS	Tech & Robotics Club STEM Competition - Springfield High School: Springfield, NJ	10	1	0
b	BHS	AP Statistics - Bronx Zoo: Bronx, NY	44	4	0
c	BHS	STARs - Summit Diner: Summit, NJ	8	3	0

2. Approve School Business/Professional Development*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following professional development:

	School	Name	Workshop/Conference	Date	Est. Cost
a	District	DeMarco, J.	The Collaborative Partnership Between Education and Law Enforcement	08/30	\$95
b	BHS	Hunkele, H.	Spring Covers Workshop by Jostens	05/25	\$0
c	BHS	O'Brien, J.	Spring Covers Workshop by Jostens	05/25	\$0

XIII. PERSONNEL

A. Committee Report and Discussion.

B. Action Items:

1. Approve Family Medical Leave

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following Family Medical Leave of Absence dates for the 2022 - 2023 school year:

	ID	School	Position	Dates for Accumulated Sick Leave	Dates for FMLA (Unpaid with Benefits)
a	9095	BES	Teacher MA+15	09/1/2022-09/30/2022	10/01/2022-01/01/2023

2. Approve Substitutes*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following substitutes for the 2021-2022 school year
subject to further investigation pursuant to law:

	Last Name	First Name	Substitute Position	Certification	Effective
a	Mahlik,	Philip	Teacher/Paraprofessional	County Substitute Certificate	<i>Pending Clearance</i>

3. Approve Extended School Year Staff*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following extended school year staff for summer 2022 at their 2021-2022 per hour rate:

	Name	Position	Hourly Rate
a	Canny, Emma	Paraprofessional	\$18.36
b	Craver, Marcella	Psychologist	\$77.06
c	Fabregas, Kelly	Teacher	\$47.66
d	Gebbia, Janine	Paraprofessional	\$17.94
e	Geyer, Julie	Teacher	\$46.24
f	Gomez, Melissa	Nurse	\$42.56
g	Gori, Michelle	Teacher	\$42.80
h	Habibi, Sama	Paraprofessional	\$18.57
i	Hart, Amy	Substitute Teacher: up to 20 hours	\$46.24
j	Incledon, Cassandra	Social Worker	\$45.28
k	Johnson, Kimberly	Paraprofessional	\$18.98
l	Kimmel, Melissa	Teacher	\$51.10
m	Kusnic, Cassandra	Teacher	\$48.59
n	Lavalle, Alexa	Psychologist	\$49.06
o	McCloskey, Heather	Speech	\$49.78
p	Nelson, Ryan	Teacher	\$50.31
q	Pane, Patricia	Nurse	\$55.18
r	Roll, Jill	OT	\$69.60

s	Stypolkowski, Emily	Teacher	\$46.24
t	Teets, Ashley	Teacher	\$46.24
u	Wertman, Suzanne	Teacher	\$45.62

4. Amend Retirement Date

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, amend the retirement date for the following administrator :

Name	Position	Retirement Effective
Phelan, Amy	Principal - BES	9/1/22 8/1/22

5. Amend Effective Date

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, amend the starting date for the following administrative appointment for the 2022- 2023 school year :

Name	Position	Effective
Allen, Jazmyn	Principal - BES	9/1/22 8/1/22 <i>Pending Clearance</i>

6. Accept Resignation*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, accepts the resignation of the following employee:

	Name	School	Position	Effective
a	Internoscia, Brielle	District	School Psychologist	6/30/2022
b	Furfaro, Antonina	District	Paraprofessional	6/13/2022

XIV. **POLICY**

- A. Committee Report and Discussion.
- B. Action Items:

1. First Reading*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the first reading of the following bylaw, policy & regulation:

Policy / Regulation #	Title
P1648.14	Safety Plan for Healthcare Settings in School Buildings - COVID-19 (M) (Abolished)
P1648.15	Recordkeeping for Healthcare Settings in School Buildings -COVID-19 (M) (New)
P2416.01	Postnatal Accommodations for Students (New)

P2417	Student Intervention and Referral Services (M) (Revised)
P5512	Harassment, Intimidation, and Bullying (M) (Revised)
P9320 & R9320	Cooperation with Law Enforcement Agencies (M) (Revised)

2. Second Reading*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the second reading of the following bylaw, policy & regulation:

Policy / Regulation #	Title
P9560	Administration of School Surveys <i>(M) (Revised)</i>
P3421.13 & P4421.13	Postnatal Accommodations

XV. SUPPLEMENTARY MATTERS

XVI. PUBLIC COMMENTS

Public comments are welcome at this time on any topic. Public Comments will be limited to 3 minutes. Please state your name and address. Thank you for your input.

XVII. ADJOURNMENT

***Note:** The areas of permitted voting for the Bedminster district representative of the Board of Education are: (a) Tuition to be charged the sending district by the receiving district and the bill lists or contracts for the purchase, operation or maintenance of facilities, equipment and instructional materials to be used in the education of the pupils of the sending district; (b) New capital construction to be utilized by sending district pupils; (c) Appointment, transfer or removal of teaching staff members providing services to pupils of the sending district, including any teaching staff member who is a member of the receiving district's central administrative staff; (d) Addition or deletion of curricular and extracurricular programs involving pupils of the sending district; (e) Any matter directly involving the sending district pupils or programs and services utilized by those pupils; (f) Approval of the annual receiving district budget; (g) Any collectively negotiated agreement involving employees who provide services utilized by sending district pupils; (h) Any individual employee contracts not covered by a collectively negotiated agreement, if those employees provide or oversee programs or services utilized by sending district pupils; and (i) Any matter concerning governance of the receiving district board of education including, but not limited to, the selection of the board president or vice-president, approval of board bylaws, and the employment of professionals or consultants such as attorneys, architects, engineers, or others who provide services to the receiving district board of education.

(cf: P.L.1996, c.103, s.1)

Somerset Hills School District

May 11, 2022

ADDENDUM

IX. ORGANIZATIONAL ACTION ITEMS

34. Parent Organizations*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, acknowledges the following parent organizations:

BHS	BHS Band Parents BHS Football Club Home & School Association/Project Graduation The Bernards Athletics Booster Club PAC Parents Somerset Hills Ice Hockey Association BHS Ski Team Parents
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35. Special Education Providers*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following service providers for the 2022-2023 school year and extended school year:

Provider	Service	Location	Cost
Therapy Source	BCBA, OT, Speech	Plymouth Meeting, PA	\$89/per hour- \$290 per evaluation

43. Reappointment Tenured Certificated Staff

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, remove the reappointment of the following tenured certificated staff for the 2022-2023 school year: BMS & BES

BMS

	Last Name	First Name	School	Level	Step	\$ Salary	\$ Longevity	\$ Total Salary
q	McGinn	Jessica	BMS	MA+15	14	\$82,810	\$0	\$82,810

X. FINANCE

17. Approve Superior Onsite Health Solutions Agreement*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Superior Onsite Health Solutions agreement to provide On-site Drug screening for bus drivers in accordance with Department of Transportation 49 CFR 382 et seq. and 49 CFR 40 et seq not to exceed \$3,000.00 for the 2022-2023 school year.

Somerset Hills School District

May 11, 2022

ADDENDUM

XI. FACILITIES & OPERATIONS

4. Interscholastic Athletic Association Membership*

Resolved, that the Somerset Hills Board of Education approve Bernards High School as a member of the New Jersey State Interscholastic Athletic Association to participate in the approved interschool athletic program sponsored by the NJSIAA for the 2022-2023 school year.

XII. CURRICULUM

2. Approve School Business/Professional Development*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following school business/professional development:

	School	Name	Workshop/Conference	Date	Est. Cost
d	BHS	Samson, A	Bronx Zoo - AP Statistics	5/31	\$0
e	BHS	Pietroluongo, J	Bronx Zoo - AP Statistics	5/31	\$0
f	BHS	Reitz, C	Bronx Zoo - AP Statistics	5/31	\$0
g	District	Riccio, F	Transfinder - Routefinder PLUS training	5/17 - 5/18	\$1,750

XIII. PERSONNEL

1. Approve Family Medical Leave

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following Family Medical Leave of Absence dates for the 2022 - 2023 school year:

	ID	School	Position	Dates for Accumulated Sick Leave	Dates for FMLA (Unpaid with Benefits)
b	9639	BMS	Teacher BA	0	09/30/22-01/01/23
c	9704	BMS	Teacher MA+15	9/1/22-9/19/22	9/20/22-6/30/23

2. Approve Substitutes*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following substitutes for the 2021-2022 school year
subject to further investigation pursuant to law:

	Last Name	First Name	Substitute Position	Certification	Effective
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Somerset Hills School District

May 11, 2022

ADDENDUM

b	McMenamin	Sheila	Nurse	County Substitute Certificate	<i>Pending Clearance</i>
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7. Approve Appointment Non-Tenured Certificated Staff*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following non-tenured certificated staff for the 2022 - 2023 school year, *subject to further investigation pursuant to law:*

	Name	School	Position	Replace	Level	Step	Salary	Effective
a	Johnson, Alec	BHS	Guidance	Pike	MA+30	8	\$75,725	9/1/22
b	Mountney, Courtney	BHS	Chemistry	Foglia	MA	8	\$70,725	9/1/22

8. Approve Appointment Non-Tenured Certificated Staff

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following non-tenured certificated staff for the 2022 - 2023 school year, *subject to further investigation pursuant to law:*

	Name	School	Position	Replace	Level	Step	Salary	Effective
a	Iannone, Anthony	BMS	Special Education	Pagano	MA	5	\$67,205	9/1/22

9. Approve Appointment Confidential Secretary*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following Confidential Secretary to the Superintendent/Assistant Superintendent for the 2022 - 2023 school year, *subject to further investigation pursuant to law:*

	Name	Position	Replace	Salary	Effective
a	Bivaletz, Mia	Confidential Secretary to the Superintendent/Assistant Superintendent	Duchantier	\$72,000	6/13/22

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Recordkeeping for Healthcare Settings
in School Buildings – COVID-19

Apr 22

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[See **POLICY ALERT No. 227**]

1648.15 RECORDKEEPING FOR HEALTHCARE SETTINGS IN SCHOOL BUILDINGS – COVID-19

The Board of Education is committed to providing a safe and healthy workplace for all employees. The school district shall maintain its records in accordance with Occupational Safety and Health Act of 1970 (OSHA) COVID-19 Emergency Temporary Standard (ETS) published on June 21, 2021 as adopted by the Public Employees Occupational Safety and Health (PEOSH), the agency with jurisdiction over public employers in New Jersey. The provisions of the ETS have expired and are no longer in effect for school districts except for the provisions addressing recordkeeping, outlined in 29 CFR §1910.502(q). The ETS and this Policy are only applicable for employees working in the school nurse's office and any adjoining clinical areas in the school building.

For the purpose of this Policy, "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. 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.

For the purpose of this Policy, "healthcare setting" means all settings in the school district where any employee or contracted service provider provides healthcare services or healthcare support services. 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.

The school district will retain all versions of Policy 1648.14 – Safety Plan for Healthcare Settings in School Buildings, to comply with the ETS while the ETS remains in effect, even after Policy 1648.14 has been abolished.



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Recordkeeping for Healthcare Settings in School Buildings – COVID-19

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. 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.

The school district will record the information in the COVID-19 log within twenty-four hours of learning the employee is COVID-19 positive. 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. The school district will maintain and preserve the COVID-19 log while the ETS remains in effect.

By the end of the next business day after a request, the school district will provide for examination and copying: all versions of Policy 1648.14; the individual COVID-19 log entry for a particular employee to that employee and to anyone having written authorized consent of that employee; and 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.

29 CFR §1910.502(q)

Adopted:



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Postnatal Accommodations for Students

Apr 22

[See **POLICY ALERT No. 227**]

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

Apr 22

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[See **POLICY ALERT** Nos. 177, 203, and 227]

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:



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Harassment, Intimidation, and Bullying
Apr 22
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[See **POLICY ALERT** Nos. **179, 180, 181, 182, 183, 188, 193, 194, 200, 216, and 227**]

5512 HARASSMENT, INTIMIDATION, AND BULLYING

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Harassment, Intimidation, and Bullying

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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).



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Harassment, Intimidation, and Bullying

“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.



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Harassment, Intimidation, and Bullying

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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Harassment, Intimidation, and Bullying

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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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.



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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 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's² 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.

[Option – Principal’s Preliminary Determination]

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.



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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:16-7.45, 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



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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 ~~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



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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 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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Harassment, Intimidation, and Bullying

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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Cooperation with Law Enforcement Agencies

Apr 22

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[See **POLICY ALERT No. 227**]

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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Administration of School Surveys
Jan 22
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[See **POLICY ALERT No. 226**]

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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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

Adopted:



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Mar 20

[See **POLICY ALERT No. 219**]

3421.13 POSTNATAL ACCOMMODATIONS

The Board of Education recognizes teaching staff members may be returning to work shortly after their child's birth and may need to express breast milk during the workday. The Patient Protection and Affordable Care Act (PPACA) amended Section 7 of the Federal Fair Labor Standards Act (FLSA) for nursing mothers to be permitted reasonable break times and a private location to express breast milk for their nursing child for one year after the child's birth.

Every employee position in the school district is designated as either "non-exempt" or "exempt" by the provisions of the FLSA. Generally, a teaching staff member entitled to overtime pay is designated as "non-exempt." A teaching staff member that performs duties that are executive, administrative, or professional in nature and not entitled to overtime pay is designated "exempt." The school district administration shall refer to the comprehensive definitions of "exempt" and "non-exempt" as outlined in 29 C.F.R. 541 et seq. in determining an employee's designation.

A Board of Education is required to provide reasonable break times to non-exempt teaching staff members to express breast milk for their nursing child. The non-exempt teaching staff member shall coordinate such breaks with their immediate supervisor. The non-exempt teaching staff member will not receive compensation during this break time unless the break time is during a non-exempt teaching staff member's compensated break time.

A Board of Education is not required under the FLSA to provide such breaks to exempt teaching staff members. However, exempt teaching staff members may take such breaks provided the breaks are coordinated with their immediate supervisor. If this break is taken during the exempt teaching staff member's duty free lunch period or duty free break period during the workday, the exempt teaching staff member will not be reduced in compensation.

The Principal or the nursing mother's immediate supervisor, in consultation with the school nurse, will designate a lactation room that is shielded from view and free from intrusion from co-workers and the public. The location must be functional as a space for expressing breast milk and shall include an electrical outlet, a chair, and nearby access to running water. If the space is not dedicated to



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the nursing mother's use, it must be available when needed. A space temporarily converted into a lactation room or made available when needed by a nursing mother is sufficient; however, a bathroom, even if private, is not a permissible location under the FLSA.

All exempt and non-exempt teaching staff members are required to sign-out of work to begin the break to express breast milk and shall sign-in when they return to work after the break. The break shall be for a reasonable amount of time. For compensation purposes, the immediate supervisor shall forward all sign-in and sign-out information relative to break times for nursing mothers under the FLSA to the School Business Administrator/Board Secretary.

Fair Labor Standards Act – 29 U.S.C. 201 et seq.

Patient Protection and Affordable Care Act – P.L. 111-148

N.J.S.A. 26:4C-1 through 26:4C-3

Adopted:



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SUPPORT STAFF MEMBERS

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Postnatal Accommodations

Mar 20

[See **POLICY ALERT No. 219**]

4421.13 POSTNATAL ACCOMMODATIONS

The Board of Education recognizes support staff members may be returning to work shortly after their child's birth and may need to express breast milk during the workday. The Patient Protection and Affordable Care Act (PPACA) amended Section 7 of the Federal Fair Labor Standards Act (FLSA) for nursing mothers to be permitted reasonable break times and a private location to express breast milk for their nursing child for one year after the child's birth.

Every employee position in the school district is designated as either "non-exempt" or "exempt" by the provisions of the FLSA. Generally, a support staff member entitled to overtime pay is designated as "non-exempt." A support staff member that performs duties that are executive, administrative, or professional in nature and not entitled to overtime pay is designated "exempt." The school district administration shall refer to the comprehensive definitions of "exempt" and "non-exempt" as outlined in 29 C.F.R. 541 et seq. in determining an employee's designation.

A Board of Education is required to provide reasonable break times to non-exempt support staff members to express breast milk for their nursing child. The non-exempt support staff member shall coordinate such breaks with their immediate supervisor. The non-exempt support staff member will not receive compensation during this break time unless the break time is during a non-exempt support staff member's compensated break time.

A Board of Education is not required under the FLSA to provide such breaks to exempt support staff members. However, exempt support staff members may take such breaks provided the breaks are coordinated with their immediate supervisor. If this break is taken during the exempt support staff member's duty free lunch period or duty free break period during the workday, the exempt support staff member will not be reduced in compensation.

The Principal or the nursing mother's immediate supervisor, in consultation with the school nurse, will designate a lactation room that is shielded from view and free from intrusion from co-workers and the public. The location must be functional as a space for expressing breast milk and shall include an electrical outlet, a chair, and nearby access to running water. If the space is not dedicated to



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All exempt and non-exempt support staff members are required to sign-out of work to begin the break to express breast milk and shall sign-in when they return to work after the break. The break shall be for a reasonable amount of time. For compensation purposes, the immediate supervisor shall forward all sign-in and sign-out information relative to break times for nursing mothers under the FLSA to the School Business Administrator/Board Secretary.

Fair Labor Standards Act – 29 U.S.C. 201 et seq.

Patient Protection and Affordable Care Act – P.L. 111-148

N.J.S.A. 26:4C-1 through 26:4C-3

Adopted:

